

**Town of
Alton, NH**



Request for Proposals

16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer

Due: November 9, 2021

Table of Contents

Advertisement.....	2
Scope of Work or Specifications and Conditions.....	3
Bid Form	6
Specifications.....	8

TOWN OF ALTON

Request for Proposals

16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer

Sealed proposals for the provision of an **16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer**

will be accepted until 2:00 p.m. on Thursday, November 9, 2021 in the Selectmen's Office, 1 Monument Square, PO Box 659, Alton, NH 03809 at which time they will be opened and publicly read aloud.

The general specifications are for an **16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer**. A detailed package with information on the equipment to be delivered, items to be supplied by the owner or the vendor, and accommodated within the design, the conditions thereof, and bid forms, is available at www.alton.nh.gov. (click on Bids) or said Selectmen's offices during normal business hours.

Each submitted Proposal should be in a sealed envelope marked, Town of Alton, **16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer RFP**, with the due date clearly marked. If mailed, the RFP submission should be in a similarly marked separate sealed envelope to protect against the actual proposal being opened in error. Any questions with respect to this invitation must be received, in writing by mail (above address), by email (dpwdirector@alton.nh.gov) by Scott Kinmond, Public Works Director

The town reserves the right to reject any and all bids, and waive any minor or non-material informalities, if deemed to be in its best interests.

Alton Board of Selectmen

Scope of Work or Specifications and Conditions

1.) General Description of the Project, Materials and Quantities

The general specifications for the **16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer.**

2.) Specifications & Certification

See Attachment A

3.) Delivery, Cost, Location and Timing

All items, as specified, are to be delivered to a location within the Town of Alton as the Town may specify at the time of delivery. The cost of delivery must be contained within your bid pricing.

You must specify the number of calendar days it will take you to deliver the equipment to us from the date we give you the notice to proceed under the contract.

4.) Term of Contract

N/A

5.) General Conditions

a.) Project completion on or before February 1, 2022.

b.) If you are in default of the delivery by 30 days after the delivery date a \$100 per day liquidated damages will be assessed as a credit against any final payment due you.

c.) If you are more than Forty-five (45) days late in delivering the equipment you will be given ten (10) days notice to cure the default. You will then have a period of ten (10) days to cure the default. If you do not do so we may cancel the contract.

d.) Any cash payment due to you will be paid ninety percent (90%) upon the date of delivery. The balance will be paid within ten (10) days of our acceptance of the equipment as specified. You will maintain a lien interest in the equipment until that time. Any portion of your bid and performance deposit remaining on deposit with us will be returned at that time.

e.) The term “days” will mean calendar days.

f.) Unless otherwise specified to be of a longer duration, you must provide the standard factory warranty as specified by the manufacturer on each and every item to be supplied.

6.) Pre-Bid Conference, Questions, and Supplements

Any questions with respect to this invitation must be received, in writing by mail (above address), or email (dpwdirector@alton.nh.gov.), by Scott Kinmond, Public Works Director.

***Important Note:** Any other changes or supplements to this document, will be posted on the Town web site as an Addendum no later than 4:00 p.m., November 3, 2021. It is the bidder’s responsibility to check and verify any such changes in order to account for them in their bid. You must acknowledge issued addenda on your bid form.

7.) Description, Continued Use, and Viewing of Trade-In(s)

N/A.

8.) Proposal due Date and Methods of Delivery

Sealed bids will be accepted until 2:00 p.m. on Thursday, November 9, 2021 in the Selectmen’s Office, 1 Monument Square, PO Box 659, Alton, NH 03809 at which time they will be opened and publicly read aloud. Each submitted proposal should be in a sealed envelope marked, **16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer RFP** with the due date clearly marked. If mailed, the bid submission should be in a similarly marked separate sealed envelope to protect against the actual bid being opened in error.

9.) Change orders.

Any requests above the scope of the project, must be approved by the project manager.

10.) INSURANCE & HOLD HARMLESS:

Prior to commencing work, and throughout the term of this contract, the Contractor shall obtain, and maintain, in the limits and under the conditions set forth below, insurance coverage naming the Town, its officers, employees and assigns, as Certificate Holder and additionally Named Insured, for the following types and levels of coverage:

- Workers Compensation	Statutory
- Automobile and Equipment	\$1 Million/\$2 Million
- Property Damage	\$1 Million/\$2 Million
- General Liability	\$1 Million/\$2 Million
- Professional Liability	\$1 Million/\$2 Million

If a sub-Contractor is used for any portion of the work, the Contractor will provide to the Town a similar certificate, in similar amounts and under similar conditions, from the Subcontractor.

Should the Contractor fail to maintain such Workers' Compensation insurance, and should the Town be found liable to principals, officers, employees and agents of the Contractor, the Town may recover from the Contractor the amount of any medical costs and compensation paid to or on behalf of the principals, officers, employees and agents of the Contractor and any expenses relating to claims filed under the provisions of Workers' Compensation.

The Contractor shall indemnify, defend, and save harmless the Town, and its officers, agents and employees from and against any suit, action or claim of loss or expenses because of bodily injury, including death at any time there from, sustained by any person or persons or on account of damages to property, including loss thereof to the extent caused by the Contractor's negligent acts, errors, or omissions, in the performance of services under this Contract. The Town agrees that the Contractor will not be responsible for any suit, action or claim of loss or expenses because of bodily injury, or damages, caused by the Town, its officers, agents, and employees due to the negligence or omission of the Town. This covenant

shall survive the termination of this Contract.

11.) Force Majeure

Force Majeure: The time for performance hereunder shall be extended for any delay or default in performing hereunder if such delay or default is caused by conditions beyond the Contractor's control including, but not limited to Acts of God, natural disasters (earthquakes, hurricanes, floods), wars or riots, or performance failures of parties beyond the control of the Contractor (e.g., disruptions in utility services attributable to the provider or labor actions by employees of a common carrier). Such extensions shall be day for day of the delay. Such extension shall only take effect if the Contractor shall give the Town prompt written notice following their first knowing of the occurrence causing the delay. Such notice shall include the cause of the delay, the anticipated length of the delay, the alternatives that could be considered to keep the project on schedule, and the action the Contractor is taking, notwithstanding the instant matter, to otherwise honor its end delivery date obligation.

The extension shall remain in place only to the extent that, on a seven-day basis, the Contractor shall update this information and show a good faith prosecution of the remainder of the work that is not dependent upon the matter causing the delay.

A dispute with copyright owners or trademark infringements, contractor labor disputes, software or server delays, the obtaining of licenses or approvals other than those of the Town, or a delay in the delivery of parts that could have been available had they been ordered at the earliest possible moment shall not be considered to be a force majeure cause for extension.

Town of Alton

16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer

(Please Print in Ink or Type)

Name of Bidder: _____

Address: _____

Contact Person: _____

_____ Telephone _____ Fax

_____ Email

ATTENTION:

Board of Selectmen
PO Box 659
Alton, NH 03809

Dear Select Board:

Having examined the documentation provided with the subject Invitation for Bids the undersigned proposes to furnish the requested item or materials as requested in accordance with the subject documents.

The undersigned acknowledges Addenda # _____
(If none, write none).

If I am notified my proposal is accepted within forty-five (45) days of the bids having been opened, I will execute a contract for the work within fourteen (14) days thereafter.

I propose to provide the following items for the following unit pricing:

<u>Item</u>	<u>Price</u>
A. 16,000# Vehicle Lift including removal of existing lift and installation & Training of new lift.	\$ _____ (In Figures)

_____ Dollars and _____ Cents.
(In Words)

Time for Delivery: I will complete this project within _____ days (In Figures) of your notice to proceed (exclusive of the time you take to review and approve my submittals).

Item

Price

B. 19.5 Tire Machine including installation and training of Equipment.

\$ _____
(In Figures)

_____ Dollars and _____ Cents.
(In Words)

Time for Delivery: I will complete this project within _____ days (In Figures) of your notice to proceed (exclusive of the time you take to review and approve my submittals).

C. 19.5 Wheel Balancer including installation and training of Equipment.

\$ _____
(In Figures)

_____ Dollars and _____ Cents.
(In Words)

Time for Delivery: I will complete this project within _____ days (In Figures) of your notice to proceed (exclusive of the time you take to review and approve my submittals).

I understand that the town reserves the right to reject any and all bids, and waive any minor or non-material informalities, if deemed to be in its best interests.

I understand that the Town may hold my bid for thirty days (30) days prior to awarding a contract.

In order to be considered responsive each bidder must submit the following with this bid:

- 1.) Completed Exhibit A, explanation of any deviations from the specifications, and attachments of required drawings, catalog sheets and product specifications and warranty information and the like.

I certify, under the penalties of perjury, that (1) I have had an opportunity to view the full bid package and am aware it was my responsibility to perform my own due diligence appropriate to submitting this proposal, (2) I am fully authorized to submit this bid, (3) I have not engaged in discussions, negotiations, or collusion with any person to determine what my bid will be and (4) that I, to the best of my knowledge and belief, have paid all taxes, fees, assessments, betterments or other municipal charges that I owe to the Town of Alton or have payment agreement in place or have filed an appeal over the same.

Signature of Bidder

Corporate
Seal

Title of Bidder

Signed this _____ day of _____, _____.

Bid Form

RFP- 16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer

Page 2

Attachment “A” Specifications

	Yes	No	16,000# Vehicle Lift, 19.5 Tire Machine and Tire Balancer
1			Vehicle Lift – 2 post with lifting capacity of 16,000 pounds
1a			Overall Height 15’-16’6”
1b			Front & Rear Arm Min/Max- 34 11/16” /64”
1c			Motor Min 2HP, volts 208-230V
1d			Drive thru width min. 111 11/32”
1e			Inside columns min. 126 15/32”
2			Tire Machine- capable of handling 19.5” wheels
2a			Handles Alloy and steel rims for cars and light trucks
2b			Rim Diameter 6”-24” external
2c			Max Tire Dia. 50”
2d			Max Rim width 14”
2e			Min motor 2HP/220V
2f			Warranty Parts/Labor
3			Tire Balancer- Capable of handling 19.5” wheels
3a			Wheel Dia. range 8”-30”
3b			Wheel Width range 2”-20”
3c			Max Tire Dia. 44”
3d			Max Tire Weight 160 lbs.
3e			Warranty Parts/Labor
3f			Truck Cone & Spacer Kit