

CITY OF ALBUQUERQUE

REQUEST FOR BID

THE CITY OF ALBUQUERQUE, PURCHASING OFFICE IS REQUESTING OFFERS FOR THE FOLLOWING GOODS OR SERVICES:

REQUEST NUMBER: RFB2007-022-GJ
TITLE: SERVICE LUBE TRUCK WITH 18 FOOT BODY
OPENING DATE: SEPTEMBER 6, 2006 (1:30 PM)

FOR ADDITIONAL INFORMATION CONTACT:

G. JARAMILLO, SENIOR BUYER, (505)768-3320
CITY OF ALBUQUERQUE PURCHASING OFFICE
ALBUQUERQUE/BERNALILLO COUNTY GOVERNMENT
CENTER
POST OFFICE BOX 1293
ONE CIVIC PLAZA
ALBUQUERQUE, NEW MEXICO 87103

THE CITY CLERK OF THE CITY OF ALBUQUERQUE WILL RECEIVE SEALED OFFERS FOR THE GOODS OR SERVICES DESCRIBED IN THIS REQUEST AT:

OFFICE OF THE CITY CLERK
CITY OF ALBUQUERQUE
POST OFFICE BOX 1293
ONE CIVIC PLAZA
ALBUQUERQUE, NEW MEXICO 87103

HAND CARRIED OFFERS WILL BE RECEIVED AT THE OFFICE OF THE CITY CLERK, ALBUQUERQUE/BERNALILLO COUNTY GOVERNMENT BUILDING, 11TH FLOOR, 1 CIVIC PLAZA, ALBUQUERQUE, NM.

OFFERS WILL BE RECEIVED UNTIL 1:30 PM SEPTEMBER 6, 2006

NOTE: USE OF THE MAIL SERVICE IS AT YOUR OWN RISK FOR PROPER DELIVERY.

OFFERS WILL BE OPENED PROMPTLY AT 1:30 PM AT:

ALBUQUERQUE/BERNALILLO COUNTY GOVERNMENT
CENTER
7TH FLOOR CONFERENCE ROOM
ONE CIVIC PLAZA
ALBUQUERQUE, NEW MEXICO

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GENERAL INFORMATION AND REQUIREMENTS
REQUEST NUMBER: RFB2007-022-GJ

ALL OFFERORS ARE RESPONSIBLE FOR READING AND UNDERSTANDING ALL INFORMATION CONTAINED IN THIS REQUEST. OFFERORS ARE RESPONSIBLE FOR CHECKING TO ASSURE THAT NO PAGES ARE MISSING. PLEASE CHECK THIS PACKAGE UPON RECEIPT. IF ANY PAGES ARE MISSING PLEASE CONTACT THE BUYER NAMED ON THE COVER PAGE.

THE FOLLOWING INFORMATION AND FORMS ARE REQUIREMENTS FOR THIS REQUEST.

- _____ OFFEROR COMPLIANCE FORM
COMPLETE ALL APPLICABLE INFORMATION, INCLUDING YOUR FEDERAL TAX IDENTIFICATION NUMBER, AND RETURN IT WITH YOUR OFFER.
- _____ PRICING DETAIL FORM(S)
COMPLETE ALL PRICING DETAIL, INCLUDING UNIT AND EXTENDED PRICES (THIS IS VERY IMPORTANT).
- _____ OFFEROR COMMENTS FORM
IF APPLICABLE, COMPLETE, SIGN AND RETURN WITH YOUR OFFER.
- _____ LOCAL PREFERENCE CERTIFICATION FORM
IF APPLICABLE, COMPLETE, SIGN AND RETURN WITH YOUR OFFER. THIS FORM MUST ACCOMPANY YOUR OFFER TO BE CONSIDERED FOR THE
- _____ BID BOND
A BID BOND IN PROPER FORMAT MUST BE SUBMITTED WITH THIS OFFER. FAILURE TO SUBMIT A BID BOND WILL DISQUALIFY YOUR OFFER.

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OFFEROR COMPLIANCE FORM

REQUEST NUMBER: RFB2007-022-GJ
OPENING DATE: SEPTEMBER 6, 2006

FOR FURTHER INFORMATION
CALL G. JARAMILLO
AT (505)768-3347

DELIVERY DATE:
(PLEASE SPECIFY)

FOB POINT:
SOLID WASTE MANAGEMENT
4600 EDITH BLVD NE
ALBUQUERQUE NM
ALBUQUERQUE, NM 87107

REQUISITION NUMBER(S): p44940

BID BOND AMOUNT: \$0.00

PERFORM BOND AMOUNT: \$0.00

BID BOND PERCENT: 5%

PERFORM BOND 100%

IF APPLICABLE, BID AND PERFORMANCE BOND INFORMATION CAN BE FOUND IN THE SUPPLEMENTAL TERMS AND CONDITIONS.

DISCOUNT: PLEASE INDICATE YOUR FIRM'S DISCOUNT FOR PROMPT PAYMENT:
(THE MINIMUM ACCEPTABLE PERIOD IS 20 CALENDAR DAYS)

20 CALENDAR DAYS: _____%

30 CALENDAR DAYS: _____%

OTHER: ____ CALENDAR DAYS: _____%

A 5% LOCAL PREFERENCE IS AVAILABLE FOR THIS BID. THE LOCAL PREFERENCE CERTIFICATION FORM MUST BE COMPLETED, CERTIFIED AND SUBMITTED WITH THE BID IN ORDER TO BE CONSIDERED.
LOCAL PREFERENCE REQUESTED: MFG? _____ BUSINESS? _____

A STATE RESIDENT PREFERENCE MAY BE AVAILABLE FOR THIS BID. A CURRENT STATE OF NEW MEXICO PURCHASING OFFICE ISSUED RESIDENT PREFERENCE NUMBER MUST BE SUBMITTED WITH THE BID IN ORDER TO QUALIFY FOR CONSIDERATION.

PLEASE ENTER THE STATE RESIDENT PREFERENCE NUMBER HERE: _____ MFG? _____ BUSINESS? _____

COMPLIANCE AGREEMENT

I, THE UNDERSIGNED, HAVE READ AND EXAMINED THE GENERAL TERMS , CONDITIONS, ANY SUPPLEMENTAL TERMS AND CONDITIONS, AND THE SPECIFICATIONS OF THIS REQUEST AND AGREE TO COMPLY WITH ALL OF THEM.

SIGNATURE: _____ DATE: ____ / ____ / ____

NAME: _____ TITLE: _____
(PRINT OR TYPE)

COMPANY NAME: _____ EIN: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: (____) _____ - _____ FAX: (____) _____ - _____

DIRECT DEPOSIT PAYMENT TRANSFERS ARE STRONGLY ENCOURAGED.
TO ACCESS FORMS VISIT WWW.CABQ.GOV/ONLINESVCS/VENDORS/VENDORACH.HTML.

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PRICING DETAIL FORM
REQUEST NUMBER: RFB2007-022-GJ

GROUP NO.	ITEM NO.	QUANTITY/UNIT	ITEM	UNIT PRICE	TOTAL PRICE
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IN ACCORDANCE WITH THE ENCLOSED
SPECIFICATIONS, TERMS AND CONDITIONS,
FURNISH THE CITY WITH THE FOLLOWING:

1		2.00 EA	SERVICE LUBE TRUCKs WITH 18 FT. BODY	_____	_____
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CITY OF ALBUQUERQUE IS TAX EXEMPT FOR GOODS
ALL COST MUST BE INCLUDED IN UNIT COST
DELIVERY FOB DESTENATION

*****LAST ITEM REQUESTED*****

SPECIFICATIONS FOR A SERVICE LUBE TRUCK CHASSIS WITH 18 FT. BODY

The Solid Waste Management Department of the City of Albuquerque (CITY) is requesting bids for furnishing a New Service Lube Truck chassis with 18 ft. body. Mounted on a Conventional Day Cab medium duty chassis with a tandem axle chassis. **NOTE-ALL VEHICLES MUST BE FURNISHED WITH A CERTIFICATION OF COMPLIANCE. Certification must be submitted with this RFB for year 2007 COMPLIANCE and after. This CERTIFICATION must include all COMPONENTS OF THE TRUCK and BODY. The vendor will be responsible for all labor and material costs for repairs if vehicles are NOT year 2007 compliant. This Certification must be included in bid. THE CHASSIS AND BODY WILL HAVE A FULL TWO YEARS BUMPER TO BUMPER WARRANTY. A WRITTEN LIST OF ALL PARTS THAT ARE NORMAL WEAR PARTS, THAT ARE NOT COVERED IN THE TWO YEAR BUMPER TO BUMPER WARRANTY MUST BE PROVIDED WITH YOUR BID.**

1.0 BONDING REQUIREMENTS: The Offeror and the selected vendor shall furnish the following bonds:

1.1 BID BOND: Each offer must be accompanied by a Bid Bond in the amount of five (5%) of the total amount offered. The Bid Bond is provided, as a guaranty that the Offeror, if awarded the contract, will promptly execute such contract in accordance with this Request for Bids, will furnish a good and sufficient performance bond for the faithful performance of the contract, including, but not limited to, all warranties and guaranties, The OFFEROR must be named as principal on the bond.

PERFORMANCE BOND: Prior to issuance of a purchase order and performance of any work under the resulting contract, and not later than Fifteen (15) working days after notification of award, the selected vendor shall provide to the City a performance bond guaranteeing performance of the contract in accordance with all specifications, terms and conditions. Such bond shall be in an amount equal to one hundred percent (100%) of the total contract amount and shall be maintained throughout the term of the contract, which includes any warranty period, or for a period of two (2) years after final acceptance by the City of the vehicles bid, whichever term is longer. The selected vendor must be named as principal on the bond.

All Bonds, must be written by a surety authorized to conduct business in the State of New Mexico and be listed as approved in the current Federal Register listing. The Bonds shall be written on the forms provided in this RFB. **NO THIRD PARTY BONDS WILL BE ACCEPTED. CASHIER'S CHECKS, CERTIFIED CHECKS, PERSONAL CHECKS, LETTERS OF CREDIT, CASH OR OTHER SUBSTITUTES WILL NOT BE ACCEPTED IN LIEU OF THESE BONDS.**

USE FORMS ATTACHED FOR BID BOND AND PERFORMANCE BOND.

REFERENCES:

The bidder, shall at the request of the Solid Waste Management Department furnish the following:

A listing of references with Company, contact name, phone number, location, quantity of combination of cab and chassis, years of service per unit.

2.0 EQUALS

- 2.1 "Equals" or "Equivalents" to these specifications, may be considered; provided bidder furnishes sufficient proof that their offer meets or exceeds the intent of these specifications. The acceptance or rejection of equals or equivalents shall be determined, solely by the City of Albuquerque.

3.0 MINIMUM SPECIFICATIONS:

- 3.1 The specifications described herein shall be considered as minimum. It is the intent of these specifications to prohibit the consideration of any vehicles on which a unit of lighter classification is added to or altered to meet this RFB's requirements. Modifications to manufacturer's standard models must be limited to those which will not void or diminish the manufacturer's warranty.
- 3.2 Metals utilized in the manufacture of all classes of refuse compaction bodies submitted, in response to this RFB shall be in no way lighter or less strong than that which is stated herein or as advertised in the Manufacturer's standard literature. The City reserves the right to contract with an independent agency to conduct laboratory tests to ensure compliance with gauges and properties of all metals utilized in the Manufacture of the refuse compaction body. Vendor will furnish specifications for metals required. **THE CITY OF ALBUQUERQUE RESERVES THE RIGHT TO ASK FOR CLARIFICATION FROM ANY VENDOR AS TO THE CONTENT OF THEIR BID.**
- 3.3 All parts, which are necessary to provide Vehicles ready for use on delivery, shall be included in the offer and shall confirm in strength and Quality of material and workmanship.
- 3.4 All standard equipment items which are normally provided by the Manufacturer shall be furnished unless such items are expressly deleted or are specified to be other than standard. When optional equipment is specified, all componets advertised in the manufacturer's literature as being included or required with stated option shall be furnished. Any deviations must be stated in writing.
- 3.5 The City reserves the right to accept minor modifications to or deviations from any specifications stated herein, as long as the proposed vehicles meet the intent, of the specifications. The City will be the sole entity to determine the acceptance or non-acceptance of any such modifications or deviations.

- 3.6 Failure to submit sufficient data / specifications / literature to allow a thorough evaluation of your bid, will be cause for rejection of your bid; therefore, included copies of all pertinent data, specifications or manufacturer's descriptive literature. **Must be submitted with bid.**

4.0 PERFORMANCE SPECIFICATIONS:

- 4.1 Vehicles must be capable of transporting all fluid tanks and mechanic tools at minimum designated speed, while complying with all State of New Mexico, OSHA and Federal laws and regulations.
- 4.2 CHASSIS MANUFACTURER'S CERTIFICATION OF COMPATIBILITY. Cab manufacturer must certify that all components including but not limited to the cab, frame, power plant, drive train, suspensions, axles, brakes, wheels, tires, and body as proposed are compatible and roadworthy, **THIS CERTIFICATION SHALL BE SUBMITTED WITH YOUR BID.**
- 4.3 COOLING SYSTEM CERTIFICATION: **LETTER MUST BE SUBMITTED WITH THIS RFB THAT ENGINE MEETS COOLING CERTIFICATION OF 5000 FT. ALTITUDE.**

- 5.0 PHYSICAL SPECIFICATIONS: Vehicles proposed must meet or exceed the below stated minimum specifications:

CHASSIS SPECIFICATIONS

- 5.1 GROSS VEHICLE WEIGHT RATING of 52,000 lbs. Minimum.
- 5.2 A Cummins ISC-315 Diesel Engine with a minimum of 315 Horsepower with 950 lb/ft torque at 2,200 rpm. Certification must be submitted with this RFB for year 2007 compliance. This certification must include all components of the truck.. The vendor will be responsible for all labor and material costs for repairs if vehicles are NOT year 2007 compliant. This certification must be included in bid. Must meet year 2007 EPA Emission Standards. (ENGINE TO RUN ON 20% thru 50% BIO-DIESEL FUEL).
- 5.3 SPIN – ON FUEL, OIL AND WATER FILTERS.
- 5.4 AIR CLEANER shall be a Donaldson or equal.
- 5.5 Alternator to be a Leece-Neville 12v 200AMP.
- 5.6 STARTER- Delco Remy 12v with a thermo protection circuit system or equal.
- 5.7 Donaldson or equal muffler horizontal mounted.
- 5.8 TRANSMISSION: Allison 3000 RDS with oil level sensor in pan. Allison Electronic Station Shifter with Auto Neutral. Program ecu to lock-out shifter from going into neutral while traveling down the road in drive.

5.9 SUSPENSION SYSTEM:

5.9.1 Front Axle: 14,000 lbs.

5.9.2 Front Suspension: 14,000 lbs.

5.9.3 Rear Axles: 40,000 lbs. Rear axles with interaxle differential controlled from the cab. Install steel covers on axle temp. probes. **MUST BE TANDEM AXLES, NO THIRD AXLE (NO NON DRIVE AXLE WILL BE ACCEPTED.)**

5.9.4 Rear Suspension: 40,000 lbs. (Rear axle spacing of 54")

5.10 TIRES / WHEELS

5.10.1 Wheel Base to be a minimum of 206" with 138 CA

5.10.2 Front & Rear Tires 12R22.5

5.10.3 Front & Rear will have mud flaps. **ALL ADVERTIZING MUST BE TURNED IN.**

5.11 FRAME :

5.11.1 The frame shall meet or exceed the current highest industry Standards and requirements for frame. The frame shall be warranted to be free from defects in material or workmanship for a period of Five (5) Years.

5.12 CAB: CONVENTIONAL DAY CAB

5.12.1 The cab shall be manufactured in such a manner to allow for maximum visibility. Utilization of fiberglass in the manufacturing process of the cab shall be limited to non-structural areas. Air seat needs to be adjustable on left side.

5.12.2 High Visibility windows of standard manufacturer's design with **Factory Tint.**

5.12.3 (2) 8" spot mirrors placed on lower side of full mirrors on both sides of units.

5.12.4 Integral Air conditioner/Heater/defroster

5.12.5 Dual sun visors on all units.

5.12.6 Variable speed Electric dual wiper and washer motors.

5.12.7 Electric back – up horn (must meet OSHA requirements). Located on the rear of vehicle, (107decesadle Back-up Horn).

5.12.8 FULL STANDARD MIRRORS

5.12.9 Grab handles will be mounted on both inside and outside of cab and will meet all OSHA requirements.

5.13 GAUGES:

5.13.1 Electrical tachometer.

5.13.2 Manufacturer's standard speedometer / odometer.

5.13.3 Electrical oil pressure gauge, water temperature gauge, volt gauge.

5.13.4 Included in cluster, warning lights for parking brake on, high water temperature, high transmission temperature and transmission in neutral light, engine oil temperature gauge.

5.14 ELECTRICAL SYSTEM:

5.14.1 The body junction box will accommodate the following systems: Marker lights, tail lights, right and left turn signal, stop lights, back- up lights and back-up horn.

5.14.2 Four (4) batteries with a total of 3000 CCA minimum.

5.14.3 Battery location shall be accessible for ease of maintenance. Located as close to the starter as practical.

5.14.4 Vehicle battery boost system with quick disconnect plug to be mounted at center rear of bumper with 25' positive & negative end clamps.(SEE ATTACHED PHOTO #2)

5.14.5 All circuits loads shall be controlled by a Flaming River magnetic switch w/ lockout, to be mounted as close as possible to battery box.

5.14.6 RADIO: All vehicles will be equipped with am-fm radios, manufacturer's standard. Antenna for radios must be mounted on left side behind cab.

5.15 LIGHTS: Flush type clearance lights.

5.16 FRONT BUMPER: full width.

5.17 Front frame mounted loops, shall be of sufficient size to pull 52,000 lbs.

5.18 Engler Hubometer or equal shall be mounted on the left rear axle.

5.19 50 GALLION FUEL TANK

5.20 12,000 lbs. Hydraulic operated winch to be mounted with heavy-duty support to front frame and bumper.

5.21 PAINT: Dupont Irmron Blue P3594

5.21.1 Paint entire inside and outside of cab and chassis, to include frame, bumper, air cleaner, axles, tanks, battery box. to be determined by mutual agreement between Contractor and City.

5.21.2 All rims will be painted white.

**5.22 LUBE BODY: Specifications are for a Standard 8' x 18' Lube body.
LUBE BODY SHALL HAVE A FULL TWO YEAR WARRANTY.**

5.22.1 **BODY:** The body shall be constructed with longsills, made of tubing, that measure 8" x 3" x 3/16". It shall be constructed with 4" x 5.4 lb structural channel members located on 12" centers and 5" x 5.4 lb structural channel rub rails. Floor plate shall be constructed of 1/8" floor plate. The body mounting system shall utilize 3/8" fixed shear plates and spring -loaded tie-down to allow the body and chassis to flex independently while the vehicle is in motion. The body shall measure a nominal 18'L x 94" W.

5.22.2 The enclosed rear dropped service compartment shall incorporate a rear tubular style bumper, reel, and pump mounting shelves constructed of galvanized steel. The floor is sloped to route drip oil to the combination bumper and drain pan. The combination bumper and drain pan shall be constructed of rectangular tubing, fitted with a plug, and have the capacity to store approximately 15 gallons of drip oil. The compartment assembly shall tie directly to the chassis frame to provide support. The compartment shall be constructed using galvanized steel reinforcements and braced with 3/8" shear plate gussets. The finished compartment shall be designed for installation of lights and have an aluminum slatted roll-up door with weather seals and a drip eave.

5.22.3 There shall be two storage compartments above deck. Both compartment shall consist of having 3 point latching doors. The Street side compartment shall be vertically hinged and measure a nominal 10"L x 53"H x 24"D. The both compartment shall consist of a pair of overlapping doors. The curb side compartment shall be vertically hinged and measure a nominal 120"L x 53"H x 24"D. Storage boxes to have T handle locks and keyed alike. All storage boxes will have a American Eagle or equal spacious drawer sets and bolt bins for everyday tools and accessories. Vendor will work with City of Albuquerque on the amount of boxes and drawers.
(SEE ATTACHED PHOTO # 1)

5.22.4 One storage box to be mounted on left front lower corner of body. Horizontal 14 gauge 56"L x 24"H x 18"D with T handle locks and keyed alike. (SEE ATTACHED PHOTO #3)

- 5.22.5 One storage box to be mounted on right front lower corner of body. Horizontal 14 gauge 30”L x 24”H x 18”D with T handle locks and keyed alike. (SEE ATTACHED PHOTO #4)

5.23 ELECTRICAL, 12-VOLT DC

- 5.23.1 Adjustable 12-volt lights shall be provided. Lights shall be individually located to provide lighting on all sides of the body and rear reel section and shall be wired to the truck electrical system.
- 5.23.2 Electrical control station – one weather-resistant control box shall be provided. Each hydraulically driven system and 12-volt DC light system shall be individually controlled by a lighted, environmentally sealed rocker switch. Each switch shall be fused in accordance to the rated load it is driving.
- 5.23.3 A 70-amp relay powered by the ignition switch shall be provided to activate the main system. A weather-resistant control box shall be provided to control the hydraulics to each pump individually via an electrical switch; an indicator light shall be incorporated into the switch.

5.24 Oil System

- 5.24.1 Four (4) oil product tanks shall be constructed of seamless polyethylene; each shall feature a lockable 2” vented fill cap, 1 micron breather filter and include a 1” bottom suction port. The tanks shall be mounted so as to be contained by the body and a system of containment rails. (SEE ATTACHED PHOTO #1)

Motor oil – 75 Gal.

Transmission oil – 75 Gal.

Synthetic transmission oil – 75 Gal.

Hydraulic oil – 135 Gal.

- 5.24.2 The product oil pumping system shall consist of a hydraulically driven gear pump per oil tank. Each product pump shall be equipped with an on/off switch and be capable of a sustained nominal delivery rate up to 12 gpm. The pump shall be controlled and mounted to a manifold consisting of multiple oil system pumps. The manifold shall provide the hydraulic power for the pumps. The manifold pumping system shall be mounted in the right hand, bottom portion of the hose reel compartment so that the pumps are mounted in a vertical manner.
- 5.23.3 Oil hose reels shall be heavy-duty, high-volume, and spring-retractable. The reels shall feature heavy-gauge steel frames and dual support arms. Each reel shall feature a positive lock and unlock ratchet, and shall be equipped with a ½” x 50’ (minimum) hose with a ball stop.

5.25 Antifreeze System:

5.25.1 The (2) two antifreeze product tank shall be constructed of seamless polyethylene; each shall feature a lockable 2" vented fill cap, 1 micron breather filter and include a 1" bottom drain. The tanks shall be mounted with rails incorporated into the body.

(SEE ATTACHED PHOTO #1)

Antifreeze tank # 1 – 75 Gal.

Antifreeze tank # 2 – 75 Gal.

5.25.2 The antifreeze pumping system shall consist of a pneumatic-driven pump. The product pump shall be equipped with an on/off valve and be capable of a sustained nominal delivery rate up to 12 gpm.

5.24.3 The antifreeze reels shall be heavy-duty, high-volume, and spring-retractable. The reels shall feature heavy-gauge steel frames and dual support arms. Each reel shall feature a positive lock and unlock ratchet, and shall be equipped with a ½" x 50' (minimum) hose with ball stop.

5.26 AIR SYSTEM:

5.26.1 A hydraulically-driven air compressor shall be provided. The compressor shall have a nominal delivery of 30 cfm, and a maximum working pressure of 150 psi at the receiver tank. Storage box with T handle lock and keyed alike. Vertical L/H hinged storage box to be 48"D x 30"L x 53"H mounted on left front corner of body.

5.26.2 The air reel shall be heavy-duty, high-pressure, and spring-retractable. The reel shall feature a heavy gauge steel frame and dual support arms. The reel shall feature a positive lock and unlock ratchet, and shall be equipped with a ½" x 50' (minimum) hose with ball stop.

5.27 MAIN HYDRAULIC SYSTEM:

5.27.1 The hydraulic system shall be a HOT SHIFT PTO variable-flow, load sensing system that consists of a PTO, load-sense pump integrally mounted on the PTO, filters, hydraulic reservoir, and mounting kit. The PTO assembly shall be mounted directly to the chassis transmission, and must be engaged by means of a control that is located in the cab. A support bracket to be mounted to hydraulic pump.

5.27.2 The main system shall be protected by a filtering system on both the suction and return side of the pump and reservoir. The suction strainer shall have a 100-mesh element and a vacuum gauge. The return filter shall have a 25-micron element. A hydraulic system reservoir shall feature a vented filler cap and sufficient openings for the pump and filter connections.

5.28 MISCELLANEOUS ITEMS:

- 5.28.1 The platform mounting system shall utilize 3/8" fixed shear plates and spring-loaded tie-downs to allow the platform and chassis to flex independently while the vehicle is in motion.
 - 5.28.2 Final filtration of oil product that does not include gear oils.
 - 5.28.3 City of Albuquerque will provide old hydraulic hose crimp machine to be installed inside hose reel compartment by vendor.
 - 5.28.4 Signal Master model # 322112 directional light bar with patterns left, right, center-out, and flashing warning. To be mounted on top of hose reel compartment centered. (SEE ATTACHED PHOTO #2)
 - 5.28.5 Wilton model # 655 6" vise or equal to be mounted on right rear corner of step bumper. (SEE ATTACHED PHOTO #1)
 - 5.28.6 Removable hydraulic hose racks to store hose reels for # 16, # 12, # 8, # 6, # 4, hydraulic hoses. (SEE ATTACHED PHOTO #2)
 - 5.28.7 Lincoln Ranger model # 250 or equal welder to be mounted on right front corner of body. Vertical R/H hinged storage box to be 48"D x 30"L x 53"H for welder to fit in storage box with T handle lock and keyed alike. (SEE ATTACHED PHOTO #1)
 - 5.28.8 Step bumper to be 12"W x 96"L. (SEE ATTACHED PHOTO # 4)
- 5.29 IMT Telescopic Crane model # 3820-2H or equal with outriggers mounted at rear of body. (SEE ATTACHED PHOTO #1, #4)
- 5.29.1 The crane shall be a telescoping crane which mounts to a mechanics tool box on curb side rear of tool box body.
 - 5.29.2 The base shall house the crane rotation assembly and consist of a casting, a rotation bearing driven by a worm gear and hydraulic motor. The casting shall have provisions to bolt directly to the mechanics tool box body.
 - 5.29.3 The crane mast shall consist of two vertical uprights with no cross bracing that would hinder servicing. The lower end shall attach to the rotation bearing and support the base end of the lower cylinder. The upper end shall support the base end of the lower boom. The control valves shall attach to the rear section of the mast.
 - 5.29.4 The lower boom shall be hinged to the mast and shall encompass the extension boom assembly. It shall also mount the rod end of the lower cylinder without the use of linkage.
 - 5.29.5 The extension boom assembly shall consist of two telescoping booms which shall telescope hydraulically.

- 5.30 Access ladder 26" wide with grab handles on both sides and mounted on curb side between welder & tool box. (SEE ATTACHED PHOTO #1)
- 5.31 Vertically hinged storage box 36"L x 65"H x 24"D to hold oxygen/acetylene tanks and to be mounted on street side in front of reel compartment. Storage box lock to be T handle type and keyed alike. Mounting brackets to hold down both bottles and bracket to roll-up hoses for tanks.
(SEE ATTACHED PHOTO #1)
- 5.31 One (1) Heavy duty Fire Extinguisher bracket with a 10 lb. ABC fire extinguisher to be mounted to back side of curb side tool box.
(SEE ATTACHED PHOTO #1)

6.0 SERVICE FACILITIES:

All warranty services and repairs necessary as a result of this RFB shall be the responsibility of the Vendor not the manufacture. The vendor shall:

- 6.1 Have had in operation a full service shop for at least twelve (12) months prior to the bid due date.
- 6.2 Demonstrate proof that the subcontractor has a full service shop , which has been in operation for at least twelve (12) months prior to bid due date.
- 6.3 If your offer includes a declaration that you will subcontract any or all of the warranty maintenance and repair work, include all supporting documentation agreements, letters of intent from your proposed subcontractors. Such additional documentation shall, as a minimum:
 - 6.3.1 State proof of subcontractor's intent and promise to perform the Necessary services:
 - 6.3.2 State proof of in detail subcontractor's ability to perform the Necessary services:
 - 6.3.3 State proof of subcontractor's prior experience in providing the Proposed subcontracted services:

6.4 SERVICE FACILITIES IDENTIFICATION:

A service facility information form for your facility and any subcontractors facilities may be required (upon Departments request) before an award of contract is made. A form will be provided if the Department request this action. Vendor must complete and return to Purchasing for evaluation within 5 days of request. Failure to do so may cause your bid to be non-responsive.

- 6.4.1 Such facility shall be located within 20 miles of the intersection of Edith Blvd and Griegos Rd. N. E. Possess the capability of major and minor, refuse vehicle componet replacement and repair, but not necessarily limited to:

6.4.2 All facets of repairs, including parts & labor replacement, related to the total vehicle.

6.4.3 Solid Waste Management, if it deems it necessary, shall have the right to inspect all Service Facilities.

7.0 5-DAY LIMIT ON WARRANTY REPAIR WORK:

The Vendor shall assure that all needed repairs will be completed within a five (5) working day period. In the event that the repairs are not completed within that time period, the City may charge the vendor a daily amount not to exceed \$250 dollars per day per unit for each full day over the limit or pro-rate portion thereof.

8.0 REPAIR PARTS:

Vendor shall make available repair parts (for normal wear items) peculiar to the vehicles (including flatbed body) for a period of not less than 7 years, and shall carry adequate spare parts inventory to satisfy the City's actual needs during that period . To include all maintenance parts.

8.1 The Vendor shall furnish to the City a listing of all normal and rapid wear items considered essential to routine maintenance of the vehicles furnished, 14 working days after contract is awarded. These parts shall be available locally.

9.0 DELIVERY:

9.1 Delivery Schedule:

The Vendor shall provide the City within 14 working days following notification of award, a factory manufacturing and assembly schedule leading to delivery of the units offered to the Solid Waste Management Department.

9.2 Delivery Time:

Each vehicle consisting of cab, chassis, engine and flatbed body in working order, ready for collection service, shall be delivered to the City within One Hundred fifty (150) days after receipt of order.

9.3 Delivery Point:

The delivery point for completed vehicles shall be:

City of Albuquerque, Solid Waste Management Department
Attention: Superintendent, Vehicle Maintenance Division

4600 Edith Boulevard, N.E.
Albuquerque, New Mexico 87107
(505) 761-8100

9.4 FREIGHT PREPAID:

Freight shall be FOB Destination-Freight Prepaid.

10.0 LIQUIDATED DAMAGES FOR LATE DELIVERY:

Liquidated damages in the amount of \$250 dollars per day per truck will be assessed against the vendor for each calendar day, or pro-rate portion thereof, beyond the specified delivery schedule, that the vehicles are not delivered in acceptable condition as required. This paragraph also applies to any period that the successful offerer is given by the City to cure its vehicles deficiencies. The city will not unreasonably withhold acceptance of any work or materials furnished as a result of this RFB.

10.1 Delays due or causes found by the City not to be under the reasonable control of the Vendor or the manufactures of the vehicles offered, will not be counted when assessing liquidated damages. The sum of any liquidated damages will be deducted from any monies due to the vendor. These deductions are to cover additional expenses of the City resulting from failure of the Vendor to complete delivery within the designated time. This paragraph is not to be construed as limiting the City's imposition of any damages to only that of liquidated damages.

11.0 LICENSES, PERMITS:

The Vendor shall obtain all necessary temporary licenses, permits and insurance for each vehicle prior to its delivery. Any such licenses, permits and insurance shall be maintained by the Vendor for the evaluation period, until after final acceptance of the vehicles by the City.

12.0 TRAINING:

The Vendor shall provide in-house operational and maintenance / repair training for a maximum of 3 employee's of 8 hours of training per mechanic. This training shall be provided by a qualified technician knowledgeable in all aspects of refuse collection vehicles and their operation Upon request, the Offerer shall provide an outline of its training program and identify the trainer(s) and their qualifications.

13.0 MANUALS:

Total of (2) two operators manuals and / or CD-ROM if available for trucks ordered, operators manual for truck and current line sheet. Shop Repair Manual, Electrical Schematic, and Schematics for Cab and Chassis. Complete Engine Manual and Transmission Manual. Future updates on any changes up to (7) years.

14.0 VENDOR EMPLOYEES:

City reserves the right for any reason at anytime not inconsistent with applicable laws, rules, or regulations to request that Vendor remove any personnel provided by Vendor from performing services as a result of this RFB. Said removal shall take effect immediately upon the Solid Waste Management Department notifying Vendor, either orally or in writing, of its request for removal of said person. Such person shall not be allowed to perform any services hereunder without the prior written consent of the City. Any oral communication given under this paragraph, or elsewhere herein, shall be immediately confirmed in writing.

15.0 SUBCONTRACTOR:

The Vendor must identify all intended subcontractors and the specific tasks of each at the time of its bid submittal. If an intended subcontractor is not identified until after award, said subcontractor cannot be utilized without first obtaining approval from the Solid Waste Department.

15.1 No firms which have been prohibited from doing business with the City of Albuquerque, their successor(s), assignee(s), subsidiary(ies) or their Affiliate(s) may function as subcontractor(s) to the Vendor.

15.2 Sub-contractor pass through requirements. Vendor shall require and certify to the City that each subcontractor utilized by Vendor hereunder shall comply with all requirements which are imposed on Vendor.

16.0 TRANSFER OF INTEREST:

Vendor shall not sell, assign, transfer or dispose of any interest hereunder without prior written consent of the City thereto. Any attempt by Vendor to make such transfer without prior written consent shall give the City the right to terminate this agreement without further obligation to the Vendor.

17.0 ACCEPTANCE OF UNITS:

17.1 The vehicles provided by the Vendor may be examined and tested for compliance with specifications and required performance contained herein. Any failure related to engineering / design deficiencies, workmanship of materials furnished as a result of this RFB must be adjusted, repaired or changed as appropriate. Units not meeting specifications or units experiencing breakdowns due to other failures will not be accepted and may be returned to the Vendor for remediation at no expense to the City. If the vehicle cannot be repaired within 14 working days the Superintendent of Solid Waste Managements Vehicle Maintenance must be notified in writing. The Vendor will be notified in writing by the City of any deficiencies in the vehicles construction or performances noted and must remedy any non-compliance with the specification with a (5) working day period beginning on the date and time the failure was reported to the Vendor.

17.2 "Acceptance" occurs when a vehicle has been approved by the City as having met all of the physical and performance specifications as set forth in this RFB and its resulting purchase order.

17.3 Acceptance of delivery of any vehicle shall not relieve the Vendor of any guarantee or warranty, expressed or implied. Such acceptance of delivery shall not be considered an acceptance of services or materials not in accordance with the requirements of this RFB and shall not waive the City's right to require compliance with those requirements.

17.4 Payment of invoices shall only be processed upon acceptance of the vehicles by the City. Final acceptance by the City Department's authorized representative, and processing of invoice(s) for payment.

17.5 Sufficient information and proof must be provided with your offer to allow through evaluation of the offerers ability to provide or subcontractor acceptable repairs and maintenance for the vehicles proposed. Failure to provide sufficient information may cause your bid to be considered as non - responsive.

17.6 Purchase of Vehicles offered, as a result of this RFB is contingent Upon Availability of sufficient funds.

18.0 DOT REGULATIONS:

At time of both initial and final acceptance by the City, each vehicle must meet all existing DOT Regulations and all applicable Federal, State and Local Emission Standards and Noise Standards.

19.0 WARRANTY:

19.1 Warranty shall cover all components set forth Below. Successful bidders shall warranty the entire chassis & flatbed body (to include the controls) to be free from defects in materials and workmanship for a period of twenty four (24) months or manufacturer's warranty, whichever is greater. This warranty shall be for 100% percent of labor and parts. Deviation from the specifications as stated herein will not be accepted and may cause your bid to be considered as non-responsive. This warranty shall cover normal wear and tear items.

19.2 Warranty shall cover all components of the cab and chassis, except those that may be set forth below. 100% of parts and labor defects in material and workmanship for 24 months or manufacturer's warranty whichever is greater. Transmission shall be warranted for twenty four (24) months or manufacturer's warranty, whichever is greater. This warranty shall also include replacement or topping off of transmission and hydraulic fluids, antifreeze and motor oil identified as a result of defects in parts and workmanship.

19.3 REGARDLESS OF WARRANTIES PROVIDED BY THE CAB, CHASSIS, ENGINE OR ANY OTHER MANUFACTURER PROVIDING SERVICE, MATERIAL OR LABOR. THE VENDOR SHALL BE ULTIMATELY RESPONSIBLE FOR THE WARRANTY OF EACH VEHICLE. IT SHALL BE THE RESPONSIBILITY OF THE VENDOR TO COORDINATE ALL WARRANTY REPAIRS AND TO ENSURE THAT SUCH REPAIRS ARE COMPLETED SATISFACTORILY AND ON A TIMELY BASIS. THE VENDOR SHALL BE THE CITY'S ONLY CONTACT FOR WARRANTY REPAIRS, UNLESS OTHERWISE MUTUALLY AGREED UPON IN WRITING BY THE SOLID WASTE MANAGEMENT VEHICLE MAINTENANCE SUPERINTENDENT.

19.4 Please provide cost of any available extended warranty.

19.5 Tires and batteries shall include standard manufacturer's warranty.

19.6 Vehicles furnished as a result of this RFB shall be unconditionally warranted against any / all failures due to defects in workmanship and / or materials for two (2) years from date of acceptance.

19.7 All warranty repairs shall be accomplished utilizing original equipment manufacturer's (OEM'S) parts unless otherwise approved in writing by the Solid Waste Management Vehicle Maintenance Superintendent. **Warranty will include replacement or topping off of lost fluids and towing and hauling of**

vehicle to repair facility when problem is due to faulty material or workmanship.

19.8 Authorized Warranty Repair Facility Listing:

Along with the warranty period for each major component proposed, the offer, shall provide with their offer a complete listing of all authorized Warranty Repair Facility that will be servicing the Vehicles during the appropriate warranty period(s).

19.8.1 This list shall include the facility name, whether or not it is an Authorized representative for the manufacturer, name and title of individual to contact, address and telephone number, components(s) authorized to be repaired under these conditions. Components subject to this requirement include, but are not necessarily limited to: engine, transmission, rear suspension, front suspension, tires, air cleaner, starter, muffler, alarm and shut down, hydraulic power steering, steering pump, air dryer, fire suppression system (if furnished).

19.9 Any other work performed or materials furnished by the Vendor in connection with the furnishing of vehicles as a result of this RFB is to be warranted per the manufacturer's standard warranty.

19.10 Testing of Components Repaired Under Warranty:

Warranty repaired hydraulic components shall be tested at rated pressure and flow simultaneously. Certification must be provided upon request.

BOND REQUIREMENTS: The Offerer and the selected vendor shall furnish the following bonds:

BID BOND:

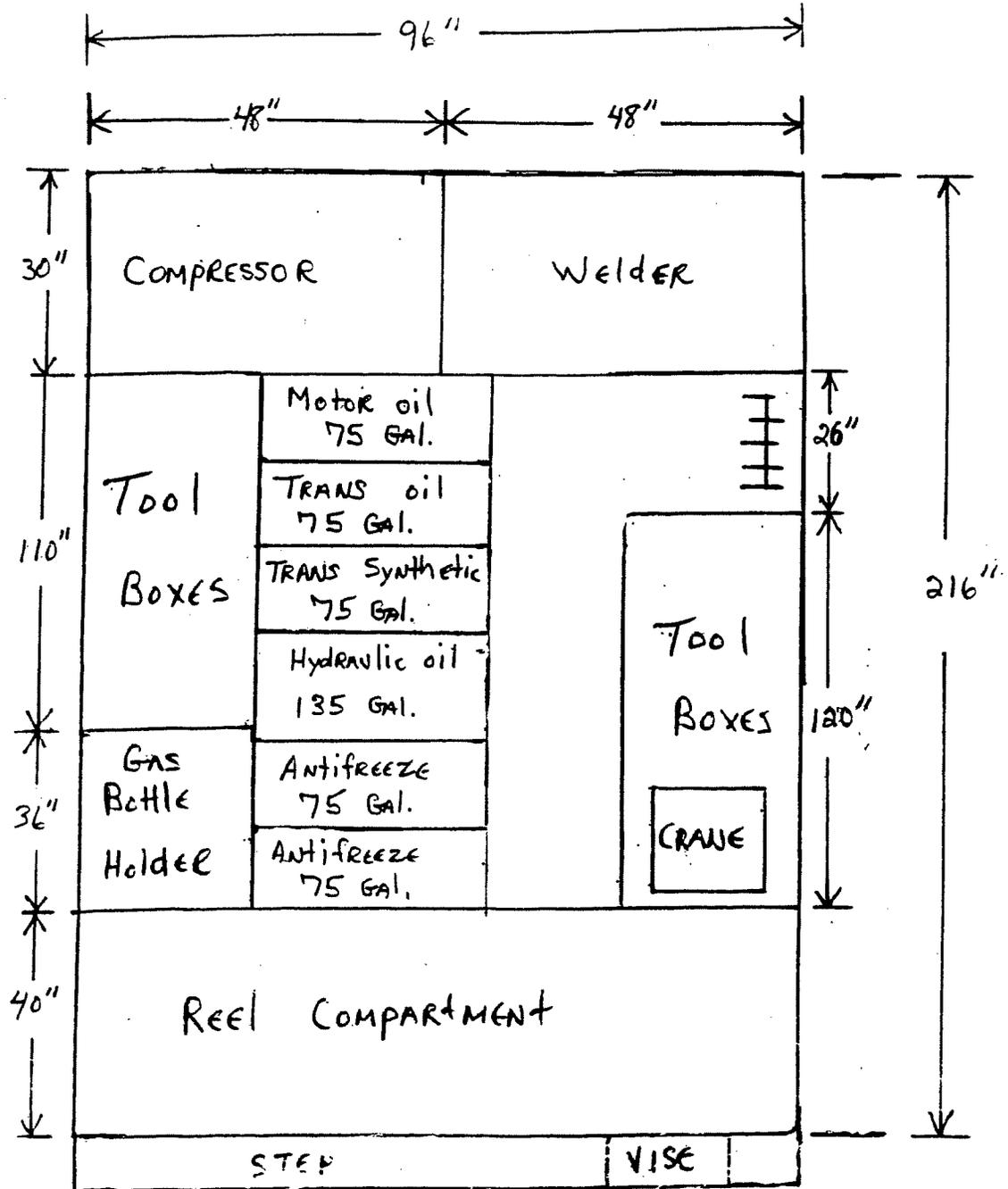
Each offer MUST be accompanied by a Bid Bond in the amount of five percent (5%) of the total amount offered. The Bid Bond is provided as a guaranty that the Offeror, if awarded the contract, will promptly execute such contract in accordance with this Request for Bids, will furnish a good and sufficient performance bond for the faithful performance of the contract, including, but not limited to, all warranties and guarantees. The OFFEROR must be named as principal on the bond.

PERFORMANCE BOND:

Prior to issuance of a purchase order and performance of any work under the resulting contract, and not later than fifteen (15) working days after notification of award, the selected vendor shall provide to the City a Performance Bond guaranteeing performance of the contract in accordance with all specifications, terms and conditions. Such bond shall be in an amount equal to one hundred percent (100%) of the total contract amount and shall be maintained throughout the term of the contract, which includes any warranty period, or for a period of two (2) years after final acceptance by the City of the vehicles bid, whichever term is longer. The selected vendor must be named as principal on the bonds.

All bonds must be written by a surety authorized to conduct business in the State of New Mexico and be listed as approved in the current Federal Register listing. The bonds shall Be written on the forms provided in this RFB. NO THIRD PARTY BONDS WILL BE ACCEPTED . CASHIER'S CHECKS, CERTIFIED CHECKS, PERSONAL CHECKS, LETTERS OF CREDIT, CASH OR OTHER SUBSTITUTES WILL NOT BE ACCEPTED IN LIEU OF THESE BONDS.

PHOTO # 1 TOP VIEW OF VEHICLE



REAR OF VEHICLE

PHOTO # 2
REAR VIEW OF VEHICLE

DIRECTIONAL Light BAR

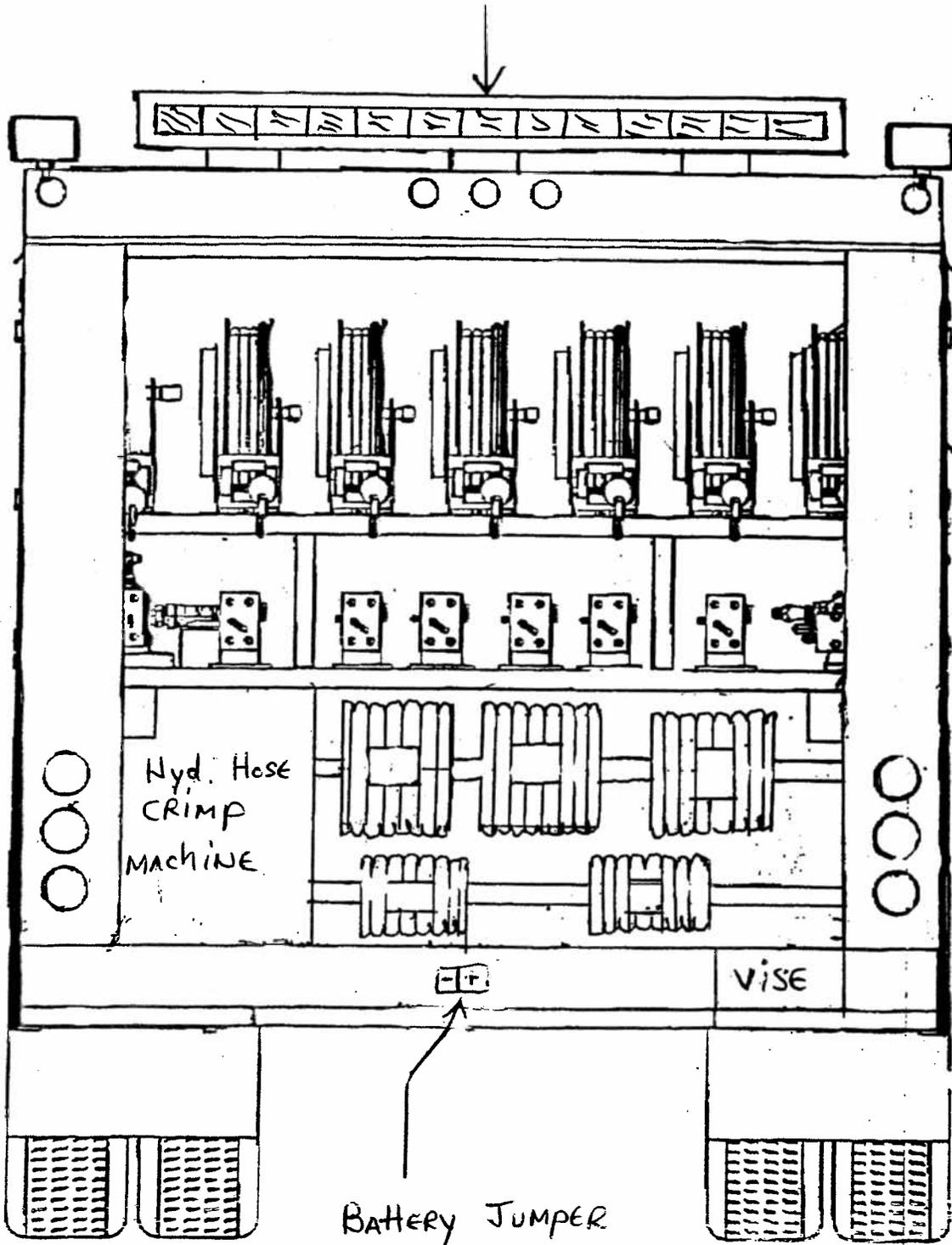


PHOTO # 3
LEFT VIEW OF VEHICLE

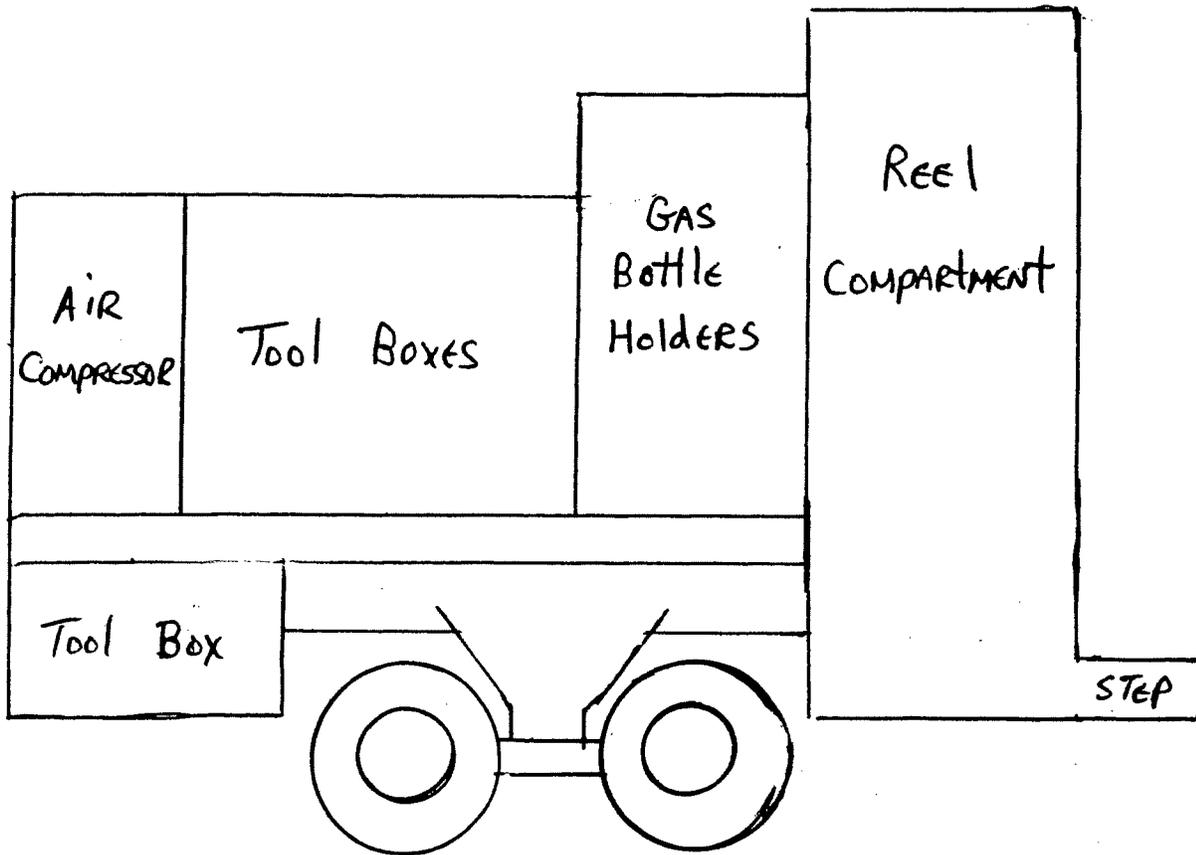
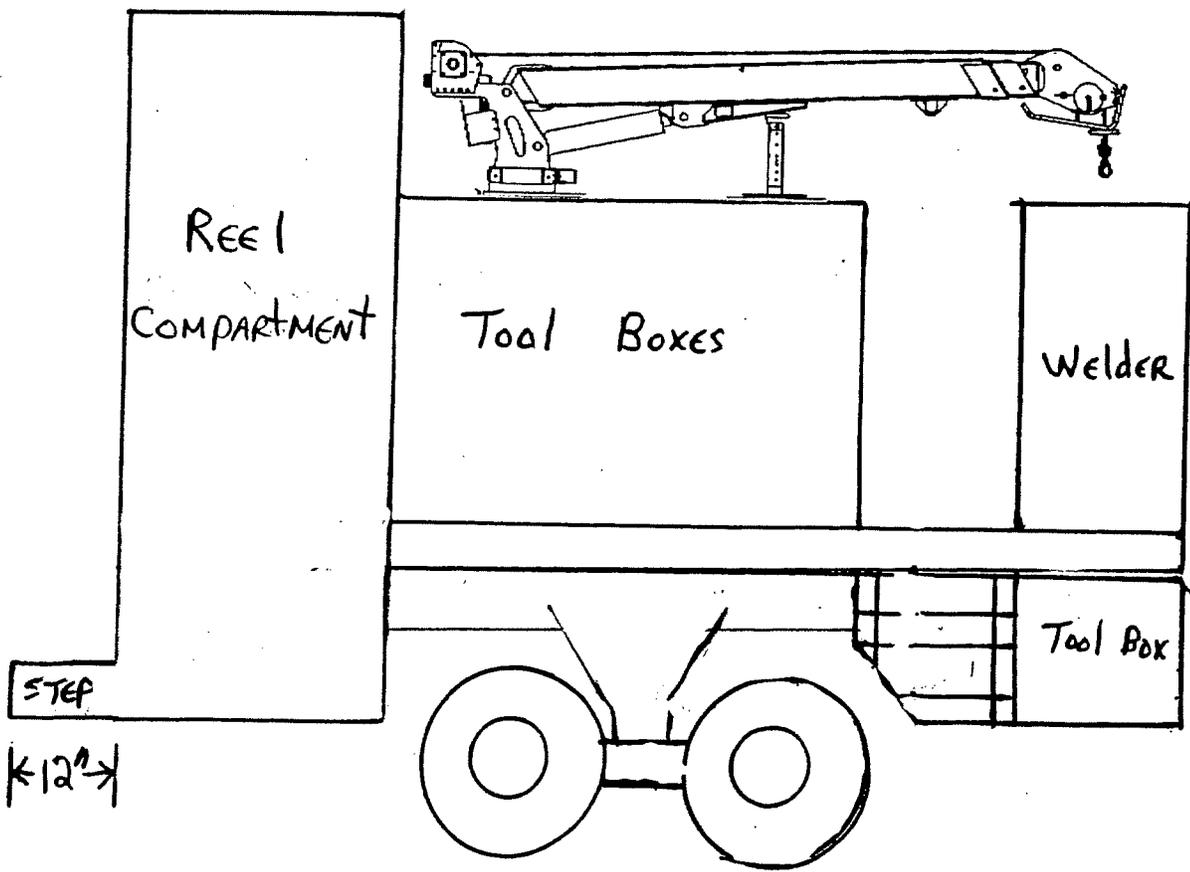


PHOTO # 4
RIGHT VIEW OF VEHICLE



Bond Requirements - The Offeror and the Contractor shall furnish a separate Bid Bond, Performance Bond and Labor and Material Payments Bond as follows:

BID BOND: Each offer MUST be accompanied by a bid bond issued by a surety, duly authorized to conduct business in the State of New Mexico and acceptable to the City, in the amount of five percent (5%) of the total amount offered and written on the form provided in this RFB. The Bid Bond is submitted as a guaranty that the OFFEROR, if awarded the contract, will promptly execute such contract in accordance with this Request for Bids, will furnish good and sufficient bond for the faithful performance of the contract and for the payment of all labor and materials. The OFFEROR must be named as principal on the bond. NO THIRD PARTY BID BONDS WILL BE ACCEPTED.

PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENTS BOND: The Contractor will be required to furnish separate surety bonds each in the amount of one hundred percent (100%) of the total contract amount, offered as security for the faithful performance of the contract and for the payment of all labor and materials. These bonds must be written on the forms provided in this RFB and furnished prior to or at the time of the issuance of a written notice of award of a contract resulting from this RFB. The Contractor must be named as principal on the bonds. No third party performance bonds will be accepted. The sureties on such bonds shall be duly authorized to conduct business in the State of New Mexico, and acceptable to the City.

CASHIER'S CHECKS, CERTIFIED CHECKS, PERSONAL CHECKS, LETTERS OF CREDIT, CASH OR OTHER SUBSTITUTES WILL NOT BE ACCEPTED IN LIEU OF THESE BONDS.

Proposal (Bid) Bond

KNOW ALL MEN BY THESE PRESENTS:

THAT _____
_____ as Principal, hereinafter called the Principal, and _____
_____ a corporation duly organized and existing under and by virtue of the laws of the State of _____
_____ and authorized to do business in the State of New Mexico, as
Surety, hereinafter called the Surety, are held and firmly bound unto the City of Albuquerque,
New Mexico, as Obligee, hereinafter called the City, in the sum of
_____ Dollars
(\$ _____) for the payment of which sum well and truly to be made, we bind ourselves,
our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these
presents.

WHEREAS, the Principal has submitted the accompanying Bid Proposal dated
_____, 20____, for _____,
which Bid Proposal is by reference made a part hereof and is hereinafter referred to as the Bid.

NOW, THEREFORE, the condition of this obligation is such that, if the City shall
accept the Bid of the Principal and the Principal shall enter into a contract with the City in
accordance with the terms of such Bid, and give such bond or bonds as may be specified in the
bidding or contract documents with good and sufficient surety for the faithful performance of
such contract and for the prompt payment of labor and material furnished in the prosecution
thereof or in the event of the failure of the Principal to enter into such contract and give such
bond or bonds, if the Principal shall pay to the City the difference not to exceed the penalty
hereof between the amount specified in said Bid and such larger amount for which the City may
in good faith contract with another party to perform the work covered by said Bid, then this
obligation shall be null and void, otherwise to remain in full force and effect.

SIGNED AND SEALED this _____ day of _____, 20____.

ATTEST:

Principal
By: _____
Title: _____

ATTEST:

Surety
By: _____
Title: _____

Performance Bond

KNOW ALL MEN BY THESE PRESENTS:

THAT _____

as Principal, hereinafter called the Contractor, and _____
_____,
a corporation duly organized and existing under and by virtue of the laws of the State of _____
_____ and authorized to do business in the State of New Mexico, as a
surety, hereinafter called the Surety, are held and firmly bound unto the City of Albuquerque,
New Mexico, as Obligee, hereinafter called the City, in the amount of _____
_____ Dollars (\$ _____)
for the payment whereof the Contractor and Surety firmly bind themselves, their heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Contractor has submitted a Bid in response to RFB _____,
entitled _____, and shall by written agreement enter into a
contract with the City described as follows: _____
_____,
which contract shall by reference be made a part hereof and is hereinafter referred to as the
Contract.

NOW, THEREFORE, the condition of this obligation is such that, if the Contractor shall
faithfully perform and complete said Contract according to its terms and comply with all
requirements of law, then this obligation shall be null and void; otherwise it shall remain in full
force and effect.

The Surety hereby waives notice of any alteration or extension of time made by the City.

The Surety hereby consents to progress payments to the Contractor and acknowledges
that such payments shall not preclude the City from showing the true character and quality of
materials furnished or services rendered or from recovering from the Contractor or Surety such
damages as the City may sustain by reason of deficiency in quantity or quality of materials or
services furnished with respect to which a progress payment was made.

Whenever the Contractor shall be, and is declared by the City to be, in default under the
Contract, the City having performed its obligations thereunder; the Surety may promptly remedy
the default or shall promptly:

1. Complete the Contract in accordance with its terms and conditions, or
2. Obtain a bid or bids for submission to the City for completing the Contract in

accordance with its terms and conditions and, upon determination by the City and Surety of the lowest responsible Offeror, arrange for a contract between such Offeror and the City and make available as the work progresses (even though there should be default or a succession of defaults under the Contract or Contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the contract price but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term "balance of the contract price," as used in this paragraph shall mean the total amount payable by the City to the Contractor under the Contract and any amendments thereto, less the amount properly paid by the City to the Contractor.

The Surety acknowledges that the Contract may contain express guarantees and agrees that said guarantees, if any, are covered by the Surety's obligation hereunder.

Any suit under this bond must be instituted before the expiration of three years from the date on which final payment under the Contract falls due, except that, with respect to express guarantees of a longer term, a suit thereon must be initiated within six months following the expiration of said express guarantees, if any.

Right of action with respect to any express guarantees, if any, in the Contract shall accrue following completion and formal acceptance of the work under the Contract.

No right of action shall accrue on this bond to or for the use of any persons or corporation other than the City named herein or its successors or assigns.

SIGNED AND SEALED this _____ day of _____, 19____.

Contractor

By: _____

Title: _____

ATTEST:

Surety

By: _____

Title: _____

ATTEST:

Claims or Notice given to Surety pursuant to this Bond shall be sent to the following mailing address:

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SUPPLEMENTAL TERMS AND CONDITIONS
REQUEST NUMBER: RFB2007-022-GJ

SUPPLEMENTAL TERMS AND CONDITIONS:

THESE SUPPLEMENTAL TERMS AND CONDITIONS ARE IN ADDITION TO THE GENERAL INSTRUCTIONS, TERMS AND CONDITIONS AND, IN THE EVENT THERE IS A CONFLICT BETWEEN THE PROVISIONS OF THE GENERAL INSTRUCTIONS, TERMS AND CONDITIONS AND THESE SUPPLEMENTAL TERMS AND CONDITIONS, THE PROVISIONS OF THESE SUPPLEMENTAL TERMS AND CONDITIONS SHALL CONTROL.

AWARD OF CONTRACT - ALL OR NONE:

IT IS THE CITY'S INTENTION TO AWARD A CONTRACT RESULTING FROM THIS REQUEST TO THE RESPONSIVE AND RESPONSIBLE OFFEROR WHOSE "ALL OR NONE" TOTAL PRICE IS LOWEST. IF NO RESPONSIVE "ALL OR NONE" OFFERS ARE RECEIVED, THE CITY MAY AWARD TO THE LOWEST RESPONSIVE AND RESPONSIBLE OFFEROR WHO OFFERS AT LEAST AS MANY ITEMS AS ALL OTHER OFFERORS.

BOND, BID:

EACH OFFER MUST BE ACCOMPANIED BY A BID BOND ISSUED BY A SURETY DULY AUTHORIZED TO CONDUCT BUSINESS IN THE STATE OF NEW MEXICO AND ACCEPTABLE TO THE CITY IN THE AMOUNT OF FIVE PERCENT (5%) OF THE TOTAL AMOUNT OFFERED. THE BID BOND IS SUBMITTED AS A GUARANTY. THE OFFEROR, IF AWARDED THE CONTRACT, WILL PROMPTLY EXECUTE SUCH CONTRACT IN ACCORDANCE WITH THIS REQUEST AND, IF REQUIRED BY THIS REQUEST, WILL FURNISH GOOD AND SUFFICIENT BOND FOR THE FAITHFUL PERFORMANCE OF THE CONTRACT AND FOR THE PAYMENT OF ALL LABOR AND MATERIALS. THE OFFEROR MUST BE NAMED AS PRINCIPAL ON THE BOND. NO THIRD PARTY BID BONDS WILL BE ACCEPTED. CERTIFIED CHECKS, PERSONAL CHECKS, CASH OR OTHER SUBSTITUTES WILL NOT BE ACCEPTED IN LIEU OF A BID BOND.

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SUPPLEMENTAL TERMS AND CONDITIONS
REQUEST NUMBER: RFB2007-022-GJ

BONDS, PERFORMANCE, AND LABOR AND MATERIAL PAYMENT:

THE SUCCESSFUL OFFEROR WILL BE REQUIRED TO FURNISH SEPARATE SURETY BONDS EACH IN THE AMOUNT OF ONE HUNDRED PERCENT (100%) OF THE TOTAL AMOUNT OFFERED AS SECURITY FOR THE FAITHFUL PERFORMANCE OF THE CONTRACT AND FOR THE PAYMENT OF ALL LABOR AND MATERIALS. THESE BONDS MUST BE FURNISHED PRIOR TO OR AT THE TIME OF THE ISSUANCE OF A PURCHASE ORDER, BUT NO LATER THAN FIFTEEN (15) CALENDAR DAYS AFTER THE DATE OF RECEIPT OF WRITTEN NOTICE OF AWARD OF A CONTRACT RESULTING FROM THIS REQUEST. THE OFFEROR MUST BE NAMED AS PRINCIPAL ON THE BONDS. NO THIRD PARTY PERFORMANCE BONDS WILL BE ACCEPTED. THE SURETIES ON SUCH BONDS SHALL BE DULY AUTHORIZED TO CONDUCT BUSINESS IN THE STATE OF NEW MEXICO AND ACCEPTABLE TO THE CITY. CASHIER'S CHECKS, LETTERS OF CREDIT, CASH OR OTHER SUBSTITUTES WILL NOT BE ACCEPTED.

DAMAGE RESPONSIBILITY FOR:

THE SUCCESSFUL OFFEROR TO THIS REQUEST SHALL BE RESPONSIBLE FOR ANY DAMAGE CAUSED DURING REMOVAL OR INSTALLATION. DAMAGE SHALL BE REPORTED IMMEDIATELY TO THE DESIGNATED CITY REPRESENTATIVE.

DESIGN CONFORMANCE - OSHA:

THE DESIGN OF ALL EQUIPMENT PURCHASED AS A RESULT OF AN OFFER MADE IN RESPONSE TO THE REQUEST SHALL BE IN CONFORMANCE WITH ALL APPLICABLE REGULATIONS OF THE FEDERAL OCCUPATIONAL SAFETY AND HEALTH ACT WHICH ARE IN EFFECT AT THE TIME OF DELIVERY.

FREIGHT, PREPAID:

FREIGHT WILL BE F.O.B. DESTINATION - FREIGHT PREPAID. F.O.B. POINT OTHER THAN INDICATED BY THE CITY WILL NOT BE ACCEPTABLE.

CITY OF ALBUQUERQUE

GENERAL INSTRUCTIONS, TERMS, AND CONDITIONS

IMPORTANT: READ CAREFULLY BEFORE SUBMITTING OFFERS. FAILURE TO DO SO SHALL NOT ABSOLVE THE OFFEROR FROM RESPONSIBILITY TO PERFORM OR DELIVER AS SPECIFIED.

1. **Applicability:** Except as otherwise specifically provided in this Request, these General Instructions, Terms, and Conditions shall govern the procurement of the items specified in this Request. In the event of a conflict between these General Instructions, Terms, and Conditions, Supplemental Conditions or the specifications of this bid, the order of applications shall be the Specifications, Supplemental Conditions, and the General Instructions, Terms and Conditions. In addition, the Public Purchases Ordinance (Section 5-5-1 *et seq.* ROA 1994) and promulgated Rules and Regulations shall apply.
2. **Definitions:** As used in this request, the definitions of the Public Purchases Ordinance (Section 5-5-2 ROA 1994) apply including the following:
 - A. “City” means the City of Albuquerque, New Mexico.
 - B. “Contract” means any agreement for the procurement of goods, services, construction or concessions. A purchase order issued in response to an offer constitutes a contract.
 - C. “Contractor” means an Offeror who has been awarded a contract.
 - D. “Offeror” means a business that submits a response to a competitive solicitation.
 - E. “Purchase Order” means a document issued by the Purchasing Office directing the Contractor to deliver goods, services or construction.
 - F. “Purchasing Office” means the Purchasing Division of the Department of Finance & Administrative Services of the City.
 - G. “Purchasing Officer” means the person charged with the responsibility of administering the Purchasing Office.
 - H. “Request” means all documents, including those attached or incorporated by reference, issued by the Purchasing Office for soliciting offers to provide goods, services or construction.
 - I. “Responsible Offeror” means a business which has the capability in all respects to perform fully the contract requirements set out in the competitive solicitation, and the integrity and reliability which will assure good faith performance, and who has not violated or attempted to violate any provision of law or ethical conduct. Factors which may be considered in determining the Offeror’s capability to perform, among others, are its financial resources, production or service facilities, service reputation and experience.
 - J. “Responsive Offer” means a written offer to furnish goods, services or construction in conformity with standards, specifications, delivery terms and conditions, and all other requirements established in a competitive solicitation.

3. Preparation of Offer:

- A. Submission: All offers must be submitted on the Request for Bid Form enclosed. Failure to do so may disqualify your offer. It is the responsibility of the Offeror to submit sufficient additional information to allow for a thorough evaluation of the offer submitted.**
- B. Preparation Method: All information required in this Request must be typewritten or handwritten in ink and must be legible. Erasures or other changes must be initialed by the person signing the offer. Each offer must be signed on the appropriate pages by an individual authorized to bind the Offeror submitting the offer.**
- C. Unit Prices: The unit price for each item offered shall be shown unless otherwise specified. In the case of a discrepancy between the unit price and the extended price, the unit price will govern in determining the price used for evaluation.**

Unit prices offered should be for the units specified.

- D. Delivery Time: Delivery time stated in the specifications shall apply. Deviations by the Offeror shall be stated on the Exception Form. Time, if stated in number of days, will be consecutive calendar days.**
- E. Payment Terms: The Request for Bid Form provides space for the Offeror to identify the payment terms that the Offeror is offering. Terms of less than twenty (20) days will not be considered. The discount term shall not begin until the goods, services or construction have been delivered and accepted and the correct invoice received in the City's Accounts Payable Office.**

Prompt payment discounts will NOT be used as a factor in determining the lowest responsive offer.

- F. Freight Policy: Freight will be F.O.B. Destination (as indicated on the Request Form), Freight Prepaid, unless otherwise specified in this Request.**
- G. Taxes: Offerors shall include any applicable gross receipts taxes in its offered price, unless specified otherwise in this request, and such offer will be construed in that manner. The City will, under appropriate circumstances, furnish a non-taxable transaction certificate. Determination of whether the tax is due and payment of the tax is the responsibility of the Offeror. Applicable taxes are to be included in each invoice due and may not be billed more than sixty (60) days after providing the services to which the taxes apply.**
- H. New Material, Etc.: All materials, supplies, equipment, and vehicles specified in this Request shall be new, the latest in production and manufactured within the last twelve (12) months (computed from the date and time of offer opening) unless otherwise indicated. This does not apply to materials, supplies, equipment or vehicles used by the Contractor to provide the required items of tangible personal property, services or construction.**
- I. Warranty: Materials furnished by the successful Offeror shall be accompanied by the manufacturer's written warranty against defects in quality, craftsmanship, and materials.**

The Offeror agrees that the items of tangible personal property, services or construction furnished under any contract resulting from this Request shall be covered by the most favorable

commercial warranties the Offeror gives to any customer for such items. Further, the Offeror agrees that the rights and remedies provided in such warranties extend to the City and are in addition to and do not limit any rights afforded to the City by any other clause of this Request. The Offeror agrees not to disclaim warranties of fitness for a particular purpose of merchantability. Warranties shall become effective at the time of acceptance.

- J. **Equivalent Offers:** Where a product is characteristic of a sole manufacturer, or where a brand name is indicated in the specifications, it shall be defined to mean minimum acceptable level or minimum quality required by the City unless the specifications state that no substitutions or equivalents will be allowed. If the Offeror offers an item other than the one specified, which the Offeror considers comparable, the manufacturer's name and model number of that item must be specified in the offer and sufficient performance specification and descriptive data provided to permit a thorough evaluation. Failure to provide the appropriate information may result in disqualification of the offer.
- K. **Exceptions to Specifications:** Offerors are to state any exceptions taken to this Request on the Specifications Exception Form. If no exceptions are stated, the Offeror is required to furnish the items exactly as specified and to comply with all other requirements of this Request.
- L. **Indemnity:** The Offeror to whom an award has been made as a result of this Request expressly agrees to defend, indemnify and save harmless the City and its officers, agents and employees from and against any and all claims, suits demands, actions, or proceedings of every nature and description brought because of any injury or damage received or sustained by any person, persons, or property arising out of the Offeror's providing the goods, services or construction pursuant to the offer or by reason of any act or omission, neglect or misconduct of the Offeror, the agents, employees or subcontractors of the Offeror or the agents or employees of any subcontractor of the Offeror. The indemnity required herein shall not be limited by reason of the specification of any particular insurance coverage.
- M. **Patent Indemnity:** If any item furnished pursuant to any contract resulting from this Request shall be covered by any patent, copyright, or application for patent or copyright, the Offeror shall defend, indemnify and save harmless the City from any and all loss, cost or expense or any all claims suits, or judgments as a result of the use of such item in violation of rights under such patent, copyright, or application for patent or copyright.
- N. **Public Inspection:** Each offer shall be open to public inspection, except to the extent the Offeror designates trade secrets or other proprietary data to be confidential. Material so designated shall accompany the offer and each page shall be clearly marked and readily separable from the offer in order to facilitate public inspection of the nonconfidential portion of the offer. Prices and makes and models or catalog numbers of the items offered, deliveries and terms of payment shall be publicly available at the time of the opening of the offer regardless of any designation to the contrary. The City shall endeavor to restrict distribution of the material designated as confidential to only those individuals involved in the review and analysis of the offers. Offerors are cautioned that materials designated confidential may nevertheless be subject to disclosure to any New Mexico citizen under the Inspection of Public Records Act (Sections 14-2-1 through 14-2-3 N.M.S.A. 1978).
- O. **Material Safety Data Sheets:** To comply with the Occupational Health and Safety Regulation 1910.1200 for general standards on handling hazardous materials, material safety data sheets may be required for all or part of the products included on this Request. It is the responsibility of the Offeror to make this determination and, if required, a copy of the MSDS must accompany

the product when delivered to the end user. Failure to comply with this requirement may cause the delivery of products to be rejected and all costs related to such action to be borne by the Offeror.

P. Licenses and Certifications: The Offeror must provide proof, in a manner acceptable and within the time period specified by the Purchasing Office, but prior to award, unless otherwise specified in this Request, that they are licensed and certified by the appropriate agencies as required by law to perform the services or provide the goods specified in this Request.

4. Debarment or Ineligibility Compliance: By submitting its offer in response to this Request, the Offeror certifies that (i) it has not been debarred or otherwise found ineligible to receive funds by any agency of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States; and (ii) should any notice of debarment, suspension, ineligibility or exclusion be received by the Offeror, the Offeror will notify the City immediately.

5. Ethical Conduct: By submitting its offer in response to this Request, the Offeror certifies that:

A. It has not offered, given or agreed to give to any City employee or former employee, a gratuity or offer of employment to influence the preparation of or recommendation of award of this Request;

B. It has not retained a person to solicit or secure a City Contract for a contingent fee;

C. It has not taken any action in restraint of free competitive bidding in connection with this Request;

D. It has not in any way violated the ethical conduct or other provisions of the City's Public Purchases Ordinance; and

E. It currently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with its performance of any contract resulting from this Request.

6. Requests for Explanations by Offerors:

A. Requests for Explanation: Any explanation desired by the Offeror regarding the meaning or interpretation of specifications or any part of this Request must be requested in writing and received in the Purchasing Office not less than ten (10) working days before the offer opening date.

B. Responses to Requests: Oral explanations or instructions given prior to the opening of the offer shall not be binding. Any official explanations must be issued, in writing, by the Purchasing Division.

7. Addenda:

Addenda: Changes or amendments to specifications, conditions or provisions herein may be initiated ONLY through the Purchasing Office in the form of a written addendum.

Any addenda shall become a part of this Request and should be acknowledged either by being signed and returned with the offer or through letter or telegram that arrives prior to the opening of the offer.

Failure to do so may result in disqualification of the offer.

It is the responsibility of all vendors considering making an offer in response to this Request to ensure that they have received all addenda prior to making an offer. Offerors may contact the Purchasing Division to obtain information regarding any addenda issued. Failure to obtain an addendum shall not be grounds for overturning a recommendation of award.

8. Clarification of Offers:

The City may, in the evaluation of offers, request clarification from Offerors regarding their offers, obtain additional material or literature, and pursue other avenues of research as necessary to insure that a thorough evaluation is conducted.

9. Submission of Offer:

A. Time: Offers not received by the time and date indicated on the Request will not be accepted.

B. Hand Carried: Offers may be hand carried to the City Clerk's Office on the eleventh (11th) floor of the Albuquerque/Bernalillo County Government Center, 1 Civic Plaza, Albuquerque, New Mexico.

C. Mailed: Offers may be mailed to the Attention of the City Clerk, City of Albuquerque, P.O. Box 1293, Albuquerque, New Mexico, 87103. The City shall not be responsible for offers that are mailed and not received by the opening date and time specified in the solicitation.

Note: The City picks up mail at the post office once every morning at 7:00 AM (local time). ALL SEALED BIDS MUST BE RECEIVED IN THE OFFICE OF THE CITY CLERK BY THE TIME SPECIFIED ON PAGE ONE OF THIS RFB. THE TIME RECORDED IN THE CITY CLERK'S OFFICE WILL CONTROL.

D. Receipts: Receipts for hand delivered offers shall be issued by the City Clerk's Office (upon request) for offers which are hand carried.

E. Envelope Preparation: The envelope/package containing an offer must be sealed and the following identifying information legibly written or typed on the outside:

- 1) Name of Offeror**
- 2) Request Number assigned by the City to the Request**
- 3) Opening date as identified on the Request or subsequent addenda**

F. No Other Methods of Offer Delivery: Neither telephone, telegraphic, or facsimile Offer shall be accepted.

10. Civil Rights Compliance:

Offeror certifies and agrees, by submittal of its offer, to comply and act in accordance with all provisions of the Albuquerque Human Rights Ordinance, the New Mexico Human Rights Act, Title VII of the U.S. Civil Rights Act of 1964, as amended, and all federal statutes and executive orders, New Mexico statutes and City of Albuquerque ordinances relating to the enforcement of civil rights.

Offeror additionally certifies and agrees to abide by and cooperate in the implementation of the policies

and practices set forth in the City's Affirmative Action Plan.

Questions regarding civic rights or affirmative action compliance requirements should be directed to the City of Albuquerque Human Rights Division, Community Services Department.

11. **Americans with Disabilities Act Compliance:**

Offeror certifies and agrees, by submittal of its offer, to comply and act in accordance with all applicable provisions of the Americans with Disabilities Act of 1990 and Federal regulations promulgated thereunder.

12. **Withdrawal of Offers:**

An offer may be withdrawn in person at any time BEFORE the scheduled opening of offers, provided a receipt for the withdrawn offer is signed by the Offeror or the Offeror's authorized representative. The City reserves the right to request proof of authorization to withdraw an offer.

13. **Opening of Offers:**

Time and Place: Offers will be opened by the City Clerk at the time and place identified in this Request. Openings are open to the public. Offerors are encouraged to attend.

14. **Disqualification of Offer:**

Any offer received from an Offeror that is, at the time of submitting its offer or prior to receipt of award of a contract, debarred by or otherwise ineligible to receive funds from any agency of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States, shall be rejected.

In addition, the City reserves the right to reject an offer for, including but not limited to, any one or more of the following circumstances:

- A. In the past the Offeror has failed to comply with previous contractual commitments or offers to the City.
- B. In the opinion of the City the Offeror is not capable of providing the offered goods, services, or construction as offered or required by the Request or is otherwise not a responsible Offeror.
- C. The Offeror has not provided sufficient or detailed information which allows for the evaluation of the offer.
- D. In the opinion of the City, the offered prices are higher than the prices for which the specified items or services can be purchased on the open market.
- E. The Offeror failed to properly fill in any space on the Request Form and attached documents where information or a signature is required.
- F. The Offeror did not, at the time the offer is made, have an appropriate New Mexico Contractor's License or Certification when one is required by law, regulation or this Request.
- G. The Offeror failed to submit with their offer, bid bonds or other material requirements of the Request or has otherwise submitted a non-responsive offer.

- H. **There are unauthorized additions, conditions, alternate proposals or other irregularities of any kind which might make the offer incomplete, indefinite or ambiguous in meaning.**
- I. **Offer was not submitted in ink or typewritten or there is any erasure or alteration of words or figures relating to pricing which is not initialed in ink by the Offeror.**
- J. **The City determines that an offer contains any misrepresentations whatsoever.**

15. Rejection/Cancellation of Offers:

Any solicitation, prior to opening or after opening, may be cancelled or any or all offers may be rejected in whole or in part when it is in the best interest of the City.

16. Minor or Technical Irregularities:

Minor or technical irregularities in an offer, when there is no effect on price, quality or quantity may be waived and clerical errors in an offer may be corrected, if permitted by the Purchasing Officer and are in the best interest of the City.

17. Nonconforming/Conditional, or Counter Offers:

An offer which is nonconforming or conditional, whether in part or in whole, will be rejected.

18. Offer Analysis:

The City reserves the right to analyze, examine and interpret any offer for a minimum period of ninety (90) consecutive calendar days, after the scheduled time for the opening of offers. Offers may not be rescinded during this period except for good cause and with the written approval of the Purchasing Officer. In those situations where the analysis/evaluation exceeds the ninety (90) calendar days, Offerors may withdraw their offers from consideration.

19. Award of Contract:

- A. **When Award Occurs: The award of a contract occurs when a Purchase Order is issued or other evidence of acceptance by the City is provided to the Offeror. A Recommendation of Award does not constitute award of contract.**
- B. **Award: If a contract is awarded, it shall be awarded to the responsive and responsible Offeror whose offer is lowest in total price and is the most advantageous to the City, specifications and other factors considered.**
- C. **Basis of Award: The City reserves the right to award a contract based on this Request in total or by group of items, on the basis of individual items, or any combination of these, which in the judgment of the Purchasing Officer, best services the interests of the City, unless otherwise stated in this Request.**
- D. **Increase of Quantities: The City reserves the right to increase the quantities of items of tangible personal property, services or construction to be provided within a twelve (12) month period, under the terms of the Contract, at the same prices, with the consent of the Contractor.**

- E. **Decrease of Quantities:** The City reserves the right to decrease the quantities of items of tangible personal property, services or construction to be provided under the terms of the Contract. However, the Contractor shall be offered an opportunity to cancel the portion of the Contract affected by such a decrease if the Contractor is not able to meet the contracted prices by delivering the decreased amount. This clause shall not have effect if the Contract was originally awarded based on estimated quantities.
- F. **Contract Changes:** In no case shall a contract be changed without the prior written approval of the Purchasing Officer.
- G. **Debarment/Cancellation of Contract:** Upon receipt of notice of debarment of an Offeror awarded a contract as a result of this Request for Bids (the "Contractor"), or other ineligibility of the Contractor to receive funds from any agency of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States, the City shall have the right to cancel the contract with the Contractor for cause as provided in Section 25 below.
- H. **Local and Resident Preference:** A five percent (5%) Preference may be afforded an Offeror who qualifies in accordance with the City's Public Purchases Ordinance. If no offers are received which qualify for a Local Preference, a 5% Resident Business Preference may be afforded an Offeror who has been certified by the State of New Mexico Purchasing Division, in compliance with State laws.

Information regarding the Public Purchases Ordinance and the application of the Local or Resident preference can be obtained by contacting the Purchasing Division at (505) 768-3344.

For consideration for the Local Preference the Offeror must complete the Local Preference Certification Form in accordance with the form instructions and return the Local Preference Certification Form with its offer.

To qualify for the Resident Preference, the Offeror must provide its assigned Resident Certification Number with its offer (an appropriate place is designated in the Request). If an Offeror does not provide its assigned Resident Certification Number with its offer, the offer shall not be considered as made by a resident business and no preference shall be applied during the analysis of that offer.

NOTE: Your State Tax Number is NOT your Resident Certification Number.

20. **Goods Produced Under Decent Working Conditions:**

It is the policy of the City not to purchase, lease, or rent goods for use or for resale at City-owned enterprises that were produced under sweatshop conditions. The Offeror certifies, by submittal of its offer in response to this solicitation, that the goods offered to the City were produced under decent working conditions. The City defines under decent working conditions as production in a factory in which child labor and forced labor are not employed; in which adequate wages and benefits are paid to workers; in which workers are not required to work more than 48 hours per week (or less if a shorter workweek applies); in which employees are free from physical, sexual or verbal harassment; and in which employees can speak freely about working conditions and can participate in and form unions. [*Council Bill No. M-8, Enactment No. 9-1998*]

21. **Protest Process:**

- A. **Request Documents: Protests concerning the specifications of this Request or other matters relating to the solicitation documents must be received by the Purchasing Officer no later than ten days prior to the deadline set for the receipt of offers.**
- B. **Recommendation of Award: Protests concerning other matters relating to this Request must be filed with the Purchasing Officer not later than 5:00 p.m. of the date stipulated in the Recommendation of Award.**
- C. **Timely Protests: Protests must be received by the Purchasing Officer prior to the appropriate deadline as set out in A. and B. of this Section or they will not be considered valid. The Purchasing Officer may waive the deadline for good cause, including a delay caused by the fault of the City. Late delivery by the U.S. Postal Service or other carrier shall not be considered good cause.**
- D. **Required Information from Offeror: All protests must be submitted in written form and must be legible. Facsimile, telephone or telegraphic protests will not be accepted. Protest shall contain at a minimum the following:**
 - 1) **Name and address of the protesting party**
 - 2) **The solicitation/Request Number**
 - 3) **A clear statement of the reason(s) for the protest**
 - 4) **Details concerning the facts which support the protest**
 - 5) **Attachments of any written evidence available to substantiate the claims of the protest**
 - 6) **Statement specifying the ruling requested**
- E. **Protest Hearing: If a hearing is requested, the request must be included in the protest and received within the time limit to be allowed. The filing fee of twenty dollars (\$20.00) must accompany the request for hearing. The grant of a hearing shall be at the discretion of the Purchasing Officer following review of the protest.**
- F. **Delivery of Protest: Protests may be hand-delivered. Protests which are mailed should be addressed as follows:**

**Purchasing Officer
City of Albuquerque
Purchasing Division
P.O. Box 1293
Albuquerque, NM 87103**

Envelope should also clearly indicate "PROTEST" and the solicitation number.
- G. **Purchasing Officer Action: The Purchasing Officer will, after evaluation of a protest, issue a response. Only issues outlined in the written protest will be considered by the Purchasing Officer or may be raised at a protest hearing.**

22. Delivery, Acceptance and Guarantee:

- A. **No Delivery Before Purchase Order is Issued: No Offeror, including the Offeror to whom an award is made shall deliver any item of tangible personal property, commence services or construction prior to the issuance of a Purchase Order or Notice to Proceed issued by the City**

Purchasing Division.

- B. Cancellation for Non-Delivery: The City reserves the right to cancel any order not delivered by a guaranteed date stipulated in any contract resulting from this Request without liability on the City's part.**
- C. Acceptance of Delivery: Acceptance by the City of any delivery shall not relieve the Contractor of any guarantee or warranty, expressed or implied. Such acceptance of delivery shall not be considered an acceptance of services or materials not in accordance with the specifications. Such acceptance of delivery shall not waive the City's right to require replacement of defective material or inadequate service.**

23. Inspections:

Prior to Acceptance of Delivery: All items of tangible personal property, services or construction found inferior to the quality specified in this Request, deficient or incorrect in weight, measurement, workmanship, handicraft or otherwise, may be rejected as a whole or in part and then shall be removed by the Contractor at the Contractor's own risk and expense promptly after notice of rejection. The Contractor shall assume responsibility for taking the necessary action to correct or replace the rejected items, within the time frame specified in the notice of rejection.

24. Invoices and Payments:

The Contractor shall submit an accurate invoice, in duplicate, for each purchase. Invoices shall refer to the Purchase Order Number, the Release Form Number if applicable, and shall be itemized unless otherwise specified in this Request. Invoices are to be mailed to: Accounting Division (Accounts Payable), City of Albuquerque, P.O. Box 1985, Albuquerque, New Mexico 87103. Invoices mailed or provided to any other entity will result in a delay in making payment. Offerors are encouraged to inquire if payments due are not received within thirty (30) days after delivery of goods/services and submittal of invoice by contacting the Accounting Division at (505) 768-3400.

25. Default/Termination for Cause:

If, through any cause, the Contractor fails to fulfill the Contractor's obligations under any contract resulting from this Request in a timely and proper manner, or if the Contractor, violates any of the covenants, agreements or stipulations of such contract, the City shall notify the Contractor of such violations in writing and allow the Contractor a reasonable time, set out in the notice, to correct the default. If the default is not corrected within the specified time period the City shall have the right to cancel the contract and any or all other current contracts with the Contractor, and, if applicable, to purchase the required goods or services from another source or sources. The City shall provide written notice to the Contractor specifying the effective date of cancellation. The notice of cancellation may be contained in the notice of default.

If a contract resulting from this Request is cancelled, the Contractor shall not be relieved of liability to the City for damages caused by its breach of the contract. The City reserves the right to recover such damages, including but not limited to any excess cost incurred in having to purchase contract goods/services from other sources by a deduction from an unpaid balance due to the Contractor, collection against a performance or labor and materials payment bond, a combination of these remedies, or any other legal method available. In addition, the Contractor may be removed from the Purchasing Office Vendor List or determined to be ineligible to respond to future solicitations, as being not responsible.

26. Termination for the Convenience of the City:

The City may terminate any contract resulting from this Request at any time by giving at least thirty (30) days' notice in writing of such termination to the Contractor. In such event, the Contractor shall be paid under the terms of the contract for all goods/services provided to and accepted by the City, if ordered or accepted by the City prior to the effective date of termination.

27. Termination for Lack of Appropriations:

Funding for the contract resulting from this Request has been appropriated by the City Council for the City's current fiscal year. Notwithstanding any other provisions in the contract resulting from this Request, its continuation beyond the end of the/any fiscal year is contingent on the City Council making the appropriations necessary to fund the contract. If sufficient appropriations are not made the contract may be terminated at the end of the City's then current fiscal year upon written notice given by the City to the Contractor. Such termination shall not constitute a default. All payment obligations of the City and all of its interest in the contract will cease upon the date of termination. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

(6/23/04)

**INSTRUCTIONS FOR
LOCAL PREFERENCE CERTIFICATION FORM**

- 1. ALL INFORMATION MUST BE PROVIDED.** A 5% local preference is available for this procurement. To qualify for this preference, an Offeror **MUST** complete and submit this Form **WITH ITS OFFER**. If an offer is received without the Form attached, completed, signed and certified, or if the Form is received without the required information, the preference will not be applied. **THE FORM OR A CORRECTED FORM WILL NOT BE ACCEPTED AFTER THE DEADLINE FOR RECEIPT OF BIDS OR PROPOSALS.**

- 2. LOCAL PREFERENCE PRECEDENCE OVER STATE PREFERENCE.** The local preference takes precedence over the State Resident Business Preference and only one of the two preferences will be applied to any one offer. If it is determined that the local preference applies to one or more Offerors in any solicitation, the State Resident Business Preference will not be applied to any offers.

- 3. PHYSICAL LOCATION MUST BE STATED.** To qualify for the local preference, a business must have a location in the Albuquerque Metropolitan Area (Abq. Metro Area). The business location inserted on the form must be a physical location, street address or such. **DO NOT** use a post office box or other postal address.

- 4. ADDITIONAL REQUIREMENT.** To qualify for this preference, the principal Offeror (i.e. the business, **NOT** the individual signing the form) if it is a corporation, must be a New Mexico corporation with its articles of incorporation filed with the New Mexico Public Regulation Commission.

- 5. DEFINITIONS.** The following definitions apply to this preference:
 - The Abq. Metro Area includes all locations within the City of Albuquerque and Bernalillo County, and within any municipality (i.e. incorporated city, town or village) contiguous to the City of Albuquerque and Bernalillo County.
 - A resident of the Abq. Metro Area is a person who occupies a dwelling in the Area and who manifests an intent to maintain that dwelling on a permanent basis.
 - A principal Offeror is a single Offeror; a business which is the prime contractor or one of the prime contractors and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

- 6. ADDITIONAL DOCUMENTATION.** If requested, a business will be required to provide, within 10 working days of the request, documentation to substantiate the information provided on the form.

LOCAL PREFERENCE CERTIFICATION FORM

RFP/RFB NO: _____

Business Name: _____

Business Location (in Abq. Metro Area): _____

Business Type: SELECT ONE

- Corporation -- Indicate state of incorporation.  _____
- Partnership -- Indicate "general" or "limited".  _____
- Sole Proprietorship (Single Owner with employees)
- Individual (Single Owner/No employees)
- Other -- Indicate status.  _____

Additional Information: (PROVIDE IF BUSINESS IS A CORPORATION)

Date of incorporation in the State of New Mexico:  _____

CERTIFICATION

I hereby certify that the business set out above is the principal Offeror submitting this offer or is one of the principal Offerors jointly submitting this offer (e.g. as a partnership, joint venture). I hereby certify that the information which I have provided on this form is true and correct, that I am authorized to sign on behalf of the business set out above and, if requested by the City, will provide, within 10 days of notice, the necessary documents to substantiate the information provided on this form.

Signature of Authorized Individual: _____ 

Printed Name: _____

Title: _____

Date: _____

