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## BID NOTICE

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**Sealed proposals** will be received by the Board of Supervisors of the TOWNSHIP OF WEST BRADFORD, 1385 Campus Drive, Downingtown, Chester County, Pennsylvania 19335 until **12:00 noon on Wednesday, April 4, 2018**, and will be opened on this same date at the Township Building at **1:00 P.M. for materials and the rental of equipment** to perform road maintenance and construction projects throughout West Bradford Township as follows:

*Bids may be delivered or mailed to the Administration Office at the above address.*

EQUIPMENT RENTAL	APPROXIMATE HOURS/ SQ. YDS./GAL.
LARGE ROLLER (10-12 TON) w/operator	45 hours +/-
PAVER w/operator and 2 screed men	45 hours +/-
MILLING MACHINE – 4" depth w/operator	48 hours +/-
TRI AXLE TRUCK	110 hours +/-
DOZER DC4XL or equal	50 hours +/-

Proposals must be submitted upon the bid forms furnished by the Township and may be obtained at the Municipal Building or at [www.westbradford.org](http://www.westbradford.org). Bids must be submitted in a sealed envelope plainly marked **"TOWNSHIP EQUIPMENT BID"** and *must include* on the outside of the envelope the *name, address and telephone number of the bidder*. All bids must be received by **12:00 Noon on Wednesday, April 4, 2018** and will be **opened at 1:00 P.M.** that same date in the Municipal Building for review. **A list of all bids received will be presented to the Board of Supervisors at their meeting on April 10, 2018 at 7:00 P.M. for consideration.**

**The Township reserves the right, in its sole discretion, to reject any and all bids, for any reason. The Township reserves the right to waive any non-conformity with respect to any bid or any error with respect to the same.**

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## **GENERAL CONDITIONS & BID INFORMATION**

### **GENERAL CONDITIONS TO BE MET BY ALL BIDDERS:**

1. **A certified check, bank draft or bid bond payable to “West Bradford Township” in the amount of \$250.00 shall be submitted with each bid.** Said amount shall be retained by the Township as liquidated damages if the successful bidder shall fail to execute the contract within 20 days of notice and provide a performance bond as required.
2. **Each successful bidder shall be required to sign a contract and shall furnish a performance bond in the amount of 50% of the contract guaranteeing the performance of the contract.** For in-place contracts and for equipment rental with operator over \$5,000.00 dollars, said bond shall be 100% of contract and must also include payment bond in the amount of 100% of the contract. **West Bradford Township shall be named in the performance bond and payment bond.**
3. **Each successful bidder must supply certificates of insurance to the Township naming West Bradford Township as additional insured for:**
  - a) Workmen’s compensation insurance that complies with the compensation laws of Pennsylvania.
  - b) Automobile liability insurance with minimum limits of \$1,000,000 combined single limit bodily injury and/or property damage.
  - c) Comprehensive general liability insurance with minimum limits of \$1,000,000 combined single limit bodily injury and/or property damage.
4. The Board of Supervisors reserves the right to reject any or all bids, to accept or reject any part of any bid, and to waive any informalities in any bid as is deemed in the best interest of the municipalities concerned.
5. Contract period for in-place material will be May 1, 2018 to October 31, 2018. The municipalities will provide a one-week notice to start of the in-place contract. The work must be done by the principle contractor who has received the bid award. If the principle contractor intends to use a subcontractor for the work, that subcontractor must be named in the bid document. If, after awarded, a subcontractor is chosen by the principle contractor, then that is subject to approval of the participating municipalities.
6. The Supervisors have authorized the Township to participate in purchase contracts of the Pennsylvania Department of Property and Supplies. Any savings in cost that may result from this participation will take precedence over Township contracts.
7. Please state on the proposal form any exception that is taken to any general condition or specification.
8. Notice for the rental of equipment will be given three (3) days in advance. Failure to provide the required equipment shall enable the participating municipalities to rent equipment from other sources without recourse from other successful bidders. The rental of equipment from

other vendors shall not limit participating municipalities' ability to exercise their rights under contracts with successful bidders, including but not limited to exercise of the performance bond. All orders will be followed by written communication from the municipalities.

9. The maximum quantity of material which the Township will be obligated to purchase under contract is the actual quantity from time to time ordered, delivered, or received and accepted on purchase orders subject, however, to the conditions of the Escalator Provisions. Nothing herein contained shall be construed as an obligation of the Township to order or pay for any quantity of material other than the amount determined by the Township to be immediately necessary in anticipation of or for the completion of its work. Quantities listed in the proposal are merely for the comparison of bids.
10. When the bid is for more than one item, the municipality reserves the right to combine items under a single contract, or to reject any or all bids if deemed in the best interests of the municipality. The municipality also reserves the right to award separate contracts for each item for separate time periods to insure availability of material to the municipalities for the entire contract period.
11. Each municipality herein listed shall be named in the performance bond for its proportionate share, and the exercise of this bond by any municipality shall not exclude any other municipality from doing the same, nor shall that be construed to be an enjoiner of all municipalities to that action, unless so specified by each municipality.
12. ORDERS: Each municipality shall be responsible to place its own orders, receive shipments, check each delivery for compliance with these specifications, and make payment to the vendor. West Bradford Township will not be responsible for obligations of any other municipality.
13. All Bid In-Place Awards must comply with PennDOT Work Zone Traffic Control, Publication 203.

### **BID INFORMATION**

1. All pipes shall be Corrugated Aluminized Steel Pipe and shall meet the specifications of the Pennsylvania Department of Transportation current specifications Form 408.
2. All Corrugated Polyethylene Storm Drainage Pipe shall be in accordance with the approved Pennsylvania Department of Transportation specifications. ADS N-12 ProLink Ultra or equivalent.
3. Asphaltic Concrete shall meet the specifications of the Pennsylvania Department of Transportation and the requirements of Form 408.
4. Crushed Stone shall be Type A stone, washed clean, and shall meet the specifications of the Pennsylvania Department of Transportation and the requirements of Form 408. A certificate of compliance with State specifications and a certificate of availability must accompany bid.

5. Anti-Skid Material must be furnished from a service that has been approved by the Pennsylvania Department of Transportation, Bureau of Materials Testing and Research and shall be identified as it appears in Pennsylvania Department Bulletin #16. A certificate of compliance with the Pennsylvania Department of Transportation's specifications dated May 13, 1981 and a certificate of availability must accompany bid.
6. Equipment shall be rented on an hourly basis, when needed by the municipality. The rate to be charged shall include equipment and operator unless otherwise specified.
7. Rental equipment shall be completely fueled and ready for operation prior to start of hourly charge.
8. The rate to be charged for the paver shall include the paver, one operator, and two screedmen.
9. Tree trimming and/or removal shall be done on an hourly basis when needed by the Township. The rate to be charged shall include three (3) men, a chipper, a truck, and all other equipment necessary to the job.
10. All pre-cast reinforced concrete inlet boxes and endwalls shall be in accordance with the approved Pennsylvania Department of Transportation specifications, including Publication 408 and standard drawings, Publication 72M.
11. Rubberized joint sealing material. Modified AASHTO M173. PennDOT 408 specifications.
12. Geotextile fabric: Class 4 non-woven. PennDOT 408 specifications.
13. Price Adjustment of Bituminous Materials:

These contract specifications shall conform to PennDOT Publication 408, Section 110.04 with regard to the adjustment of unit pricing for bituminous materials.

The participating municipality may withdraw or reduce the quantity of any item or terminate or reduce the scope of the contract:

- a. If the unit cost of any item covered by these escalator provisions is increased by more than 10% above the base price; or
- b. If, because of an increase in the unit cost of one or more items covered by these escalator provisions, the total estimated cost of the contract is increased by more than 10% above the base price.

These provisions shall apply to the following items:

Bituminous Materials

## **BID FORM**

I hereby certify that the equipment to be rented to the participating municipality will meet the minimum specifications of this proposal. It is also understood that the Township participates in purchase contracts of the Pennsylvania Department of Property and Supplies, and that any savings in cost that may result from this participation will take precedence over Township contracts. Any exception to this procedure must accompany the proposal.

**SIGNATURE OF BIDDER:**

\_\_\_\_\_

**NAME OF BIDDER:**

\_\_\_\_\_

\_\_\_\_\_

(Please Print)

(Title)

**ADDRESS OF BIDDER:**

*(include company name)*

\_\_\_\_\_

\_\_\_\_\_

**PHONE NUMBER:**

\_\_\_\_\_

**FAX NUMBER:**

\_\_\_\_\_

**DATE:**

\_\_\_\_\_

RETAIN ONE COPY OF THIS PROPOSAL.  
FORWARD SECOND COPY TO THE TOWNSHIP IN A SEALED ENVELOPE PLAINLY  
MARKED "EQUIPMENT RENTAL BID".

**BID MUST BE RETURNED AS A COMPLETE PACKAGE.**

**BID FORM**

**EQUIPMENT PROPOSALS**

**(ALL ITEMS TO BE AWARDED TO SINGLE CONTRACTOR)**

**\*\*\*\*\*PRICES QUOTED PER HOUR\*\*\*\*\***

<b>EQUIPMENT RENTAL</b>	<b>REQUIREMENTS</b>	<b>PRICE/HOUR</b>
LARGE ROLLER (10-12 TON) w/operator	45 hours +/-	
PAVER w/operator and 2 screed men	45 hours +/-	
MILLING MACHINE – 4" depth w/operator	48 hours +/-	
TRI AXLE TRUCK	110 hours +/-	
DOZER DC4XL or equal	50 hours +/-	

HOURLY TRANSPORTING RATE WITHIN  
MUNICIPALITY:

\$\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_

## **INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT**

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-Rigging Act, 73 P.S. & 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer, or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval, or submission of the bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “complementary bid” as used in the Affidavit has the meaning commonly associated with that term in the bidding process and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or non-competitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.



**BID FORM**

**NON-COLLUSION AFFIDAVIT**

State of \_\_\_\_\_: Contract/Bid No. \_\_\_\_\_ County of \_\_\_\_\_: S.S.

I state that I am:

\_\_\_\_\_ of \_\_\_\_\_  
(Title) (Name of my firm)

and that I am authorized to make this affidavit on behalf of my firm and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

## **BID FORM**

I state that:

1. The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
2. Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
3. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or non-competitive bid or other form of complementary bid.
4. (Name of my firm): \_\_\_\_\_, its affiliates, directors and employees are not currently under investigation by any governmental agency and have not in the last four (4) years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that (name of my firm): \_\_\_\_\_ understands and acknowledges that the above representations are material and important, and will be relied on by (name of public entity): \_\_\_\_\_ in awarding the contract(s) for which this bid is submitted. I understand, and my firm understands, that any mis-statement in this affidavit is and shall be treated as fraudulent concealment from (name of public entity): \_\_\_\_\_ of the true facts relating to the submission of bids for this contract.

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

\_\_\_\_\_  
Authorized Person and Title

SWORN TO AND SUBSCRIBED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_ My commission expires \_\_\_\_\_  
Notary Public

## **EQUIPMENT RENTAL CONTRACT**

The following named company does hereby agree to supply equipment as listed and as set forth in their proposal of April 4, 2018 and subject to all general conditions and bid information set forth by West Bradford Township in its request for bid.

**COMPANY NAME:** \_\_\_\_\_

**CONTRACT FOR: Equipment Rental per Attached Proposal.**

A performance bond in the amount of 50% of this contract (or 100% as required) shall be submitted with this executed contract by the supplier. It is understood that amount will be forfeited to the participating municipality in the case the supplier fails to comply with the requirements of the contract. West Bradford Township shall be named in the performance bond.

The supplier will comply with all requirements of the laws and implementing regulations of the Commonwealth of Pennsylvania and of the United States relating to human relations, equal opportunity and non-discrimination in employment, and will pay to workmen employed in the performance of the contract the wages to which they may be entitled and, when required by law, not less than the applicable prevailing wage.

The supplier must provide a Certificate of Insurance naming West Bradford Township as additional insured as specified in the general conditions and bid information.

**FOR COMPANY:**

SIGNATURE

BY: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

NAME: \_\_\_\_\_  
(Please Print)

WITNESS OR ATTEST:

BY: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**ACCEPTED BY WEST BRADFORD TOWNSHIP:**

SIGNATURE:

BY: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

WITNESS OR ATTEST:

BY: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**As approved by motion of the Board of Supervisors at a public meeting held April 10, 2018. This contract shall expire one year from the date of award.**