

Date Issued: October 1, 2015

Invitation to Bid No.: 16-001

The City of Decatur will accept sealed bids for the following material, equipment or services.

Description: **Hydraulic Cylinder Repair**

**Bids must be received before: October 20, 2015 at 2:00 pm**

**Include 1 original and 1 copy of your original bid.**

Return **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  
3rd 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

Invitation to Bid No.: 16-001

Opening Date: October 20, 2015

**VENDOR NAME:** \_\_\_\_\_

## **HYDRAULIC CYLINDER REPAIR – REMOVE, REBUILD, TEST AND REINSTALL EQUIPMENT**

Hourly Labor Rate \$ \_\_\_\_\_

Emergency Hourly Labor Rate \$ \_\_\_\_\_

% Discount off list price for parts \_\_\_\_\_ %

Labor Warranty \_\_\_\_\_ Days

Parts Warranty \_\_\_\_\_ Days

Location of safe and secure facility for City owned vehicles and equipment:

\_\_\_\_\_

Prices quoted above in all bids for personal property shall be total delivered price.

- The bid bond IS NOT required for this IFB.
- Evidence of insurance IS NOT required for this IFB.
- Delivery can be made \_\_\_\_\_ days or \_\_\_\_\_ weeks after receipt of order.
- Terms: \_\_\_\_\_ (Discounts offered in payment terms will be considered in the bid evaluation)
- Prices valid for acceptance within \_\_\_\_\_ days (not to be less than 30 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.

**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

## 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 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.

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 City of Decatur reserves the right to award this bid to a single vendor or multiple vendors.

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.

An electronic version of this bid is available on the City's website at [www.decaturalabamausa.com](http://www.decaturalabamausa.com) or by emailing [purchasing@decatur-al.gov](mailto: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
- Bids improperly submitted or identified
- 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: \_\_\_\_\_

## **SCOPE OF SERVICE**

### **INTRODUCTION**

The City of Decatur is seeking qualified vendors with five (5) years or more experience to provide repair of hydraulic components on City owned vehicles and equipment. Repair shall include, but not be limited to, removal, replacement, refurbishment and rebuilding of hydraulic components and equipment.

### **GENERAL INFORMATION**

Hydraulic components may consist of, but are not limited to, cylinders, pumps, motors, valves, hoses, fittings, seals, repair kits, heat exchangers, filter elements, filter housing, accumulators, metal or rubber lines, pins, bushings, eyelets or any other component found on a hydraulic system. Hydraulic equipment includes, but is not limited to: mowers, tractors, cars, pickup trucks, light, medium, and heavy-duty trucks and heavy construction. The attached list contains examples of the equipment to be included under this bid contract. The City's Fleet may change during the term of this contract.

The Vendor must have resources available and capability to perform machine work, and to rebuild hydraulic components.

The Vendor shall return all worn, defective, damaged or otherwise replaced parts from the repaired item/equipment when the item/equipment is returned to the City Project Manager.

### **SERVICE DETAILS**

1. All components shall be cleaned, disassembled, repaired, reassembled, repainted and pressure tested to 2,000 PSI for proper function. Component shall be within OEM specification when delivered to the City. All materials used to complete repairs shall meet or exceed OEM specifications. Use of any material other than those that meet or exceed OEM specifications shall require pre-approval from the City Project Manager as to brand, quality and price.
2. At its discretion, the City may remove the hydraulic component in need of repair from the City owned vehicle or equipment.
3. The City removed component or the entire vehicle (if operational) or equipment shall be picked up from the City of Decatur Public Works facilities or any designated place provided by the City and transported to the Vendor's repair location to have the component removed, rebuilt, tested and reinstalled in the vehicle or equipment as ordered by the City.
4. When it is necessary for the Vendor to drive a City vehicle for repair, the Vendor shall ensure that any employee tasked to drive the City vehicle is properly licensed to safely operate the vehicle as required by law. Under no circumstance shall an unlicensed operator drive a City

vehicle. If the vehicle is immobile, the City will arrange to have the vehicle or equipment containing the faulty hydraulic component towed to the Vendor's repair location.

5. The Vendor must pick up the hydraulic components or vehicle and equipment within twenty-four (24) hours of notification. If the Vendor is notified of needed repairs on days that precede weekends or City recognized holidays, the Vendor shall complete the pickup on the next business day on or before the time the notification was made the previous business day. (ex. If Vendor is notified at noon on Friday, pickup is expected by noon on Monday)

6. The Vendor must provide the City project manager with an estimate of repair cost and estimated completion time prior to any work.

7. The City project manager will give authorization to proceed with, or may disapprove of the proposed repair(s).

8. When given proper authorization, the Vendor shall complete the proposed repair(s) only and return the hydraulic component(s) or vehicle to the City within two (2) hours of the completed repair(s). If repair(s) are completed after 2:00 PM, the component(s) shall be returned to the City by 9:00 AM the next business morning.

9. The Vendor shall notify the City if hidden damage is found once the repair has started. The Vendor shall state the extent of the damage and provide the City with a written estimate of the additional repairs needed. The additional repairs must be approved by the City project manager. Should the damages be of exceptional proportions continually, the City shall have the right to audit the Vendor.

10. If a component cannot be rebuilt, the Vendor shall provide a written explanation detailing the component's failure and a written quote for a new replacement component. The quote must be presented to the City Project Manager for approval and must include the part number, make, model and warranty information of the new part. The Vendor must have the City Project Manager's approval before replacing the component as quoted. Vendor will always attempt to acquire the best price available.

11. The Vendor shall be responsible for faulty labor or workmanship and shall promptly correct improper work, without cost to the City, within 48 hours after receipt of notification of such faulty labor or workmanship. If the Vendor fails within 48 hours to correct defects, the City shall be entitled to have such work remedied and the Vendor shall be fully liable for all costs and expense reasonably incurred by the City. If faulty labor or workmanship becomes excessive in the opinion of the City the vendor's contract will be subject to cancellation and awarded to the second lowest bidder or rebid at the City's discretion.

12. All invoicing presented to the City shall have the vehicle or equipment identification number, work completed, cost, warranty information and estimate of what it would cost to purchase a new hydraulic component of the same type.

13. The Vendor must provide a safe and secure location for all city owned vehicles and equipment within thirty (30) miles of the City limits. A site visit may be conducted and Vendor's proposed location will be approved by City Project Manager.

14. Vendor's employees must wear a uniform or company shirt/badge with employee name and company name.

**EMERGENCY WORK**

The Vendor agrees to accept such work as may be determined by the City Project Manager as an emergency and so declared, further agrees to give such emergency work priority over all other work in the Vendor's shop(s).

| <b>Description</b>                   | <b>Current Meter Read</b> |
|--------------------------------------|---------------------------|
| 1980 Mack Tractor Truck              | 246,790                   |
| 1987 Lodal Lodal                     | 89,563                    |
| 1991 Lodal Lodal                     | 73,318                    |
| 2000 Freightlnr Rld120sd Tractor Trk | 57,289                    |
| 2014 Mar Marathon m-1475 Comp        |                           |
| 2000 Freightlnr Fld120s Tractor Trk  | 330,177                   |
| 1999 Lodal Lodal                     | 22,049                    |
| 1985 Mack Tractor Truck              | 18,818                    |
| 1999 Freightlnr FRTLINR Tractor Trk  | 34,472                    |
| 2007 Freightlnr CL120 Tractor Trk    | 235,638                   |
| 1995 Lodal Lodal                     | 85,236                    |
| 1998 J&J Transfer Trl                |                           |
| 1994 Lodal Lodal                     | 89,461                    |
| 1989 Clem Transfer Trailer           |                           |
| 2001 Mack MR6885 Refuse              | 89,652                    |
| 2001 Mack Refuse                     | 85,236                    |
| 2001 Mack Refuse MR688S              | 117,317                   |
| 1989 Transfer Trailer                |                           |
| 1998 Lodal Refuse                    | 14,371                    |
| 1998 Lodal Refuse                    | 55,555                    |
| 2014 Petr 320 Cabover                | 11,226                    |
| 2014 Petr 320 Cabover                | 9,588                     |
| 2006 Lodal Evo-MAG20 C275 Refuse     | 14,381                    |
| 2006 Lodal Evo-Mag20 C275 Refuse     | 36,900                    |
| 2006 Lodal Evo Mag20 C275 Refuse     | 99,999                    |
| 1986 Vulcan                          |                           |
| 2006 Lodal Evo Mag20 C275 Refuse     | 89,561                    |
| 2006 Lodal Evo Mag20 C275 Refuse     | 57,391                    |
| 2006 Lodal Evo Mag20 C275 Refuse     | 59,070                    |
| 2010 Lodal Evo Mag20 N285 FT         | 30,003                    |

| <b>Description</b>                 | <b>Current Meter Read</b> |
|------------------------------------|---------------------------|
| 2010 Lodal Evo Mag20 N285FT Ref    | 55,555                    |
| 2014 Mack LEU 612 SideWinder       | 1,430                     |
| 2004 STECO Transfer Trailer        |                           |
| 1999 Intl 4900 Loader Truck        | 177,039                   |
| 1999 INTL Loader Truck             | 143,275                   |
| 1991 Ford                          | 28,289                    |
| 1994 GMC Loader Truck              | 249,229                   |
| 1994 GMC Loader Truck              | 2,433                     |
| 1994 GMC Loader Truck              | 250,930                   |
| 1997 Ford Loader Truck             | 121,354                   |
| 1995 Ford Loader Truck             | 227,347                   |
| 1995 Ford Loader Truck             | 214,640                   |
| 1995 Ford Loader Truck             | 151,458                   |
| 2003 Sterling Lucky                | 9,950                     |
| 2003 Sterling Lucky                | 88,896                    |
| <b>Description</b>                 | <b>Current Meter Read</b> |
| 2003 Sterling Lucky                | 100,953                   |
| 2006 INTL Loader Truck             | 118,680                   |
| 2006 INTL Loader Truck             | 117,146                   |
| 2008 Freightlnr Loader Truck M2106 | 8,556                     |
| 2008 Freightlnr Loader Truck M2106 | 92,036                    |
| 2013 INTL Durastar 4400 Loader     | 30,419                    |
| 2013 INTL Durastar 4400 Loader     | 29,701                    |
| 1993 Komatsu Loader Rubber Tired   |                           |
| 1998 JD Loader Crawler             | 2,817                     |
| 1993 Ford 1 Ton Flat Bed           | 103,380                   |
| 1993 Ford Dump Truck               | 69,684                    |
| 1982 Cal Spread                    | 1                         |
| 1993 Sweeper                       | 49,902                    |
| 2001 FRTL SW                       | 14,471                    |
| 1998 New Holla Skid Loader         | 129,925                   |
| 1988 Ford F700 Patch Truck         | 917,733                   |
| 2006 New Holla Backhoe B110        | 2,605                     |
| 2009 Kubota Mini Track Hoe         | 1,805                     |
| 1998 Gmc Tractor                   | 73,174                    |
| 0000 Crack Sealer                  |                           |
| 2001 Sterling Dump Truck           | 8,652                     |
| 2004 Caterpilla Excavator          | 3,704                     |
| 1990 Chevy Dump Truck              | 109,837                   |
| 2010 New Holla Back Hoe B110B      | 17,735                    |
| 1991 Ford Flatbed 1.25 Ton         | 97,137                    |
| 1982 Ford 1 Ton Sand Truck         | 90,665                    |
| 2004 Vibratory Roller              | 225                       |

| <b>Description</b>               | <b>Current Meter Read</b> |
|----------------------------------|---------------------------|
| 1991 Ford 1.25 Flat Bed Truck    | 97,977                    |
| 2008 INTL Patch Truck 4300       | 100,547                   |
| 1988 Ingersoll P185 B-W-JD       | 93,034                    |
| 1995 Ford Vector Jet Rodder      | 3,058                     |
| 1995 Ford Backhoe                | 5,897                     |
| 1996 Kubota Mower                | 1,208                     |
| 2013 Cub Cub RZT 50' 23 HP ZER   | 160                       |
| 1991 Elgin Sweeper               | 698                       |
| 1982 FERG Tandem Roller          | 32,384                    |
| 1983 Chip Spreader               | 51,997                    |
| 1983 Ford Asphalt Dist           | 7,629                     |
| 2004 Ford F350 1 Ton Crew Cab    | 87,226                    |
| <b>Description</b>               | <b>Current Meter Read</b> |
| 1988 Chev 1 Ton                  | 118,699                   |
| 1986 Ford 3910 Tractor           | 46,999                    |
| 2002 LW 6'x16' LW1677T           |                           |
| 1986 35T Trailer                 |                           |
| 1994 Util Trailer                |                           |
| 2010 Ford F350 1 Ton Crew Cab    | 44,427                    |
| 1997 Ford Street Flusher         | 96,471                    |
| 2007 New Holla L170 Skid Steer   | 55                        |
| 1998 Ford Patch Truck            | 110,277                   |
| 1998 Bad Excavator               | 3,275                     |
| 1988 Ford Shuttle Old 912        | 141,461                   |
| 1998 Gal Road Grader             | 2,743                     |
| 1998 Finn HYD Seeder             |                           |
| 1998 Ford Backhoe                | 5,653                     |
| 2002 Caterpilla Backhoe          | 4,443                     |
| 2002 Caterpilla Backhoe          | 5,294                     |
| 2002 Elgin Sweeper               | 5,357                     |
| 2002 Elgin Sweeper               | 53,995                    |
| 2002 Elgin Sweeper               | 46,498                    |
| 2002 Elgin Sweeper               | 53,215                    |
| 2003 Freightlnr Freightlner Dump | 57,323                    |
| 2003 Freightlnr Freightlner Dump | 57,540                    |

| <b>Description</b>               | <b>Current Meter Read</b> |
|----------------------------------|---------------------------|
| 2003 Freightlnr Freightlner Dump | 44,666                    |
| 2005 Intl Dump Truck             | 47,127                    |
| 2005 Intl Dump Truck             | 47,760                    |
| 2005 Freightlnr Dump Truck       | 45,754                    |
| 2005 Freightlnr Dump Truck       | 43,592                    |
| 2007 Sterling LT9513 Dump Truck  | 39,426                    |
| 2008 Freightlnr M2112 Roll off   | 54,248                    |
| 2001 FreightLnR FL70             | 37,146                    |
| 1994 Fogger                      | 495                       |
| 1994 Fogger                      | 679                       |
| 1983 Fogger                      | 3                         |
| 2013 ODB Leaf Machine            | 56,734                    |
| <b>Description</b>               | <b>Current Meter Read</b> |
| 2004 ODB SCL800TM-25 Leaf Mac    | 26,641                    |
| 2004 ODB SCL800YM-25 Leaf Mac    | 32,023                    |
| 2007 ODB SCL800TM-25 Leaf Mac    | 951                       |
| 2007 ODB SCL800TM-25 Leaf Mac    | 1,087                     |
| 1996 S. Spreader                 |                           |
| 1997 HYD SAW                     |                           |
| 0000 HYD Breakr                  |                           |
| 1998 Flail Mower                 |                           |
| 0000 Concrete Saw                |                           |
| 0000Triple L Trailer             |                           |
| 2007 R2242-1                     |                           |
| 2007 R2242-1                     |                           |
| 2007 R2242-2                     |                           |
| 2007 R2242-1                     |                           |
| 2009 Guardian 190ES Fogger       | 127,521                   |
| 2009 Guardian 190ES Fogger       | 161,556                   |
| 2003 Guardian Fogger             | 2,132                     |