
The City of Traverse City

Office of the City Manager

GOVERNMENTAL CENTER
400 Boardman Avenue
Traverse City, MI 49684
(231) 922-4440
(231) 922-4476 Fax



September 16, 2015

Bidder:

The City of Traverse City will receive sealed bids in the Office of the City Manager, Second floor, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, 49684, until **Monday, September 28, 2015, at 2:15 PM** for the following:

Service/Utility Body for supplied 2016 Ford F350 SRW
(Specifications attached)

If the specifications are obtained from the City's new updated website link at: http://www.traversecitymi.gov/bids_and_rfps.asp, it is the sole responsibility of the Bidder to check the website for updates and addenda prior to the bid being submitted. Bidder may also sign up to receive notifications when bids and RFPs are posted by sending an e-mail requesting same to jdalton@traversecitymi.gov

The City of Traverse City reserves the right to accept or reject any or all bids, waive irregularities, and to accept the bids either on an entire or individual basis that is in the best interest of the City.

The City accepts no responsibility for any expense incurred by the Bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the Bidder.

Only the successful Bidder will be notified. If you so desire, you may call for results.

You must indicate on the outside of the sealed envelope that the bid is for the **“Service/Utility Body.”**

You must submit **TWO (2) SEALED COPIES** of the bid to the City Manager's Office prior to the above-indicated time and date or the bid will not be accepted. Telefaxed or E-Mail bids will not be accepted.

Please note that if you have previously submitted an informal quote, you will still need to submit a sealed bid prior to the date and time specified above in order to be considered. Please ensure that all requirements listed in the specifications are met.

If you have any questions, please contact Dave Courtad, Garage Superintendent, at (231) 922-4900, ext. 111 before the bid is submitted.

PLEASE SUBMIT BID TO: Julie Dalton, Purchasing Agent
400 Boardman Avenue, 2nd floor
Traverse City, MI 49684

SPECIFICATIONS:

MINIMUM REQUIREMENTS: The attached detailed specification shall be construed as minimum. Should manufacturer's current published data or specifications exceed these, such standards shall be considered minimum and furnished. All integral parts not specifically mentioned in the scope of these specifications which are necessary to provide a complete working unit shall be furnished.

SILENCE OF SPECIFICATIONS: The apparent silence of this specification and any supplemental specification as to any details or the omission from it of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only material of first quality and correct type, size, and design are to be used. All workmanship is to be first quality. All interpretations of this specification shall be made upon the basis of this statement.

COMPLIANCE: Bidder must complete and return the enclosed bid forms, including bid sheet. Enter "**COMPLY**" in the "**BIDDER PROPOSES TO FURNISH**" column if your equipment meets or exceeds the requested specification. If your equipment does not comply with the requested specification then enter "EXCEPTION" or other information which may pertain. All exceptions must be fully explained in the "bidder proposes to furnish" column or on another sheet of paper. If nothing is written in the column then the City will assume that the bidder will precisely and exactly meet the specifications requested.

THE CITY OF TRAVERSE CITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS, WAIVE IRREGULARITIES, AND TO ACCEPT THE BIDS EITHER ON AN ENTIRE OR INDIVIDUAL BASIS THAT ARE IN THE BEST INTEREST OF THE CITY OF TRAVERSE CITY.

IN ANY CIRCUMSTANCE DURING OR PRIOR TO DELIVERY OF THE VEHICLE/ EQUIPMENT, WHEREUPON THE CITY OF TRAVERSE CITY (CUSTOMER) BECOMES ELIGIBLE TO RECEIVE A REBATE FOR ANY VEHICLE PURCHASED UNDER THIS BID, IT SHALL BE THE SUCCESSFUL BIDDERS RESPONSIBILITY TO INFORM DAVE COURTAD GARAGE SUPERINTENDENT, OF ITS QUALIFICATION FOR SUCH REBATE AND TO ADVISE THE PROCEDURES FOR OBTAINING SUCH REBATES.

It is the intent of these specifications to describe a Service/Utility Body to fit a 2016 Ford F350 Cab and Chassis. There are numerous makes and models of equipment available that will meet or closely meet these criteria. If the specifications requested do not exactly coincide with your equipment you may take exception and bid your equipment. All exceptions must be noted and fully explained on a separate sheet of paper.

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT MR. DAVE COURTAD, AT 231-922-4900, EXT. 111, BEFORE THE BID IS SUBMITTED

**SUPPLY AND INSTALL VARIOUS SPECIFIED EQUIPMENT
ON A CITY OF TRAVERSE CITY CAB AND CHASSIS**

MINIMUM REQUIREMENTS: The attached detailed specification shall be construed as minimum. Should manufacturer's current published data or specifications exceed these, such standards shall be considered minimum and furnished. All integral parts not specifically mentioned in the scope of these specifications which are necessary to provide a complete working unit shall be furnished.

SILENCE OF SPECIFICATIONS: The apparent silence of this specification and any supplemental specification as to any details or the omission from it of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only material of first quality and correct type, size, and design are to be used. All workmanship is to be first quality. All interpretations of this specification shall be made upon the basis of this statement.

COMPLIANCE: Bidder must complete and return the enclosed bid forms, including bid sheet. Enter "COMPLY" in the "BIDDER PROPOSES TO FURNISH" column if your equipment meets or exceeds the requested specification. If your equipment does not comply with the requested specification then enter "EXCEPTION" or other information which may pertain. If the item is equivalent then please indicate that fact. All exceptions must be fully explained in the "bidder proposes to furnish" column or on another sheet of paper. If nothing is written in the column then the City will assume that the bidder will precisely and exactly meet the specifications requested.

THE CITY OF TRAVERSE CITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS, WAIVE IRREGULARITIES, AND TO ACCEPT THE BIDS EITHER ON AN ENTIRE OR INDIVIDUAL BASIS THAT ARE IN THE BEST INTEREST OF THE CITY OF TRAVERSE CITY.

IN ANY CIRCUMSTANCE DURING OR PRIOR TO DELIVERY OF THE VEHICLE/ EQUIPMENT, WHEREUPON THE CITY OF TRAVERSE CITY (CUSTOMER) BECOMES ELIGIBLE TO RECEIVE A REBATE FOR ANY VEHICLE PURCHASED UNDER THIS BID, IT SHALL BE THE SUCCESSFUL BIDDERS RESPONSIBILITY TO INFORM DAVE COURTAID, GARAGE SUPERINTENDENT, OF ITS QUALIFICATION FOR SUCH REBATE AND TO ADVISE THE PROCEDURES FOR OBTAINING SUCH REBATES.

It is the intent of these specifications to describe one fiberglass utility body and miscellaneous equipment, per the following specifications. There are numerous makes and models of equipment available that will meet or closely meet these criteria. If the specifications requested do not exactly coincide with your equipment you may take exception and bid your equipment. All exceptions must be noted and fully explained on a separate sheet of paper.

If you have ANY questions, or are unclear about what we may be requesting, please contact Dave Courtad at, 231-922-4900, ext. 111. Please ask questions or request clarifications before the bid is submitted.

**SPECIFICATION: SUPPLY 9' FIBERGLASS UTILITY BODY AND MISC. EQUIPMENT AND INSTALL ON OUR 2016 FORD F350 CAB AND CHASSIS. IT HAS:
4X4, 6.2L GAS ENGINE, SINGLE REAR WHEEL AXLE.
141" WHEEL BASE, 60" CAB TO AXLE.
AUTO TRANS., MID-SHIP FUEL TANK.
FACTORY INSTALLED BACK UP ALARM
FACTORY INSTALLED UPFITTER SWITCHES**

BIDDER PROPOSES
TO FURNISH

BRANDFX BFX60LS, or equal fiberglass utility body and misc. equipment designed to fit a 2016 Ford F350 SRW Reg. Cab.

Make and Model of fiberglass body bid: _____

Body shall be solid, structurally reinforced type, fiberglass throughout modules with no critical stress areas that can result in cracks or leakage utilizing tigerglass. _____

All fiberglass skins shall be consistently 3/16" (.1875) thick. Glass/resin ratio should be approx. 30/70. No resin fillers shall be used. _____

Top, front, and rear bottoms of fiberglass side modules to be cored with 3/8" recycled fiberglass panels. Modules to have full height 3/8" recycled fiberglass bulkheads to separate compartments _____

Bulkheads will be sealed in with polyester bonding putty providing a strong and flexible bond that is void free and resistant _____

Recycled fiberglass core panels to have a minimum ultimate strength of 1200 psi, ultimate flexural strength of 2200 psi, and shear strength at yield of 265 psi. _____

Compartment interiors are to have bright white color finish. _____

Recycled fiberglass content of body to be 51% by volume of the total fiberglass construction and 44% by weight. _____

Floor headboard, and side flanges, shall be made from 1/8" aluminum tread plate floor and will be full seam welded. Tread plate floor shall be attached to a 2" steel tube understructure consisting of cross members and longitudinals. _____

BIDDER PROPOSES
TO FURNISH

Steel understructure will provide cross members that protrude further than the width of floor, aft of rear wheels. Fiberglass modules will be bolted to floor and understructure with 3/8" carriage bolts. Front headboard will consist of a square bolt pattern of four bolting locations each side. Tread plate floor (side flange) shall have bolting locations no less than 11" apart for entire length of body. There are two bolting locations in each cross member from steel understructure aft of rear wheel both sides.

Body doors will be hollow core, double panel with gel coat finish on both outer and inner surfaces. The exterior door surface will have a slight convex shape for improved impact strength. The inner door panel will be flat so as to engage the weather-strip uniformly without crimping or tearing.

Door panels will be joined by polyester bonding putty. Aluminum reinforcements will be glassed inside door for attaching hardware to prevent cracking and hole distortion. Doors to be heavy duty to resist warping and capable of resisting high impact loads.

Doors to create a tight waterproof seal by means of automotive double bulb type, hollow core weather-strip. Door seal is to attach by means of pinch weld (no glue)

Aluminum drip rail will be located over all door openings and run full length of body

Compartment door openings shall not exceed a 2" corner radius.

Minimum of two hinges per door. Hinge shall be heavy duty stainless steel strap type hinge. Hinges will bolt to body and door with stainless steel flush mounted bolts. Hinge length approx. five (5) inches.

Heavy duty, stainless steel, door latches, two stage, automotive, rotary type with adjustable strikers. All doors (locks) are to be keyed alike.

Body to have the following approx. dimensions: Bidder to enter exact dimensions.

Length: approx. 108"

Length _____

Height: approx. 39"

Height _____

Width: approx. 79"

Width _____

Compartment Depth: approx. 15"

Compartment Depth _____

BIDDER PROPOSES
TO FURNISH

Load bed floor width: minimum 49" Load bed floor width _____

Compartments:

Left Front - Street side: approx. 33" wide x 39" tall
Equipped (from top to bottom, full width) with pull out drawers
(on rollers) with adjustable dividers. (Approx. 9-10 drawers,
approx 3" - 4" in height)

Left Horizontal – Over wheel well - Street side: approx. 48"
wide x 17" tall. Equipped with one pull out drawer (located
appropriately, in the center of the compartment.) Drawer to be
approx. 3" tall, full depth and width. Drawer (on rollers) to be
slide out.

Left Rear - Street side: approx. 27" wide x 39" tall.
Equipped with 5 swivel J-hooks. Mounting 1 -3 - 1

Right Front - Curbside: approx. 33" wide x 39" tall.
Equipped with "Powerbox Control Panel" Open at bottom

Right Horizontal – Over well – Curb side: approx. 48" wide x 17" tall.

Equipped with one shelf (located appropriately, in the center of
the compartment.)

Right Rear - Curb side: approx. 27" wide x 39" tall.

Vista compartment lights installed in each compartment. Wiring
installed in loom with switch located in the cab. Switch to be energized
ONLY when chassis lights are on.

Each compartment to be supplied with a compartment drain.

All fasteners to be stainless steel with self-locking nuts

Chrome/Aluminum rock guards installed lower front corners of utility
box and at rear of wheel wells.

BIDDER PROPOSES
TO FURNISH

Rubber fender flare is required at body wheel openings.

BODY AND FINISH: An exterior gel coat finish (exact same color as cab) shall be applied to the body exterior, and have a depth of .015" to .018" when cured so as to guard against scratches. The high gloss ISO/NPG gel coat will be provided with UV barriers to guard against premature fading.

All metal (except chrome/aluminum) to be primed and painted the same color as cab/body. (Ford SCHOOL BUS yellow. paint code m6284.)

LED LIGHTS & REFLECTORS: Conform to FMVSS #108. LED lighting for stop/tail/turn and all clearance lights. Lights (including backup) are to be flush mount and protected, with shock resistant rubber grommets.

TRAFFIC ARROW: Star Model # TD93DLXTARO. Mounted on rack at front of box. (Also used to mount beacon)

BEACON LIGHT: Star model # 9200H amber, with Tecniq S34-RR09-1 "beacon on" indicator light. Beacon wired to one of the factory installed upfitter switches. (Request LED lighting from TRUCKLITE, STAR or equivalent).

***** NOTE: ALL WIRING TO BE ENCLOSED IN LOOM AND ALL ELECTRICAL CONNECTIONS ARE TO BE SEALED WITH HEAT SHRINK TUBING (MASTIC SEAL FILLED). LIGHTING SYSTEM SHALL BE COMPLETELY SEALED WITH WATERPROOF JUNCTION BOXES , LAMPS, AND WEATHER PAK CONNECTIONS. NO BUTT CONNECTORS OR SCOTCH LOCKS. NO EXCEPTIONS.

Vise bracket to be installed. Location to be determined at time of installation.

TOW HOOKS: Heavy duty (Rear), two, bolted to frame

STEP BUMPER: Steel, suitable for mounting vise bracket. Minimum thickness ¼".

BIDDER PROPOSES
TO FURNISH

Weather proof poly box (Betts 18 pin) for all trailer/lighting connections at rear. Box to be attached to frame at rear of truck. All trailer/rear light connections are to go through this box.

POWER BOX – Installed -Vanair Model Air N Arc 250K with remote mounted control panel equipped with 5000 watt Generator and Air Compressor capable of producing 24 cfm @ 150 psi. Electric start.

Unit to be installed in the front portion of the utility body at the back of the cab. Power Box control panel to extend into the right front compartment of utility body. Controls will be access-able by opening door to compartment.

Unit to be powered by one 25 hp Kohler engine.

Unit to have 12 gallon fuel tank

Unit to provide minimum of 5000 watts power. 110v and/or 12v

One (1), two opening, ground fault protected, outlet to be located at rear, right side of body.

110 volt wiring to be on its own circuit. Wiring to be run in conduit. Gauge of wiring to be compatible with output of generator. 110 volt wiring not to be run in same conduit with 12 volt wiring.

Unit to be equipped with air compressor delivering a total of 24 CFM of air at 100 PSI. Also to be equipped with 30 gallon air storage tank. Max 175 psi available.

Compressed air plumbed to exit rear bumper area with 1" line terminating with a 1" ball valve.

MUDFLAPS: Behind rear wheels, using DOT specifications. Mud flaps are to be mounted using stainless steel hardware.

Tommy Gate G2 series lift gate to be installed, or comparable list Model and Make. _____

BIDDER PROPOSES
TO FURNISH

All items to be painted, installed, and fully operational. ALL phases of installation to be gone over with Dave Courtad prior to installation.

Body Warranty: _____
Please enclose a copy of Manufacturer's warranty with bid.

Successful bidder to supply City of Traverse City with wiring diagram of both 12v and 110v electrical systems.

Bidder will pick up and deliver to the Garage at 625 Woodmere Ave. unless the up-fitter has a Ford Drop Ship number then deliver Only.

Bidder - Please complete and return

BID SUMMARY

TITLE: Service/Utility Body for supplied 2016 Ford F350 SRW

DUE DATE: Monday, September 28, 2015 at 2:15 PM

Having carefully examined the attached specifications and any other applicable information, the undersigned proposes to furnish all items necessary for and reasonably incidental to the proper completion of this bid. Bidder submits this bid and agrees to meet or exceed all requirements and specifications unless otherwise indicated in writing and attached hereto.

Bidder certifies that as of the date of this bid the Company or he/she is not in arrears to the City of Traverse City for debt or contract and is in no way a defaulter as provided in Section 152, Chapter XVI of the Charter of the City of Traverse City.

Bidder understands and agrees, if selected as the successful Bidder, to accept a Purchase Order / Service Order / Contract and to provide proof of the required insurance.

Bidder submits this bid and agrees to meet or exceed all the City of Traverse city's requirements and specifications unless otherwise indicated in writing and attached hereto. Bidder shall comply with all applicable federal, state, local and building codes, laws, rules and regulations and obtain any required permits for this work.

The Bidder certifies that it is in compliance with the City's Nondiscrimination Policy as set forth in Administrative Order No. 47 and Chapter 605 of the City's Codified Ordinances.

The Bidder certifies that none of the following circumstances have occurred with respect to the Bidder, an officer of the Bidder, or an owner of a 25% or more share in the Bidder's business, within 3 years prior to the bid:

(a) conviction of a criminal offense incident to the application for or performance of a contract;

(b) conviction of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense which currently, seriously and directly reflects on the Bidder's business integrity;

(c) conviction under state or federal antitrust statutes;

(d) attempting to influence a public employee to breach ethical conduct standards; or

(e) conviction of a criminal offense or other violation of other state, local, or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in the opinion of the City indicates that the bidder is unable to perform responsibility or which

reflects a lack of integrity that could negatively impact or reflect upon the City of Traverse City, including but not limited to, any of the following offenses or violations of:

- i. The Natural Resources and Environmental Protection Act.
- ii. A persistent and knowing violation of the Michigan Consumer Protection Act.
- iii. Willful or persistent violations of the Michigan Occupational Health and Safety Act.
- iv. A violation of federal, local, or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.
- v. Repeated or flagrant violations of laws related to the payment of wages and fringe benefits.

(f) the loss of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

Bidder understands that the City reserves the right to accept any or all bids in whole or part and to waive irregularities in any bid in the best interest of the City. The bid will be evaluated and awarded on the basis of the best value to the City. The criteria used by the City may include, but will not be limited to: ability, qualifications, timeframe, experience, price, type and amount of equipment, accessories, options, insurance, permits, licenses, other pertinent factors and overall capability to meet the needs of the City. The City is sales tax exempt – Government.

Bidder agrees that the bid may not be withdrawn for a period of thirty (30) days from the actual date of the opening of the bid.

Bid forms are to be completed, including bid sheet, and submitted. Items not meeting specifications must be noted in the "comply" column and bidder shall fully describe every variance, exception, and/or deviation. Additional sheets may be used and submitted with bid.

Bidder is also required to submit, with the bid, the latest printed manufacturer's specifications and advertising literature on the equipment (including components) to be provided. Completed unit MUST be equipped in compliance with all applicable ANSI, OSHA, State and Federal Motor Vehicle Safety standards and regulations in effect at time of manufacture.

Pre-delivery Inspection: Successful bidder shall make a complete inspection of vehicle (and/or equipment) to insure it meets specifications and perform any pre-delivery service(s) required before the vehicle is delivered. Acceptance shall be subject to complete inspection and approval of the City.

Terms: Payment will be made as soon as possible after delivery/acceptance of vehicle/equipment. Price quoted shall include any title fee and all delivery costs to the City Garage, 625 Woodmere Ave., Traverse City, MI 49686

Please direct ALL questions to: Dave Courtad Garage Superintendent, City of Traverse City, at 231-922-4900, ext. 111.

BID PAGE

Supply and install specified Fiberglass utility body and miscellaneous equipment on City of Traverse City's cab and chassis.

Price quoted shall include title fee, any documentation fee, and all transportation (delivery) charges fully prepaid to the City Garage, 625 Woodmere Ave. Traverse City, MI 49686

MAKE AND MODEL OF EQUIPMENT BID: _____

COST OF INSTALLED SPECIFIED EQUIPMENT: \$ _____

EXPECTED DELIVERY DATE: _____
(Length of time after receipt of purchase order and Vehicle)

Submitted by:

Signature

Company Name

Name and Title (Print)

Company Address

Phone Fax

City, State, Zip

Sole proprietorship/partnership/corporation

If corporation, state of corporation