INVITATION TO BID

Sealed bids will be received at the Manchester Fire Department, 100 Merrimack Street, Manchester, New Hampshire, before or at 12 pm prevailing time of the 20th day of February, 2020 for the following items:

**Fire Department Vehicle**
**Forestry Body Remount**
**FY20-300-47**

Bid Invitations and specifications will be available at the Manchester Fire Department, 100 Merrimack Street, Manchester, NH or online at:

http://www.manchesternh.gov/bids

Questions regarding this request should be directed to Lieutenant Robert H. Field via email at: rfield@manchesternh.gov.

The Fire Chief reserves the right to waive any irregularities, reject any or all bids, and to accept the bid that appears to be in the best interest of the City. Failure to submit all information called for may be sufficient for disqualification.
GENERAL:

1. Bids will be received by the City of Manchester, New Hampshire at the place and until the time specified in the Invitation to Bid and then publicly read aloud for the information of Bidders and others properly interested who may be present either in person or by representative. **NO BIDS WILL BE ACCEPTED AFTER TIME AND DATE SPECIFIED.**

2. The following meanings are attached to the defined words when used in this document:

   a. The word "City" means City of Manchester, New Hampshire.
   b. The word "Bidder" means the person, firm, or corporation submitting a bid on these specifications or any part thereof.
   c. The word "Contractor" means the person, firm, or corporation with whom the Contract is being made by carrying out the provisions of this Sealed Bid Invitation and the Contract.
   d. The words "firm price" shall mean a guarantee against price increase during the life of the Contract.

3. Strict compliance with the requirements of the Invitation to Bid, terms and conditions, and the instructions printed is necessary. All blank spaces must be filled in. Any changes or corrections shall be marked in red and initialed by the person making such corrections. Signatures of the responsible owner/representative of the firm must be in ink. No reproductions/duplications/copies will be accepted.

4. Each bid must give the full business address of Bidder and 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 title of the person signing. Bids by corporations must be signed with the legal name of the corporation, followed by the state of incorporation and by the signature and title of president, secretary, or other person authorized to bind it in the matter. The name of each person signing shall also be typed or printed below the signature. A bid by a person who affixes to his signature the word "president", "secretary", "agent", or other title without disclosing his principal may be held to be the bid of the individual signing. When requested by the City, satisfactory evidence of the authority of the officer signing on behalf of the corporation shall be furnished.
5. Bids must be securely sealed in a suitable envelope (facsimile and emailed submissions will not be accepted), addressed and marked on the outside as follows:

**FY20-300-47, Fire Vehicle Bid**

*PLEASE NOTE: THE CITY OF MANCHESTER IS NOT RESPONSIBLE FOR BIDS NOT PROPERLY MARKED.*

6. It will be the responsibility of the Bidder to see that their bid is received by the Fire Department as specified.

7. Each bid is received with the understanding that the acceptance in writing via email by the City of the Bidder to furnish any or all of the products/services described therein or as otherwise negotiated, shall constitute a contract between the Bidder (Contractor) and the City, which shall bind the Bidder (Contractor) on his part to furnish and deliver the articles offered at the prices agreed upon and in accordance with the terms and conditions of said accepted bid; and the City on its part to order from such Bidder (Contractor), except for causes beyond reasonable control; and pay for, at the agreed prices, all products/services specified and delivered.

8. Bids may be withdrawn upon written or electronic request received from Bidders prior to the time affixed for opening. Negligence on the part of the Bidder in preparing the bid confers no right for the withdrawal of the bid after it has been opened.

9. The solicitation document maintained by the Fire Department, in the appropriate file folder, shall be considered the official copy. In the case of any inconsistency between bid documents submitted to the City, but not clearly listed on the exception page of the document or as an exception by the Bidder, the language of the official copy shall prevail. Furthermore, any exception or changes to the specifications made by the Bidder may be cause to disqualify your bid.

10. No oral interpretations will be made to any Bidder as to the meaning of the specifications or terms and conditions of this sealed Bid Invitation. Every request for such interpretation or request for a change in the specifications or terms and conditions shall be made in writing, addressed and forwarded to:

    City of Manchester  
    Fire Department  
    100 Merrimack Street  
    Manchester, NH 03101  
    Attn.: Fire Department Vehicle Bid

Five (5) or more working days before the date fixed for the opening of bids.

Every interpretation made to a Bidder will be in the form of an addendum to the Sealed Bid Invitation which, if issued, will then be posted on the website:
www.manchesternh.gov/bids. All such addenda shall become a part of the complete Sealed Bid Invitation. It is the Bidder’s responsibility to check the website prior to the submittal deadline to ensure that the Bidder has a complete, up-to-date bid package.

11. Bids that are incomplete, not properly endorsed or signed, or otherwise contrary to these instructions may be rejected as informal by the City. The Bid must be filled out completely and accurately. Please explain in detail any exceptions or deviations taken on this bid. Separate pages may be used if necessary.

12. Bids must be submitted on the Bid Schedule hereinafter provided. Prices shall be clearly and fully stated in units of quantities specified. No additional charges shall be passed to the City, including any applicable taxes, delivery or surcharges that have not already been disclosed on the bid schedule. In case of discrepancy in computing the amount of the bid, the unit prices quoted will govern.

13. Quotations should include all charges for delivery, packing, crating, containers, etc. Unless otherwise stated by the Bidder, prices quoted will be considered as being based on delivery to the destination designated, including any and all freight and packing charges.

14. As the City is exempt from the payment of federal excise taxes, all prices quoted herein are not to include these taxes.

15. Prices stated shall remain firm for the duration of the contract.

16. It is understood and agreed that should any price reductions occur between the opening of this bid and the delivery, the benefit of any such reductions will be extended to the City.

17. Should the successful Contractor fail to make delivery or complete the contract within time specified, the City reserves the right to procure the equipment/vehicle from other sources, and hold the Contractor liable for excess cost.

18. The City reserves the right to postpone the delivery date to allow for any change in operating conditions or for any other cause not now foreseen. In the event the City elects to exercise this right, all prices quoted pursuant to this Sealed Bid Invitation will remain firm, and the City shall incur no additional obligation to the Contractor on account of any delay of delivery date ordered by the City.

19. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents, and acts of God.

20. The City reserves the right to divert delivery from one location to another, and to allow for any change in operation conditions or for any other cause not now foreseen.

21. Any equipment/vehicle delivered must be standard new and unused, latest model, except as otherwise specifically stated in the proposal. Where any part or the normal accessories of equipment/product is not described, it shall be understood that all equipment/product and
accessories that are usually provided in the manufacturer’s stock model shall be furnished.

22. Unless otherwise stated by the Bidder, the proposal will be considered as being in strict accordance with the specifications outlined in this Sealed Bid Invitation. References to a particular trade name, manufacturer's catalogue, or model number, are made for descriptive purposes to guide the Bidder in interpreting the requirements of the City. They should not be construed as excluding proposals on other types of materials, equipment and supplies. However, the Bidder, if awarded a Contract, will be required to furnish the particular item referred to in the specifications or descriptions unless a departure or substitution is clearly noted and described in the proposal.

23. The apparent silence of these specifications and any supplemental specifications as to any detail or the omission from the specifications of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and correct type, size and design are to be used. All interpretations of these specifications shall be made on the basis of this statement.

24. The equipment/vehicle on which bids are submitted must be of such character, quality and/or performance equivalence that it will serve as that specified. In submitted bids on products/services other than as specified, proposer shall furnish complete data and identification with respect to the alternate products/services they propose to furnish.

Consideration will be given to bidders submitted on alternate products/services to the extent that such action is deemed to serve the best interests of the City. If the bidder does not indicate that the products/services he proposes to furnish is other than specified, it will be construed to mean that the bidder will furnish the exact products/services described.

25. The City reserves the right to waive any informality in bids, to reject any and all bids wholly or in part, and to make awards in a manner deemed in the best interest of the City.

26. Awards will be made in the best interest of the City. In determining what would be in the best interest of the City, the following shall be considered:
   a. The ability, capacity, and skill of the Bidder to perform the Contract or provide the service required;
   b. Whether the Bidder can perform the Contract or provide the service promptly or within the time specified, without delay or interference;
   c. The character, integrity, reputation, judgment, experience, and efficiency of the Bidder;
   d. The quality of performance of previous contracts or services;
e. The previous and existing compliance by the Bidder with laws and ordinances relating to the Contract or service;

f. The sufficiency of the financial resources and ability of the Bidder to perform the Contract or provide the service;

g. The quality, availability, and adaptability of supplies or contractual services to the particular use required;

h. The ability of the Bidder to provide future maintenance and services for the use of the subject of the Contract;

i. The number of scope of conditions attached to this bid.

27. The City reserves the right to make awards on this proposal by item or to accept all or part of the proposal or prices quoted. In addition, the City reserves the right to award materials on the basis of the lowest total cost of the bid item to the City, including the City's cost of transportation to and from the source.

In cases where two or more Bidders have the same net bid, the City may give preference to firms located within the City.

28. Upon making an award, or giving notice of intent to award, the City will place appropriate notice on the Purchasing website: www.manchesternh.gov/bids.

29. The Bidder must certify that no official or employee of the City or State of New Hampshire, has a pecuniary interest in the proposal or in the Contract that the Bidder offers to execute or in the expected profits to arise there from, and that this bid is made in good faith without fraud, collusion or in connection with any other person submitting a proposal.

30. The Bidder, if awarded an order or contract, agrees to protect, defend and hold the City harmless against any demand for the use of any patented material, process, article or device that may enter into the manufacture, construction or form a part of the work covered by either order or contract.

31. The Bidder, if awarded an order or contract, agrees to defend, indemnify, and hold harmless the City from all damages to life and property arising out of the performance of this Contract due to the Bidder's negligence, that of his employees, subcontractors, etc., or due to the negligence of the City, its employees, representatives, agents, etc.

32. The Revised Statutes Annotated of the State of New Hampshire, the Charter of the City, and all City Ordinances insofar as they apply to the laws of competitive bidding, contracts and purchases are made a part hereof.
33. The Bidder to whom a contract is awarded guarantees to the City that all items furnished under this contract shall be free of defects in design, materials and workmanship for a period of one (1) year after final inspection and acceptance. The Contractor shall replace promptly any defective equipment, materials and/or workmanship required without additional cost to the City.

34. The Bidder to whom a contract is awarded guarantees to the City that all warrants of merchantability and fitness for a particular purpose as provided for in New Hampshire 382A-2-314 and 2-314 shall remain in force and will not be disclaimed.

35. The Bidder, if awarded an order or contract, agrees to provide to the City proof of Federal Identification Number (IRS Code Section 6723). Acceptable forms of documentation are a copy of a federal tax depository ticket, copy of IRS label showing name and Federal ID Number, IRS letter of taxpayer Identification Number assigned, other correspondence from the IRS with both individual/business name and Federal Identification or stationery/bills with Federal ID Number (and firm name and address) PREPRINTED on it. Any impertinent information may be blackened out before sending to the City. Copies of tax returns must show taxpayer section and signature.

36. Payment Terms:
   a. Delivery and Acceptance: Upon delivery and acceptance of the equipment/vehicle by the department to which it is assigned, the Contractor shall secure the signature of an authorized representative on an original delivery slip and shall provide two (2) copies of an invoice or bill of sale.

   b. Payments: Payments shall be made within 15-45 days of delivery and acceptance of contracted item(s)/services or upon receipt of a verified claim for payment, whichever is later. The claim for payment consists of the original delivery slip and two (2) copies of the invoice/bill of sale executed as provided for in the paragraph above.

   c. Payment can also be made by City departments via credit card or EFT payments. If either method is chosen by Contractor/Department, no additional charges will be assessed to the City.

37. Certificate of Origin: must be properly assigned to the:

   City of Manchester
   480 Hayward Street
   Manchester, New Hampshire 03103

   FAILURE TO COMPLY WITH THESE REQUIREMENTS COULD RESULT IN THE CANCELLATION OF AN ORDER OR CONTRACT
Section A. CHASSIS & CAB

1. Chassis & cab

The chassis shall be a new 2020 Ford F550. The chassis price shall include the ford GPC discount. The chassis shall be equipped as follows:

- Super Cab
- 168” Wheelbase, 60” cab to axle
- Dual rear wheels
- Four-wheel drive
- Ford race red paint
- Vinyl grey bench seats
- XL trim
- AMFM/MP3/CLOCK
- 7.3L V8 gas engine
- 10 Speed Automatic transmission
- Max traction 225/70Rx19.5G tires
- Steel wheels painted grey
- 4.88 Ltd slip
- Power equipment group
- Manually telescoping mirrors with heat/remote
- Upfitter interface module
- 19000lb GVW package
- 110V 400W outlet
- Trailer brake controller
- Platform running boards
- Skid Plates - Transfer Case
- Utility light system
- Aft fuel tank
- 397A ALTERNATOR
- Extra heavy-duty front suspension
- Payload plus upgrade
- Backup alarm
- Dual Battery
- Backup camera
- Daytime running lights
The chassis shall be priced separately in the bid form. The City reserves the right to purchase the chassis from one vendor and the remounting of the body from another or purchase both from the same vendor at its discretion.

Section B. Refurbish & Remount Forestry Body

1. Testing

The existing equipment from the Manchester Fire Department’s 2003 vehicle “Forestry 2” shall be inspected and tested as specified below prior to removal and reinstall. The department shall be notified along with any associated cost(s) should any repairs be required that fall outside the scope of these specifications. No additional repairs shall be performed without proper authorization by the department.

2. Chassis Prep

2.1. Paint Wheels
The outside of the four (4) outside wheels shall be sanded, masked and painted red to match the Ford cab paint.

2.2. Lettering & stripe
The cab shall be lettered to the department’s design using RealGold 22KT gold vinyl adhesive film and a 6” white Scotchlite reflective stripe applied to the cab. The final lettering layout shall be approved by the department.

2.3. Tow Hitches & winches
The existing front and rear winches, brackets, brush guard and tow hitch shall be removed, the brackets sandblasted and modified as required to fit the new chassis and installed using new wiring and new 300A breakers. A universal type 7 pin trailer plug shall be installed and wired to the trailer brake.

3. Cab

3.1. Cab console.
The existing cab console shall be removed cleaned and reinstalled in the new cab.

4. Body

4.1. Aluminum flatbed body
The aluminum flatbed body on the department’s 2002 brush truck “Forestry 2” shall be dismounted and the chassis retained by the bidder. A credit for the value of the old vehicle shall be included in the bid price. The body, compartment, tank and plumbing shall be thoroughly steam cleaned, and all welds inspected for cracks. Any cracked welds shall be ground out and re-welded and the body installed on the new chassis with new isolator, U-bolts, mounting brackets and hardware.
The damaged left and right sections of the rear diamond plate skirt shall be cut off and a new smooth aluminum skirt sides shall be fabricated and installed on the rear of the body.

**4.2. Rubber Bumpers**
Two (2) 12” long rubber D-bumpers shall be installed on the back of the body, one each side of the truck.

**4.3. Mud flaps**
Supply & install two new rear rubber mud flaps.

**4.4. Fuel fill**
The existing body fuel full shall be connected to the new chassis tank using new hose.

**4.5. Diamond plate compartments**
All body compartments shall have their gaskets replaced, the door latches checked, lubricated and replaced if necessary.
The left front compartment shall have a false floor installed to raise it to level with the compartment opening.

**4.6. Drip rails**
New anodized aluminum drip rails shall be installed on both sides of the body.

**4.7. Mateflex floor matting**
The compartment floors and shelves shall have red mateflex floor matting or equivalent installed.

**4.8. Chevron**
The rear of the two rear body compartments shall be overlaid and the two-fold down doors on the rear body replaced with 1/8” smooth aluminum. A 6” reflective red and fluorescent yellow chevron shall be applied to the rear body skirt sides and overlay using 3M diamond grade reflective material.

**4.9. Rear access step**
A fold down rear step and two (2) grabrails shall be installed on the rear of the body to allow access to the skid. The height of the stepping surface of the step shall be no more than 24” from the ground per NFPA.

**5. Pump & Tank**

**5.1. Pump**
The existing fire pump shall be wired to the new chassis & pump tested to confirm operation. The department shall be supplied with a copy of the test results.

**5.2. Foam System**
The foam system flowmeter shall be removed, cleaned inspected and reinstalled. The foam check valve shall be removed, cleaned, inspected and reinstalled. The tank foam cell shall be cleaned and all hosed flushed with water. The foam system shall be primed and tested using department supplied foam.

5.3. Valves
The existing six (6) Akron pump intake and discharge valves shall be rebuilt with OEM rebuild kits.

6. Electrical

6.1. Compartment lights
The body compartment lights shall be replaced with Tecniq E10 LED direct replacements. The lights shall be wired and controlled as original. The door ajar switches shall be inspected, tested for operation and replaced as required.

6.2. DOT lights
Two (2) each Tecniq T46 stop/tail, turn and backup 4” round grommet mount LED lights shall be installed in the rear skirt. A Tecniq D07 LED light with stainless cover shall be installed as a rear license plate light. The body marker lights shall be replaced with Tecniq S24 or S30 LED equivalents.

6.3. Light bar
The existing LED lightbar shall be removed and reinstalled on the new cab. The lightbar shall be wired and switched as original.

6.4. Warning lights
Twelve (12) Whelen Ion T-series LED warning lights shall be installed: two (2) red on the front grill, two (2) red on the front fenders, two (2) red on each side on the body and two (2) red on the rear body. The existing Whelen 700 series LED lights on the rear body shall be reinstalled. The warning lights shall be controlled using a switch in the cab.

6.5. Ground lights
Eight (8) Tecniq D07 LED light with 45-degree stainless covers shall be installed under the flatbed body two (2) each side and two (2) front and rear as ground lights. The ground lights shall switch on when the park brake is engaged, and the park lights are switched on. An additional two (2) D07 lights shall be installed on the front brush guard and rear skirt to illuminate the winches.

6.6. Work lights
One (1) Tecniq P06 LED flood light with black housing shall be installed at the back of the body in place of the existing halogen work light. The light shall be controlled using a switch at the pump controls.
One (1) Whelen micro pioneer LED flood light with black housing and on/off switch shall be installed on a Whelen 3050 pole in place of the Collins light at the rear of the body.
Indicator & panel lights
The pump panel low oil, thermal relief, foam low concentrate and door ajar light in the cab shall be replaced using sealed LED direct replacements. One (1) Tecniq D07 LED light shall be installed as a pump panel light.

6.7. Siren
A new 100W electronic siren speaker shall be installed behind the brush guard and wired to the existing siren in the cab console.

6.8. Opticom
A new GTT LED opticom emitter shall be installed on the brush guard in place of the existing halogen light.

6.9. Backup camera
The ford supplied backup camera kit shall be installed and wired to the ford screen in the dashboard.

6.10. Battery Charger
The existing battery charger shall be tested and wired to the new chassis batteries.

7. Miscellaneous

7.1. Mounting allowance
An equipment mounting allowance of $5,000 shall be provided as part of the bid.

7.2. Radio allowance
An allowance of $1,500.00 shall be provided as part of the bid for the removal & reinstall of the radios and antennas from the department’s 2003 brush truck “Forestry 2”. The bidder shall provide labeled power wires inside the cab console for this install.

8. Options
The following options shall be priced individually in the bid.

8.1. New Light bar (Liberty)
A 54” wide Whelen Liberty WC light bar shall be installed on the cab roof. The light bar shall have clear lenses with four (4) corner and two (2) front facing red long LED lights, two (2) front facing long white LED lights, two (2) front facing and two rear facing short LED lights, two (2) white LED takedown (TD) lights, two (2) white LED alley (AL) lights and an LED GTT opticom emitter in place of the standalone LED emitter. See drawing below for light locations and colors.
The lightbar shall be controlled via a Whelen new cencom siren controller which shall replace the existing Siren/PA and console switches to control warning lights etc.

8.2. New Light bar (Justice)
A 56” wide Whelen Justice light bar shall be installed on the cab roof. The light bar shall have clear lenses with four (4) corner (6 LED LIN6), two (2) front facing and two (2) rear facing red (3 LED CON3) modules, two (2) front facing white (CON3) modules, two (2) white LED takedown (TD) lights, two (2) white LED alley lights. See drawing below for light locations and colors (R = red, W = white).

The new lightbar shall be controlled via a Whelen new cencom siren controller which shall replace the existing Siren/PA and console switches to control warning lights etc.

8.3. Low profile hose reel
Install a new Hannay SBEPF 42-19-21 RT (21.5” overall height) polished aluminum hose reel with rewind motor in place of the existing reel. The existing FH3 rollers shall be relocated to the body sides and the reel rewind wired to a new switch in the existing location. The existing booster hose and nozzle shall be reinstalled in the new reel.

8.4. New underbody compartments
The existing underbody compartment shall be replaced with two (2) new Highway products Rainmaster weatherproof aluminum diamond plate boxes measuring 30” long x 18” high x 18” deep. The compartments shall be installed in front of the rear wheels and a new compartment light and door ajar switch installed.
8.5. **Skid for Tank**

Remove and remount the existing tank, pump, plumbing, pump controls etc. on a new United Plastic Fabricating plastic skid platform. The platform shall be mounted so that the entire tank and pump assembly can be removed with a forklift without access to the front of the tank, only having to remove the rear two mounting bolts.

The removable skid shall add no more than 3” to the overall height of the body.

The pump power shall be wired using a quick connect Anderson connection to allow the pump to be unplugged prior to removal.

A removable aluminum tailgate shall be supplied to allow the area below the skid be used for transporting equipment.
BID SCHEDULE

PROPOSAL FOR:  Fire Forestry/Flatbed Response Unit (FY20-300-47)

DATE & TIME:  February 20, 2020 at 12:00 PM

The undersigned, as Bidder, hereby declares that before preparing this bid he/she carefully read the specifications and hereby agrees that if the proposal is accepted he/she will contract with the City in accordance with the specifications, terms and conditions as spelled out in this Sealed Bid Invitation.

Fire Vehicle as specified - 1  $____________________________

Total Price in Words:  ______________________________________________________

Make & Model:  ___________________________________________________________

This form must be signed. All signatures must be original and not photocopies.

Authorized signature & title of Bidder

Print or type name & title of Bidder

Company Name (Corporation/general partnership organized & existing under the laws of the State of ________)

Address

City, State, Zip

REQUIRED

Date Quotation Made:  ___________  Email Address: ______________________________

Phone #: ___________________________  Fax #: ______________________________

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