

City of Coralville

ADDENDUM #2



Date: 1/18/2019
To: All Companies Interested in Submitting a Bid
From: Eric Fisher, Streets and Solid Waste Superintendent
Bid: 11' Utility Truck Body (Bid # 19-104); Dated January 10, 2019
Re: Addendum #2

The following questions and/or clarifications were asked relative to the above-listed Bid. This memo is sent for clarification to all companies to whom the bid was sent.

ADDENDUM #2

Question: Vendors requesting extension on DELIVERY ON OR BEFORE date. Due to extended lead times.

Answer: City of Coralville has decided to change DELIVERY ON OR BEFORE date from 120 days after award of bid to **210 days after award of bid.**

Spec Change: General Specification, 10.5" DEEP STEP BUMPER GALVA GRIP or EQUIVALENT, FULL BODY WIDTH. This specification will be modified to the following: **8.5" – 10.5" DEEP STEP BUMPER GALVA GRIP or EQUIVALENT, FULL BODY WIDTH.** Lower step to ground height preferred.

ADDENDUM #1

Question: Clarification for General Specification, REAR SPLASH GUARDS FOR REAR WHEELS.

Answer: Knapheide- Rubber Type Fender kit.

All addenda that you receive shall become a part of the contract documents. The deadline for bid submittal is Thursday, January 31, 2019 at 2:00pm CDT.

CITY OF CORALVILLE

1512 7th Street, Coralville, IA 52241 319-248-1740

STATE BELOW THE PRICE AND DELIVERY FOR ITEMS DESCRIBED HEREIN, BASED ON THE SPECIFICATIONS, TERMS AND CONDITIONS CONTAINED HEREIN.

SUBMIT BID TO THE CITY CLERK AT THE ADDRESS BELOW, BY THE TIME AND DATE SPECIFIED, IN A SEALED ENVELOPE CLEARLY MARKED WITH BID#, AS NOTED BELOW.

NO FAXED BIDS ACCEPTED.

REQUEST FOR BID – THIS IS NOT AN ORDER

DATE : Jan 10, 2019
BID#: **19-104, Purchase One (1) 11' Utility Truck Body**
BID OPENING: **2:00 PM, January 31, 2019**
Lobby Conference Room, City Hall, 1512 7th St, Coralville, IA
DELIVERY ON OR BEFORE: ~~420~~ **210** days after award of bid.
F.O.B.: City of Coralville, Streets Department
750 Camp Cardinal Blvd, Coralville, IA 52241

COST SUMMARY:

1. YEAR/MAKE/MODEL: _____

<u>2. COST:</u>	<u>EACH</u>	<u>TOTAL</u>
1) Purchase and Install: One (1) 11' Utility Truck Body	\$ _____	\$ _____

3. DELIVERY: If awarded the contract of the above bid, we agree to deliver equipment on or before _____,
if formal order to proceed is received by _____.

Name of Firm: _____

Address: _____

Name & Title of Representative: _____

Signature of Representative: _____

E-Mail Address: _____ Web Site Address: www. _____

Date Signed: _____ Date Bid Expires: _____ Phone No. _____ Fax No. _____

Streets Superintendent:
Eric Fisher
efisher@coralville.org
319.248.1740

Submit Bid to: City of Coralville
Attn: City Clerk
Bid # : 19-104
1512 7th St.,
Coralville, IA 52241

Section I. SPECIFIC CONDITIONS AND INSTRUCTIONS TO THIS PROPOSAL
BID #19-104, PURCHASE ONE (1) 11' UTILITY TRUCK BODY

A. Scope of Contract:

The City of Coralville intends to purchase ONE (1) NEW AND UNUSED CURRENT MODEL YEAR 11' UTILITY TRUCK BODY to be used by the Streets Division per the terms and conditions and minimum specifications described herein. 11' UTILITY TRUCK BODY shall be completely installed and made fully operational on a 2019 Ford F550 cab/chassis supplied by City of Coralville. All transportation, installation and delivery charges shall be included in the bid price. The SPECIFIC CONDITIONS AND INSTRUCTIONS FOR THIS BID in Section I and the DETAILED SPECIFICATIONS in Section II.

The City reserves the right to consider not only the bid price but also the ability of the vendor to provide service and parts for the vehicle(s)/equipment.

B. Delivery:

1. The Vendor shall coordinate delivery with the Streets Superintendent.
2. Delivery of the new vehicle(s)/equipment is required on or before ~~June 14, 2019~~, **September 13, 2019** unless another date is mutually agreed upon. Vehicle(s)/equipment shall be completely operational and ready for service when delivered to the City of Coralville Streets Division.
3. At the time of delivery, vendor shall certify that the vehicle(s)/equipment meet all applicable State and Federal Motor Safety Vehicle and OSHA Safety Standards.

C. Bidding Requirements:

1. If any bidder is in doubt as to the intent or meaning of any part of this Request for Bid, the vendor must e-mail the City Representative listed on page three (3) no later than **January 24, 2019, 3:00 p.m. (local time)**. All questions must be in written form to receive a response.
2. Bidders are not required to bid on all options for their bid to be considered.
3. No bid security will be required.
4. **The following items must be included in the bidder's submitted bid.** The City reserves the right to reject any bid that does not contain the following items:
 - a. Completed and signed COST SUMMARY, Page 1.
 - b. Completed DETAILED SPECIFICATIONS, Sec. II.
 - c. Manufacturer's catalogs, specifications sheets, or other literature, giving full detailed information on vehicle(s)/equipment bid. The vehicle(s)/equipment shall be identified in the catalog, specification sheets, or literature by model and number.
 - d. Manufacturer's warranty literature (engine and power train as well as entire vehicle).
5. The bidder is responsible for all costs related to preparation of this bid.
6. Bidders are required to meet all qualifications and specifications in order to be considered for award.

7. The submission of this bid implies the vendor's acceptance of the terms and conditions of this bid, unless otherwise stated.
8. All costs for manufacturing, shipping and delivery shall be included in the vendor's bid price. Any costs associated with the manufacturing and delivery of the vehicle(s)/equipment not included in the vendor's submitted pricing will be the responsibility of the vendor.
9. The awarded vendor shall provide all necessary labor, materials, equipment, and travel to supply and deliver the vehicle(s)/equipment.
10. All shipments shall be FOB destination (Coralville Street Department, 750 Camp Cardinal Blvd, Coralville, IA 52241)
11. The City is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City, or any other means of delivery employed by the bidder. Similarly, the City is not responsible for, and will not open any bid responses which are received later the date and time stated on page 1.

D. Contract Award:

1. The vendor's submitted bid must be complete to be considered for award.
2. Award of this contract will be made to the lowest responsive, responsible bidder whose bid, conforming to the solicitation, will be the most advantageous to the City of Coralville. Past performance of the bidder and completeness of the bid will be considered for award.
3. The City reserves the right to qualify, accept, or reject any or all vendors as deemed to be in the best interest of the City. The City of Coralville reserves the right to accept or reject any or all bids and to waive irregularities or technicalities in any bids when in the best interest of the City. The City of Coralville reserves the right to accept or reject any exception taken by the vendor to the terms and conditions of the Request for Bid.
4. It is the intent of the City to make an award, in the form of a Purchase Order, within fourteen (14) working days of the bid opening date.
5. Award, if made, will be in accordance with the terms and conditions herein.
6. Consideration may be given to delivery date, anticipated parts and service, analysis and comparison of vehicle(s)/equipment specifications details, and past experience of the City with similar or related vehicle(s)/equipment.
7. Awarded vendor shall provide training for the operation and maintenance of the unit and all equipment contained on the unit.
8. Awarded vendor will be given the City's contract compliance document to complete and return within thirty (30) calendar days of contract award, if the contract award meets or exceeds \$25,000.

QUESTIONS: **Detailed Specifications and Equipment Purchasing**
Eric Fisher
Streets & Solid Waste Superintendent
750 Camp Cardinal Blvd
P.O. Box 5127
Coralville, IA 52241
efisher@coralville.org
(319) 248-1740