

Date Issued: November 23, 2021

Invitation to Bid No.: 22-008

The City of Decatur will accept sealed bids for the following material, equipment or services for the Animal Services Department:

Description: Dog Box for Animal Shelter Truck

Bids must be received before 2:00 PM December 8, 2021 and will be opened on the 7th Floor, Decatur City Hall.

Return the **original and (1) copy** of your **sealed and marked** bid to:

Regular Mail
City of Decatur
Purchasing Department
P.O. Box 488
Decatur, AL 35602

Courier
City of Decatur
Purchasing Department
Third Floor
402 Lee St., NE
Decatur, AL 35601

I/We agree to furnish at the prices shown and guarantee that each item offered will meet or exceed all specifications, terms and conditions, and requirements listed. I herein affirm I have not been in any agreement or collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding or otherwise. I have read and understand all terms and conditions of this bid.

Company Name

Authorized Signature

Mailing Address

Typed/Printed Authorized Name

City, State, Zip

Title

Contractor's License No. (if required)

Telephone

Email

PRICE SHEET

Opening Date: December 8, 2021

Invitation to Bid No.: 22-008

Opening Time: 2:00 PM

**Prices quoted in all bids for personal property shall be total delivered price.
Successful bidder must include installation services AND transportation in their bid response.**

| LINE NO. | ITEM | Estimated Quantity | Complete Delivered Cost |
|----------|---|--------------------|-------------------------|
| 1 | Complete Equipment, Installation & Transportation Price | 1 | \$ |

- A bid bond IS NOT required for this ITB.
- Terms: _____ (Discounts offered in payment terms will be considered in the bid evaluation)
- Prices valid for acceptance within _____ days (not to be less than 180 days)
- Contracts for services are let for a period of one year and may be renewed for up to two additional years, provided the terms of the contract do not materially change.

For questions on specifications contact Captain George Silvestri or email gsilvestri@decatur-al.gov, for questions on the bid process and your response to this bid contact the City of Decatur Purchasing Department at 256-341-4520 or email purchasing@decatur-al.gov.

NOTE: FOR THIS BID TO BE CONSIDERED RESPONSIVE, ALL INFORMATION REQUESTED SHOULD BE SUPPLIED, AS APPROPRIATE OR THE ENTIRE BID MAY BE DISQUALIFIED. BID RESPONSE MUST BE IN INK OR TYPED WITH THE ORIGINAL SIGNATURE INCLUDED.

Bidder Signature

Company

By signing this contract, (Insert Company Name) _____ represents and agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

STANDARD TERMS AND CONDITIONS

IN ORDER TO SUBMIT A RESPONSIVE BID, IT IS VERY IMPORTANT THAT ALL TERMS AND CONDITIONS, SPECIFICATIONS AND INSTRUCTIONS ARE READ THOROUGHLY.

Bid response envelopes shall be properly identified on the front with the invitation to bid number, opening date and time. Each individual invitation to bid shall be submitted in a separate sealed envelope. Multiple bid responses submitted in the same envelope/courier package (that are not in separate envelopes properly identified) shall be rejected. The Purchasing Department assumes no responsibility for late bid responses that occur due to the U.S. Postal Service or private courier service.

Bid responses and signature page must be submitted on this form in ink or typewritten or the bid will be rejected. Submit this **original and (1) copy** of the original with your response.

For a "no-bid" response, return the signature page signed and marked "no bid". Non-response may result in removal from active bidders list.

The attached specifications are being provided to potential bidders as guidelines that describe the type and quality of equipment, supply, and/or service the City of Decatur is seeking to purchase. The bidder must indicate compliance or list exceptions to each specification item for consideration. Failure to comply with this provision could be cause for rejection of the bid.

Bid responses must be received in the office of the Purchasing Department not later than the date and time specified.

The Purchasing Department will not accept facsimile (fax) nor email transmissions of bids.

Changes or modifications of this Invitation to Bid are allowed only by written authority of the Purchasing Agent.

Non Appropriation of Funds: Continuation of any agreement between the City of Decatur and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the City as a result. The City will not incur liability beyond the payment of accrued agreement payment.

Descriptive Literature: Reference to brand names and numbers is not restrictive, unless otherwise specified. Bids on equivalent items meeting the standards of quality indicated will be considered, providing the bid clearly describes the item offered and indicates how it differs from the referenced brands. Descriptive literature on any supplemental information necessary for comparison purposes shall be submitted with the bid or the Purchasing Agent may reject the bid for that item. Reference to literature submitted with a previous bid, or on file with the Purchasing Department will not satisfy this requirement.

The City of Decatur reserves the right to modify all or any portion of this Invitation to Bid when the best interest of the City is involved. The City reserves the right to award this bid to a single vendor or multiple vendors when in the best interest of the City.

The City of Decatur reserves the right to seek clarification of bid responses from vendors submitting responses.

The City of Decatur is exempt from all Federal, sales and use taxes.

All bidders shall maintain such insurance as will protect bidder and the City of Decatur from claims under Workman's Compensation Acts and from claims for damage and or personal injury, including death, which may arise from the operation and/or fulfillment of the resulting contract of this Invitation to Bid. Insurance shall be

written by companies authorized to do business in Decatur, Alabama. Evidence of insurance shall be furnished to the City of Decatur Purchasing Department with submitted bids when requested.

Any individual, company, or corporation doing business with the City of Decatur must possess and show proof thereof all proper licenses and/or proper certifications required by Federal, state and local statutes and regulations prior to award when requested.

The City of Decatur reserves the right to terminate any contract resulting from this bid for just and reasonable cause whereby it appears to be in the best interest of the City.

The successful bidder agrees, by entering into this contract, to defend, indemnify, and hold the City of Decatur harmless from any and all causes of action or claims of damages arising out of or related to bidder's performance under this contract.

The successful bidder shall abide by all Federal, State, and Local Statutes, laws, regulations, and ordinances. Including but not limited to a current business license and remittance of sales tax owed to the City.

An electronic version of this bid is available on the City's website at www.decaturalabamausa.com or by emailing purchasing@decatur-al.gov. In order to decrease the evaluation time and insure award by the award date please enter your responses in the electronic version if possible, and return it with a hard copy with your bid response package.

The hard copy of the invitation to bid on file in the City of Decatur Purchasing office shall serve as the master document. Any alterations, deletions, additions or other changes that materially change the intent of the bid could be considered grounds for rejection of the bid response.

Exclusion of the electronic files in a bid response is not a basis for rejection.

A BID RESPONSE MAY BE REJECTED IF:

- Bids improperly submitted or identified
- Bid not signed or not original signature
- Requested information, or documentation not submitted with bid
- Failure to acknowledge receipt of addendum with bid
- Material alteration of the master document
- Invitation to bid number not on face of envelope
- Received late
- Bid response not on original form
- Bid not in ink or typed
- Proper licensing not included/provided as required by law

Notice: As a condition of contract, grant or incentive performance with the City of Decatur, compliance with the requirements of the Beason-Hammon Alabama Taxpayer and Citizen Protection Act must be provided. Please enter the name of your company and your name and complete the affidavit below. Your signature must be notarized.

BUSINESS NAME: _____

APPLICANT'S NAME: _____

E-VERIFY AFFIDAVIT

I am the applicant listed above. In my capacity as _____ of the business entity listed above, I do hereby execute this affidavit on behalf of the business listed above and, by executing this affidavit, I verify that business' compliance with Section 31-13-9 of the Code of Alabama, 1975, stating affirmatively that it does not knowingly employ, hire for employment or continue to employ an unauthorized alien. Further, the business has registered with and is participating and will participate during the performance of any contract with the City in the federal work authorization program known as "E-verify" web address <https://e-verify.uscis.gov/enroll> , operated by the United States Citizenship and Immigration Service Bureau of the United States Department of Homeland Security to verify information of newly hired employees pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P. L. 99-603, in accordance with the applicable provisions of Alabama's Immigration law.

The undersigned further represents that, should the business employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to the contract with the City, it will secure from such subcontractor(s) verification of compliance with Section 31-13-9 of the Code of Alabama, 1975, in a form substantially similar to this affidavit. The Business further agrees to maintain records of such compliance and provide a copy of each said verification on request of the City.

E-verify Employment Eligibility Verification User Identification Number

Applicant

Sworn to and subscribed before me on this the _____ day of _____, 20_____

Notary Public

My Commission Expires: _____

Bid Document Checklist

| Items Required with Bid | Submission Requirements Check List X = REQUIRED; BLANK=NOT REQUIRED | Items Submitted (Bidders Initials) |
|--|--|---|
| X | Envelope Sealed and Marked w/bid # on front | |
| X | Original Signatures on front page (in ink) | |
| | Bid Bond or Check | |
| | Addendum | |
| X | E-Verify form | |
| | Proof of Insurance | |
| X | Price Sheet Information Included | |
| | References | |
| | Catalog | |
| X | Send in on or before given time | |
| | Business License | |

If you have questions concerning the bid submission requirements, please call the Purchasing Department 256-341-4521 or email purchasing@decatur-al.gov.

Specifications

6 COMPARTMENT CHASSIS MOUNT ANIMAL CONTROL UNIT

For a 56" CAB TO AXLE TRUCK/MINIMUM ¾ TON VEHICLE

Rear Storage Compartment: 22"W x 35"H x 80"D

Animal Compartments:

Front: 28"W x 35"H x 40"D (With Pass Through Divider)

Front Center: 25"W x 26"H x 40"D (With Pass Through Divider)

Rear Center: 25"W x 26"H x 40"D (With Pass Through Divider)

Construction:

- Basic frame is 2x2 welded steel tubing with a Superstructure of 1x1 welded steel tubing
- All steel is hot dipped galvanized before covering
- The ceiling shall contain 4" foam insulation. The front wall, back wall and bottom contain 1" foam insulation
- The interior and exterior material shall be 20 gauge stainless steel
- The ceilings shall consist of .050 aluminum with a roof of 125 aluminum diamond plate
- Doors shall be made with 12 gauge stainless steel and hinged from the front with a continuous stainless steel hinge
- Doors shall have positive locking tee handles, keyed alike
- Doors shall have adjustable louvered aluminum vents with perforated inside covers
- Storage compartment floors shall be carpeted
- The storage compartment doors shall be solid (with no vents)
- Units shall be equipped with LED marker lights, LED stop and tail lights, LED dual backup lights, and four-way flashers
- The body shall be mounted to the vehicle frame with eight (8) angle brackets

LED Interior lights shall be installed in each animal compartment and storage compartment with the switch box mounted in the cab of the vehicle.

2-Swinging partitions shall installed in animal compartments that can be opened to create a pass-through compartment between each side of the unit. If a slide out lift system is installed, the swinging partition is omitted in that compartment. Backup Camera from the factory shall be installed on the rear of the animal control unit. If your vehicle is not equipped from the factory with a backup camera monitor, there will be additional charges.

Backup Alarm

5-Secondary Safety Door—These doors are located inside the primary door and shall be constructed of 125 aluminum with $\frac{3}{4}$ " holes punched for ventilation and a catch pole cutout.

Front-LED Emergency Strobe – LED Mini lightbar strobe shall installed on front of unit. Strobe shall be operated by a switchbox in the vehicle cab.

The Air Conditioning System- Unit shall be 18,900 BTU with add on compressor to truck engine.

Auxiliary Heating- A 16,000 BTU directional air louvered heater.

Step Bumper-The bumper shall be constructed of stainless steel and is 82" long and 6" wide, with shur-step antiskid in place.

6-Rubber Mats-Constructed of $\frac{1}{2}$ " thick, chew proof rubber mats to fit the floor of the compartment shall be included.

Deerskin Lift System-Slide out cage shall be housed in curb side front compartment to assist in lifting large animals. Powered by a 2500# 12-volt, cable winch, the cage lowers to curb height and is capable of lifting 200 pounds.

7-Door Props-shall be mounted to the inside of the primary door, used to hold the door in open position while loading/unloading animals.

Dead Animal Box with Lift Gate-Located in the rear center of the unit, with a hydraulic lift gate capable of lifting 1000 pounds shall be included.

Successful bidder must include equipment, installation services AND transportation in their bid response.