

Specifications for One (1) New 2013 Or 2014 Open Top Solid Waste Transfer Trailer will be mailed on August 2, 2013 to the following:

Reliance Trailer Co.
3025 S. Geiger Blvd.
Spokane, WA 99224

Wilkens Industries Inc.
R.R. #3, Box 169
Morris, MN 56267

Western Systems & Fabrications, Inc.
ATTN: Dennis Velez
2403 N. University Rd.
Spokane Valley, WA 99206

Peninsula Sanitation
P.O. Box 357
Long Beach, WA 98631

WasteCo Manufacturing
926 East Industrial Drive
Dickinson, North Dakota 58601

Western Trailers
6700 Business Way
Boise, Idaho 83716

Ron Alles
City Manager

Debbie Havens
City Clerk

Manac, Division of Canam Manac Group, Inc.
Trois-Rivieres Plant
8750 boul. Industrial
Trois-Rivieres, QC G9A 5E1 Canada

Interstate Manufacturing, Inc.
231 West 50 South
Rupert, ID 83350

Solid Waste Systems
P.O. Box 13040
Spokane Valley, WA 99213-3040

Steco Trailers
Attn: Gary Hansen
405 Atlantic Avenue
Morris, MN. 56267

Transport Equipment
9300 Inspiration Dr.
Missoula, MT 59802

J & J Truck Bodies & Trailers
10558 Somerset Pike
Somerset, PA 15501

Phil Hauck
Interim Public Works Director

Pete Anderson
Solid Waste Superintendent

Jim Lang
Solid Waste Supervisor

Kois Brothers Equipment Co.
Attn: Kevin Smerker
P.O. Box 1728
Great Falls, MT 59403

**CITY OF HELENA
NOTICE TO BIDDERS**

The City of Helena will receive sealed bids for the purchase of **ONE (1) NEW 2013 OR 2014 OPEN TOP SOLID WASTE TRANSFER TRAILER FOR THE CITY OF HELENA SOLID WASTE DIVISION**. Bids will be opened at 2:15 p.m. local time on **August 21, 2013**, in the office of the City Clerk, City of Helena, 316 North Park Avenue.

Anyone wishing to submit bids may obtain detailed specifications from the City Fleet Maintenance Facility, 3001 E. Lyndale Avenue, Helena, MT, 59623, (406)447-1565, or from the City of Helena website, <http://www.helenamt.gov/departments/public-works/fleet.html>.

The City of Helena reserves the right to reject any or all bids, to waive irregularities in the bidding process, or to accept the bid deemed to be in the best interests of the City of Helena.

Upon reasonable notice, the City of Helena will provide assistance for those persons with sensory impairments. For further information, please contact the City Clerk at 447-8410 or TDD Relay service 1-800-253-4091 or VOICE 1-800-253-4093.

CITY OF HELENA, MONTANA
/s/ Ron Alles
City Manager

Advertise: **August 4, 2013**

August 11, 2013

(Legal Ad)

**INDEPENDENT RECORD
PLEASE NOTE:**

PLEASE BILL THIS LEGAL AD TO:

**THE CITY OF HELENA
FLEET MANAGEMENT
ATTN: Ben Sautter
316 N. PARK AVE.
HELENA, MT 59623**

CITY OF HELENA
INSTRUCTIONS TO BIDDERS
August 2, 2013

Notice is hereby given that sealed bids will be received by the City Clerk for the City of Helena in the City-County Administration Building, Room 321, 316 North park, Helena, Montana until 2:15 p.m. local time on **August 21, 2013** for the purchase of **ONE (1) NEW 2013 OR 2014 OPEN TOP SOLID WASTE TRANSFER TRAILER FOR THE CITY OF HELENA SOLID WASTE DIVISION.**

No bid will be considered unless accompanied by a cashier's check, certified check, bank money order or bank draft, or by a bid bond; which security instruments shall be made unconditionally payable to the City of Helena, in an amount equal to ten percent (10%) of the amount bid. Bid security shall be returned to the bidders immediately after execution of contract/purchase order.

Bids are to be addressed to the City Clerk, City of Helena, 316 North Park, Helena, Montana 59623, and are to be marked on the outside of the envelope: **"BID FOR SOLID WASTE TRANSFER TRAILER"**. Bids received after the stipulated time shall be returned unopened.

By submission of this bid, each bidder certifies, and in the case of a joint bid each party thereto certifies as to his own organization, that this bid has been arrived at independently, without consultant, communication, or agreement as to any matter relating to this bid with any other bidder or with any competitor.

Bidder shall upon submitting a bid, return completed City of Helena bid specification minimum requirement worksheets.

Bidder shall enter on the Request for Quotation the brand, model and year in the appropriate column.

The City of Helena reserves the right to reject any or all bids, to waive irregularities, or to accept any bid deemed to be for the public good.

Bids may be held by the City of Helena for a period not to exceed thirty (30) days from the date of opening of the bids for the purpose of reviewing the bids and investigating the qualifications of the Bidder, prior to the award of the contract. The Bidder agrees that this bid shall be good and may not be withdrawn during this thirty (30) day period.

City of Helena, Montana
/s/ Ron Alles
City Manager

Specifications and Proposal

One (1) NEW 20013 or 2014 Open Top Solid Waste Transfer Trailer

August 2, 2013

SUCCESSFUL BIDDER SHALL FURNISH AND DELIVER TO THE CITY OF HELENA SOLID WASTE DIVISION ONE COMPLETE UNIT, CONFORMING TO THE FOLLOWING SPECIFICATIONS.

MINIMUM TECHNICAL REQUIREMENTS FOR OPEN TOP TRANSFER TRAILER

Bidder shall complete each item with either a check mark to indicate the item being bid is exactly as specified, or on the line provided to the right of the item number indicate "SEE ATTACHED LETTER" to indicate any deviation of the item being bid from the specifications. IF EXCEPTIONS ARE MADE TO THESE SPECIFICATIONS, BIDDER MUST STATE IN DETAIL HOW THE VARIED PROPOSAL MEETS OR EXCEEDS THE REQUESTED SPECIFICATIONS. RESPONSE MUST BE ON BIDDER'S LETTERHEAD AND ATTACHED TO BID. PLEASE NOTE ALL EXCEPTIONS:

<u>Description</u>	<u>Minimum Requirements</u>	<u>Yes</u>	<u>No</u>	<u>Exception</u>
ITEM 1.	EQUIPMENT: One (1) new semi-trailer with the following minimum specifications. Any additions, deletions, or variations from these specifications must be noted. Any standard items listed in the manufacturer's regular published specifications furnished by the offerer are assumed to be included in the offerer's proposal. Any additions, deletions, or variations from these specifications must be described in an attached letter.	_____	_____	_____
ITEM 2.	APPLICATION: The semi-trailer shall be used in the City of Helena's refuse disposal operations. The unit shall operate on paved streets and freeways as well as unimproved roads at landfill sites. The truck and semi-trailer combination shall be configured to carry the maximum payload permitted under law (105,000 GCVW).	_____	_____	_____
ITEM 3.	CODE COMPLIANCE: The unit shall comply with all Federal and State of Montana standards for semi-trailer highway use which are in effect on the date of delivery. The unit shall have capacity and identification plates with a statement that the trailer complies with all applicable Federal and State laws and regulations relating to motor vehicle operations, safety, noise abatement and emission control.	_____	_____	_____
ITEM 4.	MODEL: New 2013 or 2014 triple axle semi-trailer shall not be built-up from a lighter unit to comply with these specifications.	_____	_____	_____

<u>Description</u>	<u>Minimum Requirements</u>	<u>Yes</u>	<u>No</u>	<u>Exception</u>
ITEM 5.	GROSS COMBINED WEIGHT: The allowable gross combined weight (GCVW) shall not be less than 105,000 lbs.	_____	_____	_____
ITEM 6.	DIMENSIONS:			
	A) Overall Length: 48 feet minimum, 48 feet maximum	_____	_____	_____
	B) Overall Width: 102 inches maximum	_____	_____	_____
	C) Overall Height: 13'6" maximum	_____	_____	_____
	D) Interior Length: 47' 6" Minimum	_____	_____	_____
	E) Interior Width: Taper 4" minimum front to rear, Front- 94" minimum, rear-98" minimum	_____	_____	_____
	F) Interior height: 104"	_____	_____	_____
	G) Capacity: 105 cu. yard minimum	_____	_____	_____
	H) Tare Weight: Approx. 25,100 lb. maximum	_____	_____	_____
ITEM 7.	CONSTRUCTION:			
	A) Trailer shall be post and sheet design with interior sides constructed of high-yield 12 gauge steel 50,000 lb. minimum yield strength and continuous welded seams. Vertical outside formed steel wall posts of 12 gauge steel 2.5" deep x 5" wide minimum 20" on center. Posts must be extruded past outside of bottom rail for water drainage. Post sitting on the top of the bottom rail is not accepted. Must include one row of horizontal (mid wall height) box bracing from front to rear down each side of the trailer. This box bracing will have a self cleaning, flared leg design that will not hold debris.	_____	_____	_____
	B) Bottom Rail: 7-1/2", 7 gauge 50,000 lb. minimum yield formed inverted J channel. Full length of semi-trailer.	_____	_____	_____
	C) Top Rail: 3" X 5" X .5/16" wall thickness grade B tube. 50,000 lb. minimum yield strength, single piece.	_____	_____	_____
	D) Cross Sills: 4" deep (minimum), I-beam (full weld on I beam). Weight 3.2 lb. per foot on 12" centers, 80,000 lb. minimum yield strength.	_____	_____	_____
	E) Under Structure: King pin section and cross sills must be welded through bottom rail (front nose and bottom rail).	_____	_____	_____

<u>Description</u>	<u>Minimum Requirements</u>	<u>Yes</u>	<u>No</u>	<u>Exception</u>
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ITEM 8. CONSTRUCTION (CONTINUED):

F) All exterior welds shall be continuous, not skip welded. _____

G) King Pin Cross Sills: Heavy-duty I-beam fabricated from 100,000 lb. psi, 4" deep X 6" wide X 1/2" material. 5/16" plate full width of trailer. Riding plate shall be 3/8" thick with clean outs. _____

H) Cat Walk: Across front of trailer, 12" X 44" platform, rear of platform to be 12" + (plus) from trailer on heavy duty mounting brackets. Mounted below top rail with ladder to bottom of trailer, mounted on curb side. Add hand rail/safety around the cat walk. _____

I) Front Window: minimum 12" X 18" heavy duty metal crusher screen, window to be offset on drivers side, center of window should be 6" from center of bulkhead and 46" from 5th wheel plate to center of window. _____

J) Joints: Front corners, rear header and middle cross member are to be 1/2" X 3" X 3" square tubing and MUST BE PINNED at each end. _____

K) Rear Bumper: to extend full width between inside of rear wheels at mid axle height and approximately flush with back of trailer. Rear bumper to extend no lower than mid axle height. Rear bumper to include ladder rungs 16" wide and fixed permanent to trailer (no folding ladder rung). One continuous hand rail 4 foot above trailer floor. _____

L) Tow Bars: Dual Rear Tow Bars - fabricated from 1-1/4" round steel bar, welded to the rear main cross member sill to provide direct pull to the trailer frame, with sufficient mounting and strength to pull a deeply mired trailer and tractor. Two (2) rungs and one hand grab. _____

ITEM 9. SUSPENSION:

A) Hutch H9700T tridem 3-leaf spring suspension with H365-00 3-leaf high-arch spring. 57.5" axle spacing 24,500 lbs per axle. Minimum 6" clearance between top of tire and bottom of trailer. _____

B) Axles: Merritor TQ4671 Q 25,000 lb. capacity (or comparable) top mounted brake chambers. 5" round, 77-1/2" track, self-adjusting slack adjusters. Visual dust caps and Stemco oil seals. There shall be a hub-o-meter on the rear axle driver's side. _____

C) Landing gear supports must be attached to a minimum of six (6) cross members. Landing gear supports shall be fabricated from 7 gauge 50,000 lb minimum yield steel. Each support to have a minimum of 7.5 square feet of material. Cross bracing shall be 3" channel iron. _____

<u>Description</u>	<u>Minimum Requirements</u>	<u>Yes</u>	<u>No</u>	<u>Exception</u>
ITEM 10.	SUSPENSION (CONTINUED):			
	D) Landing Gear: Holland Mark V 200,000 lb with square cushioned skid foot and driver's side crank..	_____	_____	_____
	E) King pin to center of landing gear: 108".	_____	_____	_____
	F) King pin to center of rear axle: 39'6".	_____	_____	_____
	G) King pin standard SAE with 36" setting.	_____	_____	_____
	H) Second and sixth axles will be a minimum of 36' 1" apart allowing for a gross payload of 34,000 lbs. as per the Federal Bridge Formula.	_____	_____	_____
ITEM 11.	BRAKES:			
	A) Rockwell "Q" Series Brakes. 16-1/2" X 7" 'S' cam type, outboard centrifuge drums, steel hub, dust shields, spring brakes, Rockwell 6" arm automatic slack adjusters with antilock brakes if required by law, MGM 3030 spring brakes, with Heavy Housing required. Air Chamber mounted on top of axles.	_____	_____	_____
	B) Non-asbestos brake lining.	_____	_____	_____
	C) Backup alarm – Ecco 107 decibel.	_____	_____	_____
	D) Sealco #2550 in line air filter.	_____	_____	_____
	E) Phillips W-12-206 Pressure relieving gladhand on service side.	_____	_____	_____
ITEM 12.	TIRES AND WHEELS:			
	A) Tires: 315 80 X 22.5 20 Ply Michelin-XZUS2 traction tires. Two spare matching tires and wheels.	_____	_____	_____
	B) Hubs: Meritor 10-stud outboard mount brake drum.	_____	_____	_____
	C) Wheels: 10 Hole hub piloted 9.00 X 22.5 10-stud with Schrader TR 573 valve stem and wheel studs less than 2" to fit steel wheels.	_____	_____	_____
ITEM 13.	BACK-UP ALARM:			
	Mounted at rear of trailer. Wired to accessory wire of the wiring harness. ECCO model. 107 decibel.	_____	_____	_____

<u>Description</u>	<u>Minimum Requirements</u>	<u>Yes</u>	<u>No</u>	<u>Exception</u>
ITEM 14.	SIDE SWING REAR DOOR:			
	<p>Passenger side hinged single rear door. Door free stand opening designed not to restrict unloading. Primary locks manually operated from driver's side rear of the trailer. Secondary locks operated from the driver's side rear of trailer only. (Not air operated) Primary door locks shall be designed to secure the door closed without a slamming action. Chain to be used to secure secondary lock. Minimum 8 (eight) hinge pins 1-1/2" minimum , with lube fittings and replaceable bushings. Doors shall be minimum 12 gauge steel. Door not to be fitted inside the trailer walls. Doors to be framed on all sides with .250 x 2" x 3" x 2" formed steel and have vertical stiffeners of 3" x4" x .120" structural tubing. Door to have tie back to maintain positive opening during unloading. Door minimum of 12 gauge steel.</p>			
ITEM 15.	LIGHTS AND REFLECTORS:			
	<p>All lights to be diode type. I.C.C. approved, sealed rubber mounted, 12 volt. Stop and tail lights. Turn and tail lights. Mid-trailer side turn indicator. Marker and I.D. lights and Y with branch deflector mount kit. Complete system to be a sealed wire harness. Hinged guard covers rear lights. Large directional arrow turn signals in aluminum bracket mounted below bottom rail midway from rear. Lights on rear of trailer to be in the door with wires on the top and sealed at the bottom.</p>			
ITEM 16.	PAINTING (state colors available):			
	<p>A) All surfaces To be painted shall be cleaned of all mill scale, rust, spatter slag, or flux deposits, oil, grease, dirt, or other foreign matter. Exterior surface must be sandblasted before painting.</p>			
	<p>B) Paint application of standard gray shall be applied in dry, dust-free conditions and in temperatures above 65 degrees F. All edges, corners, crevices, and joint shall receive special attention for through cleaning and adequate paint</p>			
	<p>C) Prime coat: All metal surfaces, interior and exterior, shall be clean and dry. Metal surfaces shall have one coat of Ditzler DP40 epoxy primer applied to obtain a minimum thickness of 1 mil. per coat.</p>			
	<p>D) Finish coats: All exterior surfaces of the trailer shall have two (2) coats (standard gray) of polyurethane enamel, Blue stripes applied in accordance with the manufacturer's recommendations and shall have a minimum dry thickness of 1 mil. per coat.</p>			
	<p>E) Under construction: Cross members and 1 X 1 tubing shall be primed before the flooring is installed</p>			
	<p>F) Paint Scheme and colors to be determined upon award of bid.</p>			

Description

Minimum Requirements

Yes No Exception

ITEM 17. HYDRAULIC FLIP TOPS:

A) Frame: Made in four sections (front right, left front, right rear, left rear) and bolted together at the center of the trailer to obtain two halves. **Individual controls for each side.** Sections made from 2" schedule 80 pipe entire length of lid with over the top lid supports.

B) Hinges: 10 per side. Each hinge assembly shall consist of two (2) 1/4" x 2" outside knuckles, one (1) 1/4" x 3" inside knuckle shall be equipped with screw in grease fitting. (No drive-in grease fittings to be used.) Hinges to be braced from the stationery half of the hinge to the top tubing of the outside wall of the trailer.

C) Mesh: 1/4" diameter hole, black protex material with a minimum overlap in the center of the trailer on each side of 10". The mesh shall be fastened to the framework every 3" with a 1/4" plastic coated cable or UV coated zip tie laced through each cover frame from front to rear on each section. There shall be a center support tube on each section to hold the cable parallel with the flip top frame. The cable should be fastened to this support on the center end by bolting it to the flip top frame on the outside end. There shall be a turnbuckle on each section at the center of the trailer to adjust the tension on the cable. The turnbuckle shall be locked from turning with a jamb nut. Where the cable fastens to the flip top frame and the turnbuckle, there shall be a cable thimble on each end to protect the cable from wearing. The cable shall be fastened on each end by 1/4" cable clamps. Any sharp edges must be covered to protect the covers from prematurely wearing.

D) Hydraulic opener: An assembly installed as separate unit of the trailer. (No chains, sprockets, gear boxes, or cables.) Two (2) hydraulic cylinders mounted horizontally on a separate frame. The frame to be bolted to the trailer (not welded). Each cylinder rod connected to a pivot arm. On the end of the arm, a shaft and roller that travels in a track fastened to the covers. All pivot points shall have grease zerks. The covers will open 270⁰ degrees to lay against the outside trailer sides. There shall be three contact bumpers, per side, mounted on the trailer sides for the covers to make contact with. Valve for the opener shall be a dual spool which can operate the flip top covers without assistance of any other valving. The opener shall operate each top independently. The flip top opener and the unloading system shall have the ability to operate simultaneously without the assistance of any other valves. The valve shall be adjusted at 1,800 to 2000 psi. The valving shall be located on the front driver's side corner. The hydraulic hoses for the opener shall be 3/8" with two (2) wire with tube clamps securing them to the trailer.

E) Painting: The covers shall be painted the same color as the trailer body before the mesh is installed. The power flip opener and valving shall also be painted before installation.

ITEM 18.

WALKING FLOOR:

Hydraulic operated, Keith Walking Floor #2301 ¾” snap down Sub deck 2469 and 2468.

A) Drive Mechanism: The hydraulic cylinder rod assembly must be attached to the frame with (6) 1/2" bolts and will remain stationary. The 2"X 8" cross drives are to be clamped directly to the hydraulic cylinder barrel brackets with 4, minimum 3/4" bolts. The cylinders are to be independently removable.

B) Hydraulic System: (3) Cylinders with a minimum 3.5" bore, 1 3/4" piston rods and a 10" stroke. All hydraulic lines on the drive unit must be steel hydraulic tubing (no hoses on drive unit itself). Each piston shall have (2) piston seals and a wear ring. Each cylinder head shall have (2) rod wipers, (1) wear ring and (1) seal.

C) Mounting: Hydraulic drive mechanism must be mounted under the floor in a center frame, which is attached to the trailer suspension sub-frame, or it is a continuation of the suspension sub-frame.

D) The Walking Floor Unloader has 24 moving extrusions Extruded from 6061-T6 aluminum on 3.5” centers. The floor thickness to be minimum 3/4 inches.

E) Each moving aluminum slat extrusion shall be supported by high density polyethylene plastic bearing strips.

F) Each floor extrusion shall be secured to the drive mechanism with a minimum of (8) 5/16” x 1” bolts. Allen type counter sunk bolts, with grade 8 self-locking nuts.

G) Hydraulic system for tractor: Walking Floor Unloader shall be powered by a P-51 Commercial hydraulic pump driven off a PTO mounted on the truck tractor transmission. Hydraulic couplers to be determined at pre order meeting.

ITEM 19.

SERVICE:

A) At the time of delivery supply one parts and one service manual for all components.

B) Name and location of nearest dealer authorized to supply parts, service, and warranty claims:

Name : _____

Address: _____

Contact/Phone No: _____

<u>Description</u>	<u>Minimum Requirements</u>	<u>Yes</u>	<u>No</u>	<u>Exception</u>
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ITEM 20.	DELIVERY: 90 To 120 days.	_____	_____	_____
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ITEM 21.	WARRANTY: Describe the warranty supplied by the manufacturer: _____ _____ _____			
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ITEM 22.	PRE-AWARD MEETING: Prior to preparation of the letter of intent to award to qualified bidder a complete review will be required of bidder's ordering data, the submitted allowed manufacturer's literature and the City's purchase specifications to ensure that the bidder response to general and technical specification requirements fulfills the specification requirements.	_____	_____	_____
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ITEM 23. TRADE-IN:	Unit # 232- 2005 Reliance License # 5-1776 Transfer Trailer s/n 5RESY938255052027	_____	_____	_____
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ITEM 24. REFERENCES:	List a minimum of four of your transfer trailer customers we may contact for references.			
	1. _____		2. _____	
	3. _____		4. _____	

BIDDERS STANDARDS

- a) All required lubricants shall be available from Montana lubrication suppliers other than OEM dealers.
- b) Only standard (SAE) or metric bolts, nuts, etc. will be allowed (i.e. Whitworth is unacceptable).
- c) To ensure that the warranty provisions can be met, bids will only be accepted from vendors meeting the following requirements:
 - 1. The vendor must be factory authorized to sell and service the unit bid including all attachments, components, and/or accessories.
 - 2. The vendor must have an in-state sales/service facility that:
 - a. has a minimum of 2400 square feet of shop space.
 - b. employs a minimum of two full time factory qualified mechanics.
 - c. has a demonstrated service record for a minimum of twelve months prior to the bid opening date.
- d) Dealers must provide detailed information regarding utilization of synthetic lubricants.

It is the intent of these provisions that the successful vendor be able to respond to required warranty work in a timely manner, from an in state location, with parts, special tools and trained personnel. The City therefore reserves the right to modify these requirements based on such factors as past service performance representing other franchises or manufacturers, an adequate size facility to have an inventory of repair parts and perform repair and service work and full-time mechanics who are certified to repair similar types of equipment.

Manufacturer's statement of origin (MSO) must accompany each unit at the time of delivery.

- e) All bids are considered to be F.O.B., City of Helena Vehicle Maintenance Facility.

INVITATION TO BID - REQUEST FOR QUOTATION
STANDARD TERMS AND CONDITIONS

Competition

The City of Helena encourages free and open competition among bidders. Whenever possible specifications, bid invitations and conditions are designed to accomplish this objective, consistent with the necessity to satisfy the City's needs and the accomplishment of a sound economical operation. The bidder's signature on this proposal guarantees that the prices quoted have been established without collusion with other eligible bidders and without effort to preclude the City of Helena from obtaining the lower possible competitive price. The award will be made to the lowest responsible bidder meeting specifications and all bid terms and conditions.

Preparation of Bids

Bids will be written in ink and/or typewritten on bid forms furnished herewith. Erasures and alternations must be initialed by the bidder in ink. Telegraphic bids will be accepted only if they fully comply with all other conditions in the Invitation to Bid. No verbal bids shall be accepted. Bid quotations will be firm for thirty days, unless otherwise stipulated by bidder.

Bid Items

The bidder warrants articles offered to conform to the specifications herein requested, to be fit and sufficient for the purpose manufactured, of good material and workmanship and free from defect.

Special Brands

Brand name items or descriptions used in this proposal are specified solely for the purpose of indicating standards of quality, performance and/or use desired. Any bid offering goods or sources which deviate from the specifications must be clearly indicated by the bidder, otherwise it will be considered that the bid is in strict compliance with all terms and conditions. Substitutions must be identified by manufacturer and stock number and complete descriptive literature must be included with the bid. Goods delivered which do not conform to the contract terms, conditions or specifications may be rejected and returned at the vendor's expense. Any bid for foreign produced products shall be so indicated and the source of supply noted for each item.

Packaging

No charges will be allowed for packing, wrapping, bags, containers, reels, etc., unless otherwise stipulated. All items shall be packed in accordance with prevailing commercial practices and in such a manner as to ensure delivery in good condition and as specified herein.

Delivery/Shipping

Goods shall be prepaid, F.O.B. destination. In the event the contract terms specify f.o.b. shipping point, shipping charges will be prepaid and itemized as a separate item on invoicing. Such shipments shall be via the least expensive common carrier unless otherwise stipulated. The City of Helena reserves the right to reject any C.O.D. delivery.

Cash Discount

Bidders may quote a cash discount, provided it is based on a period of twenty (20) days or more. A shorter period will not be considered in determination of a low bid. Any cash discounts as part of this contract will be computed from the date of receipt of a properly executed claim or the date of completion of delivery of all items in satisfactory condition, whichever is later.

Excise Taxes

The City of Helena is exempt from Federal Excise Taxes. Exemption certificates will be furnished upon request.

INVITATION TO BID - REQUEST FOR QUOTATION
STANDARD TERMS AND CONDITIONS

Samples

Samples of items must be furnished by the bidder if stipulated herein. Transportation costs, both to and from the Purchasing Division, will be assumed by the bidder. Each sample must be labeled with the bidder's name and the quotation and item numbers.

Acceptance/Rejection of Bids

The City of Helena reserves the right to accept or reject any or all bids, wholly or in part, to make awards in any manner deemed in the best interest of the City.

All or None Proposals

Bidders may submit alternate proposals on an "all-or-none" basis, but are requested to submit a primary quotation on an item-by-item basis to be considered for either type of award.

Bid Determination

Low bid shall be determined by the Base Bid less Cash Price or Trade-in for City of Helena equipment.

Tabulation

In the event that a quotation is entered in which the unit price and extension do not agree, the unit price shall prevail.

Non-Discrimination

In accordance with federal and state laws, the bidder agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, sex or age, with regard to, but not limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; lay-offs or termination; rates of pay or other forms of compensation; selection for training; or rendition of services.

It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase from the City of Helena unless a satisfactory showing is made that discriminatory practices have ceased and the recurrence of such acts is unlikely.

Qualification of Bidders

Bidder shall not be eligible for the award of any contract if not deemed a responsible bidder as defined by City of Helena Ordinance No. 2244 relative to delinquent City of Helena taxes.

Attention of bidder is directed to the City of Helena Ordinance No. 2188 relative to requirement of General Business License for contractors transacting business within the City of Helena limits. Proof of business license may be required before award of bid.

CITY OF HELENA
REQUEST FOR QUOTATION

ONE (1) NEW 2013 OR 2014 OPEN TOP SOLID WASTE TRANSFER TRAILER

BIDDER MUST USE THIS FORM ONLY IN SUBMITTING PRICES

THIS IS NOT AN ORDER

VENDOR _____

DATE: August 2, 2013

RETURN BIDS TO: City Clerk, City of Helena, City-County Administration Building, Room 321, 316 North Park Avenue, Helena, MT 59623.

Sealed bids will be received by the undersigned up to 2:15 p.m. local time **August 21, 2013** to be then publicly opened in the offices of the City Clerk.

REQUEST FOR QUOTE ISSUED BY: Director of Public Works

Item No.	Item	Brand, Model & Year	Unit Price	Extension
1.	One (1) New 2013 or 2014 Open Top Solid Waste Transfer Trailer as per specifications and Proposal dated		BASE BID	\$ _____
2.	Trade – In: #232 2005 Reliance Transfer Trailer s/n 5RESY938255052027			-\$ _____
			NET	\$ _____

The City of Helena reserves the right to accept or reject any or all trade-in allowances which pertain to this bid.

Bidder acknowledges receipt of the following Addendum:

No. _____ Date _____ Initial _____

No. _____ Date _____ Initial _____

No. _____ Date _____ Initial _____

This Section must be completed in full and signed: Date: _____

Delivery Date: _____

Company Name: _____

Terms: _____

By: _____

(Signature - Authorized Representative)

Telephone Number _____