

# CITY OF ROMULUS INVITATION TO BID

## ITB 18/19-03 Motorized Pumper Fire Apparatus

The City of Romulus, Michigan is seeking bids from qualified companies for the furnishing of all necessary labor, equipment, and material to deliver one (1) motorized pumper apparatus and associated equipment, as defined by the National Fire Protection Association (NFPA) 1901 Standard for Automotive Fire Apparatus, 2016 Edition and as required by the following specifications.

- (1) Qualified individuals and firms wishing to submit a bid must use the forms provided by the City. Official bid forms and specifications may be obtained from the MITN Purchasing Group page of BidNet Direct (<http://www.mitn.info/>). Bids may be rejected unless made on the forms included with the bidding documents. Copies of documents obtained from any other source are not considered official copies.
- (2) This project is a federally funded Community Development Block Grant project, the City's CDBG Coordinator will make every effort to utilize small, minority-owned and/or women-owned business. Such businesses are encouraged to submit a bid and include verification of this status along with their bid. Additionally, Federal regulations for CDBG funded projects require that the awarded contractor and.
- (3) Federal regulations, both CDBG and non-CDBG, make it very clear that sub recipients should make every effort to use local business firms and contract with small, minority-owned and/or women-owned businesses in the procurement process any sub recipients/sub-contractors performing work under the project are encouraged to use of local businesses; small, minority, and/or women-owned businesses .
- (4) **Contractors must include a completed and notarized copy of their "Certification Regarding Debarment and Suspension for Wayne County Community Development Block Grant Program along with their bid. The City cannot award the contract to any company suspended or debarred or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, Debarment & Suspension."**
- (5) Clarifications, modifications, or amendments may be made to this solicitation at the discretion of the City. Any and all addenda issued by the City will be posted on the MITN Purchasing Group page of BidNet Direct. All interested parties are instructed to view the MITN website regularly for any issued addenda. It is the responsibility of the bidder to obtain all issued addenda and acknowledge receipt of said addenda by including a printed copy of each addendum as part of the required documents for this solicitation and to list the addendum and sign and date the "Acknowledgment of Receipt Addenda Form: supplied in the bid documents.
- (6) CDBG projects require that each bid be accompanied by a bid guaranty in the form of a certified check, bid bond or cashier's check payable to the City of Romulus in an amount at least equal to five percent (5%) of the amount of the submitted bid. Bid bonds submitted must be executed by a U.S. Treasury Listed Surety Company and to acceptable to the City of Romulus. The guarantee of the successful Bidder shall be forfeited for failure to execute a contract and bonds within two (2) days after award by action of the City Council.
- (7) All bids must be accompanied by or a cashier's check in the amount of at least 5% of the three total cost of the vehicle being bid made payable to The City of Romulus.
- (8) A total of three copies (one marked "Original" and two marked "Copy") of the bid must be submitted together in one sealed package/envelope and returned to the City Clerk's Office no later than 2:30 P.M., Tuesday, August 28, 2018. Bids should be addressed using the bid package label provided in the ITB documents.
- (9) At approximately 2:45 p.m., local time all timely received bids will be publicly opened and read.
- (10) The successful Bidder will be required to submit proof of all bonds and insurance required by the bid documents and copies of all required endorsements.
- (11) The City reserves the right to postpone the opening without notification and also reserves the right to reject all bids and to waive any minor informality or irregularity in bids received and to award the bid in whole or in part. A contract may ultimately be awarded to the lowest most responsive and responsible company, as determined in the sole discretion of the City of Romulus or otherwise in a manner deemed by the City to be in its own best interest.
- (12) For additional information contact Lynn A. Conway, City of Romulus, Purchasing Director, or Gary Harris, Purchasing Department Buyer by calling (734) 955-4568 or by emailing [Purchasing@romulusgov.com](mailto:Purchasing@romulusgov.com).