

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

(860) 291-7270

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PURCHASING DEPARTMENT

WWW.EASTHARTFORDCT.GOV

**TOWN OF EAST HARTFORD, CT
INVITATION TO BID**

BID #14-23

RE: 2014 HARLEY-DAVIDSON POLICE MOTORCYCLE OR APPROVED EQUAL

**PROPOSALS WILL BE RECEIVED AT THE OFFICE OF THE PURCHASING AGENT,
740 MAIN ST., EAST HARTFORD, CT 06108 UNTIL WEDNESDAY, APRIL 23, 2014
@ 11 A.M. AT WHICH TIME THEY WILL BE PUBLICLY OPENED AND RECORDED.**

**INFORMATION AND SPECIFICATIONS ARE AVAILABLE AT THE ABOVE OFFICE OR ON THE
TOWN OF EAST HARTFORD'S WEBSITE AT WWW.EASTHARTFORDCT.GOV**

**THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS WHEN SUCH ACTION IS DEEMED TO
BE IN THE BEST INTEREST OF THE TOWN OF EAST HARTFORD, CT**

**MICHELLE A. ENMAN
PURCHASING AGENT
(860) 291-7271**



TOWN OF EAST HARTFORD, CONNECTICUT

STANDARD INSTRUCTIONS FOR BIDDERS

1. Sealed bid proposals will be received by the purchasing agent until the date and time on the title sheet. **Bids received later than the date and time specified will not be considered and will be returned unopened.**
2. Bids are to be returned in the Town provided pink envelope or bid number shall be prominently indicated on any other mailing envelope. The name and address of the bidder should appear in the upper left hand corner of the envelope. **Bids will not be accepted via fax or e-mail.**
3. All proposals will be opened and read publicly and are subject to public inspection. Bidders may be present or be represented at all openings. Bid results are mailed to all responding bidders.
4. Municipalities are exempt from any sale, excise or federal taxes. Bid prices must be exclusive of taxes and will be so construed.
5. The Town of East Hartford reserves the right to reject any or all bids or any part of all bids and to waive any informality when such action is in the best interest of the Town. The Town also reserves the right to extend by mutual consent an awarded bid when such action is in its best interest.
6. Bidders should familiarize themselves with the items and/or conditions set forth in the bid specifications. Failure by the bidder to inform himself will not be accepted as an excuse from fulfillment of the bid specifications.
7. All vendors doing business with the Town certify upon acceptance of a bid by virtue of their signature on that bid, that they have read, understood and will comply with the section of the Town's updated plan of affirmative action and equal opportunity relating to contractual and purchasing procedures - section VIII dated 1/88. Vendor agrees to cooperate fully should the Town choose to audit this compliance.
8. In case of an error in the extension or addition of prices, the unit price will govern. The Town will not be subject to any price increases after a bid award if not part of the original bid terms.
9. The Town reserves the right to increase or decrease quantities listed in order to stay within the allocated funding at time of bid opening.
10. The purchasing department has the obligation to accept the lowest responsible bid which is in the Town's best interest. Factors include, but are not limited to, price, compliance to specifications, quality offered, freight costs, delivery time, past performance, standardization of current equipment, financial resources, technical qualifications, equipment and experience.

11. Bidders shall state in writing and attach to the bid, any conditions/exceptions that are part of the bid price. Comments to the effect “see literature” will not be acceptable.
12. Any manufacturers names, trade names, brand names or catalog numbers used in the specifications are there for the purpose of establishing and describing general performance and quality levels. Such references are not intended to be restrictive and bids are invited on these and approved equal brands or products of any manufacturer.
13. The Town’s competitive bidding process is not a means for competitors to obtain private/proprietary information that is not otherwise normally available. Such information relates to a bidder’s financial records and responsibility, test data, manufacturing drawings, formulas and processes. To promote competition and protect valid interests this type of information/data will remain confidential.
14. All bidder questions shall be directed to the Purchasing Agent. Procedural and clarification questions will be answered appropriately. Questions that require an answer that will in effect change/alter the intent of the specifications will only be answered in writing to all bidders by a bid addendum.
15. Awarded bidders are responsible for obtaining all necessary permits as required by OSHA, Federal, State and/or Town regulations. Town permits will be issued at no cost.
16. Alternate proposals will not be considered unless specifically called for in the bid.
17. Prices shall include packing, transportation and delivery charges F.O.B. to East Hartford/delivered unless specifically noted otherwise.
18. Bidder declares that the proposal is not made in connection with any other bidder submitting a proposal for the same bid and is in all respects fair and without collusion or fraud.
19. Cash discounts may be offered by bidder for prompt payment of bills, but such cash discount will not be taken into consideration in determining the awarded low bidder except in the case of tie bids and then only provided such discount is based on payment of invoice not less than fourteen (14) days after satisfactory delivery and/or receipt of invoice, whichever is later.
20. The Town will not award a bid to any bidder who owes a delinquent tax to the Town. Bidders certify by virtue of their signature on the bid sheet that neither the bidder nor any business or corporation which the Bidder owns an interest is delinquent in tax obligations to the Town. The purchasing department will verify that no delinquent taxes are owed before any bid is awarded.

STATEMENT OF WORK

The Town of East Hartford intends to purchase 1 2014 Harley-Davidson Police Motorcycle model Electra Glide (FLHTP) color white or Equal. Previously titled motorcycles (demonstrators, etc.) will not be accepted. Motorcycles shall be delivered with all new parts and components.

DELIVERY

All deliveries shall be coordinated with the Police Department prior to delivery of the equipment. Delivery must take place between the hours of 9:00 A.M. to 4:00 P.M. Monday to Friday, except for Town observed holidays. Deliveries made without prior authorization of the Police Department will not be accepted.

Motorcycle destination, Police Department, 31 School Street, East Hartford, CT 06108. All shipping, handling and delivery charges shall be included in the Total Price.

Dealer shall hold title of the goods until such time as they are delivered and accepted by an authorized representative of the Police Department.

WARRANTY

The motorcycle shall have a full warranty, minimum of twenty-four (24) months, unlimited mileage. Dealer shall provide a complete and detailed copy of warranty.

Trade-In

The Town will be trading in a 1999 FLHP Police motorcycle. This motorcycle is currently part of the fleet and equipped with emergency lights. The current mileage is 19,836. If the qualified respondent is interested in viewing the motorcycle before submitting a response, please contact Officer Michael Morelli at 860-291-7581.

APPROVED EQUAL

When the technical specifications call for a brand name, manufacturer, make, model, or vendor catalog number, it shall be for the purpose of establishing a level of quality and features desired and acceptable to the Town of East Hartford. The respondent may offer any brand which meets or exceeds the specifications for any item(s). In such cases, the Town will be receptive to any unit that would be considered by a qualified Town personnel as an approved equal. In that, the specified make and model represent a level of quality and features desired by the Town. The respondent must state clearly in the response any variance from those specifications. It is the responsibility of the respondent to provide adequate information, in the response, to enable the Town to ensure that the response meets the required criteria. If adequate information is not submitted with the response, it may be rejected. The Town will be the sole judge in determining if the item qualifies as an approved equal.

Below are the Minimum Features the Equipment Must Meet in Order to be Considered		
Features	Complies: Yes or No	If No, describe equivalent offered
Minimum: • 791 lbs.		
Engine: • Electronic sequential port fuel injection • Air cooled with two cylinders.. • Twin Cam 103 • Piston minimum displacement 1690cc		
Transmission: • Manual, minimum of six (6) forward speeds with foot operated heel-to-toe shift on the left side.		
Primary Drive: • Double-row chain, 34/46 ration		
Final Drive: • Belt, 32/68		
Brakes: • Dual floating rotors (front) fixed rotor (rear) • Anti-Lock Braking System (ABS)		
Color: • Birch White		
Clutch: • Multi-plate, wet with police duty spring		
Indicator Lamps: • High beam, turn signals, hazard lights, neutral, low oil pressure, engine diagnostics, low fuel, police emergency light activation, 6-speed, optional ABS light.		
Pursuit Lamps: • Front-mounted LED PAR-36 lamps, one red, one blue, with clear lens		
Battery: • Sealed, maintenance-free, 12V, 28-amp/hr, 405 cca		
Charging System: • To be three (3) phase, 50A-amp		
Starting Sytem: • 1.2 kW electric with solenoid shift starter motor engagement		
Fuel Tank: • Six (6) gallons (22.7L) • Minimum one (1) gallon (3.8 Liters) reserve. • Electric fuel pump.		
Warranty: • Minimum 24-months (unlimited		

mileage)		
Service Interval: • First 1,000 miles, every 5,000 miles thereafter		
Features Requirements: Seat- One-piece, deluxe solo coil cover shock absorber. Adjustable police-type covered with breathable material. Foot Boards- Pivoting footboards with non-skid rubber pads on upper surfaces. Saddlebags- Newly redesigned law enforcement style saddlebags with One-Touch Design latch. Windshield- Constructed of Lexan or clear polycarbonate, designed to break away with minimal force. Mirror- Two (2) long stem true image mirrors. Key- One key fits all locks.		
Wheelbase- 64 (1625mm). Laden Seat Height - 27.3 inches (695mm)		

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BID SHEET

THIS PROPOSAL IS MADE WITH THE UNDERSTANDING THAT IT WILL BE ACCEPTED OR REJECTED WITHIN SIXTY DAYS, THIS MAY BE EXTENDED BY MUTUAL CONSENT. THE UNDERSIGNED DECLARES THAT ALL INFORMATION AND SPECIFICATIONS HAVE BEEN EXAMINED AND UNDERSTOOD AND MAKES THE FOLLOWING OFFER:

Price for 2014 Harley Davidson, FLHTP, Electra Police Motorcycle or approved equal:

\$ _____

Less trade-in value: \$ _____

Total Bid Price: \$ _____

Make and Model Offered _____

Expected Delivery Date from Award: _____ (Not to exceed forty-five (45) calendar days)

PRINT OR TYPE ONLY

To submit a bid:

1. Return this Bid Sheet (page 7)
2. Page 5 & 6 – Minimum Features

BIDDER _____

BY _____
TITLE

WRITTEN SIGNATURE _____

ADDRESS _____

ZIP CODE _____

TELEPHONE _____

FAX _____

EMAIL _____

TAX COLLECTOR VERIFICATION _____

NO DELINQUENT TAXES OWED BY THE AWARDED