



Borough of Sayre
110 West Packer Avenue
Sayre, PA 18840
Telephone: 570-888-7739
Fax: 570-888-6598

The Borough of Sayre is accepting sealed proposals until 3:00pm on Wednesday, December 17, 2014 from qualified bidders for the rental of equipment with operators for the removal of snow in the Borough as needed.

Bidding information is available at the Sayre Borough Hall, 110 West Packer Avenue, Sayre, Pennsylvania during normal business hours and also at www.sayreborough.org after December 1, 2014.

David M. Jarrett
Borough Manager

Publish: November 29, 2014
December 4, 2014

PROPOSALS FOR EMERGENCY SNOW REMOVAL EQUIPMENT RENTAL



BOROUGH OF SAYRE
BRADFORD COUNTY
PENNSYLVANIA
18840



SNOW REMOVAL
EQUIPMENT RENTAL
PROPOSAL AND CONTRACT



All envelopes containing Bid Proposals
Shall be clearly marked "**Bid Proposal For
Snow Removal Equipment Rental**"

Borough of Sayre
MUNICIPALITY

Sealed Proposals will be received
on or before **Wednesday, December 17, 2014**

David M. Jarrett
Borough Manager

Proposals will be opened and read at
Approximately **3:00pm** on the above date

110 West Packer Avenue, Sayre, PA 18840
ADDRESS

PROPOSALS MUST BE MAILED OR OTHERWISE DELIVERED TO THE ABOVE ADDRESS

SPECIFICATIONS:

The contractor hereby proposes and agrees.

1. To provide on a rental basis equipment described in the attached Schedule of Equipment on an as needed basis, where directed within the geographical area described in the Schedule of Equipment for a period beginning **January 1, 2015** and ending **December 31, 2017**
2. To maintain this equipment in good mechanical and operating condition and to make all repairs and/or replacements at the CONTRACTOR'S expense.
3. The equipment described in the Scheduled of Equipment shall be provided to the MUNICIPALITY upon twenty-four (24) hours notice for snow removal operations.
4. To furnish all fuel, anti-freeze, operator(s) and necessary equipment attachments.
5. The CONTRACTOR shall permit the MUNICIPALITY to review all records relating to labor and equipment utilized under the terms of this agreement.
6. The CONTRACTOR shall provide the appropriate insurance coverage in the form of Property Damage and Bodily Injury Insurance. If required by the MUNICIPALITY, evidence of such coverage, in the form of a certificate of a qualified insurance company, must be provided when the CONTRACTOR is notified by the MUNICIPALITY that his bid has been accepted.
7. The CONTRACTOR is responsible for all costs incurred in the delivery and return of equipment.
8. When accepted by the MUNICIPALITY, this proposal will constitute a contract binding on the CONTRACTOR their, executors, administrators, successors, or assignees.

CERTIFICATION. (TO BE COMPLETED BY THE BIDDER)

1. The only person(s) having an interest in this proposal, including owners of the equipment leased by the CONTRACTOR is (are):

_____ (NAME) (ADDRESS)

_____ (NAME) (ADDRESS)

_____ (NAME) (ADDRESS)

2. None of the persons are employees of the MUNICIPALITY
3. The CONTRACTOR has proved Worker's Compensation Insurance for the operators of his equipment to be provided under the terms of this contract. (Where Required by Law)
4. The CONTRACTOR will comply with all requirements of the laws and implementing regulations of the Commonwealth of Pennsylvania and the United States relating to human relations, equal opportunity and non-discrimination in employment, and will pay to workmen employed in the performance of the contract the wages to which they may be entitled.
5. All equipment bid on is of size and/or capacity at least as great as indicated in the Schedule of Equipment.

WITNESSED OR ATTESTED BY:

TITLE:

COMPANY OWNER:

BY: _____
TITLE:

SPECIAL INSTRUCTIONS TO BIDDERS

1. Bids shall be based on an hourly rate including mobilization and shall reflect the cost of equipment and an operator for the following pieces of equipment:
 - One (1) Front End Loader**
 - One (1) Skid Steer**
 - One (1) Backhoe**
 - Three (3) Tandem Wheel Dump Trucks**
 - One (1) additional Front End Loader – *as needed.***
 - One (1) additional tandem wheel dump truck – *as needed***
2. Bidder shall furnish to the Borough of Sayre the following documentation upon notice of award:
 - a. Certificate of General Liability Insurance in the minimum amount of \$1,000,000.00 identifying the Borough of Sayre as a co-insured.
 - b. Proof of Worker's Compensation Insurance for all employees to be covered under this contract.
3. A written statement certifying that all equipment is operational and available to the Borough of Sayre upon 24 hour advance notice.
4. Proof of valid driver's license and commercial driver's license issued by the Commonwealth of Pennsylvania or the State of New York for all operators of equipment working under this contract.
5. A minimum of twenty-four (24) hours notice will be given for the purpose of mobilization.
6. Snow removal operations may begin as early as 6:00pm on weekend nights and at 9:00pm on a week night and will conclude no later than 7:00am the following day unless otherwise extended by the Borough Manager.
7. The Contractor workers under the direction and supervision of the Borough Manager or his designee.

**BID FORM SHEET
SNOW REMOVAL EQUIPMENT BID**

BID OPENING: Wednesday, December 17, 2014 @ 3:00pm

COMPANY COMPANY REPRESENTATIVE ADDRESS PHONE	
Hourly Rate (Total) Equipment Listed in Item #1 of Special Instructions to Bidders	
Hourly Rate One (1) Additional Front End Loader in Item #2 of Special Instruction to Bidders.	
Hourly Rate Each Additional Tandem Wheel Dump Truck in Item #3 of the Special Instruction to Bidders.	

ACCEPTANCE:(To be completed by appropriate MUNICIPAL OFFICERS on in the event the above proposal is accepted)

ACCEPTED ON: _____
(DATE)

ATTESTED BY:

Henry G. Farley, President
Sayre Borough Council

Elizabeth J. Fice, CGS,
Assistant Borough Secretary

**NON-COLLUSION AFFIDAVIT
RENTAL OF SNOW REMOVAL EQUIPMENT**

State of _____ :

: s.s.

County of _____ :

I state that I am _____ of _____
and that I am _____

TITLE

Name of Firm

authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

(1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.

(2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.

(3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.

(4) The bid of my firm is made in good faith and not pursuant to any agreement, discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.

(5) _____, its affiliates, subsidiaries, officers, directors and employees
(Name of Firm)
are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

(6) _____, acknowledges that the above representations are
(Name of Firm)
material and important, and will be relied on by the Borough of Sayre in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the Borough of Sayre of the true facts relating to the submission of bids for this contract.

NAME

SWORN TO AND
SUBSCRIBED BEFORE ME
THIS _____ DAY
OF _____, 2014.

Notary Public

My Commission Expires