



REQUEST FOR PROPOSALS FOR PUBLIC WORKS AUTOMATIC TARPING MACHINE Bid # 05 - 2023

Date: February 1, 2023

To: Prospective Proposers

From: Henry Wied
Director of Public Works

Bid #: 05-2023

Subject: AUTOMATIC TARPING MACHINE (ATM)

SCOPE OF WORK:

Proposals to provide a 40' X 100' ATM and deliver to the City of Brownwood Landfill located at 6800 FM 45 South, Brownwood, TX 76801. The lump sum price should include all necessary materials, equipment, tools, labor, subcontractors, supervision, transportation, permitting, coordination, and all other incidentals to deliver a turnkey ATM complete and in service.

GENERAL SPECIFICATIONS:

- See the GENERAL NOTES to REQUEST FOR QUALIFICATIONS SPECIFICATIONS included in this Request for Proposals.
- The ATM must meet or exceed the basic requirements as outlined in this Request for Proposals, and Specifications.
- The ATM furnished must also be in accordance with all applicable safety and Engineering standards.
- Bid is to include all regular, optional, and special features included in this Request for Proposals. It is further intended to be complete and operational with all necessary components furnished to be included whether specifically described or not.
- Successful Vendor must comply with all requirements and conditions of this specification. Failure could result in rejection of bid.
- State the standard warranty and an optional warranty.
- The successful Vendor shall provide a list of any required scheduled maintenance activities required to ensure compliance with any applicable warranties.
- The successful Vendor shall provide training on the ATM regarding safety, operation, and preventive maintenance, after the ATM has been delivered and accepted by the City of Brownwood. The training shall be performed by a factory trained person the day the ATM is delivered and/or prior agreements for another day acceptable to both parties.
- The successful Vendor shall provide, at the time of delivery (2) parts manual, (2) shop manuals and (2) operations manuals. A compact disc and/or thumb drive containing the above-mentioned manuals may be substituted for one set of manuals.
- The successful Vendor's unit must mount onto the City's Landfill dozer and compactor.

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GENERAL SPECIFICATIONS Continued:

- The successful Vendor shall be responsible for the delivery of the Automatic Tarping Machine, F.O.B. City of Brownwood Landfill 6800 FM 45 South Brownwood, Texas 76801. Upon delivery, the Automatic Tarping Machine shall be completely inspected, serviced and ready for operation.

Vendors having questions concerning specifications are requested to contact:

Todd Thompson
Landfill Superintendent
(325) 646-6574
tthompson@brownwoodtexas.gov

Vendors having questions concerning the process of bid submittal are requested to contact:

Jenny Yazell
Purchasing Manager
(325) 646-5775 x-1165
jyazell@brownwoodtexas.gov

BIDDING PROCEDURES:

The City of Brownwood will accept Sealed Proposals until February 16, 2023, at 2:00 PM CST for the **PUBLIC WORKS Automatic Tarping machine –Bid # 05-2023**.

Proposals are to be delivered to the office of the Purchasing Manager, Jenny Yazell at the City of Brownwood City Hall, 501 Center Avenue, Brownwood, TX 76801 or mailed to P O Box 1389, Brownwood, TX 76804, clearly marked as “**PUBLIC WORKS Automatic Tarping Machine –05-2023**”.

Proposal Bid Amounts must be submitted on the City’s Proposal Bid Form provided in the Request for Proposals. The Bid Proposal Form must be signed and dated by the Proposers authorized representative or Officer. Additional requested Proposal information should be attached as Exhibits to the Bid Proposal Form.

Proposer’s Item Bid Amounts and Total Proposal Amount are to include all costs to complete the Work, including but not limited to General Conditions and Requirements, overhead and profit, bonds and insurance, mobilization, transportation, supervision, labor, suppliers, and subcontractors.

The successful Proposer’s will be required to submit a 1295 Form per Texas State Law as set forth below:

Texas Government Code 2252.908 Disclosure of Interested Parties Form 1295 House Bill 1295, adopted by the 84th Legislature, created §2252.908, Texas Government Code. Section 2252.908 requires a business entity entering into certain contracts with a governmental entity or state agency to file with the governmental entity or state agency a disclosure of interested parties at the time the business entity submits the signed contract to the governmental entity or state agency. §2252.908, Texas Government Code requires the commission to adopt rules necessary to implement the new disclosure requirement and to prescribe the disclosure form. Section 2252.908 requires the disclosure form to be signed by the authorized agent of the contracting business entity, acknowledging that the disclosure is made under oath and under penalty of perjury. Section 2252.908 applies only to a contract that requires an action or vote by the governing body of the governmental entity or state agency before the contract may be signed or has a value of at least \$1 million. Section 2252.908 provides definitions of certain terms occurring in the section. House Bill 1295 provides that §2252.908 applies only to a contract entered into on or after January 1, 2016. An interested party is defined as a person who has a controlling interest in a business entity with whom a governmental entity or state agency contracts or who actively participates in facilitating the contract or negotiating the terms of the contract, including a broker, intermediary, adviser, or

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attorney for the business entity. Contractors are required to acquire Form 1295 via the Texas Ethics Commission website. This requires registration, generation of Form 1295 with a unique Certificate Number & filing date, printing the form, notarizing, and returning the form to City of Brownwood Purchasing Department, Attn: Jenny Yazell, City of Brownwood, at jyazell@brownwoodtexas.gov. Once the form is received by Ms. Yazell, the Vendor associated with the project will log-in to the Texas Ethics Commission portal and acknowledge receipt of the form not later than the 30th day after the date the contract for which the form was filed binds all parties to the contract. This will complete the form for the contract with which the form is associated. The completed form will be made available via the Texas Ethics Commission website. Form 1295 can be generated via the Texas Ethics Commission web portal. The website and detailed instructions are located at: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

The City of Brownwood is a Tax-Exempt entity.

Any reference in this Request for Proposal to a particular equipment or material manufacturer, supplier, product, or process in the Contract or Bid Documents is descriptive, not restrictive. The City, at its sole discretion, reserves the right to consider suitable alternate equipment or material manufacturers, suppliers, or processes that provide equal or better value.

OPENING OF PROPOSALS:

Proposals will then be opened by the Purchasing Manager on February 16, 2023 at 2:00 PM in the City Council Chambers, Brownwood City Hall, 501 Center Avenue, Brownwood, Texas.

AWARD OF CONTRACT:

The City Council may award the proposal at its February 28, 2023, Council meeting. Council meeting will be held in the Council Chambers located at City Hall, 501 Center Avenue, Brownwood, Texas 76801.

The City Council retains the right to reject any and all proposals submitted and to waive any irregularities in the bids. The City Council reserves the right to cancel the project without any obligation to the proposers. The City retains the right to reject any and all proposals submitted and to waive any irregularities in the bids. The City may award the proposal to the proposer that presents the best value for the City using the criteria set forth herein. In determining best value for the City, the City shall consider: (1) the price; (2) the reputation and experience of the contractor; (3) the quality of the contractor's services; (4) the impact on the ability of the City to comply with rules relating to historically underutilized businesses; (5) the contractor's safety record; (6) the contractor's proposed personnel and (7) whether the contractor's financial capability is appropriate to the size and scope of the project; and (8) the contractor's past relationship with the City (the "Proposal Evaluation Criteria"). In determining best value, the City will give the criteria the following weighted values: price – 50%; the remaining criteria shall be valued equally. The City will select the proposer that demonstrates the best value for the City based on the Proposal Evaluation Criteria. Award of Contract, if any, will be made by issuing a purchase order to the proposer that the City selects by formal action of the City of Brownwood City Council.

GENERAL NOTES to REQUEST FOR QUALIFICATIONS SPECIFICATIONS:

1. General Dimension:

- New condition 40' Automatic Tarping Machine (ATM).
- ATM shall be transportable without major disassembly required.

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- (1) spool with (2) 40' x 100' tarps utilizing 3/8" steel chain installed into reinforced pockets along both 100' sides of the tarp to include 3/4" steel crossing cables spaced out every 10 to 11 feet encased in a crossing pocket. Tarps will be pre-installed ready to use when ATM is delivered and accepted.

2. Engine:

- Shall be a Tier 4 water cooled, diesel engine.
- Minimum of 25 horsepower.
- Unit shall have engine shutdown protection system.
- 40 AMP alternator.
- Two Group 31 studded batteries.

3. Control Functions:

- (1) Push button wireless remote that can control all the operations of the ATM.
- (1) Wire remote that can extend to the inside cab of a machine (dozer/compactor).

4. Hydraulics:

- Equipped with a filter system that is according to manufacturer's specifications.

6. Lighting:

- LED Lighting system.

7. Tarping System:

- The unit will be required to utilize the City's existing spare Tarpomatic brand spool, if the unit cannot do this the vendor will have to provide a second spool without the tarps.

8. Tarps:

- The tarps shall be of woven polyethylene material and flame retarded, but not fireproof. Minimum fabric style will meet flame retardant test method ASTM D-4372-84 or the most current method.

PROPOSAL BID FORM

**CITY OF BROWNWOOD TEXAS REQUEST FOR PROPOSALS FOR
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ITEM NO.	DESCRIPTION	UNIT	PROPOSAL TOTAL BID AMOUNT (In Numbers):
1	40' x 100' Automatic Tarping Machine including delivery (F.O.B. City of Brownwood)	LUMP SUM	\$ _____
<p align="center">PROPOSAL TOTAL BID AMOUNT: (In Words):</p> <p align="center">_____</p> <p align="right">_____ <i>Dollars</i></p> <p align="center"><i>(and)</i> _____ <i>Cents</i></p>			
<p align="center">PROPOSERS AUTHORIZED SIGNATURE:</p>			
<p align="center">TITLE:</p>			
<p align="center">DATE:</p>			