

**ITEM I**  
**CITY OF FAIRHOPE**  
**BID INVITATION**

**March 30, 2011**

**Sealed proposals will be received by the City of Fairhope of Baldwin County, Alabama, in the City of Fairhope offices, 555 South Section St. Fairhope, Alabama, until 2:00P.M. April 25, 2011, and then publicly opened thereafter, for furnishing all labor and materials, and performing all work required by the City of Fairhope and described as follows:**

**Bid Number 012-11, STREET SWEEPER**

Questions or comments pertaining to this bid must be presented in writing, sent as e-mail or faxed to the attention of the Purchasing Manager, Daniel P. Ames, P.O. Drawer 429, 555 South Section St., Fairhope, Al 36532, e-mail: [dan.ames@cofairhope.com](mailto:dan.ames@cofairhope.com), fax number: 251-990-0125, Seventy Two (72) hours prior to the bid opening or will be forever waived.

All bids must be on blank forms provided in the Bid Documents. **BID BOND IS WAIVED.**  
**THERE WILL BE A NON-MANDATORY PREBID MEETING at 555 South Section Street, Fairhope, Al., at 10:00AM, April 6, 2011.**

The City of Fairhope is an Equal Opportunity Employer and requires that all contractors comply with the Equal Employment Opportunity laws and the provisions of the Contract Documents in this regard. The City also encourages and supports the utilization of Minority Business Enterprises on this and all public bids.

All bids, with their guarantee (when required), must be enclosed in a sealed, opaque envelope, clearly identified on the outside as a **"Sealed Bid" with Item Name, Bid Number, City of Fairhope's Name and Address and Bidder's Name and Address.** Each bid must be in a separate envelope. Bids made out in pencil will not be accepted.

Failure to observe the instructions contained herein will constitute grounds for rejection of your bid. The City reserves the right to accept or reject all bids or any portion thereof whichever is in the best interest of the City of Fairhope.

The company that is awarded the bid must have Workman's Compensation Insurance on all of its employees if work is done on City premises. General Liability Insurance must be maintained to hold the City harmless in the event of an accident. Proof of Workman's Compensation Insurance if work is done on City premises and General Liability Insurance specifying coverage must accompany this bid packet. See specifications for details.

No bids will be considered unless the bidder, whether resident or non-resident of Alabama, is properly qualified to submit a proposal for this type of work in accordance with all applicable laws of the State of Alabama. Where applicable, this shall include evidence of holding a current license from the State Licensing board for General Contractors, Montgomery, Alabama, as required by Chapter 8 of Title 34, of the Code of Alabama, 1975. In addition, non-residents of the State if a corporation, shall show evidence of having qualified with the Secretary of State to do business in the State of Alabama. Bidder must have a current business license or purchase a business license with the City of Fairhope prior to bid being awarded.

Daniel P. Ames,  
Purchasing Manager  
Posted: 03-30-2011

## CONTENTS

Invitation.....	I
Instruction to Bidders.....	II
Standard Terms and Conditions.....	III
Scope of Work and Specifications.....	IV
Bid Response Form.....	V

## ITEM II

### **INSTRUCTION TO BIDDERS**

#### AWARD OR REJECTION OF BIDS

1. The Bid will be awarded to the lowest responsible bidder complying with conditions of the invitation for bids, provided his bid is reasonable and it is in the interest of the City of Fairhope to accept it. The bidder to whom the award is made will be notified at the earliest possible date. The City of Fairhope, however, reserves the right to reject any and all bids and to waive any informality in bids received whenever such rejection or waiver is in the interest to the City of Fairhope.

#### COMPLIANCE

1. All bid components will comply with all Federal, State and Local laws, ordinances, codes and regulations.
2. The awarded vendor will be responsible for insuring that all items meet specifications before delivery.
3. Awarded vendor will make no substitutions for bid items without prior written approval of the City of Fairhope Purchasing Department.

#### ORDERING

1. The City of Fairhope Purchasing Department will issue Purchase Order(s) to the awarded vendor for bid items as needed.
2. If awarded vendor fails to fill Purchase Order(s) or deliver on time, the City of Fairhope reserves the option to procure needed, comparable items from any source, and bill the awarded vendor for associated expenses generated by such failure.

#### PACKAGING & DELIVERY

1. Deliver bid items to City of Fairhope Warehouse, 555 South Section Street, Fairhope, AL, or other designated City site, maintaining product in proper state, undamaged.
2. At point of delivery, awarded vendor will present an itemized delivery ticket **with the Purchase Order Number clearly referenced thereon**, to City of Fairhope receiving personnel for signing.
3. F.O.B. City of Fairhope, as directed.
4. Shortages, defective or damaged items will be rejected. The awarded vendor will replace such items within ten (10) working days.
5. If applicable, all titles, fees, as well as other charges, are to be paid by awarded vendor. Awarded vendor is to furnish prepaid certificate of title in the name of the City of Fairhope, Title shall change upon acceptance of delivery at the Owner approved delivery location.
6. The bidder shall give the City at least 24 hours notice (Weekends and Holidays excluded) prior to delivery on site.

## **PAYMENT**

1. Invoices -- Upon completion of service and delivery of materials specified in the applicable purchase order, awarded vendor will submit an invoice and signed delivery ticket to:  
City of Fairhope  
Accounts Payable Department  
P.O. Box 429  
Fairhope, AL 36533
2. **All invoices must reference appropriate Purchase Order Numbers**
3. Payment Of Invoice: All invoices received by the City of Fairhope are payable within thirty (30) days from the date of receipt by the City of Fairhope, provided they are approved by the City of Fairhope.

## **COMPLIANCE**

1. Compliance with or variations from the specifications must be noted as to each item on the Specification Sheet. This requirement must be met even though the Purchasing Manager may alter the specifications in the form of an addendum to accommodate variances. A request for a change in the specifications to accommodate a variation must be called to the attention of the Purchasing Manager at least 72 hours before the bid opening date. All requests for such changes will be considered and the merits weighed. Only those changes in specifications deemed to be in the best interest of the City will be made. In the event of a change in specifications, an addendum will be supplied to bidders. Exceptions may be accepted if they are minor, equal, or superior to that which is specified, and provided that they are listed and fully explained on a separate page entitled, "Exceptions to Specifications". The exceptions shall refer to the specification page and paragraph number. The City shall determine which (if any) exceptions are acceptable and this determination shall be final.

### **ITEM III**

## **CITY OF FAIRHOPE, ALABAMA STANDARD TERMS AND CONDITIONS**

### **ACCEPTANCE OF AGREEMENT**

This Agreement contains all terms and conditions agreed upon by the Owner and Winning bidder. No other agreement, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either party hereto. The Winning Bidder shall not employ Subcontractors without the express written permission of the Owner. No waiver, alteration, consent or modification of any of the provisions of the Agreement shall be binding unless in writing and signed by the Owner and Contractor. This Agreement shall not be construed against the party or parties preparing it. It shall be construed as if all the parties and each of them jointly prepared this Agreement, and any uncertainty or ambiguity shall not be interpreted against one or more parties.

### **ACCEPTANCE OF WORK**

The City of Fairhope will be deemed to have accepted the Work after the City of Fairhope agrees the Work is completed by signature on delivery or service tickets. In the event Work furnished under the Contract / Agreement / Purchase Order is found to be defective or does not conform to the intent of the Contract / Agreement / Purchase Order, the awarded vendor shall, after receipt of notice from the City of Fairhope, correct the deficiencies. Failure on the part of the awarded vendor to properly correct the deficiencies within the time period allowed will constitute the City of Fairhope's right to cancel the Contract / Agreement / Purchase Order immediately, upon written notice to the awarded vendor.

### **ADDENDA**

All Addenda are part of the Contract Documents. Include resultant costs in the Bid. Addenda will be issued by FAX or Email to all Bidders on record, and posted to the

City of Fairhope website [www.cofairhope.com](http://www.cofairhope.com). It is the responsibility of the bidder to verify that all addenda have been received, and to include all signed addenda in the bid submission

### **ADDITIONAL ORDERS**

Unless it is specifically stated to the contrary in the bid response, the City of Fairhope reserves the option to place additional orders against a contract awarded as a result of this solicitation at the same terms and conditions; to extend the renewal date until a new bid is in place, if it is mutually agreeable.

### **APPLICABLE LAW**

This Agreement is deemed to be under and shall be governed by and construed according to the laws of the State of Alabama. Any litigation arising out of the Agreement shall be heard in the Courts of Baldwin County, Alabama.

### **ASSIGNMENT**

The awarded vendor shall not assign the Contract / Agreement / Purchase Order or sublet it as a whole without the express written permission of the City of Fairhope. The awarded vendor shall not assign any payment due them hereunder, without the express written permission of City of Fairhope. The City of Fairhope may assign the Contract / Agreement / Purchase Order, or sublet it as a whole, without the consent of the awarded vendor.

### **ASSURANCE OF NON-CONVICTION OF BRIBERY**

The bidder hereby declares and affirms that, to its best knowledge, none of its officers, directors, or partners and none of its employees directly involved in obtaining contracts has been convicted of bribery,

attempted bribery or conspiracy to bribe under the laws of any state or Federal government.

### **AWARD CONSIDERATION**

The following factors will be considered in determining the lowest **responsible** bidder: Overall quality, Conformity with specifications both general and specific, Purposes for which materials or services are required, Delivery dates and time required for delivery, Unit acquisition cost, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, terms of payments, compatibility as required, other costs, and other objective and accountable factors which are reasonable.

### **AWARD OR REJECTION OF BIDS**

The Bid will be awarded to the lowest responsible bidder complying with conditions of the invitation for bids, provided his bid is reasonable and it is in the interest of the City of Fairhope to accept it. The bidder to whom the award is made will be notified at the earliest possible date. The City of Fairhope, however, reserves the right to reject any and all bids and to waive any informality in bids received whenever such rejection or waiver is in the interest to the City of Fairhope.

### **BACK ORDERS**

If it is necessary to back order any items, the vendor must notify the Purchasing Department and advise as to the expected shipping or delivery date. If this date is not acceptable, the City of Fairhope may seek remedies for default.

### **BID AND PERFORMANCE SECURITY**

If bid security is required, a bid bond or cashier's check in the amount indicated on the bid cover must accompany the bid and be made payable to The City of Fairhope of Baldwin County, Al. Corporate or certified checks are not acceptable. Bonds must be in a form satisfactory to the City and underwritten by a company licensed to issue

bonds in the State of Alabama. If bid security fails to accompany the bid, it shall be deemed unresponsive, unless the Purchasing Manager deems the failure to be non-substantial. All checks will be returned to the bidders after the contract has been approved. If a performance bond is required, the successful bidder will be notified after the awarding of the contract.

### **BRAND NAMES**

Reference to brand names and numbers is descriptive, but not restrictive, unless otherwise specified. Bids on equivalent items meeting the standards of quality thereby indicated will be considered, providing the bid clearly describes the article offered and indicates how it differs from the referenced brands. Descriptive literature or manufacturers specifications plus any supplemental information necessary for comparison purposes should be submitted with the bid or the bid on that item may be rejected. Reference to literature submitted with a previous bid or on file with the Division of Purchasing will not satisfy this requirement. The burden is on the bidder to demonstrate that the item bid is equivalent to the item specified in the ITB. Bids without sufficient documentation to fully support equality, may be considered non-responsive.

Reference by the City of Fairhope in the ITB to available existing specifications shall be sufficient to make the terms of such specifications binding on the bidder. Unless the bidder specifies otherwise in its bid, it is understood the bidder is offering a referenced brand item as specified in the ITB or is bidding as specified when no brand is referenced. Failure to examine drawings, specifications and instructions will be at the bidder's risk.

### **BUSINESS LICENSE**

The vendor selected to enter into a Contract / Agreement with the City of Fairhope must be licensed to do business in the City of Fairhope prior to commencement of any work under the contract. Delivery of goods or

services to the City of Fairhope by Purchase Order have detailed and varied Business License requirements. In all instances that require a business license. Awarded vendor will provide proof of possessing a current City of Fairhope Business License. Prospective bidders will not be required to possess a City of Fairhope Business License prior to award.

#### **CANCELLATION OF / CONTRACT / AGREEMENT / PURCHASE ORDER / LEASE**

A purchase order can be canceled in whole or in part when awarded vendor fails to deliver or perform as specified. Cancellation of a purchase order can only be made by a written purchase order change (POC) from the City of Fairhope. A term contract, lease or agreement can be canceled by the City of Fairhope, for justifiable cause, or convenience, by written notice.

#### **CERTIFICATION PURSUANT TO ACT NO. 2006-557**

Alabama law (section 41-4-116, code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama state and local sales, use, and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with act no. 2006-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false. All corporations must register to do business in Alabama with the Office of the Secretary of State. Their address is:

**Office of the Secretary of State**  
P.O. Box 5616  
Montgomery, AL 36103  
(334) 242-5324

Fax: (334) 240-3138

<http://www.sos.state.al.us/index.aspx>

The Foreign Corporation form is online at <http://www.sos.state.al.us/downloads/dl1.cfm>

#### **COST OF REMEDYING DEFECTS**

All defects, indirect and consequential costs of correcting, removing or replacing any or all of the defective materials or equipment will be charged against the awarded vendor.

#### **DELIVERY OF BID**

Bids must be received in the Purchasing Office by the date and time specified on the bid cover. All bids will be accepted until the time and date stated on the bid cover. No bids will be accepted that extend past the time and date on the bid cover. The time of receipt shall be determined by the time clock stamp in the Purchasing Department. Bids submitted by U.S. Mail must be received by the City of Fairhope of Baldwin County, Alabama, in the City of Fairhope offices, 555 South Section St., Fairhope, Al., unless otherwise specified.

#### **DELIVERY**

The number of calendar days required for delivery after receipt of a purchase order shall be stated in the RFQ / ITB / RFP and/or Purchase Orders. When no time is stated in the document, the time shall be fourteen (14) calendar days after receipt of order. If a shipment is not made within the time period specified, the Purchase Order may be canceled.

#### **ENVIRONMENTAL REQUIREMENTS**

All products will be clearly labeled for their intended use. Each delivery of product or materials will include a Material Safety Data Sheet (MSDS) for all materials that require an MSDS. All manufacturers/distributors of hazardous substances, including any of the items listed on this bid/quote/contract and subsequent award must include completed material safety data sheet (MSDS) for each hazardous material. Additionally, each

container of hazardous materials must be appropriately labeled with:

- a) The identity of the hazardous material,
- b) Appropriate hazard warnings, and
- c) Name and address of the chemical manufacturer, importer, or other responsible party

#### **EQUIPMENT DEMONSTRATION**

The City of Fairhope may require equipment/ product materials or service techniques to be demonstrated at a time, date and location to be specified by the City of Fairhope.

#### **EQUIPMENT ELECTRICAL CERTIFICATION**

All electrical equipment purchased shall conform to, and be identified in, the applicable standard(s), or otherwise be certified as applicable, as of the bid opening date and time, by Underwriters Laboratories, Inc. or other recognized laboratory facility. Bidder must provide satisfactory documentation with returned bid that all such equipment meets the applicable product standard or has otherwise been certified as outlined above. Unless indicated in the bid document, the above certification shall apply to the equipment itself, not the individual components of that equipment.

#### **ERRORS IN BID**

Bidders are assumed to be informed regarding conditions, requirements and specifications prior to submitting bids. Failure to do so will be at the bidder's risk. Bids already submitted may be withdrawn without penalty prior to bid opening. Errors discovered after the bid opening may not be corrected.

#### **FORCE MAJEURE**

Neither the City nor the awarded vendor shall be deemed in breach of any contract / Purchase Order or Agreement which may result from this proposal submission if it is prevented from performing any of the obligations hereunder by reason of Acts of

God, acts of the public enemy, acts of superior governmental authority, strikes or labor disputes, floods, riots, rebellion, sabotage, or any similar other unforeseeable causes beyond its control and not due to its fault or negligence. Each party shall notify the other immediately in writing of the cause of such after the beginning period thereof.

The awarded vendor may request cancellation and the City of Fairhope may grant the request if performance is prevented by any of the above referenced causes, or other unavoidable circumstances not attributable to the fault or negligence of the vendor. The burden of proof for such relief rests with the vendor. All correspondence pertaining to cancellation of a purchase order or term contract must be addressed to the City of Fairhope Purchasing Manager.

#### **HAZARDOUS AND TOXIC SUBSTANCES**

Bidder must comply with all applicable Federal, State, County and City laws, ordinances and regulations relating to hazardous and toxic substances, including such laws, ordinances and regulations pertaining to information hazardous and toxic substances, and as amended from time to time. Bidder shall provide the City of Fairhope with a "Material Safety Data Sheet" for all goods that carry one.

#### **INDEMNITY**

Indemnity: The awarded vendor hereby agrees to indemnify and save harmless the City of Fairhope, its officers, agent, and employees, from and against any and all liabilities, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and cost of actions, including reasonable attorneys fees for trial and on appeal, of any kind and nature, arising or growing out of, or in any way connected with the performance of this Contract / Agreement / Purchase Order, to the extent caused by a negligent act or omission of the awarded vendor, their agents, servants, employees, Subcontractors, or others associated with the awarded vendor. The awarded vendor shall

be responsible for damage to any equipment excluded from this agreement, or damage or injury caused by any equipment excluded from this agreement, only to the extent that the damage or injury is caused by a negligent act or omission of the awarded vendor, or caused by failure of the awarded vendor's supplied product to perform as specified.

### **INSPECTION**

All materials, workmanship, equipment, and supplies are subject to inspection and test at any source or time. Final inspection, acceptance or rejection will be made at delivery destination. Goods that do not meet specifications will be rejected unless substitutions have been approved by the City of Fairhope. Failure to inspect or to reject upon receipt, however, does not relieve the awarded vendor of liability. When subsequent tests, after receipt, are conducted and when such tests reveal a failure to meet specifications, the City of Fairhope will reject the goods and the awarded vendor shall immediately supply goods meeting specifications or the City of Fairhope may seek damages including but not limited to the testing expense, regardless of whether a part of or all of the goods have been consumed through the testing process. Rejected goods shall be removed by the awarded vendor promptly after rejection, at his expense. If not removed in fourteen (14) calendar days, they may be disposed of at the discretion of the City of Fairhope. Disposal costs will be the awarded vendor's responsibility.

### **INSPECTION OF PREMISES**

At reasonable times, the City may inspect those areas of the awarded vendor's place of business that are related to the performance of a Contract / Agreement / Purchase Order. If the City makes such an inspection, the awarded vendor must provide reasonable assistance. The City of Fairhope reserves the right on demand and without notice all the vendor's files associated with a

subsequent Contract / Agreement / Purchase Order where payments are based on the awarded vendor's record of time, salaries, materials, or actual expenses. This same clause will apply to any subcontractors assigned to the Contract / Agreement / Purchase Order.

### **INSURANCE**

If a Contract / Agreement / Purchase Order results from this RFQ / ITB / RFP, or other form of solicitation, the awarded vendor shall maintain such insurance as will indemnify and hold harmless the City of Fairhope from Workmen's Compensation and Public Liability claims from property damage and personal injury, including death, which may arise from the awarded vendor's operations under this Contract / Agreement / Purchase Order, or by anyone directly or indirectly employed by him/her.

### **INVITATION TO BID**

Any provisions made in the RFQ / ITB / RFP, or other form of solicitation, supersedes any provisions outlined here in the General Terms and Conditions.

### **INVOICING, DELIVERY, PACKAGING**

Invoices shall be prepared only after ordered materials have been delivered. All invoices must show the purchase order number. Unless otherwise specified in writing, vendors shall not ship any material without an authorized Purchase Order from the City of Fairhope Purchasing Department. All packages delivered must show the purchase order number. The awarded vendor will be required to furnish all materials, equipment and/or service called for at the bid price quoted. In the event the awarded vendor fails to deliver within a reasonable period of time, as determined by the City of Fairhope, the right is reserved to cancel the award and subsequent purchase order and purchase from the next lowest responsible bidder the items needed. The original awarded vendor will be back charged the difference between the original contract price and the price the City of Fairhope has to pay as a result of the

failure to perform by the original awarded vendor. All bids will remain firm for acceptance for 60 days from the date of bid opening. Prices shall be net F.O.B., Prepaid and Allow, City of Fairhope chosen site, Baldwin County, Al. The title and risk of loss of the goods will not pass to the City of Fairhope until receipt and acceptance takes place at the F.O.B. point.

#### **LABELING**

Individual shipping cartons shall be labeled with the name "City of Fairhope", Purchase Order Number, and where applicable, Contract Number, date of manufacture, batch number, storage requirements, conditions, and recommended shelf life. Bidders are encouraged to offer product packaging with recycled content.

#### **LOSS OR DAMAGE IN TRANSIT**

Delivery by a vendor to a common carrier does not constitute delivery to the City of Fairhope. Any claim for loss or damage incurred during delivery shall be between the vendor and the carrier. The City of Fairhope accepts title only after satisfactory receipt at the delivery point. The City of Fairhope shall note all visible damages on the freight bill and may refuse the damaged goods. The vendor shall make immediate replacement of the damaged merchandise or be subject to damages for breach of contract. If damage is to a small portion of a total shipment and the City of Fairhope will not be inconvenienced because of the shortage, the vendor may be permitted by the Purchasing Manager to deduct the amount of damage or loss from its invoice, in lieu of replacement. Risk of loss during delivery is borne by the vendor until the goods have been accepted by the City of Fairhope, unless otherwise specified in the RFQ / ITB / RFP or other form of solicitation.

#### **MANDATORY SITE VISIT**

If the RFQ / ITB /RFP or other form of solicitation requires a mandatory site visit, bidders must inspect the site where installation or service is to take place to obtain a full

understanding of scope of work outlined therein. Date of site visit will be determined by the City of Fairhope.

#### **MONITORING OF SERVICES**

Performance of services will be monitored by the requisitioning department and/or the Purchasing Department, and evaluation reports may be filed with the Purchasing Department. Performance not meeting specifications will result in cancellation of Contract / Agreement / Purchase Order and may result in vendor being removed from the vendor list.

#### **NONCONFORMING MERCHANDISE**

When merchandise received from the lowest responsible bidder is not in accordance with the purchase order, it will be returned to the bidder, at bidder's expense.

#### **NON-DISCRIMINATION**

The City of Fairhope is an Equal Opportunity Employer and requires that all contractors comply with the Equal Employment Opportunity laws and the provisions of the Contract / Agreement / Purchase Order Documents in this regard. The City also encourages and supports the utilization of Minority Business Enterprises on this and all public bids.

#### **NON EXCLUSIVE**

Unless otherwise specified, this Contract / Agreement / Purchase Order is considered a non-exclusive Contract /Agreement / Purchase Order between the parties.

#### **NOTIFICATION AND ACCIDENT REPORTS**

In the event of accidents of any kind, in the performance of a Contract / Agreement / Purchase Order, the awarded vendor shall notify the City of Fairhope immediately and furnish, without delay, copies of all such accident reports to the City of Fairhope. If in the performance of their Work, the awarded vendor fails to immediately report an accident to the City of Fairhope, of which the awarded vendor has knowledge of and which

results in a fine levied against the City of Fairhope then the awarded vendor shall be responsible for all fines levied against the City of Fairhope.

### **PACKAGING**

All goods must be packaged in new packing containers. Packing that meets the requirements of common carriers is acceptable, unless otherwise required. A packing slip or invoice must accompany all shipments and must reference the purchase order number.

### **PAYMENT**

Invoices -- Upon completion of service and delivery of materials specified in the applicable purchase order, awarded vendor will submit an invoice and signed delivery ticket to:

City of Fairhope  
Accounts Payable Department  
P.O. Box 429  
Fairhope, Al. 36533

All invoices must reference appropriate Purchase Order Numbers

Payment Of Invoice: All invoices received by the City of Fairhope are payable within thirty (30) days from the date of receipt by the City of Fairhope, provided they are approved by the City of Fairhope.

### **PAYMENT WITHHELD**

Payment may be withheld until all items have been delivered and all requirements of the Contract / Agreement / Purchase Order have been fulfilled.

### **RECEIPT BY CITY OF FAIRHOPE**

If not otherwise stated in the order, the City of Fairhope will be said to have received goods when they have been delivered, unloaded and placed on the agency's dock or if there is no dock, inside an accessible building, and signed for

by an authorized City employee. Shipments will be checked against the receiving copy of the Purchase Order. If the purchase order requires grading certificates, USDA Stamps, or any proof of quality, such proof must accompany the shipment.

### **SET-UP AND INSTALLATION**

Unless otherwise specified, bid / quotation to include cost of all uncrating, disposal of shipping materials, set-up, testing and initial instruction to agency personnel.

### **SPILL CLEAN UP**

The awarded vendor shall be responsible for spillage caused by their negligence, which occurs during transit or unloading operations. The awarded vendor shall immediately report and clean up any spillage. Upon failure to do so, the awarded vendor shall remain responsible for all actual related costs.

### **PRODUCT TESTING**

Vendor shall incur all cost involved in obtaining an Independent Laboratory Test if the City deems necessary during the term of the Contract / Agreement / Purchase Order. The City of Fairhope reserves the right to request a demonstration of any and all items bid before making the award.

### **PATENTS**

Awarded Vendor guaranties that the sale and / or use of goods will not infringe upon any U.S. or foreign patent. Awarded vendor will at his / her own expense, indemnify, protect and save harmless the City of Fairhope, on any patent claims arising from the purchase of goods or services.

### **PACKAGING**

Unless otherwise specified, goods are to be packaged in cartons meeting federal specifications and shipped on non-returnable pallets.

## **PERMITS LICENSES AND CERTIFICATES**

The awarded vendor is to procure all permits, licenses, and certificates, or any approvals of plans or specifications as may be required by Federal, State, Local Laws, ordinances, rules, and regulations, for the proper execution and completion of Work covered under the Contract / Agreement / Purchase Order.

## **PREPARATION OF BID**

All bids / proposals shall be typewritten or in ink on the form(s) prepared by the City of Fairhope. Bids / proposals prepared in pencil will not be accepted. All bids / proposals must be signed by officials of the corporation or company duly authorized to sign bids / proposals. Any bid / proposal submitted without being signed will automatically be rejected. All corrections or erasures shall be initialed and dated by the person authorized to sign quotations / bids / proposals. If there are discrepancies between unit prices quoted and extensions, the unit price will prevail.

## **QUESTIONS / CONTACT**

Commencing with the issuance of the RFQ / ITB / RFP, or other form of solicitation, no vendor or anyone acting on a vendor's behalf, shall make direct or indirect contact with City personnel or undertake any activities or take any action to otherwise promote its quotation / bid / proposal to the City or its personnel. All communications shall be made to the contact identified in the quotation / bid / proposal documents. Violation of this requirement may, at the City's sole and absolute discretion, be grounds for disqualifying a vendor from further consideration.

## **REJECTION OF BIDS**

The City of Fairhope reserves the right to accept or reject any or all bids in whole or in part for any reason, to waive technicalities or informalities, or to advertise for new proposals, if, in the judgment of the awarding authority, the best interest of the City of

Fairhope will be promoted thereby. Bidders may be disqualified and rejection of proposals may be recommended for any of (but not limited to) the following causes: Failure to use the bid forms furnished by the City of Fairhope, Lack of signature by an authorized representative on the bid form, Failure to properly complete the bid form and vendor compliance, Evidence of collusion among bidders, Unauthorized alteration of the bid form.

## **RIGHT TO AUDIT**

The awarded vendor shall maintain documentation of all work performed. The awarded vendor shall make any and all documentation available to the City of Fairhope at all reasonable times, for inspections and audit by the City of Fairhope, during the entire term of the Contract / Agreement / Purchase Order and for a period of Three (3) years after the expiration of the Contract / Agreement / Purchase Order.

## **SAMPLES**

Bidders will not be required to furnish samples at the time of bid opening, unless specifically called for. The City of Fairhope reserves the right to request samples after bid opening to assist in the evaluation of proposals submitted.

## **SAFETY MEASURES**

The awarded vendor shall take all necessary precautions for the safety of the City of Fairhope's and awarded vendor's employees at the Work site, and shall erect and properly maintain at all times, all necessary safeguards for the protection of the workmen and the public. The awarded vendor shall post signs warning against hazards in and around the Work site.

## **SUBSTITUTIONS**

Substitutions on a purchase order shall require the approval of the Originating Buyer. The City of Fairhope reserves the right to reject at destination and hold at the vendor's risk and expense any goods supplied by the vendor which do not conform to the

specification or description embodied in the order or are inferior in any respect to the good specified. Any good bought by sample which is inferior in quality to the sample submitted by vendor will be rejected. Any goods delivered that do not meet specifications may be returned to the vendor at its expense. When a good is returned, the vendor must make immediate replacement with acceptable merchandise or the City of Fairhope may seek remedies for default.

#### **TABULATION**

Bid results are posted on The City of Fairhope's web site: [www.cofairhope.com](http://www.cofairhope.com) . The awarded vendor will be sent a written notification via mail.

#### **TAXES**

Prices quoted shall be delivered prices, exclusive of all federal or state excise, sales, and manufacturer's taxes. The City will assume no transportation or handling charges other than specified in the RFQ, ITB, RFP or other form of solicitation. The City is tax exempt by law – Code of Alabama 1975.

#### **TERMINATION FOR CONVENIENCE**

Any Contract / Agreement / Purchase Order may be terminated for convenience by the City of Fairhope, in whole or in part, by written notification to the awarded vendor.

#### **TERMINATION FOR DEFAULT**

Performance of Work under the Contract / Agreement / Purchase Order Agreement may be terminated by the City of Fairhope, in whole or in part, in writing, whenever the City of Fairhope determines that the awarded vendor has failed to meet the requirements of the Contract / Agreement / Purchase Order.

#### **TERMINATION FOR NON-APPROPRIATION**

Termination for Non-appropriation – The continuation of any financial obligation beyond the current fiscal year is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made

available by the local source, State Legislature and/or federal sources. The City of Fairhope may terminate any financial obligation, and awarded vendor waives any and all claim(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the City of Fairhope's funding from local, State and/or federal sources is not appropriated, withdrawn or limited.

#### **TIME IS OF THE ESSENCE**

The City of Fairhope and awarded vendor agree that time is of the essence in the performance of Work called for under this Contract / Agreement / Purchase Order. The awarded vendor agrees that all work will be accomplished regularly, diligently and uninterrupted at such a rate of progress as will ensure full completion thereof within reasonable time periods.

#### **TITLE**

All titles, fees, as well as other charges, are to be paid by awarded vendor. Awarded vendor is to furnish prepaid certificate of title in the name of the City of Fairhope, Title shall change upon acceptance of delivery at the City of Fairhope approved delivery location.

#### **VENDOR LIST**

A vendor may be removed from the City of Fairhope's Bidders List if a vendor fails to respond to three (3) consecutive ITB's. A properly submitted "No Bid" is considered as a response and the vendor will receive credit for the response.

#### **WARRANTY**

The awarded vendor expressly warrants that all articles, materials, and work offered shall conform to each and every specification, drawing, sample, or other description which is furnished to or adopted by the City of Fairhope, and that it will be fit and sufficient for the purpose intended, merchantable, of good material and workmanship, and free from defects. The awarded vendor further warrants all items for a period of one year,

unless otherwise stated, from the date of acceptance of the items delivered and installed or work completed. All repairs, replacements, or adjustments during the warranty period will be at the awarded vendor's sole expense. Awarded vendor will provide written warranty for all parts and labor for a period of (1) one year commencing from date of written acceptance

of delivery by City of Fairhope. Awarded vendor will provide written copies of all other applicable warranties, such as, Manufacturer's warranty. Those warranties, if any, will be in addition to the awarded vendor's warranty, and the terms of which will not be altered by the awarded vendor's warranty.

**ITEM IV**

**SCOPE OF WORK AND SPECIFICATIONS**

**BID NO. : 012-11**

**BID NAME: STREET SWEEPER**

**CITY OF FAIRHOPE  
TECHNICAL SPECIFICATIONS  
PROVIDED BY PUBLIC WORKS DEPARTMENT  
FOR  
THREE WHEEL BROOM STREET SWEEPER WITH BELT CONVEYOR**

**1.0 SCOPE OF WORK**

- 1.1 The Awarded Vendor to provide all necessary supervision, labor, tools, materials and safety equipment to perform the following tasks:
- 1.2 Provide THREE (3) WHEEL STREET SWEEPER as per specifications, as ordered by Purchase Order.
- 1.3 Deliver items to the City of Fairhope Warehouse, 555 South Section Street, Fairhope Al, or other designated City site.
- 1.4 Provide current, applicable Material Safety Data Sheets (MSDS) with each delivery, notifying receiving personnel of any changes, replacements or revisions.
- 1.5 The attached specifications are intended and provided solely as a general and non-exhaustive expression of the intent and purpose of the City of Fairhope regarding this bid; said specifications should be so considered by the bidders. The use of specific names is not intended to restrict the bidder or any seller or manufacturer, but is solely for the purpose of indicating the type, size and quality of materials, product services, or equipment best suited for the City of Fairhope. Accordingly, the bidder admits and agrees that said specifications are not complete in every detail and that the work and materials not indicated or expressly mentioned in said specifications, but which are reasonably necessary for the full and faithful performance of the item(s) bid in accordance with the full and faithful intent, will be included in the bid and incorporated in the work by the bidder and at the bidder's sole expense, the same as if indicated and specified.
- 1.6 This specification outlines the requirements for ONE (1) THREE (3) WHEEL STREET SWEEPER.

**SPECIFICATIONS**

**2.0 GENERAL**

The specification herein states the minimum requirements of the City. It shall be the bidder's responsibility to carefully examine each item of the

specification. All variances, exceptions and/or deviations shall be fully described in the appropriate section.

**3.0 CHASSIS**

**COMPLY**  
**Yes No**

- 3.1 Configuration shall be three wheel, rear steer. Front steer configurations shall not be acceptable. \_\_\_\_ \_\_\_\_
- 3.2 For safety, steering strut shall have dual tires. Single tire steer wheels shall not be acceptable in case of flat tire. \_\_\_\_ \_\_\_\_
- 3.3 To protect the target vehicle receiving the hopper discharge, sweeper shall have permanently fixed heavy duty steel bumpers with rubber padding, capable of limiting the forward movement of the sweeper before the sweeper drive wheels or chassis can impact the target vehicle. \_\_\_\_ \_\_\_\_
- 3.4 For maximum strength, chassis shall be fully welded; formed channel and boxed tube style. Bolt together chassis shall not be acceptable due to limited structural strength. \_\_\_\_ \_\_\_\_
- 3.5 Chassis shall have front and rear tow hooks. \_\_\_\_ \_\_\_\_
- 3.6 Engine compartment cover shall have two raising assist cylinders. \_\_\_\_ \_\_\_\_
- 3.7 Rear axle shall be strut type, having a minimum capacity of 7,400 lbs. \_\_\_\_ \_\_\_\_
- 3.8 Front axles shall be stub type, each having a minimum capacity of 10,000 lbs. \_\_\_\_ \_\_\_\_
- 3.9 Cab interior environment shall be fully conditioned by A/C/ heater / pressurizer / defroster with adjustable vents. \_\_\_\_ \_\_\_\_
- 3.10 Sweeper shall have an AM/FM radio with speakers installed \_\_\_\_ \_\_\_\_
- 3.11 Sweeper shall have autolubrication system for all grease fittings \_\_\_\_ \_\_\_\_
- 3.12 Sweeper shall have strobe with guard mounted on roof \_\_\_\_ \_\_\_\_

**4.0 CHASSIS ENGINE**

**COMPLY**  
**Yes No**

- 4.1 Diesel engine shall be 4 cylinder, turbocharged, dynamically counter balanced, minimum 276 cu/in. (John Deere 4045T or equal). Engine shall have EPA Tier 3 emissions and be capable of operating on boidiesel up to B20 \_\_\_\_ \_\_\_\_
- 4.2 Horsepower rating shall be minimum 99 HP @ 2500 RPM. \_\_\_\_ \_\_\_\_
- 4.3 Engine shall be rubber mounted. \_\_\_\_ \_\_\_\_

- |     |   |       |       |
|-----|---|-------|-------|
| 4.4 | For greater heat dissipation and lower cost of maintenance, engine shall have individually replaceable wet sleeve cylinder liners.            | _____ | _____ |
| 4.5 | Air cleaner shall be dual element safety dry-type.  | _____ | _____ |
| 4.6 | Anti-freeze/water mixture shall be rated at -20 degrees.  | _____ | _____ |
| 4.7 | Diesel fuel tank shall have a minimum capacity of 35 U.S. gallons.  | _____ | _____ |
| 4.8 | For operator safety in the event of engine cutout, steering system shall have a manual override.  | _____ | _____ |
| 4.9 | An engine shutdown shall be included which protects against damage when either low oil pressure or high coolant temperature conditions occur. | _____ | _____ |

**5.0 HYDROSTATIC TRANSMISSION**

**COMPLY**  
**Yes No**

- |     |  |       |       |
|-----|--|-------|-------|
| 5.1 | Pump shall be variable displacement with separate variable displacement wheel drive motors.  | _____ | _____ |
| 5.2 | Power shall be evenly distributed through planetary torque hubs.   | _____ | _____ |
| 5.3 | Power shall be transferred from wheel drive motors to planetary torque hubs without side loading.  | _____ | _____ |
| 5.4 | Single foot pedal shall automatically produce required torque at a set pressure.   | _____ | _____ |
| 5.5 | To prevent the possibility of contamination and the resulting damage to the transmission system, transmission shall be protected by 10 micron filter with cab restriction indicator. | _____ | _____ |
| 5.6 | Single foot pedal shall control both forward and reverse directions.   | _____ | _____ |

**6.0 TIRES AND WHEELS**

**COMPLY**  
**Yes No**

- |     |  |       |       |
|-----|--|-------|-------|
| 6.1 | Front drive tires shall be tubeless radial tires, 11R22.5 (14 Ply Rated) mounted on disc wheels.                                 | _____ | _____ |
| 6.2 | Dual rear tires shall be tubeless radial tires, 10R17.5 (16 Ply Rated) 15 mounted on disc wheels.                                | _____ | _____ |
| 6.3 | To reduce chassis fatigue, sweeper shall be equipped with fully sprung guide wheel strut utilizing two large heavy duty springs. | _____ | _____ |

**7.0 BRAKES**

**COMPLY**  
**Yes No**

- |     |   |       |       |
|-----|---|-------|-------|
| 7.1 | Service brakes shall be full power, hydraulically applied, twin-caliper disk type.  | _____ | _____ |
| 7.2 | For safety, the hydrostatic system shall be equipped with a priority relief valve to enable the sweeper to gradually coast to a stop when | _____ | _____ |

- the accelerator pedal is released.
- 7.3 For safety, loss of engine power shall not automatically engage brakes. \_\_\_\_\_
- 7.5 For safety, neither brake engagement nor disengagement shall be dependent upon the engine running. \_\_\_\_\_
- 7.6 For safety, neither brake engagement nor disengagement shall be dependent on any electrical circuit. \_\_\_\_\_
- 7.7 To safely provide redundancy, parking brake shall be positively and mechanically applied to drive axle. \_\_\_\_\_
- 7.8 Neither parking brake engagement nor disengagement shall be dependent on any electrical circuit. \_\_\_\_\_

**COMPLY**  
**Yes No**

**8.0 CAB**

- 8.1 To maximize operator visibility, cab glass area shall be not less than 8,000 square inches. \_\_\_\_\_
- 8.2 For safety and maximum operator visibility, doors shall be all glass. And capable of latching completely sealed and 6" open for flow through ventilation. \_\_\_\_\_
- 8.3 Front windows shall be tinted. Front window area shall be a minimum of 2200 square inches for optimum forward visibility. \_\_\_\_\_
- 8.4 For safety, minimum cab visibility shall be approximately 360° without using mirrors. \_\_\_\_\_
- 8.5 For operator safety, cab doors shall be rear opening (hinged at front). \_\_\_\_\_
- 8.6 Right-hand and left-hand seat shall be woven nylon cloth upholstered, foam cushioned bucket type with air or torsion suspension mounting (air preferred) and seat belts. \_\_\_\_\_
- 8.7 Sweeper shall include one (1) inside rear view mirror and two (2) outside west coast type mirrors. \_\_\_\_\_
- 8.8 To maximize operator visibility, outside mirrors shall be mounted forward of the cab enclosure. \_\_\_\_\_
- 8.9 For safety during night sweeping, rocker switches shall be internally illuminated so that they can be readily identified without the use of the cab dome light. \_\_\_\_\_
- 8.10 Windshield wiper shall be two speed, intermittent with washer. \_\_\_\_\_
- 8.11 Interior of cab shall be lined with acoustical insulation, have automotive type trim, and center console. \_\_\_\_\_
- 8.12 Dash shall be faced with soft molded plastic. \_\_\_\_\_
- 8.13 There shall be a soft textured steering wheel with center horn at the operator position with tilt and telescopic steering wheel for \_\_\_\_\_

safer operation

- 8.14 Sweeper shall have an automatic electronic back-up alarm.
- 8.15 Sound levels within the cab shall not exceed OSHA standards.
- 8.16 Cab shall feature opening front opera windows to aid in flow through ventilation.
- 8.17 Doors and ignition shall be keyed alike.

**COMPLY**  
**Yes No**

**9.0 SIDE BROOMS**

- 9.1 Side broom shall be hydraulic, direct drive, vertical digger type mounted on right and left sides.
- 9.2 To provide flexibility for varying sweeping conditions, broom speed shall be variable,(approximately 90 RPM to 160 RPM), by operator from cab while moving independent of sweeping speed.
- 9.3 Broom down pressure shall be adjustable by operator from the cab while sweeping.
- 9.4 Each broom shall consist of four (4) replaceable plastic segments, filled with 26" long tempered wire.
- 9.5 Broom diameter shall be not less than 36", protruding not less than 13" beyond outside of tire while sweeping.
- 9.6 RH Side Broom shall have tilt with control in cab

**COMPLY**  
**Yes No**

**10.0 MAIN BROOM**

- 10.1 Broom shall be hydraulic, direct drive, not less than 35" diameter and not less than 68" long.
- 10.2 To provide flexibility for varying sweeping conditions, broom speed shall be variable, (approximately 80 RPM to 140 RPM), by operator from cab while moving independent of sweeping speed.
- 10.3 Broom shall be prefab disposable type, filled with polypropylene.
- 10.4 Broom shall be double wrapped at both ends.
- 10.5 Sweeping path shall be not less than 8 feet wide with one gutter broom activated.
- 10.6 To protect the broom mechanism, the main broom shall raise automatically when the sweeper is reversed. The broom will return to its sweep position and set down pressure when a forward direction is resumed.

**COMPLY**  
**Yes No**

**11.0 CONVEYOR**

- 11.1 Conveyor with Chevron style cleats and sipes shall be hydraulically driven and able to load hopper to 100% of rated useable capacity.
- 11.2 Conveyor shall be reversible in direction without stopping or

- reversing any broom.
- 11.3 Conveyor shall be capable of effectively sweeping debris of varying sizes (from large bulky trash 6" in height to fine sand) without the need to make any adjustments to the conveyor system. \_\_\_\_\_
- 11.4 To reduce wear on all conveyance components, a conveyor belt having molded Chevron style cleats and sipes shall carry, not drag, debris to the hopper. \_\_\_\_\_
- 11.5 To protect the broom mechanism, the main broom shall raise automatically when the sweeper is reversed. The broom will return to its position and down pressure when a forward direction is resumed. \_\_\_\_\_

**COMPLY**  
**Yes No**

**12.0 HOPPER**

- 12.1 For safety, the hopper shall be front dumping, allowing an operator to observe the dump target and surrounding area at all times from the cab, without the use of mirrors. \_\_\_\_\_
- 12.2 Hopper shall dump at varying heights ranging from ground level through a height of at least 9-1/2 feet. \_\_\_\_\_
- 12.3 Hopper shall have a dumping reach of at least 33 in. forward. \_\_\_\_\_
- 12.4 To extend wear life, tilt arm bearings shall be perma-lube Teflon impregnated composite. \_\_\_\_\_
- 12.5 Dump cycle shall be not more than 60 seconds. \_\_\_\_\_
- 12.6 Volumetric capacity shall be not less than 3.6 cubic yards, useable capacity not less than 3.5 cubic yards. \_\_\_\_\_

**COMPLY**  
**Yes No**

**13.0 WATER SYSTEM**

- 13.1 Tank capacity shall be not less than 220 U.S. gallons. \_\_\_\_\_
- 13.2 Tank shall be constructed of non-rusting material (polyethylene or 7 gauge type 304 stainless steel). \_\_\_\_\_
- 13.3 Pump shall be twin diagram capable of running dry. \_\_\_\_\_
- 13.4 Water fill gauge shall be visible from normal operating position. \_\_\_\_\_
- 13.5 Sweeper shall be equipped with an automatic internal hopper/conveyor flush and wash down system. \_\_\_\_\_
- 13.6 Water fill hose shall be not less than 16'8" in length, equipped with 2-1/2" NST hydrant coupler. \_\_\_\_\_
- 13.7 Storage basket shall be provided for fill hose. \_\_\_\_\_

**COMPLY**  
**Yes No**

**14.0 HYDRAULIC SYSTEM**

- |       |  |       |       |
|-------|--|-------|-------|
| 14.1  | Power shall be provided by shaft and gear driven pumps.  | _____ | _____ |
| 14.2  | Hydraulic reservoir shall be not less than 33 gallons, baffled and with sight gauge.   | _____ | _____ |
| 14.3  | Test ports shall be at staggered height, including individual ports for sweeping functions, hopper functions and propulsion.   | _____ | _____ |
| 14.4  | To prevent contamination of the reservoir during the dump cycle, the reservoir vent shall be equipped with 10 micron, spin on filter.  | _____ | _____ |
| 14.5  | To prevent the possibility of contamination and the resulting damage to the hydraulic system, suction lines for drive to have 10 micron filter with cab mounted restriction indicator. | _____ | _____ |
| 14.6  | To prevent the possibility of contamination and the resulting damage to the hydraulic system, return lines for drive to have 10 micron filter with cab mounted restriction indicator.  | _____ | _____ |
| 14.7  | To prevent contamination of the reservoir when adding hydraulic fluid, all oil added shall pass through a 10 micron filter located within the fill spout.                              | _____ | _____ |
| 14.8  | To maximize cooling efficiency and permit thorough cleaning, the hydraulic cooler shall be mounted along side the water radiator.  | _____ | _____ |
| 14.9  | Cooler shall be protected by a 125 PSI bypass valve.   | _____ | _____ |
| 14.10 | To minimize environmental damage caused by leaking hydraulic fittings, all pressure hydraulic fittings shall be flat-face "O" ring or "O" ring boss type.                              | _____ | _____ |
| 14.11 | All circuits shall have quick-disconnect check ports.  | _____ | _____ |
| 14.12 | A warning indicator shall be supplied to warn operator if the hydraulic oil in the reservoir falls below the acceptable level required.  | _____ | _____ |

**15.0 ELECTRICAL**

**COMPLY**  
**Yes   No**

- |      |   |       |       |
|------|---|-------|-------|
| 15.1 | Unitized alternator/regulator shall be not less than 120 ampere.  | _____ | _____ |
| 15.2 | Battery shall be maintenance free, 12 volt, 180 minimum reserve, 925 CCA.   | _____ | _____ |
| 15.3 | For safety, all electrical circuits shall be protected with automatically self-resetting circuit breakers which do not require any action by the operator to reset.   | _____ | _____ |
| 15.4 | All lighting shall be D.O.T. approved including combination stop and tail lights, sealed multiple beam headlights, high beam - low beam switch, adjustable side broom spotlights, illuminated gauges and instrument panel, internally illuminated rocker switches, self canceling directional signals, and hazard switch. | _____ | _____ |
| 15.5 | For ease of electrical "trouble shooting", all wiring shall be harnessed, identified by color coded and word coded wires (i.e. "Ignition", "Headlight" etc.)  | _____ | _____ |

- |      |   |       |       |
|------|---|-------|-------|
| 15.6 | All terminals shall be properly crimped and splices ultrasonically welded.  | _____ | _____ |
| 15.7 | To prevent deterioration from oxidation all electrical splices shall be fully and completely insulated with heat shrinkable tubing. | _____ | _____ |
| 15.8 | All electrical connections shall be sealed with weatherproof, polarized connectors.   | _____ | _____ |

**COMPLY**  
**Yes   No**

**16.0 CONTROLS**

- |      |  |       |       |
|------|--|-------|-------|
| 16.1 | All sweeper controls shall be mounted on a central control console with locking ignition for use from either right or left positions. This allows the operator to view all important information from either operating position. | _____ | _____ |
| 16.2 | The controls shall include all sweep, spray water, and lighting functions.   | _____ | _____ |
| 18.3 | The controls for sweep, spray water (if equipped with a water system), and lighting functions shall be conventional rocker switches.   | _____ | _____ |
| 16.4 | Rocker switches shall be clearly identified by name and international symbol.  | _____ | _____ |
| 16.5 | Hydraulic functions shall be controlled by electric rocker switches.   | _____ | _____ |
| 16.6 | Hopper dump functions shall be controlled by a single “joy” stick that meets the SAE standard. Multiple levers shall not be acceptable.  | _____ | _____ |

**COMPLY**  
**Yes   No**

**17.0 INSTRUMENTS**

- |      |   |       |       |
|------|---|-------|-------|
| 17.1 | Instrument panel shall be full vision illuminated with tachometer, hour meter, speedometer, odometer, fuel gauge, hydrostatic oil temperature gauge, water temperature gauge, oil pressure gauge, voltmeter gauge, hydraulic filter/drive filter indicator and engine air intake restriction indicator. | _____ | _____ |
|------|---|-------|-------|
- 
- |      |   |       |       |
|------|---|-------|-------|
| 17.2 | An automatic rear view camera with full color minimum 5.6” LCD monitor shall be provided. Camera shall monitor display the area behind the sweeper whenever the sweeper is moving in reverse. The display shall be selectable to allow continuous rear view at all times. The display shall have an additional camera input to allow future expansion of additional cameras. The camera shall be equipped with infra red lamps to allow night vision. | _____ | _____ |
|------|---|-------|-------|

**COMPLY**  
**Yes   No**

**18.0 PAINT**

18.1 All visible exterior metallic surfaces shall be coated prior to assembly with polyester powder coat. The paint must be a minimum of 2 mils thick. The uses of acrylic enamels and/or polyurethane's are not acceptable. \_\_\_\_\_

**19.0 MANUALS**

**COMPLY**  
**Yes No**

19.1 A parts manual shall be provided. \_\_\_\_\_

19.2 An operation manual shall be provided. \_\_\_\_\_

**COMPLY**

**20.0 WARRANTY**

**Yes No**

20.1 Manufacturer's warranty shall be not less than one (1) year on entire vehicle. \_\_\_\_\_

20.2 Bidders submitting literature stating warranties which do not fully comply with warranty requirements of this specification, must submit a letter from the manufacturer certifying warranty compliance as an integral part of their proposal. Failure to comply may cause the proposal to be deemed "non-responsive" and rejected without further review. \_\_\_\_\_

**COMPLY**

**21.0 SERVICE AND TRAINING**

**Yes No**

21.1 Vendors shall have a full parts and service facility within 50 miles from the City Garage. State location and distance. \_\_\_\_\_

21.2 A qualified technician shall provide complete training to City personnel at the City facility. Training shall include safety, operation, maintenance and service. \_\_\_\_\_

**22.0 QUALITY**

22.1 Sweeper shall be manufactured by a company with a registered quality standard no less than ISO 9001. \_\_\_\_\_

**END OF SPECIFICATIONS**

ITEM V

**CITY OF FAIRHOPE  
BID RESPONSE FORM**

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

**BID NO.: 012-11**

**BID NAME: STREET SWEEPER**

Our bid form must be filled in completely.

1. All pages of this Bid Response Form, and additional requested pages, if any, must be returned.
2. Acknowledgement must be made where a blank (\_\_\_\_\_) appears.
3. Any attachments hereto are made and become a part of this inquiry and must be signed by bidder.
4. Unit: ONE (1) New and Unused Three Wheel Broom Street Sweeper with Belt Conveyor, of the latest model.

Delivery lead time ARO: \_\_\_\_\_ Days

We propose to meet or exceed the above specifications for the sum of:

**BID PRICE PER DELIVERED UNIT: \$** \_\_\_\_\_

**Manufacturer:** \_\_\_\_\_ **Model:** \_\_\_\_\_

**Service Facility Location:** \_\_\_\_\_

Each bid must give the full business address of the bidder and must be signed by him with his usual signature. Bids by partnerships must furnish the full names of all partners and must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and designation of the person signing. Bids by corporations must be signed with the legal name of the corporation followed by the name of the State of Incorporation and by the signature and designation of the president, secretary, or other person authorized to bind it in the matter. The name of each person shall also be typed or printed below the signature. A bid by a person who affixes to this signature the word "president," "secretary," "agent," or other designation without disclosing his principal, may be held to be the bid of the individual signing. When requested by the City of Fairhope, Baldwin County, Alabama, satisfactory evidence of the authority of the officer signing in behalf of the corporation shall be furnished.

The undersigned agrees to furnish the goods/services as requested by you for the City of Fairhope, Baldwin County, Alabama in your invitation to bid, and certifies that they will meet or exceed the specifications called for. The undersigned has read all information pertaining to this bid and has resolved all questions. It is also understood and agreed that all prices quoted are F.O.B. described in the bid documents and specifications. The undersigned also affirms he/she has not been in any agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid at a fixed price or to refrain from bidding or otherwise.

Company \_\_\_\_\_

State of Incorporation \_\_\_\_\_

Company Representative \_\_\_\_\_  
(Signature)

Title \_\_\_\_\_

Company Representative \_\_\_\_\_  
(print)

Company Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Federal ID Number \_\_\_\_\_

Foreign Vendor Alabama Registration Number, if applicable \_\_\_\_\_

Alabama State Contractor's License Number, if applicable \_\_\_\_\_

**THIS MUST BE NOTARIZED!**

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss:

I, the undersigned authority in and for said State and County, hereby certify that

\_\_\_\_\_, as \_\_\_\_\_  
(Type name of bid signer here) (Type bid signers Title here)

respectively, of \_\_\_\_\_  
(Type company name here)

whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, that, being informed of the contents of the document they executed the same voluntarily on the day the same bears date.

Given under my hand and Notaries Seal on this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
NOTARY PUBLIC  
MY COMMISSION EXPIRES: \_\_\_\_\_

**END OF BID RESPONSE FORM**