

TOWN OF NEW HARTFORD
HIGHWAY DEPARTMENT
111 NEW HARTFORD STREET
NEW HARTFORD, NY 13413

Bid Document
For
2007 or Newer Bucket Lift Truck

Bid Receipt: 10:45 AM, August 18,2020

- Advertisement
- General Instructions to Bidders
- Non-Collusive Bidding Statement (must be stamped and signed)
- Specifications
- Bid Sheet

Notice of Advertisement

PLEASE TAKE NOTICE that the Town Board of the Town Of New Hartford, Oneida County, New York will receive sealed bids for one (1) 2007 or newer Bucket Lift Truck until 10:45AM on August 18,2020 in the Town Clerk's Office, 8635 Clinton Street New Hartford, NY 13413. All bids received shall be publicly opened and read aloud at 11:00AM in the community meeting room, 8635 Clinton Street, New Hartford, NY at said time on said date. A bid deposit of Five (5) Percent of the Base Bid must be attached to the bid (cash or certified check).

The work of this contract includes furnishing one (1) unit, delivery to the Town and ready for use by the owner at the time of delivery.

Delivery, at no cost to the owner, shall be within thirty (30) consecutive days following the successful bidders notice of award, which shall be assumed to be three (3) days following the award of the bid by the New Hartford Town Board.

No invoice shall be submitted to the Town by the person, firm or corporation who is awarded the bid until such date of delivery to and acceptance by the Town of the new machinery.

Bids SHALL be submitted by completing and submitting the BID SHEET, which shall not be detached from this document. Bid documents are available in the Town Clerk's Office, 8635 Clinton Street, New Hartford, NY 13413. Bids SHALL be presented in sealed envelopes at the Town Clerk's Office, and shall bear on the face thereof the name and address of the bidder and the item(s) bid. Bidder SHALL submit an executed NON-COLLUSION STATEMENT.

Deposit on rejected bids will be returned after award to the successful bidder or following rejection of the bids.

The Town Board will notify Bidders within seventy-two (72) hours of acceptance.

FAILURE OF BIDDER TO COMPLY WITH ALL THE SPECIFICATIONS LISTED HEREIN ABOVE SHALL RESULT IN AUTOMATIC DISQUALIFICATION OF THEIR BID. The Town Board reserves the right to reject any and all bids and to re-advertise at in its discretion.

Gail Wolanin Young, CMC
Town Clerk

Date: July 23,2020

GENERAL INSTRUCTIONS TO BIDDERS

1. Sealed bids will be received by the New Hartford Town Clerk, 8635 Clinton Street, New Hartford, NY 13413 in accordance with the published invitation for bids.
2. DEFINITION: OWNER – shall mean the Town of New Hartford and any officers or persons duly authorized to act for the Town of New Hartford.
3. Each bid must be accompanied by a certified check or bid bond of the Bidder payable to the Owner in an amount not less than five percent (5%) of the amount of the Bid. Bid security of the three lowest Bidders will be refunded within forty eight (48) hours after approval by the Town Attorney of the executed Contract and the insurance and security furnished; or if no Contract has been so executed, within forty five (45) days after the date of the opening of Bids, upon demand of the Bidder at any time thereafter so long as he/she has not been notified of the acceptance of the Bid. In any event, however, the Department Head/Project Manager will notify the Town Clerk in writing of his/her recommendation to release the bid security upon an approved Resolution from the Town Board, the Town Clerk will then notify the Bookkeeper to release said security.
4. Any and all delivery charges must be included in the bid price.
5. Any equipment delivered by a vendor which is not in accordance with specifications, or is otherwise unsatisfactory in the opinion of the Department, may be retained and, if necessary, used until it is replaced with satisfactory equipment.
6. Except for causes not in the control of the contractor, no request for postponement of the date of delivery, shall be considered; any initiative in such respect being reserved for the Owner.
7. The Town is not subject to tax; the Town will sign exemption certificates when required.
8. Bidders are warned that all deliveries are to be new, unused and first quality. No rejects, “seconds” or otherwise imperfect or low quality items will be accepted.

9. The Owner reserves the right to make such investigations as it deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request, including, but not limited to, the name and address of the manufacturer of the equipment quoted on. The Owner also reserves the right to reject any bid if the evidence submitted by, or the investigation of, such bidder fails to satisfy the Owner that such bidder is not properly qualified to carry out the obligation of the bid or to complete delivery contemplated therein.
10. The Owner reserved the right to consider informal a bid not prepared and submitted in accordance with the provisions of these specifications, or to waive informalities in any bid as received. The Owner also reserves the right to reject any and all bids as the best interest of the Town of New Hartford may require.
11. Failure to submit an executed non-collusion statement and bid security will result in automatic disqualification of the bid.
12. No bidder may withdraw his bid within forty-five (45) days after the bids are opened, but may withdraw it any time prior to the scheduled closing time for receipt of bids.
13. Alternate proposed items shall fulfill the requirements of the basic specifications in function, type, materials, construction, color, and finish. If bid differs from specifications, explanation should be submitted with the bid.
14. In submitting this bid, the bidder declares that he is, or they are, the only person or persons interested in the said bid, that it is made without any connection with any person making another bid for the same equipment; that the bid is in all respects fair and without collusion, fraud or mental reservation; and that no official of the Town of any person in the employ of the Town is directly or indirectly interested in said bid or in the supplies or in any portion of the profits thereof.
15. The contractor or bidder to whom a contract shall be let granted or awarded is prohibited from assigning, transferring, subletting, or otherwise disposing of the same, or of his right, title or interest therein, or his power to execute such contract to any other person, or corporation, except as provided in Section 109, General Municipal Law.

16. No bid materials, supplies, equipment or services may be accepted from, or contract therefore awarded to any person who is in arrears in taxes or upon debt or contract to or with the Town of New Hartford or who has defaulted as surety or otherwise upon a contract or obligation to the Town or who may be otherwise disqualified under any act of the legislature not inconsistent with the charter or code.
17. The contractor agrees to make no claim for damages for delay occasioned by an act or omission of the Town of New Hartford.
18. Additional work of the kinds and types so specified in these specifications may be requested by the Town of New Hartford at the unit prices so stated in the bid.
19. Bids must be submitted upon the proposal form(s) furnished, and must not be detached from the specification book. ALL bidding information must be on the forms furnished and not detached from this Bidding Document. This Bid Document shall be returned in a sealed envelope marked "Town of New Hartford": Bucket Lift Truck.
20. For the sake of simplicity, in the accompanying specifications, manufacturer's names or catalog numbers may have been used. In all such cases, they are well known manufacturers whose information is readily available to all bidders. The use of particular manufacturer's names or numbers is not intended to restrict bidding or bar the equal or superior products of other manufacturers, rather they are referenced for industry understood manufacture and performance.

NON-COLLUSIVE BIDDING STATEMENT

SECTION 103-D

By submission of this bid or proposal, the bidder certifies that:

- A) This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor.
- B) This bid or proposal has not been knowingly disclosed and will not knowingly be disclosed, prior to the opening of the bids or proposals for this project, to any other bidder, competitor or potential competitor.
- C) No attempt has been or will be made to induce any other person, partnership or corporation, to submit or not to submit a bid or proposal.
- D) The person signing this bid or proposal certifies that has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.
- E) That attached hereto (if a corporate bidder), is a certified copy of resolution authorizing the execution of this certificate by the signatory of this bid or proposal in behalf of the corporate.

RESOLVED THAT _____ be
(Name of Corporation)

authorized to sign and submit the bid or proposal of this corporation for the following item or project: _____

and to include in such bid or proposal the certificate as to non-collusive required by Section one hundred three-D, of the General Municipal Law as the act and deed of such corporation, and for any inaccuracies or misstatements in such certificate this corporate bidder shall be liable under the penalties of perjury.

The foregoing is a true and correct copy of the resolution adopted by _____ Corporation
at a meeting of its board of directors held on the _____ day of _____ 2020.

(Seal of Corporation) _____

Signature of Bidder _____

BID SHEET

Base Bid

Bucket Lift Truck

Cost _____
(In Figures)

Total Cost to Town of New Hartford
Of Base Bid -

(In Words)

Delivery Date to Town

***Note:** Bidders shall submit with their bid complete specifications on the unit the Bidder purpose to furnish. All exceptions to these specifications shall be noted and highlighted.

BID SHEET

The Town of New Hartford reserves the right to accept or reject any and all bids, or to accept only the Base Bid or Alternate No. 1.

Bid Submitted By:

(Name of Firm, Corp., etc.)

(Name & Title)

(Street & Address)

(Mailing & Address)

(Telephone Number)

(Fax Number)

SPECIFICATIONS
FOR BUCKET LIFT TRUCK

The following specifications constitute the characteristics of the vehicle to be bid on.

Number of Vehicles1

Make & Model No., Model year 2007 or Newer Freightliner M2 106 Utility Truck

Type Altec AM55-MH 60' over-center material

Handling Bucket Truck single man bucket

Caterpillar C7 Turbo Diesel

Milage 185,425 or less

Air Brakes

Allision Auto Transmissions

AM/FM Radio

33,000 GVW

Tires 11R 22.5

Trailer Brake Controller

Glad Brake Connections-Trailer

Pintle Hitch

13" Steel Utility Bed

26" Rear Platform

Dividers & Trays

Curb Side Entry

Muncie PTO-air operated

50 gallon fuel tank

Spot, Stobe, Bed lights

Compartment lights

Hydraulic Winch Jib on Bucket

Insulated-line rated 345 AC

Lower Boom Insert

Rear Mounted Boom

4 Hydraulic Outriggers

Single man Bucket

Rotating Platform

Upper & Lower Boom Controls

Upper joystick Jib controls & lower Jib Controls

Hydraulic Tool Outlets

Emergency Back up Pump

Jib 1100 lb. rated

Bucket dump feature - clean out

