

South Portland City Council
Position Paper of the City Manager

Subject:

ORDER #32-13/14 – Appropriating \$28,145 from undesignated fund balance and award of Bid #5-14 to Bill Dodge Auto Group, of Westbrook, ME, for the purchase of a pickup truck for the Public Works Department. Passage requires majority vote.

Position:

This award of bid is for the purchase of a pickup truck for the Public Works Department used primarily by the Director.


The bid was advertised and emailed to twenty-three vendors. Bid specifications requested quotes for two options. Option 1 was for a new truck out of stock and Option 2 was for a new factory built truck. The City received four bids for Option 1 ranging in price from \$26,292 to \$29,900 and one bid for Option 2 for \$26,994.00. Bill Dodge Auto Group, of Westbrook, ME, submitted the lowest bid of \$26,292 and meets specifications.

Public Works Director Doug Howard is recommending the award be made to Bill Dodge for Option 1. The vehicle bid is a 2013 GMC Sierra, TK10753 for \$26,292. A 5-year/60,000 mile extended warranty will be purchased for \$1,851 for a total cost of \$28,143.

I am recommending the City Council appropriate \$28,145 from undesignated fund balance for this purchase.

Requested Action:

Council passage of ORDER #32-13/14.


City Manager



FINANCE DEPARTMENT

GREGORY N. L'HEUREUX
Finance Director

KRISTIE BRADBURY
Deputy Finance Director

COLLEEN C. SELBERG
Purchasing Agent

Invitation to Bid

NEW FOUR WHEEL DRIVE EXTENDED CAB PICKUP TRUCK

Sealed bid for furnishing a New Model Four Wheel Drive Extended Cab Standard Bed Pickup Truck to the City of South Portland Public Works Department, as specified below, in the attached specifications and proposal, will be received by the City Purchasing Agent, Room 105, City Hall, 25 Cottage Road, South Portland, Maine 04106, until 2:00 p.m., Thursday, August 1, 2013 at which time, they will be publicly opened and read aloud. Proposals received after the above stated day and time will not be considered.

Bids shall be submitted on the attached bid form in sealed envelopes, plainly marked "Bid #05-14 Four Wheel Drive Truck" and shall be addressed to the Purchasing Agent at the above address.

Delivery to be made upon receipt of purchase order and shall be F.O.B., Public Works Dept. 42 O'Neil Street, South Portland, Maine.

All equipment offered on this bid shall be brand-new and the latest type available. Bidder will state in his bid the name and model number of the equipment he is offering and will include with his bid a catalog or brochure marked to indicate the standard factory equipment of the model on which he is bidding.

Bidder must attach a separate sheet to his bid listing any deviation from the minimum specifications shown. If no attachment is provided, it will be assumed that the item being bid meets the minimum specifications.

If the equipment offered by a bidder under the attached specifications meets the specifications except for minor factors or reasonably small amounts in dimensions, and if it shall be determined by the City that these minor variations from the specifications do not prevent the equipment being bid from performing as satisfactorily or from being as good as equipment fully meeting these specifications, then these minor variations from the specifications may be waived by the City, if it deems it to be to its advantage, and the equipment with the waived variations in specifications will be accepted as fully meeting these specifications.

Since a prompt delivery is required, delivery time, as well as price, may be a factor in determining the award of this bid.

Price shall include a 14-day plate and State of Maine Certificate of Title or Certificate of Origin, which shall be made out to the City of South Portland, Maine and mailed to the Purchasing Agent, P.O. Box 9422, and South Portland, Me 04116-9422. A copy of the title application is to be delivered with each vehicle.

There shall be, within the Greater Portland area, a repair service which shall maintain a stock of spare parts for any make and model of any vehicle that a bidder offers in the proposal

If your business is a foreign corporation, limited liability company, limited partnership and or limited liability partnership, you must include with your bid, proof from the Maine Secretary of State's office that you are qualified to do business in the State of Maine.

It is the custom of the City of South Portland to pay its bills within 20 to 30 days following delivery of and receipt of bills for all items covered by the purchase order. In submitting bids under attached specifications, bidders should take into consideration all discounts, both trade and time, allowed in accordance with the above payment policy. All bidders should quote net prices, therefore, exclusive of all Federal Excise Taxes and Sales Taxes.

The City of South Portland reserves the right to waive all informalities in bids, to accept any bid or any portion thereof, or to reject any or all bids should it be deemed in its best interest to do so. Except as otherwise required by law or as specifically provided to the contrary herein, the City shall govern the award of this bid's purchasing ordinance.

Colleen C. Selberg
Purchasing Agent

SPECIFICATIONS
City of South Portland
Public Works Department
For (1) One

New Model Four Wheel Drive Extended Cab Standard Bed Pick Up Truck

Description: Four-wheel drive Extended cab pickup truck with standard bed

Delivery: This vehicle may be bid several ways, the Department will exercise the best option for the city based on cost, time of delivery and fuel mileage averaged over the expected life of the vehicle. The towing capacity and ability to function in all weather conditions are imperative to meet the department's needs.

Option 1 A **new** truck out of stock for immediate delivery. A vehicle that employs the active fuel management system. The truck bid under this option needs to meet or exceed all other specifications. It is understood this may be a more costly option but still may be exercised based on fuel consumption and potential savings over the life of the truck.

Option 2 A **new** factory built truck to specification, number of days to delivery shall be described in the bid.

GVWR: 7,000lbs (minimum)

Engine: Vortec 5.3 liter or 6.0 liter V-8 Gasoline / Ethanol Active Fuel Management System,

Transmission: Automatic 4-speed , electronically cooled with overdrive and tow/haul mode, with oil cooler.

Axles: Automatic locking front hubs. Axle ratio 3.08 /3.42
Four Wheel Drive
Axel weight: Front 3600 lbs / Rear 4100 lbs

Tires: Four (4) P265/70R17 tires with aluminum rims and one (1) P265/70R17 with steel rim (spare).

Seat: Front shall be custom cloth 60/40 split-folding bench.

- Brakes:** Power, four-wheel anti-lock, must include traction control system as well
- Steering:** Power
- Battery / Power:** **Heavy Duty** maintenance free battery with 600 amps of cold cranking power available minimum,
- Radio:** AM/FM Stereo.
- Trailer Hitch:** Trailer Towing Package including heavy-duty receiver hitch, with seven-wire harness, 7-way to 4-way adapter and wiring harness for electric trailer brake controller and external transmission oil cooler. Hitch capacity shall be compatible with vehicle tow capacity of at least 6700 lbs.
- Air Conditioning:** Air conditioning,
- Mirrors:** Outside rearview, foldaway, power adjustable, heated and color keyed.
- Color:** Negotiable
- Glass:** Tinted glass on side and rear of vehicle
- Flooring:** Full-sized floor mats included.
- Safety:** Rear window defogger
Premium mud guards to be installed
- Options:** The city would like a quote for an extended warranty that it has the option of exercising

Nothing in these specifications shall prohibit a dealer from exceeding these requirements, The department keeps trucks for a considerable length of time and will look at all options when making a final recommendation to the city council.

Quotations must include the following information

1. Complete description of vehicle with applicable printed material and price quote.
2. Factory provided fuel consumption estimates

Questions regarding these vehicle specifications may be directed to Doug Howard, Director of Public Works Monday through Friday at 767-7635 or dhoward@southportland.org

PROPOSAL

The UNDERSIGNED hereby proposes to furnish a New Model Four Wheel Drive Extended Cab Standard Bed Pickup Truck to the City of South Portland, Maine, in accordance with the attached Invitation to Bid and specifications, and at the following price, warranty, and delivery time:

ITEM DESCRIPTION

- 1. Four Wheel Drive Truck as described above:

Option #1 "In stock" vehicle \$ _____

Option #2 Meets or Exceeds all above specifications \$ _____

Color, Year, Make & Model # _____

Warranty _____

Delivery Time Option #1 _____

Delivery Time Option #2 _____

Signed _____
(Corporation, Firm or Company)

By: _____
(Officer, Authorized Individual or Owner)

Title: _____

Mailing _____

Address: _____

Zip Code _____ Date: _____

Telephone: _____ Fax: _____

E- Mail: _____

Note: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.



CITY OF SOUTH PORTLAND

THOMAS E. BLAKE
Mayor

JAMES H. GAILEY
City Manager

SUSAN M. MOONEY
City Clerk

SALLY J. DAGGETT
Jensen Baird Gardner & Henry

District One
MICHAEL R. POCK

District Two
PATRICIA A. SMITH

District Three
MELISSA E. LINSKOTT

District Four
LINDA C. COHEN

District Five
GERARD A. JALBERT

At Large
ALAN R. LIVINGSTON

At Large
THOMAS E. BLAKE

IN CITY COUNCIL

ORDER #32-13/14

ORDERED, that the City Council hereby appropriates twenty-eight thousand one hundred forty-five dollars from undesignated fund balance to the Public Works Motor Vehicles Account; and

BE IT FURTHER ORDERED, that award of Bid #05-14 be and hereby is made to Bill Dodge Inc., of Westbrook, ME, in the amount of twenty-eight thousand one hundred forty-three dollars (\$28,143) for the purchase of a pickup truck for the Public Works Department.

Said amount shall be charged to the Public Works Motor Vehicles Account #10372565-651000.

Fiscal Note: \$28,143

Dated: August 19, 2013