

TOWN OF TRUMBULL, CONNECTICUT  
REQUEST FOR QUOTATION- PROPOSAL (RFQ/P)  
DIRECT FEED SCALPING & SCREENING UNIT  
PWD -HIGHWAY DEPARTMENT

BID NUMBER 6180

DUE: APRIL 13, 2016 at 2:00 PM

GENERAL INSTRUCTIONS TO BIDDERS

The Town of Trumbull, Connecticut (hereinafter referred to as Town), through the Office of the Purchasing Agent, will accept sealed bids for **DIRECT FEED SCALPING & SCREENING UNIT** for the Town Highway Department (PWD) as detailed in the attached specifications.

1. **PREPARATION OF PROPOSALS**

- a) Bids shall be submitted by using the enclosed BID PROPOSAL FORM that accompanies this request. Submit one (1) ORIGINAL and one (1) EXACT COPY. Bidders should submit bids in a clear, concise and legible manner to permit proper evaluation of responsive bids.
- b) Bidders may also submit, under separate cover with their proposal, any samples of reports and documents that are necessary to meet the requirements (deliverables) of this request should a purchase order be awarded

2. **BID SUBMISSION**

Bids are to be submitted in a sealed envelope and addressed as follows:

**Bid 6180 - Due: APRIL 13, 2016**  
Purchasing Agent - Kevin J Bova  
Town of Trumbull  
5866 Main Street  
Trumbull, CT 06611

Be advised that the person signing the formal proposal must be authorized by you organization to contractually bind your firm with regard to prices and related contractual obligations for the delivery period requested.

3. **BID TIME AND BID FORMS**

- a) Bids shall be received at the office of the Purchasing Agent, Town Hall, prior to the advertised hour of opening, at which time all proposals will be publicly opened and read aloud.
- b) A bidder may withdraw a proposal at any time prior to the above scheduled date and time. **Any bid received after the above scheduled date and time shall not be considered or opened.**
- c) All bid documents contained herein must be completed in their entirety; failure to do so may disqualify a bid submittal.

4. **TOWN OPTIONS**

- a) The Town of Trumbull reserves the right to reject any and all bids and does not bind itself to accept the lowest bid or any proposal. The Town reserves the right to ask for new bids in whole or in part, or to reject any or all bids, or any part thereof, and to waive any requirements, irregularities, technical defects or service therein when it is deemed to be in the best interest of the Town.
- b) If a bid proposal does not meet or better the required specifications, requirements, and scope of work requested on all points that must be outlined in a letter attached to the bid proposal otherwise it will be presumed that the bid as proposed is in accordance with the required specifications.
- c) The requirements and specifications of this request call for a specific commodity being purchased and do not permit any substitutions.
- d) If your product does not meet or better the required specifications on all points that must be outlined in a letter otherwise it will be presumed that a proposal is in accordance with the required specifications.
- e) In addition to consideration of a favorable bid, the Purchasing Department may give consideration to the most favorable delivery date and past experience.

5. **TAXES**

All purchases made by the Town, and associated with the award of this requirement shall be tax exempt. Any taxes must not be included in bid prices. A Town Tax Exemption Certificate shall be furnished upon request.

6. **INQUIRIES**

- a) All inquiries regarding this request shall be answered up to the close of business on **APRIL 7, 2016** after which time no additional questions will be accepted. To ensure consistent interpretation of certain items, answers to questions the Town deems to be in the interest of all bidders will be made available in writing or by Fax as appropriate to all bidders. Inquiries of a technical nature may be directed to **Mr. Joseph Mitri (203-673-6049) or [jmitri@trumbull-ct.gov](mailto:jmitri@trumbull-ct.gov)**; all others may be directed to Kevin Bova Purchasing Agent (203.452.5042) [KBOVA@TRUMBULL-CT.GOV](mailto:KBOVA@TRUMBULL-CT.GOV).
- b) The Town reserves the right to communicate with any or all of the bidders to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any bidder at any time after proposals are opened.
- c) **It is the sole responsibility of a bidder to verify any addendums that may have been issued relating to this request prior to submission of a proposal. Any notice of addendum shall be published on the Town website. Failure to submit a response that does not address any changes or addendums may result in a disqualification of a proposal submission.**

7. **AWARD AND AUTHORITY**

The Town will issue notification of award- Proceed and then a Purchase Order.  
Contracts and purchases will be made or entered into with the lowest responsible qualified bidder meeting Requirements & specifications. The Town of Trumbull reserves the right to determine the low bidder on an Individual basis or the basis of all items included in the Invitation for bids, unless otherwise expressed by the Town.

8. **PRICING**

- a) All prices quoted are to be firm for a period of one (1) year following bid opening.
- b) Special Consideration will be given to responses with extended firm price dates. The Town is always interested in any and all cost reduction opportunities.

9. **ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS**

Any assignment or subcontracting by a bidder, vendor, or contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with Town procurement shall not be permitted without the express written consent of the Town of Trumbull.

10. **HOLD HARMLESS CLAUSE**

Bidder agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under an agreement with the Town, whether or not due in whole or in part of any act, omission or negligence of the Town or any of his representatives or employees.

11. **WORK REGULATIONS AND STANDARDS**

All work activities performed in association with this request must be performed and completed for the Town in accordance with current Federal State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations.

12. **CONFLICT OF INTEREST**

Public officials shall be prohibited from receiving any town work procured through a Public Bid or bid waived process so as to avoid any appearance of impropriety or Conflict of Interest; and; Public officials cannot circumvent the intent of this Ordinance by receiving Town work through a bid waiver, as proscribed by the Trumbull Town Charter

13. **EQUAL ITEMS**

Equal items must be approved by the Town, and the Town reserves the right to reject any proposal offering equipment and/or materials, which, in its opinion does not meet the standard of quality established by the attached specifications. Any such decision will be considered final and not subject to further recourse.

14. **CERTIFICATE OF ORIGIN AND BROCHURES**

Successful bidder shall provide the Certificate(s) of Origin to the Town at the time of delivery. The price quoted shall not include any cost for plates nor certificate of title.

15. **DELIVERY AND F.O.B.**

The quoted price must be F.O.B. Trumbull, Connecticut as designated on the purchase order. All prices shall be quoted as **DELIVERED PRICES**. The terms of the sale must be stated.

The successful bidder shall advise the Town's Public Works Operations Manager Joe Mitri (203-452-5071) as to the delivery date and time to arrange for acceptance and inspection of the equipment for the Town vehicles by the Town.

In addition to the delivery of the vehicles and the satisfactory acceptance thereof, it is also the responsibility of the successful bidder to furnish the Town with the following documents:

- Original Certificate of Origin (at the time of delivery)
- Warranty
- Tax Exemption Certificate
- Repair & Parts Manual

The Town will not be obligated for payment until all of the above requirements are met and the Purchasing Department has received all necessary documents.

16. **INVOICES**

Invoices shall be submitted in duplicate to  
Town of Trumbull  
PWD  
Highway Department  
366 Church Hill Road.  
Trumbull, CT 06611

17. **Bid Surety:**

A bid surety is not required.

18. **CATALOGUE REFERENCE**

Unless expressly stated otherwise, and all reference to commercial types, sales, trade names and catalogues are intended to be descriptive only and not restrictive; the intent is to indicate the kind of quality of the articles that will be acceptable. Bids on the other equivalent makes, or with reference to other catalogue items will be considered. The bidder is clearly state exactly what will be furnished. Where possible and feasible, submit an illustration, descriptive material, and /or product sample.

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## SPECIFICATIONS

All deviations from this specification must be addressed by the in writing and submitted with bid.

It is the intent of these specifications to describe the minimum requirements for a DIRECT FEED SCALPING & SCREENING UNIT. Any or All exceptions or deviations no matter how small must be submitted on a separate itemized statement. The following specifications are meant as a minimum acceptable standard and are not meant to be restrictive. The Town of Trumbull reserves the right to accept or reject any bid that is in the best interest of the town.

### Direct Feed Scalping & Screening Unit

#### **GENERAL:**

- Consisting of feed hopper and inclined screen
- Oversized discharge conveyor and (2) product stockpiling conveyors on a self-powered tracked chassis

#### **HOPPER:**

- Minimum capacity – 3 ½ cubic yards

#### **BELT FEEDER:**

- 4-ply belting
- Variable speed control

#### **SCREENBOX:**

- Shall not exceed 4' width
- Variable stroke – 8/12 mm
- Side tensioned top decks
- Bottom deck – 2 panels of equal size
- No collection conveyor beneath the screen box
- Complete with punch plate and 5/8" bottom decks
- Spare 1 ¼" bottom deck

#### **OVERSIZE CONVEYOR:**

- Heavy duty Chevron belt
- Fixed angle not to exceed 20° to prevent rollback
- Capable of hydraulic adjustment to convert machine easily from 3-product to 2-product

#### **SIDE CONVEYOR (Fines):**

- 3-ply plain belt with belt scraper
- Capable of hydraulically folding over machine

- Discharge height at a minimum of 9'6" with variable angle

**MIDSIZE SIDE CONVEYOR:**

- Heavy duty Chevron belt with variable angle
- Capable of folding over machine while running in 2-product mode

**ENGINE & HYDRAULICS:**

- Easy access to all regular maintenance items
- Air cooled motor
- Control panel to house shut down diagnosis to protect engine

**TRANSPORTATION:**

- Machine not to exceed the following in transport mode:  
7'5" wide x 8'4" high  
Weight: 30,000 lbs.
- Machine will be able to be transported on a 20 ton tagalong trailer

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BID SUBMISSION DEVIATIONS

Attach this form to bid form (To be submitted with proposal – attach additional pages as necessary)

Bidder must bid on equipment as specified. Any variation from these specifications must be presented to the procuring agency in the space provided below. Bidder must indicate any variances to the specifications, no matter how slight. The statement “see attached” to express a variance is not acceptable. The bidder must describe the variance in the space provided and supply additional documentation to justify the variance. If no variations are presented, it shall be construed that the proposed equipment is in total compliance with these specifications. Delivered equipment is subject to acceptance by the procuring agency. Equipment not fulfilling the specifications as accepted by the procuring agency will be rejected.

VARIATIONS TO SPECIFICATIONS:

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

\_\_\_\_\_  
by (Signature)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
City/Town, State, Zip

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone/ cell

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BID PROPOSAL FORM

THE UNDERSIGNED AFFIRMS AND DECLARES that this Bid is executed with full knowledge and acceptance of the specifications, requirements, terms and conditions contained herein and with complete understanding and full compliance of system requirements and hereby submits this Bid for the request noted above and certifies that this Bid meets all the specifications and conditions requested herein. Any substitutions to the specifications requested are clearly and completely noted. Any alternate Bids are presented in a similar format to those requested and are attached herein. It is understood that the Town reserves the right to reject any or all Bids or waive any formalities in this request.

The following Addenda have been received. The modifications to the bid Documents noted therein have been considered and all cost thereto are included in the total base bid

Addenda# \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Above Price Shall Remain Firm to \_\_\_\_\_,

Detailed specifications and literature accompanies this response are attached.

**Direct Feed Scalping & Screening Unit**

Price in figures \$ \_\_\_\_\_

\_\_\_\_\_  
(Written TOTAL amount)

Warranty: \_\_\_\_\_

The undersigned, as bidder, declares that no person, or persons, other than those named herein, are interested in this Proposal; that this Proposal is made without collusion with any person, firm or corporation; that no person or persons acting in any official capacity for the Town is directly or indirectly interested therein or in any portion of the profit.

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

\_\_\_\_\_  
by (Signature)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
City/Town, State, Zip

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone/Fax

\_\_\_\_\_  
Email

\_\_\_\_\_  
Website

