



BOARD OF CONTRACT AND SUPPLY  
CITY OF PROVIDENCE, RHODE ISLAND

# REQUEST FOR PROPOSALS FOR GOODS

**Item Description: THE PURCHASE OF ONE (1) 2021 SERVICE TRUCK**

**Date to be opened: TUESDAY, JANUARY 19, 2021**

**Issuing Department: PROVIDENCE WATER**

## QUESTIONS

- Please direct questions **relative to the bidding process, how to fill out forms, and how to submit a bid** to Purchasing Agent Patti Jordan.
  - Phone: (401) 680-5264
  - Email: [pjordan@providenceri.gov](mailto:pjordan@providenceri.gov)Please include the Item Description shown above in the subject line of your email.
- Please direct questions **relative to the specifications** outlined to the issuing department's subject matter expert:
  - **TONY FERNANDES – FLEET AND FACILITIES MANAGER**
  - **401-521-6300 EXT 7118**
  - **TONYF@PROVWATER.COM**

## INSTRUCTIONS FOR SUBMISSION

Bids may be submitted up to **2:15 P.M.** on the above meeting date at the **Department of the City Clerk, Room 311, City Hall, 25 Dorrance Street, Providence**. At 2:15 P.M. all bids will be publicly opened and read at the Board of Contract Meeting in the City Council Chambers, on the 3<sup>rd</sup> floor of City Hall.

- Bidders must submit **3 copies** of their bid in sealed envelopes or packages labeled with the captioned **Item Description** and the **City Department to which the RFP and bid are related and must include the company name and address on the envelope as well**, clearly marked on the first page.
- Communications to the Board of Contract and Supply that are not competitive sealed bids (i.e. product information/samples) should have "**NOT A BID**" written on the envelope or wrapper.
- Only use form versions and templates included in this RFP. If you have an old version of a form do not recycle it for use in this bid.
- The bid envelope and information relative to the bid must be addressed to:

**Board of Contract and Supply  
Department of the City Clerk – City Hall, Room 311  
25 Dorrance Street  
Providence, RI 02903**

**All bids submitted to the City Clerk become public record. Failure to follow instructions could result in information considered private being posted to the City's Open Meetings Portal and made available as a public record. The City has made a conscious effort to avoid the posting of sensitive information on the City's Open Meetings Portal, by requesting that such sensitive information be submitted to the issuing department only at their request.**



**BOARD OF CONTRACT AND SUPPLY  
CITY OF PROVIDENCE, RHODE ISLAND**

**NOTICE TO VENDORS**

1. The Board of Contract and Supply will make the award to the lowest qualified and responsible bidder.
2. In determining the lowest responsible bidder, cash discounts based on preferable payment terms will not be considered.
3. Where prices are the same, the Board of Contract and Supply reserves the right to award to one bidder, or to split the award.
4. No proposal will be accepted if the bid is made in collusion with any other bidder.
5. Bids may be submitted on an "equal in quality" basis. The City reserves the right to decide equality. Bidders must indicate brand or the make being offered and submit detailed specifications if other than brand requested.
6. A bidder who is an out-of-state corporation shall qualify or register to transact business in this State, in accordance with the Rhode Island Business Corporation Act, RIGL Sec. 7-1.2-1401, et seq.
7. The Board of Contract and Supply reserves the right to reject any and all bids.
8. Competing bids may be viewed in person at the Department of the City Clerk, City Hall, Providence, immediately upon the conclusion of the formal Board of Contract and Supply meeting during which the bids were unsealed/opened. Bids may also be accessed electronically on the internet via the City's [Open Meetings Portal](#).
9. **As the City of Providence is exempt from the payment of Federal Excise Taxes and Rhode Island Sales Tax, prices quoted are not to include these taxes. A Tax Exempt Certificate will be provided upon request.**
10. In case of error in the extension of prices quoted, the unit price will govern.
11. Delivery dates must be shown in the bid. If no delivery date is specified, it will be assumed that an immediate delivery from stock will be made.
12. No goods should be delivered or work started without a Purchase Order.
13. **Submit 3 copies of the bid to the City Clerk, unless the specification section of this document indicates otherwise.**
14. Payment Terms *are a minimum of Net 30.*
15. Successful bidder must submit a completed W-9 form and Certificate of Insurance/Product Warranty.
16. Awards will be made within **sixty (60) days of bid opening**. All bid prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
17. Failure to deliver within the time quoted or failure to meet specifications may result in default in accordance with the general specifications. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and Acts of God.

**\*\*\*Failure to meet specified deadlines, follow specific submission instructions, or enclose all required documents with all applicable signatures will result in disqualification, or in an inability to appropriately evaluate bids.\*\*\***



**BOARD OF CONTRACT AND SUPPLY  
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**BID FORM 1: Bidders Blank**

1. Bids must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
2. Bidder's responses must be in ink or typewritten, and all blanks on the bid form should be completed.
3. The price or prices proposed should be stated both in **WRITING** and in **FIGURES**, and any proposal not so stated may be rejected. **Contracts exceeding twelve months must specify annual costs for each year.**
4. Bids **SHOULD BE TOTALED** so that the final cost is clearly stated (unless submitting a unit price bid), however **each item should be priced individually**. Do not group items. Awards may be made on the basis of *total* bid or by *individual items*.
5. All bids **MUST BE SIGNED IN INK.**

**Name of Bidder (Firm or Individual):** \_\_\_\_\_

Contact Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone #: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

Agrees to bid on (Items(s) to be bid): \_\_\_\_\_

Delivery Date: \_\_\_\_\_

Name of Surety Company (if applicable): \_\_\_\_\_

Total Amount in Writing\*: \_\_\_\_\_

Total Amount in Figures\*: \_\_\_\_\_

***\* If you are submitting a unit price bid, please insert "Unit Price Bid"***

***Use additional pages if necessary for additional bidding details.***

\_\_\_\_\_  
Signature of Representation

\_\_\_\_\_  
Title



**BOARD OF CONTRACT AND SUPPLY  
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**BID FORM 2: Certification of Bidder**

(Non-Discrimination/Hiring)

Upon behalf of \_\_\_\_\_ (Firm or Individual Bidding),

I, \_\_\_\_\_ (Name of Person Making Certification),

being its \_\_\_\_\_ (Title or "Self"), hereby certify that:

1. Bidder does not unlawfully discriminate on the basis of race, color, national origin, gender, sexual orientation and/or religion in its business and hiring practices.
2. All of Bidder's employees have been hired in compliance with all applicable federal, state and local laws, rules and regulations.

I affirm by signing below that I am duly authorized on behalf of Bidder, on

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Representation

\_\_\_\_\_  
Printed Name



**BOARD OF CONTRACT AND SUPPLY**  
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**BID FORM 3: Certificate Regarding Public Records**

Upon behalf of \_\_\_\_\_ (Firm or Individual Bidding),

I, \_\_\_\_\_ (Name of Person Making Certification),

being its \_\_\_\_\_ (Title or "Self"), hereby certify an

understanding that:

1. All bids submitted in response to Requests for Proposals (RFP's) and Requests for Qualification (RFQ's), documents contained within, and the details outlined on those documents become public record upon receipt by the City Clerk's office and opening at the corresponding Board of Contract and Supply (BOCS) meeting.
2. The Purchasing Department and the issuing department for this RFP/RFQ have made a conscious effort to request that sensitive/personal information be submitted directly to the issuing department and only at request if verification of specific details is critical the evaluation of a vendor's bid.
3. The requested supplemental information may be crucial to evaluating bids. Failure to provide such details may result in disqualification, or an inability to appropriately evaluate bids.
4. If sensitive information that has not been requested is enclosed or if a bidder opts to enclose the defined supplemental information prior to the issuing department's request in the bidding packet submitted to the City Clerk, the City of Providence has no obligation to redact those details and bears no liability associated with the information becoming public record.
5. The City of Providence observes a public and transparent bidding process. Information required in the bidding packet may not be submitted directly to the issuing department at the discretion of the bidder in order to protect other information, such as pricing terms, from becoming public. Bidders who make such an attempt will be disqualified.

I affirm by signing below that I am duly authorized on behalf of Bidder, on

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Representation

\_\_\_\_\_  
Printed Name



**BOARD OF CONTRACT AND SUPPLY**  
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**BID FORM 4: MBE/WBE Affidavit**

Item Title (as seen on RFP):

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Name of Bidder (Firm or Individual): \_\_\_\_\_

Which one of the following describes your business' status in terms of Minority and/or Woman-Owned Business Enterprise certification with the State of Rhode Island?

\_\_\_\_\_ MBE    \_\_\_\_\_ WBE    \_\_\_\_\_ Neither MBE nor WBE

It is the policy of the City of Providence that minority business enterprises (MBEs) and women business enterprises (WBEs) should have the maximum opportunity to participate in procurements and projects as prime contractors and vendors. Pursuant to Sec. 21-52 of the Providence Code of Ordinances and Chapter 31-14 *et seq.* of the Rhode Island General Laws (as amended), MBE and WBE participation goals apply to contracts.

I affirm by signing below that I am duly authorized on behalf of Bidder, on

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Signature of Representation

\_\_\_\_\_  
Printed Name



**BOARD OF CONTRACT AND SUPPLY**  
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**BID PACKAGE SPECIFICATIONS**



## **Safety Light's Information**

### **Additional Information To Bidders: 1.2**

#### **Specs for Safety Lights**

2 Whelen 6" Amber Oval LED warning lights to be install rear platform truck body

2 Whelen 6" Amber Oval LED warning Lights to be Install rear/sides of steel bulkhead platform.

Whelen part # UPS64LXA

Four Outlets -90 Watts Hide-way Strobes Color – Clear

To be Installed Front Head lights & Rear Backup light of Vehicle

Whelen 500 Series Linear Super-Led -Amber /White (4) to be Install front of Truck grill.

(2) Halogen work Light's Model Whelen Pioneer Plus 8 spotlight

(2) Whelen Pedestal Mount for Pionner Plus

To be install truck platform bulkhead

#### **Back- Up Camera OEM**

##### **Back-Up Alarm:**

Peterson or Equivalent Auxiliary Back-Up Alarm (97DBA)

To Be Installed at Rear of Vehicle

##### **Factory Cab Steps:**

##### **Floor Mats Front:**

Model weather Tech Floor Liner Color Black

### **Additional Information To Bidders: 2.1**





## **Plat Form Body Information Knapheide or equivalent:**

### **Specs for Platform Body:**

10'3" Platform body with 48" Stake Sides w/ wood flooring

2" Dense Pine Floor 4" cross Members.

5" Structural long Sills

Reinforced 40" Steel Bulkhead w/ Screened Window

2" receiver hitch with combo pintle- ball

Trailer Wiring Harness and Plug

### **Lift platform specs:**

- Thieman 48" Depth Aluminum Platform Lift Gate: 2000 Capacity w/work light kit Included in Cab Shutoff Model TVLR20 to be install on rear of truck platform.

### **Two Way Radio Motorola XPR5550 45 Watt VHF See Attached Specs:**

- Remote Mount Head ,Standard Mic, Standard Bracket Ignition Sense Cable, 13 Watt External Speaker, Remote Mount Cable Extended Power, Cable Antenna, Antenna Cable and Connector (Radio Program With PWSB Frequencies)

**\* All Prior Installations Must Be Approved By A PWSB Representative**



**SPECIFICATIONS FOR 2021 FULL SIZE 4X4 DUEL REAR  
WHEEL CHASSIS C.A.72-84”**

1.1

**Model Basic vehicle:**

Dodge 5500 (1Ton) Diesel (6.7L) Cummins Turbo Diesel or Duramax Turbo-  
Diesel GMC/Chevrolet Ford F550 (6.7L) Diesel Power Stroke. (Color) White

<b>Drivetrain</b>		Yes/No or Alternate
Engine:		_____
	External Engine Oil Cooler	_____
Transmission:	Heavy Duty 6 Speed Automatic	_____
	Electronically Controlled	_____
	Transmission Oil Cooler	_____
Skid Plates	Factory Skid Plate Package	_____
Electrical:	220 AMP Alternator	_____
	720 CCA Battery	_____
Drive:	Four Wheel Drive	_____
	Shift on the Fly, Manual Transfer Case	_____
	Automatic Locking Front Hubs	_____
Rear Axle:	4.10:1 Axle Ratio	_____
	Automatic Locking Rear Differential	_____
Fuel Tank:	Duel Tanks with 63 Gallon Capacity	_____
<b>Suspension</b>		
GVW:	19,500 LB	_____
<b>Brakes</b>		
	Four Wheel Disc Type	_____
	Power Assisted	_____
	Four Wheel Anti-Lock System	_____
	StabiliTrak, Stability Control System with Proactive Roll Avoidance and Traction Control	_____
<b>Wheels and Tires:</b>		
Wheels:	(7) 17 X 6.5” Steel	_____
Tires:	(7) LT235/80R17E On/Off Road Radials	_____



**Exterior Cab Color White:**

Yes/No or Alternate

**Exterior:**

- Body: Regular Cab \_\_\_\_\_
- 60" Cab to Axle Chassis \_\_\_\_\_
- Chassis Mounted Recovery Hooks \_\_\_\_\_
- Mirrors: Extendable Camper Type Mirrors \_\_\_\_\_
- Heated, Electric Remote \_\_\_\_\_
- Integrated Convex Spotter Spot Mirrors \_\_\_\_\_
- Glass: Solar Tinted Glass \_\_\_\_\_
- Bumper: Front Chromed \_\_\_\_\_
- Lights: Automatic Halogen Headlamps \_\_\_\_\_
- Daytime Running Lights \_\_\_\_\_
- Amber Roof Marker Lights \_\_\_\_\_
- Wipers: Intermittent Windshield Wipers \_\_\_\_\_
- Finish: Base Coat/Clear Coat-White \_\_\_\_\_

**Interior:**

- Seat: Vinyl 40/20/40 Split Bench Seat \_\_\_\_\_
- Color grey seats.
- Airbags: Driver and Right Passenger Frontal \_\_\_\_\_
- Passenger Side Deactivation Switch \_\_\_\_\_
- Power: Tilt Wheel and Cruise Control \_\_\_\_\_
- Steering Wheel Mounted Controls \_\_\_\_\_
- Power Windows and Door Locks \_\_\_\_\_
- Keyless Remote Entry \_\_\_\_\_
- AC: Single Zone Manual \_\_\_\_\_
- Floor: Full Floor Vinyl Floor Mat \_\_\_\_\_
- Radio: Audio System, AM/FM \_\_\_\_\_
- 7" Color Touchscreen \_\_\_\_\_
- Auxiliary Inputs. \_\_\_\_\_
- Instruments: Full Gauge Package with Tachometer \_\_\_\_\_
- 3.5" Display, Driver Information Center \_\_\_\_\_
- Power Outlets: Dual Covered Dash Mounted \_\_\_\_\_
- Trailer Brake: Electronic Trailer Brake Controller \_\_\_\_\_
- Switches: Dash Mounted Upfitter Switches \_\_\_\_\_

**Dimensions:**

- Wheelbase: 137" \_\_\_\_\_
- Overall Length 229" \_\_\_\_\_
- Overall Height 76" \_\_\_\_\_
- Cab to Axle 60" \_\_\_\_\_



Yes/No or Alternate

**Factory Warranty:**

36 Months/36,000 Miles “Bumper to Bumper”

Extended Powertrain Warranty, 5 Year/100,000 Miles

5 Year/100,000 Miles Roadside Assistance

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Service Manuals** - Bidder will supply one (1) complete set of Chassis builder's service manuals including wiring diagrams as built and diesel engine service, missions/diagnostic service, Transmission service.

**4 sets off keys should be supplied by vendor (No aftermarket keys is accepted)**

**Please see attached trade vehicle Information**



Bidders Trade –In Information

Vehicle # **1** Information

Unit # 689

2000 Ford F-350 Diesel

Farm Body Truck with Rear lift gate

Trade-In Amount \$-----

**V#1DFWF33L9YEA60272**

**Mileage 60,039**

**Note: Trade discounts shall not be shown separately, but shall be incorporated in the Bidder's unit price, unless otherwise specified.**

**Bid Amount**

Vehicle #1

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