



City of
Los Banos
At the Crossroads of California

CITY OF LOS BANOS
PUBLIC WORKS DEPARTMENT

INVITATION FOR SEALED BIDS

PROPOSAL FOR THE PURCHASE OF ONE
NEW 2016 MODEL
4X4 UTILITY TRACTOR

City of Los Banos
Public Works Department
411 Madison Avenue
Los Banos, CA 93635
(209) 827-7056

Mark Fachin P.E.
Public Works Director/ City Engineer

The sealed bids must be received no later than 2 p.m.

Tuesday, December 6, 2016

By the office of the City Clerk
520 J Street
Los Banos, CA 93635

INVITATION FOR SEALED BIDS

CITY OF LOS BANOS
PUBLIC WORKS DEPARTMENT
411 Madison Avenue
Los Banos, CA 93635
(209) 827-7056

NOTICE IS HEREBY GIVEN that the LOS BANOS PUBLIC WORKS DEPARTMENT (herein called the "Owner") invites and will receive sealed bids up to the hour of 2:00 P.M. Pacific Standard Time (PST) on Tuesday, December 6, 2016 for the purchase of one (1) New 2016 Model 4X4 Utility Tractor. At said time, sealed Bid Proposal (herein called the "Bid") will be publicly opened and read aloud in the City of Los Banos Council Chambers by the office of the City Clerk at:

**Los Banos City Hall
520 "J" Street
Los Banos, California 93635**

Questions regarding the Bid Documents are to be directed to Dan Bronson, Public Works Fleet Coordinator, by email at dan.bronson@losbanos.org.

Bids shall be submitted only on forms provided in the Bid Packet. Bids shall be in the hands of the City Clerk of the City of Los Banos, 520 J Street, Los Banos, California, 93635 on or before the hour of 2:00 P.M. PST on Tuesday, December 6, 2016. No late Bids will be accepted and will be returned unopened. No oral, telegraphic, electronic, facsimile, or telephone bid submittals or modifications will be considered. Bids received after the bid submittal deadline will be rejected and returned to the Bidder unopened.

The Bid Proposal forms can be obtained from the City of Los Banos website at www.losbanos.org.

The City of Los Banos reserves the right to reject any and/or all Bids received.

Information for Bidders

Bids will be received by the City of Los Banos Office of the City Clerk for the Owner, at the City Council Chambers of the City of Los Banos, 520 J Street, Los Banos, CA, 93635, until 2:00 p.m. Pacific Standard Time (PST), on **Tuesday, December 6, 2016**, then publicly opened and read aloud. Each Bid must contain one complete original set of Bid Proposal forms. The Bid Proposal forms include "Specifications Compliance" and "Bid Form". The Addendum, if issued, will be posted on the City's website at www.losbanos.org. Bidder must acknowledge Addendum, if issued, by submitting signed Addendum with the Bid Proposal forms. The completed Bid must be submitted in a sealed envelope and addressed to the Owner at 520 J Street, Los Banos, CA 93635. Each sealed envelope containing a Bid must be plainly marked on the outside as "**4X4 Utility Tractor Bid; Attention City Clerk**", and the envelope shall also bear on the outside, the name of the Bidder, and their address. If forwarded by mail, the sealed envelope containing the Bid Proposal forms must be enclosed in another envelope addressed to the City of Los Banos at 520 J Street, Los Banos, CA, 93635, and both envelopes clearly state "**4X4 Utility Tractor Bid; Attention City Clerk**"

Total Bid Price must be filled in, in ink or typewritten, and the Bid Form must be fully completed and executed when submitted, unless otherwise indicated. The Bid Form shall be signed by a person or persons legally authorized to bind Bidder to the Contract. The individuals signing each document shall warrant that they are authorized to bind the Bidder. Mistakes must be corrected and the correction inserted; correction must be initialed in ink by person signing the Bid Form. Each Bidder is responsible for the review of the Bid documents.

The Owner may waive any informalities or minor defects or reject any and all Bids. Any Bid may be withdrawn prior to the above scheduled time for the opening of Bid or authorized postponement thereof. Any Bid received after the time and date specified shall not be considered. All Bids shall remain firm for at least ninety (90) calendar days after the date and time of the bid opening unless otherwise specified. Should there be reasons why the Bid cannot be awarded within the specified period; the time may be extended by mutual agreement between the Owner and the Bidder. Award of Bid will be to the lowest responsible Bidder as determined by the Owner. A conditional or qualified Bid will not be accepted. The failure and omission of any Bidder to do any of the foregoing shall not relieve any Bidder from any obligation with respect to the Bid. The Owner will not be responsible for, nor be bound by, any oral instructions, interpretations, or explanations issued by the Owner or its representatives. Any request for clarifications or questions of the bid documents shall be emailed to:

Dan Bronson, Public Works Fleet Coordinator
dan.bronson@losbanos.org

Requests for clarification or questions shall be delivered to the Owner by 5:00PM PST on **Wednesday, November 16, 2016**. Any Owner response to a request for clarification, questions and answers will be posted to the City's website at www.losbanos.org not later than 5:00PM PST, **Friday, November 18, 2016** and if necessary become a part of the Bid as an Addendum. The proposed timeline of events associated with the awarding of Bid Proposal:

Release of Advertisement for Bids		Friday, October 28, 2016
Deadline to submit questions/clarifications	5:00 P.M.	Wednesday, November 16, 2016
Addendum/Questions/Clarifications Posted	5:00 P.M.	Friday, November 18, 2016
Bid Opening	2:00 P.M.	Tuesday, December 6, 2016
City Council Awards Bid		Wednesday, January 4, 2017
Issuance of a Purchase Order	By	Friday, January 13, 2017

Prior to receiving, the one (1) New 2016 Model 4X4 Utility Tractor will be inspected to insure the equipment meets the specifications. The new utility tractor must be completely assembled, ready to operate, and serviced with **FULL TANK OF FUEL** by Bidder prior to acceptance by the Owner.

Specifications Compliance

The Bidder shall note their compliance with each specification in the box provided with an X or check mark. Each line item requires an X or check mark. **Any specification left blank shall be considered a non-responsive Bid and will be rejected.** Any deviations from the specifications or where submitted literature does not fully support the meeting of the specifications, must be clearly cited and explained by the Bidder in the comment section following the specifications. The Owner will be responsible for determining specifications compliance.

Yes No **Each line specification requires checking either the Yes or No box**

- Utility Tractor supplied shall be 2016 or manufacturer's current production model and shall be bid with all of the standard equipment as specified in the manufacturer's printed literature. In addition, the Utility Tractor shall include the equipment shown on the subsequent specifications, but may not be limited to said equipment.

- Bidder shall quote purchase price to include manufacturer's warranty for one (1) New 2016 Model 4X4 Utility Tractor. The warranty shall commence upon acceptance of the completed equipment by the Owner.

- Bidder shall quote the price for the one (1) New 2016 Model 4X4 Utility Tractor including eight percent (8%) sales tax, but excluding Federal excise tax. Bidder quote shall include delivery charges to the Owner.

- Utility Tractor must meet all current air quality standards, California Emission Control Regulations, all Federal Safety Standards, and Department of Motor Vehicle Regulations.

- Bid shall include estimated delivery date of the New 2016 Model 4X4 Utility Tractor. The estimated delivery date shall be one hundred eighty (180) days or less from the date of bid award.

- In the event that the new tractor has not arrived at the Owner facilities, 1015 F Street, Los Banos California, on or before the estimated delivery date, liquidated damages can be charged at the rate of one percent per calendar day of the unit price of the equipment not delivered in accordance with the time specified on the bid proposal.

Specifications Compliance – Continued

CHASSIS

- | Yes | No | Each line item specification requires checking either the Yes or No box |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Cab must provide rollover protection for occupant |
| <input type="checkbox"/> | <input type="checkbox"/> | Hydraulic pressure gauge to make sure system is operating at correct pressure |
| <input type="checkbox"/> | <input type="checkbox"/> | Differential lock |
| <input type="checkbox"/> | <input type="checkbox"/> | 540-1000 RPM power takeoff |
| <input type="checkbox"/> | <input type="checkbox"/> | Four auxiliary hydraulic control valves (8 outlets) |
| <input type="checkbox"/> | <input type="checkbox"/> | Category II three point hitch |
| <input type="checkbox"/> | <input type="checkbox"/> | Swinging drawbar |

ENGINE

- | Yes | No | Each line item specification requires checking either the Yes or No box |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Turbo diesel |
| <input type="checkbox"/> | <input type="checkbox"/> | 4 cylinders (minimum) |
| <input type="checkbox"/> | <input type="checkbox"/> | Base power 85 horse power (minimum) |
| <input type="checkbox"/> | <input type="checkbox"/> | Alternator – 120 amps (minimum) |
| <input type="checkbox"/> | <input type="checkbox"/> | Battery(s) – shall meet manufacturer's specification, maintenance free |
| <input type="checkbox"/> | <input type="checkbox"/> | Cooling system – heavy duty, automatic shutdown/over temperature protection |
| <input type="checkbox"/> | <input type="checkbox"/> | Air Filter – dry type, dual element, with restriction indicator |
| <input type="checkbox"/> | <input type="checkbox"/> | Newest available Tier 4 final engine |

DRIVE

- | Yes | No | Each line item specification requires checking either the Yes or No box |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Four wheel drive on-off controlled in cab |
| <input type="checkbox"/> | <input type="checkbox"/> | Original equipment agricultural tires (equivalent) |
| <input type="checkbox"/> | <input type="checkbox"/> | All four tires loaded with ballast |
| <input type="checkbox"/> | <input type="checkbox"/> | Power shuttle shift |

SAFETY

- | Yes | No | Each line item specification requires checking either the Yes or No box |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Fire extinguisher – 5 lbs ABC (mounted) |
| <input type="checkbox"/> | <input type="checkbox"/> | 2 high output warning strobe lights mounted on roof |
| <input type="checkbox"/> | <input type="checkbox"/> | Manuals and videos – (operator, service, parts and repair) |
| <input type="checkbox"/> | <input type="checkbox"/> | Safety decals – displayed in English and Spanish |

THIS PAGE MUST BE COMPLETED AND RETURNED WITH BID PROPOSAL FORMS

Specifications Compliance – Continued

OPERATOR STATION

- | Yes | No | Each line item specification requires checking either the Yes or No box |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Cab air conditioning, heating, and defroster for all windows factory equipped |
| <input type="checkbox"/> | <input type="checkbox"/> | Windshield wipers and washer front and rear |
| <input type="checkbox"/> | <input type="checkbox"/> | Tachometer, engine oil, coolant, voltmeter, hour meter, fuel gauge and hydraulic oil temperature |
| <input type="checkbox"/> | <input type="checkbox"/> | AM/FM radio with aux and Bluetooth capability |
| <input type="checkbox"/> | <input type="checkbox"/> | Battery disconnect switch |
| <input type="checkbox"/> | <input type="checkbox"/> | Rear glass to be tinted |
| <input type="checkbox"/> | <input type="checkbox"/> | 2 outside mirrors 1 inside rear view mirror |
| <input type="checkbox"/> | <input type="checkbox"/> | Air adjustable seat with arm rest |

EXTERIOR

- | Yes | No | Each line item specification requires checking either the Yes or No box |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Paint to be manufacturer's color |
| <input type="checkbox"/> | <input type="checkbox"/> | Radiator debris screen |
| <input type="checkbox"/> | <input type="checkbox"/> | LED rear warning/signal lights |
| <input type="checkbox"/> | <input type="checkbox"/> | Work lights (Halogen or LED) 2 rear 2 front (adjustable) |
| <input type="checkbox"/> | <input type="checkbox"/> | Tool box (mounted) |
| <input type="checkbox"/> | <input type="checkbox"/> | Weights 1000 pounds in front |
| <input type="checkbox"/> | <input type="checkbox"/> | Must be delivered with full tank of fuel |

WARRANTY

- | Yes | No | Each line item specification requires checking either the Yes or No box |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 5 year 3000 hour bumper to bumper with service mileage |
| <input type="checkbox"/> | <input type="checkbox"/> | Service program (to service tractor for duration of warranty) |

Bid Form

TO: OWNER
City of Los Banos
520 J Street
Los Banos, CA 93635

DATE: _____

In compliance with the Invitation for Sealed Bids for **One (1) New 2016 Model 4X4 Utility Tractor**, the undersigned, as Bidder, hereby offers to sell to the Owner, in accordance with the terms, conditions, requirements and specifications set forth in the Bid documents for the price quoted on this Bid Form for **One (1) New 2016 Model 4X4 Utility Tractor**.

MANUFACTURER: _____

MODEL NUMBER: _____

DELIVERY DATE: _____

One Hundred eighty (180) days or less from the date Owner issues Purchase Order

TOTAL BID PRICE \$ _____

Total Bid Price includes California Sales Tax, California Tire Recycling Fee, DMV documentation fees, freight, and delivery charges but excludes Federal Excise Tax, if any.

Total Bid Price Written:

_____ written form

The undersigned certifies under penalty of perjury that the quotation on this Bid Form constitutes a bona-fide offer to sell, that he/she is an authorized representative of the company listed, that the quotation is in no way sham or collusive, and that issuance of a Purchase Order by Owner constitutes acceptance of bidder's offer on the terms and conditions stated in the Bid documents, and forms a contract. Bidder will not withdraw its Bid for at least ninety (90) calendar days from the date and time of the bid opening.

BIDDER'S COMPANY

PRINT NAME - AUTHORIZED

ADDRESS

AUTHORIZED SIGNATURE

TELEPHONE NUMBER

ARE YOU CLAIMING A LOCAL BUSINESS PREFERENCE? _____ YES _____ NO

If yes submit written proof of the address of your principle place of business and a copy of your current City business license.

THIS PAGE MUST BE COMPLETED AND RETURNED WITH BID PROPOSAL FORMS