

CITY OF ROCHESTER, NH
31 Wakefield St. Rochester, NH 03867
INVITATION TO BID

City of Rochester, NH is soliciting a competitive bid;

BID: Bid 24-16 Vacuum Dual Engine Legacy Combination Truck

1. BID Submission Options-Hardcopy, or Electronically:
 - a) Submit Hardcopy via USPS, FEDEX, or UPS: City of Rochester, NH, Purchasing Agent
31 Wakefield St. Rochester, NH 03867. Reference **Bid 24-16** on package.
In-person drop offs are to go to the Finance Office at City Hall, 31 Wakefield Street, Rochester, NH 03867.
 - b) Submit Electronically via Email: RFP24-16@rochesternhnet.onmicrosoft.com
Include in Email subject line: **Bid 24-16**. An automated email confirmation will be generated to bidder once bid has been received. It is bidder's responsibility to ensure proper email submission of bid, and to monitor for the confirmation email.
2. Bid Receipt Date & Time: No later than **October 18, 2023 at 5:00pm.**
3. Bid Opening Date & Time: **October 19, 2023 at 2:45 PM** .Opening will be conducted in person in the Council Chambers, 31 Wakefield Street, Rochester, NH 03867.
4. Bid Specifications, Questions & Addendums (Q&A): Can be obtained by visiting <https://rochesternh.gov/bids> see **OPEN BIDS** section. Or contact City of Rochester, NH Purchasing Agent 31 Wakefield St. Rochester, NH 03867, purchasing@rochesternh.gov, 603-335-7602. Note Q&A updates will end one week prior to bid opening.
6. Bid Results: Results can be obtained at <https://rochesternh.gov/bids>, in **CLOSED BIDS** section. Select the specific bid to see all results, or contact Purchasing Agent

Vacuum Dual Engine Legacy Combination Truck

The City of Rochester is soliciting bids for 1 new Vacuum Dual Engine Truck with the minimum specifications below.

All Vacuum Hose/Tubing to be 6" diameter Permanently One of the Additional Pipe Rackmount 8" Flange to 6" Flange s to be mounted on Driver's Side Upper Water Tanks Reducer (800-0647) at Boom Elbow (fits 8' or 10' Vacuum Tube)

Standard Equipment Includes (standard equipment may be altered, replaced or upgraded with options

- below):
- Vacuum System: Roots 824 RCS PD Blower (Free Air up to 5,197 CFM; 4,000 CFM at 18" HG)
 - Large Cyclone Separator for Optimal Air Filtration
 - 1/4" (thick) Corten Steel Debris Tank: 9-Cubic-Yard Capacity with 5-Year Warranty
 - Fully-Opening Rear Debris Tank Door
 - Hydraulic Rear Door Locks with Door Grabber and Safety Latch
 - Debris Tank Dumping: Minimum 50-Degrees via Hydraulic Scissors Lift (Power UP/Power DOWN)
 - Heavy-Duty, Cross-Linked Polyethylene Water Tanks (Baffled Below Chassis Frame Level for Optimal Center of Gravity): 1,000-Gallons of Fresh Water Capacity with 10-Year Warranty
 - Automatic Vacuum Breaker Door with Overfill Protection
 - 8" Diameter Vacuum Intake Hose
 - Boom Travel Tie-Down Rod
 - 6-Way Hydraulic Boom with 270-Degrees of Rotation and Joystick Controls
 - Front-Mounted 600' Capacity (1" Diameter Hose) Standard Pivot: Articulating to Driver's Side
 - 60 GPM @ 3,000 PSI GIANT Triplex Piston Water Pump System
 - Water Pump Drive: GM 5.7L Gasoline 140 HP V8 Auxiliary Engine
 - 600' of High-Pressure Jet Rodder Hose (1" Diameter; 3000 PSI Flow Rate/7500 Burst Rate)
 - Manual Hose Rewind Guide with Dual Aluminum Rollers
 - Flexible Hose Guide (Tiger Tail)
 - 20 GPM @ 750 PSI Low-Pressure Wash-Down Circuit with Handgun, 25' of Hose and Nozzle
 - Sealed and Locking Steel Storage Box Behind Cab (16" x 42" x 96")
 - (1) Sanitary Nozzle and (1) Penetrator Nozzle
 - 20.5' Total of Aluminum Intake Pipe and Quick Clamps (1-3', 1-5', 1-6', and 1-6.5' w/ serrated nozzle)
 - LED ICC lighting
 - PPG Ambershield Zinc Primed, PPG Delfleet Single-Stage Polyurethane Paint, and PPG Ambershield Textured Black Paint
 - 12-Month Standard Warranty on Vac-Con Module - see certificate for details
 - Note: PD Units Include Price for Required Hydrostatic Drive Option and Cyclonic Air Separator
 - 5 lbs. Fire Extinguisher (in Cab)
 - Set (3) of Reflective Road Triangles (in Cab)

- Hydrostatic Blower Drive

**VAC-CON
PD3690H/1000LHA**

COMPLY, INDICATE: YES OR NO

I. NOTES TO BIDDERS Yes No

- A. The bidder must have a full stocking (parts department) for equipment being bid and have a full-service facility within 100 travel miles of the city's public works garage.
- B. No exception and the term exceed is not acceptable. Any exceptions must be written out with all the corresponding engineering documents to back up each claim.

II. GENERAL Yes No

- A. The machine is capable of removing stones, grit, grease, sludge and other debris from sanitary sewers and storm drain lines by the flushing action of high-pressure water. The high-pressure sewer cleaner operates independent of the vacuum system.
- B. The machine includes an air conveying vacuum system to provide for the simultaneous removal of the debris flushed to the manhole by the high-pressure water system or for the removal of debris from sewers, sumps, catch basins, digesters, wet wells, bar screens, etc.
- C. The machine is capable of being operated by one man, with all operating controls for high-pressure water pump, hose reel, and vacuum, located at the front of the machine for safety.

III. DEBRIS BODY Yes No

- A. Debris storage body has a minimum usable liquid capacity of 9-cubic-yards.
- B. The body shall be round for maximum strength and constructed of 1/4-inch ASTM A242 Corten A Steel for enhanced corrosion resistance (no exceptions will be allowed to this requirement).
- C. The rear door shall be flat and operated by 4 hydraulic locks for maximum strength, fully opening, hinged at the top with low profile and adjustable style hinges maintaining a 12" maximum overall height.
- D. There shall be a 6" diameter liquid knife drain valve for removing excess liquids

mounted in the middle of the debris tank. Drain will include a 6-inch (diameter) by 10-foot (long) lay-flat hose.

- E. The rear door shall be supplied with a debris swing-style wear plate located inside the debris tank that encompasses 75 percent of the rear door. The debris deflector shield shall deflect material from rear door and aid in draining off excess liquids. A rear door safety prop shall be provided.
- F. For ease of maintenance there shall be no hydraulic components located inside the debris body or the rear door.
- G. The debris body has four (4) externally mounted door locks that lock hydraulically. The hydraulic locks shall be operated by one (1) sequential control to allow the operator to control the discharging of liquids from the debris tank by cracking open the door prior to the dumping procedure.
- H. A steel weldment with stainless steel screen 8" x 28" providing up to 1200 square inches of added filtration for the vacuum system shall be provided inside the debris tank. These weldments shall be removable and require no cutting or welding.
- I. A double acting power up/power down hydraulic scissors lift mechanism will be provided to raise the body to a minimum 50-degree angle. The scissors lift mechanism shall be designed to support a minimum of 24 inches of the debris tank width to provide stability and when dumping on uneven ground. The lift capacity of hydraulic scissors lift cylinder is 56,000 lbs.
- J. Dump controls are located on curbside mid-ship of the unit, well forward of the dumping area for operator safety. A manual override system is provided.
- K. The debris tank door shall be equipped with a flange-mounted splash shield to protect the operator from being splashed with any liquid when dumping. The splash shield shall cover the lower half circumference of the door, from 3 O'clock to 9 O'clock.
- L. The debris body has a five-year warranty. A copy of the manufacturer's warranty statement shall be enclosed with the bid. If pro-rated, please state:
- M. An internal polyethylene float device with external indicator is supplied to show when the body is loaded to capacity.
- N. A debris body flush-out system, comprised of 8 jets, shall be included inside the debris tank. The purpose of these jets is for ease of maintenance, assisting the operator in the dumping and cleaning of the debris body.

IV. AUTOMATIC VACUUM BREAKER

Yes No

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- A. The automatic vacuum breaker assembly is located inside the body.

- B. The automatic vacuum breaker assembly shall be controlled by an electric over hydraulic circuit. The entire system shall be replaceable via a bolt on assembly. The assembly shall consist of a 12" inlet and two 8" ports that provide air flow to the vacuum system.
- C. A full indication activates an automatic vacuum breaker shut down system that completely shuts down the airflow to the vacuum system to prevent overfilling and wastewater discharge into the atmosphere.
- D. The vacuum breaker system is automatically activated (closed) when the parking brake system is released to eliminate carryover during transit.

V. POSITIVE DISPLACEMENT BLOWER

Yes No

- A. The positive displacement blower shall provide no less than 5,197 CFM of free air and 4,000 CFM at 18" of Hg.
- B. The PD blower is driven by the chassis engine via a closed loop hydrostatic system using a variable piston pump and motor. This system shall include a heat exchanger for extreme ambient conditions and to maintain the pump suction oil temp at 160 deg. F. max. The heat exchanger shall be protected by a 30-micron filter and cold weather bypass valve. Hydrostatic loop filtration shall be accomplished by a 10 Beta micron return filter and a 10-micron Absolute (no bypass) charge filter.
- C. The PD Blower shall be hydrostatically driven and be mounted on the driver's side of the unit with the oil sight gauge visible from the ground for ease of maintenance (no exceptions will be allowed to this requirement).
- D. A means of starting, stopping and varying the vacuum suction from operator station at the front of the machine is provided. Once the transfer case is engaged, the blower shall not be operational until the pump is stroked from the operator's station. This will ensure a decrease in blower idle time.
- E. The positive displacement blower shall include a manufacturer's warranty of 1 year.

VI. AUXILIARY ENGINE (WATER PUMP DRIVE ENGINE)

Yes No

- A. An auxiliary engine shall be included to hydrostatically power the unit's high-pressure water pump.
- B. The auxiliary engine shall be a 5.7-liter, V8, gasoline-fueled engine (no exceptions will be allowed to this requirement).
- C. The auxiliary engine is equipped with a counter balanced crankshaft, rubber-isolating mounts, automatic safety shutdowns for low oil pressure and high-water temperature, as well as an exhaust silencer. All gauges, auxiliary engine tachometer,

oil pressure, water temperature, hour meter, and shut down system are located on the driver's side of the unit in a lockable control panel.

- D. The auxiliary engine start and stop controls are at the hose reel operator station for safety and convenience. The shrouded auxiliary engine has a hinged driver's side door for access to the engine.
- E. The auxiliary engine will include a remote oil drain located at ground level on the driver's side of the unit for ease of maintenance.

VII. BOOM & VACUUM HOSE

Yes No

- A. The boom shall be front-loading, attached at the front of the machine to provide ease of positioning the machine over the manhole, as well as afford maximum safety for the operator. The boom will have an 8" diameter throughout, from the debris body inlet all the way to the vacuum hose. The boom shall provide a minimum of 18' vertical lift utilizing dual hydraulic cylinder and 230-degree of boom rotation powered hydraulically for non-interrupted smooth movement. Boom to have a lift capacity of 500 lbs. at the front bumper.
- B. The boom will be powered by an electric over hydraulic system: up/down by dual lift cylinders. The right/left movements shall be hydraulic via worm gear rotation.
- C. Control of the boom is by means of a joystick control at the operator's station, requiring no cables at operator's feet for boom operation.
- D. The boom shall hydraulically telescope a minimum of 10 ft. forward from the operator's station. The height of the boom shall not change while the boom is being telescoped.
- E. A manual override system shall be provided for right/left, and up/down functions in case of system failure.
- F. A boom coverage chart shall be provided stating the square feet the boom covers.
- G. The boom elbow and reducer shall be constructed of tungsten-infused carbide and shall include a warranty of 2-years (no exceptions will be allowed to this requirement).
- H. An 8" diameter to 6" diameter flange adapter shall be included, to attach onto the end of the 8" diameter vacuum hose.
- I. 6-inch diameter aluminum pipe extensions with quick clamps will be provided. The pipe extensions will be as follows:
 - i. (1) 6-1/2' Aluminum Pipe with Serrated Catch Basin Nozzle
 - ii. (1) 6' Aluminum Pipe Extension
 - iii. (1) 5' Aluminum Pipe Extension

- iv. (2) 3' Aluminum Pipe Extension

Yes No

VIII. WATER SUPPLY

- A. The water tank shall have a minimum usable capacity of 1,000 U.S. gallons.
- B. The water tanks shall be constructed of non-corrosive, non-metallic, durable, cross-linked polyethylene to eliminate rust, corrosion, and stress cracking.
- C. The water tanks shall be mounted at and below the truck frame level to provide a low center of gravity for truck stability.
- D. Water tanks shall be plumbed into the debris tank so that said operator can fill the debris tank with water and use that as additional jet rodding water.
- E. A 2.5-inch (diameter) x 25-feet (long) lay-flat hydrant hose with hydrant wrench is supplied on the unit.
- F. An anti-syphon fill device is installed on the unit.
- G. A sight gauge to indicate water level is located within sight of the operator station.
- H. The water tanks are protected by a minimum of 11-gauge steel plating mounted below the water tanks for protection against road hazards when unit travels over the road, off the road or to landfills.
- I. The water tanks are to come with a 10-year replacement warranty.

Yes No

IX. HIGH-PRESSURE WATER PUMP

- A. The high-pressure water pump shall be rated to deliver smooth continuous pressure and flow through the entire flow range of the pump by use of a triplex plunger GIANT 7000-series pump system. The high pressure shall have smooth continuous flow for both the high-pressure system and the handgun system (no exceptions will be allowed to this requirement).
- B. The water pump shall be rated for 60 GPM @ 3000 PSI.
- C. High-pressure relief valves are provided for the high-pressure system, the hydroexcavation system, and the manhole cleaning system.
- D. The water pump shall operate independently of the vacuum system and be powered hydrostatically by the gasoline auxiliary engine.
- E. Controls for starting and stopping the water pump and to vary the flow and pressure shall be at the front hose reel operator's station.

- F. The high-pressure water pump is equipped with a cold weather drain valve. The valve allows the operator to completely drain the high-pressure pump.
- G. The high-pressure pump will include a remote oil drain at ground level on the driver's side of the unit for ease of maintenance.

X. HOSE REEL ASSEMBLY

Yes No

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- A. The hose reel assembly is mounted on the front of the vehicle.
 - B. The hose reel shall have a minimum of 30" inside diameter with a capacity of 600' x 1" hose.
 - C. The hose reel is hydraulically powered in both directions by means of a double chain and sprocket drive. The controls for operating the motor have a flow control device to regulate the rotational speed of the reel in both directions. All hydraulic hoses are behind a steel housing to protect operator from hydraulic oil if a hose fails. The hydraulic motor, chain, and sprockets have a protective cover or are mounted on the radiator side of the hose reel for operator safety.
 - D. The hose reel articulates 180-degrees to the driver's side allowing operator to work in any position through this arc. This allows greater flexibility in truck placement for manholes located in tough areas and provides greater safety to the operator. Reel extends beyond the width of unit for greater flexibility for positioning reel over offset manholes, catch basins, etc.
 - E. A hydraulically controlled outrigger leg is supplied that encounters the ground at any one position. A warning light is in the cab to warn the operator that the outrigger leg is not in its transporting position prior to moving the unit.
 - F. A manual bypass system for the hose reel assembly is provided to manually pull the reel assembly away from its transported position. This feature allows the operator to check fluids without starting engines.
 - G. The hose reel assembly shall include an analog hose footage counter.
 - H. The hose reel assembly shall include an Arctic Winter Recirculation System with Plumbing to Upper Water Tanks. A recirculation connection at the front bumper will be included to keep a continuous flow of water moving throughout the rodder hose, to prevent water from freezing during temperatures at or below 32° F. When the manhole cleanout handgun system and the hydroexcavation system are connected to their respective recirculation connections, virtually 100% of the unit's water shall be continuously moving at a constant flow.
 - I. The hose reel assembly shall include a variable flow valve for the jet (rodder) hose. The purpose of the variable flow valve is to reduce water flow (GPM), thus conserving the unit's onboard water, while maintaining maximum pressure (PSI). Additional nozzles may be required to fully optimize the variable flow valve feature.

XI. JET HOSE

Yes No

- A. 600' x 1" continuous jet rodder hose will be supplied. It shall be rated for 3000 PSI working pressure and 7500 PSI burst pressure.
- B. A heavy-duty hose guide with 25' of nylon rope will be provided.
- C. A 20' x 1" leader hose will be supplied.

XII. MANHOLE CLEANING WATER SYSTEM (HANDGUN)

Yes No

- A. The high-pressure pump and independent water tank assembly supplied shall be used for manhole cleaning.
- B. A smooth continuous flow of 20 GPM and pressure of 750 PSI shall be provided for ease of operation.
- C. A handgun pressure relief valve set at 750 PSI shall be provided.
- D. One full functioning handgun with on/off hand control, replaceable nozzle tip, 12-inch extension, adjustable spray and 50' x 1/2" hose with retractable reel will be provided.
- E. To avoid being coiled at the operator's station a handgun holder bracket will be provided.
- F. A winter recirculation connection with quick-connect couplings will be provided near the manhole cleaning hose reel for continuous flow, to keep the circuit from freezing, during below-freezing temperatures.

XIII. HYDROEXCAVATION PACKAGE

Yes No

- A. The high-pressure pump and independent water tank assembly supplied shall be used for high-pressure hydroexcavation.
- B. A smooth continuous flow of the water pump's full pressure capacity (3000 PSI) shall be provided for maximum efficiency.
- C. The hydroexcavation system shall include a main control ball valve to open and close the circuit, a heavy-duty unloader valve to divert water flow into bypass when releasing the trigger of the hydroexcavation lance (preventing a potentially dangerous buildup of pressure at the gun, and saving wear and tear on the pump and handgun components), and a variable flow valve that allows the operator to reduce water flow (GPM) while maintaining maximum pressure (PSI).

- D. The hydroexcavation system shall include a Schedule 80 Lance (72" x 1/2") with a single forward spray nozzle.
- E. A retractable hose reel with 50-feet of 1/2" diameter high-pressure hose shall be mounted on the curbside of the unit, above the water pump and next to the manhole cleaning water system (handgun).
- F. A winter recirculation connection with quick-connect couplings will be provided near the hydroexcavation hose reel for continuous flow, to keep the circuit from freezing, during below-freezing temperatures.
- G. A pistol grip style hydroexcavation high-pressure handgun, constructed of stainless steel (51" x 1/2") with an adjustable handle and single forward spray jet will be provided, in addition to the Schedule 80 Lance (72" x 1/2").
- H. (2) PVC storage tubes will be provided in the storage box behind the cab, to store the Schedule 80 lance (72" x 1/2") and the pistol grip style lance (51" x 1/2").

XIV. HYDRAULIC SYSTEM AND LUBRICATION

Yes No

- A. The hydraulic system has a 55-gallon capacity.
- B. The hydraulic system shall incorporate a main shut off valve in case of hydraulic failure.
- C. The hydraulic system shall incorporate hydraulic pressure relief valves and pressure gauges for ease of trouble shooting and maintenance.
- D. On mid-section of the passenger side, the unit will include a permanent weatherproof white vinyl lubrication chart that points out lubrication points on the module and specifies what type of lubrication and hydraulic fluids are required. The chart also specifies the frequency of each lubrication point.
- E. For ease of maintenance and minimizing safety hazards, the unit shall be equipped with remote plumbed grease fittings for the hose reel, debris tank, boom rotation, and water pump drive areas.

XV. ACCESSORIES

Yes No

- A. A minimum twelve (12) month manufacturer's guarantee on the unit will be provided.
- B. One (1) 96" x 42" x 16" steel storage box mounted behind the cab, will be provided.
- C. Two (2) 24" x 18" x 18" steel toolboxes, mounted on each side's end of the extended frame unit, will be provided.

- D. A mechanical, lazy-Susan style pipe rack, capable of holding five (5) 8” or 6” diameter pipes, mounted on the curbside of the unit, will be provided.
- E. A nozzle rack, capable of holding six (6) 1” nozzles, will be provided.
- F. A wireless remote will be provided. Remote functions shall include: 6-way boom movement (up, down, left, right, telescope in, telescope out), vacuum breaker door open/close, vacuum throttle up/down, debris body up/down, and debris tank door open/close.
- G. An air purge system shall be installed on the unit. The air purge system includes a quick disconnect coupling to the truck’s pressurized air tanks and can connect to shop air as well. The purpose of the air purge system is to winterize the unit by blowing high-pressure air through the unit’s water circuits, ridding each circuit of any excess water that could freeze during below freezing temperatures.
- H. Three (3) additional individual pipe racks shall be supplied. Pipe racks shall be mounted in locations that make the most sense to the combination truck manufacturer’s engineers.
- I. A low water alarm with warning light and buzzer shall be supplied to alert the operator when the truck is running low on water.
- J. A back-up (rear) camera with in-cab color monitor shall be supplied for safety purposes.
- K. A cone storage rack, capable of storing up to six (6) 28” traffic cones, shall be mounted on the unit.
- L. Rear mounted tow hooks shall be installed on the unit.
- M. A water ring shall be installed to the debris body inlet. The purpose of the water ring is to lubricate incoming debris, thereby reducing abrasion to the debris tank and debris tank components.

XVI. LIGHTING

Yes No

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- A. The lighting included shall be:
 - i. (4) LED Amber Strobes: (2) Front Bumper & (2) Rear Bumper (Whelen 500 Series TIR6 01-0663507129E or equivalent)
 - ii. (2) LED Amber Strobes: (1) Driver’s Side & (1) Curbside, Midbody Frame Mounted (Whelen 500 Series TIR6 01-0663507129E or equivalent)
 - iii. (1) LED Arrow Board: Rear Debris Tank Door Mounted (Whelen TA1251NF1 Traffic Arrow or equivalent)
 - iv. (2) LED Flood Lights with Limb Guards: Boom Mounted (Whelen NP6BB Work lights or equivalent)
 - v. (1) LED Flood Light: Level Wind Guide Mounted (Whelen NP6BB Work light or

- equivalent)
- vi. (1) LED Lighting for Storage Box Behind Cab (Two [2] 36" Whelen F36PC lights with door plunger switches or equivalent)
- vii. (2) LED Flood Lights with Limb Guards: Driver's Side & Curbside, Midbody Mounted (Whelen NP6BB or equivalent)
- viii. (2) LED Flood Lights with Limb Guards: Rear Mounted (Whelen NP6BB Work lights or equivalent)

- B. The entire module electrical system is vapor sealed to eliminate moisture damage.
- C. All wiring is color-coded, labeled and run-in sealed terminal enclosures.
- D. All module circuits are protected by circuit breakers.
- E. Clearance lights and reflectors are furnished in accordance with D.O.T. requirements.

XVII. PAINT Yes No

- A. Unit paint surfaces are to be shot blasted, Ambershield zinc primed, sanded, and sealed with epoxy primer. The hose reel spool, debris tank, and sides of mainframe are to be painted with PPG single-stage polyurethane paint. All other paintable surfaces are to be coated in PPG Ambershield textured black paint.
- B. DuPont Imron 5000 polyurethane paint.

XVIII. TRAINING AND MANUALS Yes No

- A. Operator training will be conducted by a factory-trained representative for a minimum of one day at the time of delivery. Three copies (one physical paper copy and two USB thumb drive copies) of the operating and maintenance manual for the jet/vac module shall be provided upon unit delivery.

XIX.CHASSIS Yes No

- A. A new (never previously registered or owned, and never demonstrated) 2024 model year or newer cab and chassis that meets the combination machine manufacturer's minimum specifications shall be provided.
- B. The cab and chassis shall be a Freightliner 114SD Plus 4x2 (Single Axle) or equivalent.
- C. The chassis gross vehicle weight rating shall be 43,000 lbs. (Front: 20,000 lbs. GVWR / Rear: 23,000 lbs. GVWR) or equivalent.
- D. The chassis engine shall be a Cummins L9-370 (8.9-liter, 6-cylinder, 370HP @ 2100 RPM, 1250-LB-FT @ 1200 RPM) Diesel Engine or equivalent.
- E. The chassis transmission shall be an Allison 3000 RDS Automatic Transmission with

INSTRUCTION TO BIDDERS

- I. PREPARATION OF BID PROPOSAL**
- II. IRREGULAR PROPOSALS**
- III. DELIVERY OF PROPOSALS**
- IV. ELECTRONIC BID FORMAT**
- V. WITHDRAWAL OF BID PROPOSAL**
- VI. PUBLIC OPENING OF BID PROPOSAL**
- VII. DISQUALIFICATION OF BIDDERS**
- VIII. CONSIDERATION OF PROPOSALS**
- IX. AWARD OF CONTRACT**
- X. CANCELLATION OF AWARD**
- XI. BID EVALUATION**
- XII. LAWS, PERMITS & REGULATIONS**
- XIII. INSURANCE & LEGAL BUSINESS ENTITY**
- XIV. DEFAULT & TERMINATION OF CONTRACT**
- XV. OPENING BID RESULTS**
- XVI. BID FORM**

I. PREPARATION OF BID PROPOSAL

1. The Bidder shall submit her/his proposal upon the form(s) furnished by the City (attached). The bidder shall specify a unit price for each pay item. All figures shall be in ink or typed.
2. If a unit price or lump sum bid already entered by the bidder on the proposal form is to be altered it should be crossed out with ink, the new unit price or lump sum bid entered above or below it, and initialed by the bidder, also with ink. In case of discrepancy between the prices written in words and those written in figures, the prices written in words shall govern.
3. The bidder's proposal must be signed with ink by an individual authorized by company to execute the proposal. Required information shall be name of authorized individual, title of individual, legal business name, address, email, and telephone number.
4. All questions shall be submitted in writing to and received by the Purchasing Agent at the above address, a minimum of 7 days prior to the scheduled bid opening. The Purchasing Agent, will then forward both the question and the city's response to the question to all known prospective bidders.

II. IRREGULAR PROPOSALS

Bid proposals will be considered irregular and may be rejected for any of the following reasons:

1. If the proposal is on a form other than that furnished by the Owner or if the form is altered or any part thereof is detached.
2. If there are unauthorized additions, conditional or alternate bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite or ambiguous as to its meaning.
3. If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
4. If the proposal does not contain a unit price for each pay item listed, except in the case of authorized alternate pay items.

III. DELIVERY OF BID PROPOSALS

When sent by mail, the sealed proposal shall be addressed to the City of Rochester, Purchasing Agent, 31 Wakefield Street, Rochester, NH 03867. All proposals shall be filed prior to the time and at the place specified in the invitation for bids. Proposals received after the time for opening of the bids will be returned to the bidder, unopened. Emailed or faxed bid proposals are not acceptable.

IV. ELECTRONIC BIDS: Due to Covid-19 the City of Rochester has incorporated an electronic bid process. If an electronic format is to be utilized specific submission instructions will be identified in the bid cover page.

V. WITHDRAWAL OF BID PROPOSALS

A bidder will be permitted to withdraw his proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.

VI. PUBLIC OPENING OF BID PROPOSALS

Proposals will be opened and read publicly at the time and place indicated in the invitation for bids. Bidders, their authorized agents, and other interested parties are invited to be present.

VII. DISQUALIFICATION OF BIDDERS

Either of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of her/his bid proposal(s):

1. Evidence of collusion among bidders.
2. Failure to supply complete information as requested by the bid specifications.

VIII. CONSIDERATION OF PROPOSALS

1. Bids will be made public at the time of opening and may be reviewed only after they have been properly recorded. In case of discrepancy between the prices written in words and those written figures, the prices written in words shall govern. In case of a discrepancy between the total shown in the proposal and that obtained by adding the products of the quantities of items and unit bid prices, the latter shall govern.
2. The right is reserved to reject any or all proposals, to waive technicalities or to advertise for new proposals, if in the judgment of the City, the best interest of the City of Rochester will be promoted thereby.
3. Bid results will be available on the website at www.rochesternh.net within 48 hours of the bid opening.

IX. AWARD OF CONTRACT

The City holds the right, in its judgment, to award the contract to the bidder, which it feels is in the best interest of the City. If a contract is to be awarded, the Contractor/Vendor selection shall be based in part on possession of the necessary experience, organization, technical and professional qualifications, skills and facilities, reference checks, project understanding, approach, ability to comply with proposed or required time to completion or performance, licensing or certification, in good standing with Federal, State and Local agencies, possession of satisfactory record of performance, cost and to a responsible and qualified bidder whose proposal complies with all the requirements prescribed as soon as practical after the bid opening. No bid shall be withdrawn for a period of (60) sixty days subsequent to the opening of bids without the consent of the City of Rochester. The successful bidder will be notified, by the form mailed to the address on his proposal, that his bid has been accepted and that he has been awarded the contract.

X. CANCELLATION OF AWARD

The City reserves the right to cancel the award of any contract at any time before the execution of such contract by all parties without any liability or other claim against the City.

XI. BID EVALUATION

In addition to the bid amount, additional factors will be considered as an integral part of the bid evaluation process, including, but not limited to:

1. The bidder's ability, capacity, and skill to perform within the specified time limits.
2. The bidder's experience, reputation, efficiency, judgment, and integrity.
3. The quality, availability and adaptability of the supplies and materials sold.
4. The bidder's past performance.
5. The sufficiency of bidder's financial resources to fulfill the contract.
6. The bidder's ability to provide future maintenance and/or services.
7. Any other applicable factors as the City determines necessary and appropriate (such as compatibility with existing equipment).

XII. LAWS, PERMITS AND REGULATIONS

1. The Contractor shall obtain and pay for all licenses and permits as may be required of him by law, and shall pay for all fees and charges for connection to outside services, and use of property other than the site of the work for storage of materials or other purposes.
2. The Contractor shall comply with all State and Local laws, ordinances, regulations and requirements applicable to work hereunder, including building code requirements. If the Contractor ascertains at any time that any requirement of this Contract is at variance with applicable laws, ordinances, regulations or building code requirements, she/he shall promptly notify the City of Rochester in writing.

XIII. INSURANCE & LEGAL BUSINESS ENTITY

1. Contractor and any related subcontractors will carry appropriate liability insurance, and be a legal business entity authorized to conduct business in the State of New Hampshire.

XIV. DEFAULT AND TERMINATION OF CONTRACT

If the Contractor:

1. Fails to begin work under Contract within the time specified in the notice to proceed; or
2. Fails to perform the work with sufficient workers and equipment, or with

- sufficient materials to assume prompt completion of said work; or
3. Performs the work unsuitably or neglects or refuses to remove materials or to perform anew such work as may be rejected as unacceptable and unsuitable; or
 4. Discontinues the prosecution of the work; or
 5. Fails to resume work, which has been discontinued, within the time frames included in specifications; or
 6. Becomes insolvent or has declared bankruptcy, or commits any act of bankruptcy or insolvency; or
 7. Makes an assignment for the benefit of creditors; or
 8. For any other causes whatsoever, fails to carry on the work in an acceptable manner the City of Rochester will give notice, in writing, to the Contractor for such delay, neglect, and default.

If the Contractor does not proceed in accordance with the Notice, then the City of Rochester will have full power and authority without violating the Contract to take the prosecution of the work out of the hands of the Contractor. The City of Rochester may enter into an agreement for the completion of said Contract according to the terms and conditions thereof, or use such other methods as in the City's opinion will be required for the completion of said Contract in an acceptable manner.

All extra costs and charges incurred by the City of Rochester as a result of such delay, neglect or default, together with the cost of completing the work under the Contract will be deducted from any monies due or which may become due to said Contractor. If such expenses exceed the sum which would have been payable under the contract, then the Contractor shall be liable and shall pay to the City of Rochester the amount of such excess.

XV. OBTAINING BID RESULTS

Bid results will be available on the website at www.rochesternh.gov within 48 hours of the bid opening.

BID PROPOSAL FORM
Bid # 24-00

Record total bid lump sum below.

\$ _____
(cost in numbers)

\$ _____
(cost in words)

Legal Business Name:

Address: _____

City: _____ State: _____

Zip: _____

Primary Phone: _____ Email: _____

Mobile: _____ Fax: _____

Prices Good through date: _____

Authorization: _____

Print Name and Title _____

Signature: _____ **Date:** _____

****Pages 2-26 are to be submitted with bid form.**

Bid results will be posted after 48 hours on the City of Rochester's web site:
www.rochesternh.gov or will be available by request via e-mail at the following address:
purchasing@rochesternh.gov