



## HOPKINSVILLE WATER ENVIRONMENT AUTHORITY

### Bid Packet:

FY 2020-2021  
Sealed Bid # 2021-01  
Service Truck

### Bid Opening:

Tuesday, September 15, 2020 1:00 P.M. CST  
401 East 9<sup>th</sup> Street, Hopkinsville, KY, 42240, Boardroom  
*(Due to COVID-19 restrictions, interested parties may attend via Zoom  
videoconference.  
An invitation to attend the opening will be forward to all Bidders)*

## **BID PACKET**

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**IMPORTANT:** In the event any of the documents are not enclosed, please advise the Purchasing Officer immediately.



## **INVITATION TO BID**

Sealed bids for furnishing and delivering the following:

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Sealed Bid # 2021-01  
Service Truck

will be received at HWEA's Main Office, 401 East 9<sup>th</sup> Street, P. O. Box 628, Hopkinsville, Kentucky, until 1:00 p.m., CST, on September 15, 2020, at which time the bids will be opened and read aloud publicly in the HWEA Board Room, at the same address. *(Due to COVID-19 restrictions, interested parties may attend via Zoom videoconference. An invitation to attend the opening will be forward to all Bidders)*

The Bid Packet contains the Invitation to Bid, General Conditions, Specifications, and Detailed Specifications.

## GENERAL CONDITIONS

### 1. INSTRUCTIONS, SPECIFICATIONS AND FORMS

Instructions, specifications and forms may be obtained via the HWEA website, in person, or by email from the HWEA Purchasing Officer at 401 East 9<sup>th</sup> Street, Hopkinsville, KY, 42240. Telephone number 270-887-2782, email [jrenshaw@hwea-ky.com](mailto:jrenshaw@hwea-ky.com), or see our website at [www.hwea-ky.com](http://www.hwea-ky.com).

- (a) All bids shall be submitted on and in accordance with the attached Bid Form. The form shall be signed and dated in the appropriate space.
- (b) Each bid shall be submitted in a sealed envelope and clearly marked on the outside of the envelope with the following:

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Service Truck

- (c) If forwarded by mail, the sealed envelope containing the proposal must be enclosed in another envelope: FY 2020-2021 - SEALED BID # 2021-01 - SERVICE TRUCK and shall be mailed to the HWEA Purchasing Officer, P.O. Box 628 Hopkinsville, KY 42241, allowing sufficient time for such mailing to reach this address prior to the scheduled closing time for receipt of bids.
- (d) Additional information or clarifications of any of the instructions or information contained herein may be obtained from the Purchasing Officer.
- (e) Any bidder or bidders finding any discrepancy in or omission from the specifications, in doubt as to their meaning, or believing that the specifications are discriminatory, shall notify the Purchasing Officer in writing within 5 days of the scheduled opening of bids. Exceptions as taken in no way obligates HWEA to change the specifications. The Purchasing Officer will notify all bidders in writing, of any interpretations made of specifications or instructions.
- (f) HWEA will assume no responsibility for oral instructions or suggestions. All official correspondence in regard to the specifications should be directed to and will be issued by the Purchasing Officer.

- (g) The successful bidder may have to purchase a City of Hopkinsville vendor's license prior to the official award of the bid, in order to meet the requirements of City of Hopkinsville ordinances.
- (h) Any bidder may withdraw their bid either in person or in writing at any time prior to the scheduled time for the receipt for bids. Withdrawals after the scheduled time for the receipt of bids will not be permitted.

## 2. AWARD OF CONTRACTS

- (a) The HWEA Board may award the contract to the bidder it finds to be the most responsive (considering price, time of delivery, compliance with specifications and past experiences) and not necessarily the lowest price. HWEA reserves the right to reject any and all bids. HWEA also reserves the right to give favorable consideration to local vendors of up to 10% over the price quoted for like products or services by non-local vendors. "Local Vendor" means any business which holds a current City of Hopkinsville operating Business License.
- (b) All bids will be awarded based on the most current edition of HWEA's Purchasing Policy, as amended.
- (c) All bids will be judged on the basis of best buy to HWEA and compliance with the General Conditions and conformance with the bid specifications. HWEA reserves the right to reject any and all bids.
- (d) Any other considerations or basis for judgment will be stated in the specifications.
- (e) Unless otherwise stated, the Purchasing Officer reserves the right to award contracts or place orders to a single source or divide awards and orders or enact such combination which in his judgment, shall be in the best interest of HWEA.

## 3. DELIVERY

- (a) Item(s) shall be delivered F.O.B. destination with delivery costs and applicable charges to be included in the bid.

#### 4. COMPETITION

In order to assure fair competition and to permit determination of the best bid:

- (a) The Detailed Specifications, which may include a name of any manufacturer, trade name, or manufacturer or vendor catalog number mentioned in the specifications or Bid Form is to designate a standard of quality and type and for no other reason.
- (b) Bids which show any omission, irregularity, alteration of forms, additions not called for, conditional or unconditional unresponsive bids, or bids obviously unbalanced may be rejected.
- (c) All bids shall be accompanied by such descriptive literature and documents as may be called for by the specifications or Bid Form.
- (d) Specifications provided are based on HWEA needs and uses, estimated costs of operation and maintenance, and other significant and / or limiting factors to meet HWEA requirements and shall be consistent with HWEA's policies. Minimum or maximum specifications where included, are not established arbitrarily to limit competition or to exclude otherwise competitive bidders.

#### 5. DISPUTES

In cases of disputes, as to whether or not an item or service quoted or delivered meets specifications, the decision of the Purchasing Officer, or authorized representative shall be final and binding on all parties. The Purchasing Officer may request written recommendation of the head of the Department using the item.

#### 6. EXCEPTIONS

The submission of a bid shall be considered an agreement to all the terms, conditions and specifications provided herein as listed in the various bid documents, unless specifically noted otherwise in the space provided on the Bid Form.

#### 7. BID BINDING

Unless otherwise specified, all formal bids submitted shall be firm and irrevocable for a period of sixty (60) calendar days from the date of opening.

8. UNIT PRICING

Unless clearly shown on the Bid Form that it is the intent of the bidder that a reduced total price is being offered on the basis of receiving an award of all items covered by the total, any totals should be the actual sum of the extension of unit price(s), extended price(s), and/or total price(s). If a mistake is observed in arithmetic, unit prices govern and the bid will be refigured accordingly.

9. DELIVERY TIME

The bidder is to indicate on the Bid Form the approximate delivery time / date of the vehicle to HWEA from date of signing contract.

10. WARRANTY

The service trucks furnished in accordance with these specifications shall be guaranteed to be free from defect in workmanship, material or equipment.

# **SPECIFICATIONS**

## 1. GENERAL SPECIFICATIONS

- (a) All vehicles and equipment furnished under this contract shall be factory equipped with safety equipment and in conformance with the Federal Motor Vehicle Safety Standards and Vehicle Emissions Regulations applicable at time of delivery.
- (b) All equipment are to be equipped with all manufacturer's standard equipment as listed in the manufacturer's literature.
- (c) The equipment shall be manufactured in production and shall be of good listed quality as to workmanship and materials used.

## 2. INFORMATION TO BE FURNISHED BY BIDDER

- (a) Each bid shall have attached the following information:
  - 1. A copy of manufacturer's warranty.
  - 2. A copy of the complete descriptive literature to include operation, installation and maintenance instructions.

## 3. EXCEPTIONS

- (a) Major exceptions to these specifications or failure to submit requested information may be considered cause for rejection of the bid.

### **DETAILED SPECIFICATIONS**

The following are minimum specifications for;

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Service Truck

### **BIDDER SPECIFICATIONS**

Bidder is requested to indicate either by writing "Comply" or "Exceptions" whether his product meets the minimum specifications as listed on this opposite side. If "Exception" is written, please indicate in the space provided the deviation.

**ANY AND ALL BIDS WHICH ARE RETURNED MUST HAVE THE FOLLOWING PAGES COMPLETED AND RETURNED OR BID MAY NOT BE CONSIDERED.**



## **DETAILED SPECIFICATIONS**

<b>DESCRIPTION</b>	<b>COMPLY</b>	<b>EXCEPTION</b>
Qty. 1 - 1 Ton Crew Cab Dually Service Truck with Lights & Service Bed		

### **MECHANICAL**

<b>DESCRIPTION</b>	<b>COMPLY</b>	<b>EXCEPTION</b>
Engine: Minimum 330 horsepower with 750 ft lbs. of torque. Minimum V8 Turbo Diesel		
Transmission: Electronic 6 speed automatic		
Transmission: Tow Haul Mode		
Drive Train: 4x4 with Electronic-Shift-On-the-Fly		
Drive Train: 4.10 Limited Slip Axel		
Dual Rear Wheels		
179" Wheelbase		
Brakes: 4-wheel power disc brakes with Anti-lock Brake System; with Hydro-boost		
Integrated Trailer Brake Controller		

### **EXTERIOR**

<b>DESCRIPTION</b>	<b>COMPLY</b>	<b>EXTERIOR</b>
Crew Cab or Equivalent		
White in color		
XLT Package or Equivalent		
Chrome Front Bumper, Chrome Grill & Chrome Wheels		
Front License Plate Bracket		
Mirrors: PowerScope Trailer Tow, Power Heated Glass / Power Telescoping / Power Fold-away / LED Spotlights or Equivalent		
47" Low Profile Stretch Luminator Light Bar with Clear and Fluorescent Orange LED Lights, Random Flash Pattern or Equivalent		
Clear Strobe Lights mounted in the Front Headlights		
Clear Strobe Lights mounted in the Rear Taillights		
Rear Window fixed privacy with defrost		
Chrome Step Rails for Both Front and Back Doors		

## SERVICE BODY

DESCRIPTION	COMPLY	EXCEPTION
Knapheide Weld 6108D5460 LFC NXG Knap LT Service Body or Equivalent		
White in Color		
LED Compartment Lighting		
Bolt-on slammable tailgate		
12 gauge steel bumper with 2" towing receiver hitch tube		
Steel Mechanic Drawers mounted in the back compartment on the curb side & street side		
LED safety strobes mounted in taillights		
LED spotlights mounted on curbside & street side of body behind cab. Spotlights shall be adjustable.		
LED spotlight mounted on cab roof pointing into service body bed		
Spray in bed liner coating the service body bed and on the top of the standard service body		
Diamond plate rock guards mounted on street & curb side on front of service body		

## INTERIOR

DESCRIPTION	COMPLY	EXCEPTION
40/20/40 Vinyl Split Bench Front Seat with 20% Center Under Seat Storage - Medium Earth Gray		
60/40 Vinyl Split Bench Rear Seat with Flip up Split Bench - Medium Earth Gray		
Seat Covers for Front and Back Seats		
110V / 400W Outlet		
Carpet Deleted		
Upfitter Interface Module		
Factory Installed Rear View Camera		
Reverse Sensing System		
Power Windows		
Power Mirrors		
Power Locks		
AM / FM Radio w/ CD Player and Bluetooth Capabilities		

### INTERIOR CONT.

DESCRIPTION	COMPLY	EXCEPTION
If Vehicle is not Equipped with Factory Installed Accessory Switched, Then There Must be an Accessory Switch Installed to Operate Utility Lights Not in Plain View		
Cruise Control		

### WARRANTY

DESCRIPTION	COMPLY	EXCEPTION
Bumper to Bumper - 3 years 36,000 miles or Equivalent		
Powertrain - 5 years 60,000 miles or Equivalent		
Safety Restraint Panels - 5 years or Equivalent		
Aluminum Body Panels - 5 years or Equivalent		
Corrosion / Sheet Metal - 5 years or Equivalent		
Roadside Assistance - 5 years 60,000 miles or Equivalent		



**RECEIPT OF BID PACKET**

FY 2020-2021  
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Service Truck

I hereby acknowledge receipt of the subject bid packet.

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Company Authorized Signature

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Date



**BID FORM**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>BIDDER DESCRIPTION</u>	<u>TOTAL COST</u>
One	1 Ton Truck	_____	\$ _____

I, the undersigned, do hereby certify that I am a duly authorized representative of \_\_\_\_\_ located at \_\_\_\_\_ and I have carefully examined the Invitation to Bid, General Conditions, Specifications and Bid Form and agree to all terms and conditions as set forth therein.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires: \_\_\_\_\_