

**SOUTHEASTERN CHESTER COUNTY REFUSE AUTHORITY
(SECCRA)**

**SECCRA COMMUNITY LANDFILL
LONDON GROVE TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

BID SPECIFICATION
ANNUAL EQUIPMENT RENTAL WITH OR WITHOUT OPERATOR - 2016

PLEASE SUBMIT ENTIRE PACKAGE TO:

**SOUTHEASTERN CHESTER COUNTY REFUSE AUTHORITY
C/O SECCRA COMMUNITY LANDFILL
219 STREET ROAD
WEST GROVE, PA 19390**

BID SUBMITTED BY:

Firm Name _____

Contact Person _____

Address _____

Telephone _____

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1. **BID NOTICE**

DATE January 21, 2016

Sealed Bids will be received by the Southeastern Chester County Refuse Authority (SECCRA), OWNER, at the office of the Southeastern Chester County Refuse Authority, 219 Street Road, West Grove, PA 19390, until 2:00 p.m. prevailing time, on February 9, 2016, for **ANNUAL EQUIPMENT RENTAL WITH OR WITHOUT OPERATOR - 2016**.

Two original copies of the bid must be submitted to the SECCRA Office on or before 2:00 o'clock PM prevailing time February 9, 2016. The bids must be sealed and the envelope must be labeled with the words "SEALED BID: ANNUAL EQUIPMENT RENTAL WITH OR WITHOUT OPERATOR 2016".

Bid will be publicly opened at 2:00 o'clock PM prevailing time February 9, 2016, at the SECCRA Offices.

Bids will be awarded promptly following the opening ceremonies of the Board of Directors' meeting, February 10, 2016 at 7:30 o'clock PM prevailing time at the SECCRA Board of Directors' meeting. SECCRA expects to award the Bid on or before February 29, 2016.

All Bids shall be effective for the period of March 1, 2016 through February 28, 2017. Each Bid must be sealed and the envelope must be labeled with the words "SEALED BID: ANNUAL EQUIPMENT RENTAL WITH OR WITHOUT OPERATOR - 2016."

All necessary information, including addendum, for this bid can be obtained from the Landfill at the address listed below, or at SECCRA.ORG.

A Prebid meeting will be held on Tuesday, February 2, 2016 @ 10:00 a.m., at the SECCRA office, located at 219 Street Rd., West Grove, PA.

Any questions can be addressed to bids@seccra.org.

The Southeastern Chester County Refuse Authority, OWNER, reserves the right to accept or reject any or all Bids.

Notice placed by:

Scott Mengle
General Manager, SECCRA
219 Street Road (Route 926)
West Grove, PA 19390

2. INSTRUCTIONS TO BIDDERS

2.1. INTENT OF CONTRACT

It is the intent and purpose of these specifications to describe the minimum requirements and establish a fixed rental rate for certain pieces of equipment (with or without an operator) for a one (1) calendar year period, with the potential for up to three (3),one (1) year extensions. Rental units may be awarded on a per-item basis. Rental units (with or without an operator) will be used to supplement SECCRA-owned equipment in case of breakdowns or to be used on special projects when additional or diverse equipment is needed. Bidders are encouraged to bid on as few or as many items as should be applicable.

2.2. QUALIFICATIONS OF BIDDERS

All bidders must be qualified in the performance or execution of the work involved in this contract and must be licensed to do business in Pennsylvania.

No verbal instructions or information to bidders will be binding. The specifications will be considered clear and complete unless written attention is called to any apparent discrepancies or incompleteness thereof before the opening of bids. Should any such written notices be received by SECCRA, these notices will be answered in the form of addenda and issued to all bidders. These addenda shall then be a part of these specifications. Addenda will be posted on SECCRA.ORG as soon as they are completed. All questions regarding the bid should be directed to bids@seccra.org.

Submitted and signed bids will be deemed as conclusive evidence of complete examination of specifications. The making of a bid is an acceptance of the terms and conditions contained in the specifications and the attachments thereto.

A Bid Form and Check List are provided in these specifications. These forms must be used in submitting the bid. All pages of the form must be completely filled out and the whole signed by the bidder.

Each bid must be enclosed in a sealed envelope, clearly marked on the outside "[SEALED BID: ANNUAL EQUIPMENT RENTAL WITH OR WITHOUT OPERATOR 2016](#)" No proposal may be withdrawn for a period of 30 days after the bid opening. No modifications of any bid will be allowed after the same is sealed and delivered to SECCRA.

SECCRA reserves the right to reject any or all bids.

As these "Bid Notice", "Instructions to Bidders", "General Conditions", "Technical Specifications", and "Bid Form" all refer to each other and together constitute a whole, they must all be returned bound together as when delivered to the Bidder. **NO BIDS WILL BE ACCEPTED UNLESS SUBMITTED ON THESE FORMS FURNISHED HEREIN.** All bids must be sealed, marked, and delivered in accordance with instructions of these specifications.

Any bidder or bidders finding any discrepancy in or omission from the specifications, or left in doubt as to their meaning, shall notify SECCRA for clarification. Such notification will not obligate SECCRA to change the specifications. SECCRA will notify all bidders in

writing, by addendum duly issued, of any interpretations made of these specifications or instructions.

2.3. FORM OF CONTRACT

The successful bidder will be required to execute a written contract (Purchase Order) with SECCRA for services to be rendered under this bid.

All Bids shall be effective for the period of, on or about, March 1, 2016 through February 28, 2017.

Bidders may not withdraw their bids for a period of thirty (30) days after the date set for opening of the bid.

No rights shall accrue to any person submitting a bid or proposal until such bid has been accepted, contract awarded, and such contract is finally and completely executed in writing by a duly authorized officer of the Authority.

SECCRA will award the contract based upon the lowest cost bid submitted for each type of equipment specified. No significant deviation from the terms of this specification is acceptable.

Taxes: SECCRA is exempt from all sales taxes and no such tax will be allowed or included in the bid price.

2.4. BID GUARANTY

Bid Bond: A bid bond will not be required for this bid.

Performance Bond: A performance bond will not be required for this bid.

2.5. PROPOSAL FORM

As noted under "Instructions to Bidders," attached to these specifications is a "Bid Form" which must be completely filled out and signed by each bidder.

2.6. REJECTION OF BID

SECCRA reserves the right to accept or reject any or all bids.

The Technical Specifications are requirements for the bidders in preparing their bids. They were prepared to best approximate the equipment and or services requested.

3. GENERAL CONDITIONS

The Bidder shall comply with all the conditions, provisions, and specifications herein and which are hereby made part of the contract.

3.1. MANUFACTURER'S SPECIFICATIONS

Not applicable.

3.2. ONE YEAR WARRANTY

Not applicable.

3.3. DELIVERY OF SERVICE

Delivery of service will be made as requested by SECCRA.

3.4. PAYMENT

Payment for services will be made monthly based on billings for deliveries made by the bidder.

3.5. INSURANCE

The Bidder must supply insurance certificates with his bid evidencing the following insurance coverages.

Worker's Compensation - Statutory Limits

Employer's Liability - \$100,000/\$500,000/\$100,000

Bodily Injury or Death - \$1,000,000 each occurrence

\$1,000,000 annual aggregate

Property Damage - \$500,000 each occurrence

- \$500,000 annual aggregate

Comprehensive Automobile Liability including Owner, Hired and Non-Owned Vehicles shall have the following limits:

Bodily Injury - \$ 500,000 Each Person

- \$1,000,000 Each Occurrence

Property Damage - \$ 250,000 Each Occurrence

- \$ 1,000,000 Combined Single Limit

Comprehensive General Liability Policy shall name SECCRA as additional insured party.

The Bidder must list SECCRA as an additional insured, on the above listed requirements.

4. TECHNICAL SPECIFICATIONS

4.1. GENERAL

The Bidder shall comply with all the conditions, provisions, and specifications herein which are hereby made a part of the contract. The submission of the proposal shall be considered as evidence that the Bidder has familiarized himself with and understands the conditions under which the contract will be awarded.

The successful bidder shall not assign the performance of the contract, nor any portion thereof to others without the express consent, in writing, from SECCRA.

All applicable laws including compliance with Federal requirements shall be deemed to be part of the bid conditions and the contract shall be read and enforced as though they were included.

All equipment shall be subject to the inspection and approval of SECCRA. In the event that any of the said equipment shall be rejected as unsuitable or not in conformity with the bid specifications, such equipment of proper quality as set forth in the specifications shall be furnished in place thereof at the expense of the successful Bidder. All delivery costs on any rejected equipment shall be absorbed by the contractor.

If a successful Bidder shall neglect or refuse to furnish and deliver the said equipment or any part thereof as stipulated in the bid specifications or to replace any equipment rejected as stated in the paragraph above, SECCRA may rent equipment in conformity with this contract from the next higher bidder or bidders in such quantities and such manner as SECCRA shall select.

4.2. DELIVERY OF SERVICES

The equipment shall be delivered to the SECCRA Community Landfill, 219 Street Road, West Grove, Pennsylvania. Delivery will be paid as indicated on the Price Sheet. Vendor supplied, roadable trucks with driver, will be paid actual travel time up to one (1) hour maximum per day for delivery/retrieval.

Maximum time of delivery of any equipment bid shall not exceed 3 calendar days from the date of verbal notice, with a written notice to act as confirmation. If delivery exceeds 3 calendar days, SECCRA shall rent equipment from the next highest bidder without obligation to the low Bidder. At the time of notification the successful Bidder is unable to supply in 3 calendar days to SECCRA with the requested equipment, they shall notify SECCRA. SECCRA may ask the next highest bidder for said equipment.

4.3. TIME OF DELIVERY

Not used.

4.4. LENGTH OF CONTRACT

The time period of this contract is one (1) year, March 1, 2016 through February 28, 2017. This contract may be extended in one (1) year increments, if agreed upon by both parties.

4.5. EQUIPMENT RENTAL

Submission of a bid represents that all equipment/vehicles shall be a commonly used model manufactured equipment/vehicles and meet applicable DOT and/or applicable OSHA standards. All equipment/vehicles, as required, shall carry a current inspection and license.

For Equipment rented without an operator, the Vendor shall provide a preventative maintenance schedule. SECCRA personnel shall perform preventive maintenance and lubrication. SECCRA will provide fuel for the machine.

Normal wear items (cutting edges, bucket teeth) and hardware will be provided and installed by SECCRA personnel as needed during the course of normal use for Equipment rented without an operator.

If operated by SECCRA personnel the equipment will be used for purposes for which it is designed.

SECCRA will maintain the equipment in accordance with the manufacturer's recommendations.

4.6. RENTAL RATES

Rental rates should be based on use of equipment/vehicle with or without a vendor supplied operator in accordance with the bid form. .

4.7. MACHINE/VEHICLE DAMAGE

SECCRA will have the option of repairing or paying for damage repairs in the unlikely event of damage by SECCRA while operating rental equipment.

SECCRA will not be expected to pay rental rates during this period unless a replacement machine is requested and supplied by vendor. When a replacement machine/vehicle is required, eight (8) hours shall be considered ample notice time.

4.8. MACHINES/VEHICLES DESIRED FOR RENTAL

- Tri-rear axle dump truck, roadable (licensed and inspected)
- 30-ton, 6-wheel Articulated Dump Truck
- Caterpillar D-4 Dozer or equivalent
- Caterpillar D-6 Dozer or equivalent
- Caterpillar D8N Dozer or equivalent

- Caterpillar D8N Dozer or equivalent with single shank ripper
- Case 580 Rubber Tire Backhoe or equivalent.
- Caterpillar 826 Landfill Compactor w/blade or equivalent
- Caterpillar Track Loader 973 or equivalent
- Caterpillar Track Loader 963 or equivalent
- Caterpillar 12G Motor Grader or equivalent
- Caterpillar Wheel Loader 966 or equivalent
- Gradall 4000XL or equivalent
- 50,000 lb Excavator
- 75,000 lb Excavator
- 100,000 lb Excavator
- 10 ton vibratory roller, smooth drum
- Horizontal Grinder – specify capabilities
- Crusher – specify capabilities
- Trommel or equivalent screener – specify capabilities
- Caterpillar 621 Wheel Tractor-Scraper or equivalent

In addition to the items listed for bid, vendors are encouraged to bid rates for all their equipment. Include an extra sheet containing a specific description and price for such additional equipment.

The vendor may also include a price for supplying an experienced driver/operator for said equipment. Driver/operator may be subject to SECCRA's approval.

5. BID FORM

For:

SOUTHEASTERN CHESTER COUNTY REFUSE AUTHORITY
219 Street Road
West Grove, PA 19390

Attention: Mr. Scott Mengle

Gentlemen:

In conformity with the specifications as prepared by Southeastern Chester County Refuse Authority, 219 Street Road, West Grove, Pennsylvania 19390 and after an examination of these Bid Documents, the undersigned submits this bid.

It is hereby certified that the undersigned is (are) the only person(s) interested in this bid as principal or officer, and that this proposal is made without collusion with any person, firm or corporation. The undersigned further guarantees that, if awarded a contract, the bidder will furnish and deliver all materials and perform all labor, tools, tests, and services required to execute, in an expeditious, substantial and workmanlike manner, the requirements of and in accordance with the specifications, to the complete satisfaction and acceptance of SECCRA.

It is understood that SECCRA reserves the right to reject any or all bids, or parts thereof, or items therein and to waive technicalities. It is further understood that competency and responsibility of bidders will receive consideration before the award of the contract.

Bidder submits this bid with the understanding that the materials and/or services will be delivered on or before the date stated in this proposal and that the time for the delivery of the materials and/or services shall be considered as of the essence of this contract. It is further understood, however, that any extension of time, regardless of cause, beyond the agreed date, must be requested by letter from the supplier and any extension must be granted by letter from SECCRA prior to same becoming effective.

The Bidder agrees not to assign this bid or any rights or interests thereunder without the written consent of SECCRA.

The undersigned acknowledges receipt of the following addenda, and the cost, if any, of such revisions has been included in the bid sum:

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____

BID FORM (continued)

The undersigned Bidder proposes and agrees, if this Bid is accepted, to perform and furnish all the Work as specified in the Bidding Documents within the Contract Times indicated in this Bid and in accordance with all other terms and conditions of the Bidding Documents for the prices written below.

If a bidder wishes to supply equipment only, with no operator, enter "0" for the "Hourly Rate for Operator." If bidder wishes to bid on additional equipment, please use an additional sheet of paper, using the same form as the following price sheets.

If you are not bidding on the specified equipment check the "NO BID" box on the bid form. DO NOT fill in blanks with equipment that does not meet the requirements.

Firm Name _____

Contact Person _____

Address _____

Telephone _____

Authorized Signature(s) _____

CONTINUED ON NEXT PAGE

BID FORM FOR EQUIPMENT RENTAL WITHOUT OPERATOR

<i>Item</i>	<i>Daily (8 hours) \$/hour</i>	<i>Weekly (40 hours) \$/hour</i>	<i>One-time Mob and demob cost</i>	<i>No Bid</i>
Tri-rear axle dump truck roadable			NA	<input type="checkbox"/>
30-ton, 6-wheel Articulated Dump Truck				<input type="checkbox"/>
Caterpillar D-4 Dozer or equivalent				<input type="checkbox"/>
Caterpillar D-6 Dozer or equivalent				<input type="checkbox"/>
Caterpillar D8N Dozer or equivalent				<input type="checkbox"/>
Caterpillar D8N or equivalent with single shank ripper				<input type="checkbox"/>
Case 580 Rubber Tire Backhoe or equivalent				<input type="checkbox"/>
Caterpillar 826 Landfill Compactor w/blade				<input type="checkbox"/>
Caterpillar Track Loader 973 or equivalent				<input type="checkbox"/>
Caterpillar Track Loader 963 or equivalent				<input type="checkbox"/>
Caterpillar 12G Motor Grader or equivalent				<input type="checkbox"/>
Caterpillar Wheel Loader 966 or equivalent				<input type="checkbox"/>
Gradall 4000XL or equivalent				<input type="checkbox"/>
50,000 lb Excavator				<input type="checkbox"/>
75,000 lb Excavator				<input type="checkbox"/>
100,000 lb Excavator				<input type="checkbox"/>
10 ton vibratory roller, smooth drum				<input type="checkbox"/>
Horizontal Grinder – specify capabilities				<input type="checkbox"/>
Rock Crusher – specify capabilities				<input type="checkbox"/>
Trommel screener – specify capabilities				<input type="checkbox"/>
Caterpillar 621 Wheel Tractor-Scraper or equivalent				<input type="checkbox"/>

BID FORM FOR EQUIPMENT RENTAL WITH OPERATOR

<i>Item</i>	<i>Daily (8 hours) \$/hour</i>	<i>Weekly (40 hours) \$/hour</i>	<i>One-time mob and demob cost</i>	<i>No Bid</i>
Tri-rear axle dump truck roadable			NA	<input type="checkbox"/>
30-ton, 6-wheel Articulated Dump Truck				<input type="checkbox"/>
Caterpillar D-4 Dozer or equivalent				<input type="checkbox"/>
Caterpillar D-6 Dozer or equivalent				<input type="checkbox"/>
Caterpillar D8N Dozer or equivalent				<input type="checkbox"/>
Caterpillar D8N or equivalent with single shank ripper				<input type="checkbox"/>
Case 580 Rubber Tire Backhoe or equivalent				<input type="checkbox"/>
Caterpillar 826 Landfill Compactor w/blade				<input type="checkbox"/>
Caterpillar Track Loader 973 or equivalent				<input type="checkbox"/>
Caterpillar Track Loader 963 or equivalent				<input type="checkbox"/>
Caterpillar 12G Motor Grader or equivalent				<input type="checkbox"/>
Caterpillar Wheel Loader 966 or equivalent				<input type="checkbox"/>
Gradall 4000XL or equivalent				<input type="checkbox"/>
50,000 lb Excavator				<input type="checkbox"/>
75,000 lb Excavator				<input type="checkbox"/>
100,000 lb Excavator				<input type="checkbox"/>
10 ton vibratory roller, smooth drum				<input type="checkbox"/>
Horizontal Grinder – specify capabilities				<input type="checkbox"/>
Rock Crusher – specify capabilities				<input type="checkbox"/>
Trommel screener – specify capabilities				<input type="checkbox"/>
Caterpillar 621 Wheel Tractor-Scraper or equivalent				<input type="checkbox"/>
Operator for use on SECCRA provided equipment			NA	<input type="checkbox"/>

BID CHECKLIST

Please complete the following checklist:

- _____ All blanks on Bid Form completed in ink or by typewriter
- _____ Bid is submitted bound together as when delivered to the Bidder
- _____ All names must be typed or printed below all signatures
- _____