

SPECIFICATIONS – PART 1

This is a supplemental bid to the Road Surface Patching Equipment contract; supplemental contracts will be awarded for the remaining term of the contract. The contract or any part of the contract may be renewed for an additional one (1) year term, by mutual agreement between the Commonwealth and the contractor(s). If the contract is renewed, the same terms and conditions shall apply. Such renewals shall be limited to four (4) one (1) year renewal terms.

CONTRACT SCOPE/OVERVIEW: Any contract resulting from this Commonwealth Bid will cover the requirements of all Commonwealth using agencies for Road Surface Patching Equipment as cited in the Bid Item Sheet.

ELIGIBILITY: In order to be eligible for award, a bidder must comply with the following:

- 1) A bidder must be the manufacturer of the products being offered or an authorized representative (i.e. dealer/reseller) of the manufacturer's products.
- 2) If a bidder is not the manufacturer of the products being offered, the bidder will need to electronically attach to its bid the "Original Equipment Manufacturer's (OEM's) Authorization to Bid Certification" document after it has been completed and signed by the OEM.

The document states that the bidder is an authorized representative (i.e. dealer/reseller) for the OEM's equipment for which the bidder is submitting a bid, and that the bidder is authorized to provide a bid on the Commonwealth's Road Surface Patching Equipment. The document also states that the OEM will honor any responsibilities under warranty for products sold by the bidder, under any contract resulting from this bid action, if the bidder fails to perform such service.

Dealers/resellers who fail to provide a signed "Original Equipment Manufacturer's (OEM's) Authorization to Bid Certification" document for any manufacturer's product bid may have their bid rejected.

- 3) Bidders must provide their pricing for the Road Surface Patching Equipment that they are bidding on this IFB by completing and electronically attaching the document entitled "Bid Item Sheet" to their bid. The Bid Item Sheet is an Excel workbook that contains two worksheets for bidders to enter their pricing on - the Base Unit Line Items worksheet and the Optional Equipment and Installation Labor Rate worksheet.

Base Unit Line Items:

- a) Bidder must indicate the Standard Factory Paint Color for the unit on the Bid Item Sheet.
- b) Bidder must provide Unit Pricing for the Unit with the Standard Factory Paint Color on the Bid Item Sheet.
- c) Bidder must also provide Unit Pricing for the Unit with one of the following PennDOT Yellow paint option(s):

Factory: Having unit bid painted PennDOT yellow. Reference DUPONT F9885 shade only. Unit shall be painted PennDOT yellow in lieu of the OEM's original color. Using the same process as with OEM paint.

Aftermarket: Having unit bid painted PennDOT yellow. Reference DUPONT F9885 shade only. All surfaces shall be properly cleaned and prepared prior to paint. Paint shall be the same quality as factory paint. To include all areas of the machine including interior.

Optional Equipment and Installation Labor Rate:

- a) Bidders of Base Unit Line Items are to provide pricing for any Optional Equipment Items and Attachments (OEM or Aftermarket) for the Equipment Categories bid on a percent discount from list price basis.
- b) Any reference which may appear on any price list, to any terms and conditions such as "F.O.B. Shipping Point" or "Prices subject to change", will not be part of any contract with the successful bidder(s) and will be disregarded by the Commonwealth. All price lists must be identified by name and effective date.
- c) Fill-in your company's Installation Labor Rate. The "Installation Labor Rate" item is only to be used when an ordering entity wishes to procure an option item requiring installation services AFTER a base unit has been ordered, delivered, and put into service by a prior procurement action.

SPECIFICATIONS:

- 1) All items to be provided, against any purchase order from any contract resulting from this bid action, shall be in accordance with:
 - a) The applicable Specifications listed in the Bid Item Sheet.
 - b) Any drawings referenced in the Specifications.
 - c) Pennsylvania Department of General Services, PCID NO. 1075, "*General Requirements for Bidding PennDOT Vehicles/Equipment*", Eff. 05/15/18.

- 2) All items to be provided, against any purchase order from any contract resulting from this bid action, shall be new (not remanufactured, reconditioned or used) and latest model year only.
- 3) Manufacturer's model number changes/revisions will be acceptable during the contract period so long as the unit price for that line item remains the same.

If the pricing cannot be maintained, the subject line item will be terminated from the contract.

BID ITEM SHEET:

- 1) Read the Important Notes to Bidders contained in the Bid Item Sheet.
- 2) Bidders may not add any new Equipment Categories or Item Descriptions to those listed on the original Bid Item Sheet. Additionally, Bidders may not modify the names of any of the Equipment Categories or the Item Descriptions listed on the original Bid Item Sheet. If this occurs no award will be made in any such newly created or altered Equipment Category/Item Description and your bid response could be rejected as a conditioned bid.
- 3) **The Bid Item Sheet is an unprotected Excel file and, when completed, it needs to be saved and uploaded to your bid as such. DO NOT scan (PDF) your completed Bid Item Sheet or upload it to your bid in any other file format than Excel.**

AWARDS:

Let it be understood that awards of the Base Unit Line Items will be based on the Unit Pricing bid for the Unit with the Standard Factory Paint Color. The Unit Pricing bid for the Unit with the PENNDOT Yellow Paint Option will not be used as a factor in award determinations. However, the Bureau of Procurement will list the Unit Pricing bid for the Unit with the PENNDOT Yellow Paint Option with the bidder's corresponding awarded Line Items.

Single Award Line Items (Kettle Patcher):

Line Item 300 as listed in the Bid Item Sheet will be awarded on a Line Item basis, with a Single Award for any given Line Item being made to the lowest responsible and responsive bidder for that Line Item. **The "Lowest Price" will be based on the Unit Pricing bid for the Unit with the Standard Factory Paint Color.**

Let it be understood that awards of the Optional Equipment Items and Attachments (OEM or Aftermarket) and Installation Labor Rate will be made to all responsive and responsible bidders.

MINIMUM ORDER: The minimum order qualifying for F.O.B. Destination delivered prices shall be one (1) unit. It is understood that all prices bid and awarded are at FOB DESTINATION delivered pricing which includes all costs for delivery, shipping and handling, set-up, and the required manuals, training, and warranty.

MANUALS: The following applicable manuals shall be supplied with each unit delivered:

- 1 – Operator’s
- 1 – Parts
- 1 – Service Manual
- 1 – Engine
- 1 – Transmission (Automatic or Manual)
- 1 – Body and Sub Frame (Parts and Service)
- 1 – Complete set of manuals for any additional items/equipment that was added to the equipment.

The manuals listed shall be OEM publications supplemented with technical manuals for all components as published by sub-vendors/manufacturers.

Parts Manual presented must be relative to “all” items utilized to build these units, with appropriate part numbers.

The manuals cited above shall be delivered with the equipment.

Manuals on CD Disc may be supplied in lieu of paper manuals.

WARRANTY: To be in accordance with Pennsylvania Department of General Services, PCID NO. 1075, “*General Requirements for Bidding PennDOT Vehicles/Equipment*”, Eff. 05/15/18, Section E “General Warranty Requirements”, Sub Section 1.A. “Construction Equipment.

DELIVERY: All units must be delivered within **120 calendar days** after receipt of the purchase order.

In the event that delivery would be projected to exceed the 120 calendar day time period, the supplier shall notify the ordering agency at which time the ordering agency may make determination to allow delivery time frame extension or to cancel the order. The contractor shall then only proceed with the order after receiving written authorization from the ordering agency.

ALL DELIVERIES FOR PENNDOT (regardless of any PennDOT field address shown on the Purchase Order) shall be made FOB Destination to Pennsylvania Department of Transportation, Equipment Division, 17th Street and Arsenal Boulevard, Harrisburg, PA 17120. The successful bidder shall deliver the completed unit(s) at ground level (stacked loads are unacceptable) Delivery shall be in accordance with Pennsylvania Department of General Services, PCID NO. 1075, “*General Requirements for Bidding PennDOT Vehicles/Equipment*”, Eff. 05/15/18, Section G “Delivery”.

NON-PENNDOT DELIVERY LOCATION: Deliveries for all other ordering entities (i.e. Commonwealth Agencies other than PennDOT and for COSTARS Purchasers) shall be FOB Destination to the location stated in the Purchase Order.

EPA'S TIER 4 EMISSION PRICE ADJUSTMENT: The EPA Tier 4 emission standards introduce substantial reductions of NOx (for engines above 56 Kw) and PM (above 19 Kw), as well as more stringent HC limits. Because of this mandate an additional price increase may be authorized if major manufacturer environmental laws require changes to engines. Documentation will need to be provided to the Commodity Specialist for the price increase.

SMALL BUSINESS CONTRACTING PROGRAM: The Commonwealth, through the Small Business Contracting Program, maintains a strong commitment to providing opportunities for small businesses to compete for prime contracting opportunities with the goal of promoting the economic growth and success of small businesses. Businesses interested in participating as a small business must first register to do business with the Commonwealth and self-certify as a "small business". To self-certify a business must meet each of the following requirements:

- The business must be a for-profit, United States business
- The business must be independently owned
- The business may not be dominant in its field of operation
- The business may not employ more than 100 full-time equivalent employees
- The business may not exceed three-year average gross sales of \$20 million

Small business self-certification, a one-year certification which requires annual renewal, is a prerequisite for verification as a Small Diverse Business. To access the small business application and begin the certification process:

- 1) Go to the PA Supplier Portal and click "Supplier Logon" (call 877-435-7363, option 1, if you do not have you Logon information).
- 2) Enter your user name and password.
- 3) Click "Bidder Tab" > "Enterprise Applications" > "Small & Small Diverse Business Program Application" (contact the Supplier Service Center at (877) 435-7363, option 1, if the Enterprise Applications portal page appears blank or view our application guide for basic troubleshooting for most common obstacles).

INQUIRIES: Direct all questions concerning this bid action to:

Joslyn J. Thomas
Telephone: 717-425-5043
E-mail: joslthomas@pa.gov