



Finance Department

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www.cityofmadison.com/finance/purchasing

Purchasing Services

REQUEST FOR QUOTATION

RFQ #: 5225-0-2023-BP
For: Partial Tilt Equipment Trailers
Released Date: Thursday, March 30, 2023
Due Date: Thursday, April 13, 2023 @ 2:00 PM CST
City Agency: Fleet

Method of Delivery Options

Email Quotation to: bids@cityofmadison.com
Please include 5225-0-2023-BP in email subject line.

1 GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

1.1 Applicable Terms and Conditions

- Products or Equipment. All quotations for supplies and/or equipment must be submitted in accordance with the specifications contained in this solicitation and City of Madison Standard Terms and Conditions.
- Services. All quotations for services must be submitted in accordance with; the specifications contained in this solicitation, City of Madison Standard Terms and Conditions, and Purchase of Services Contract.
- Copies. Copies of above-referenced forms are available from the Purchasing Office or from the following link:
<https://www.cityofmadison.com/finance/purchasing/vendor-resources>

1.2 Delivered Prices Only

Prices quoted must include shipping charges, FOB Madison.

1.3 Substitutes

If offering a substitute item, include manufacturer, number, model, specifications and product literature. The City will evaluate substitutes and make the final determination of equivalency.

1.4 Partial Order

Unless otherwise noted, it will be assumed that bidder will accept an order for all or part of the items priced.

1.5 Award

The City will award the bid to the responsive and responsible bidder whose bid is most advantageous to the City. In determining the most advantageous bid, the City will consider criteria such as, but not limited to, cost, quality/workmanship, compatibility, standardization, major and minor exceptions to our specifications, superior design features, warranty, delivery, past experience, installation, equality, discount, customer satisfaction, bidder's past performance and/or service reputation, and service capability. The City may opt to establish alternate selection criteria to protect its best interest or meet performance or operational standards. After the due date, no quotes may be withdrawn for a period of 90 days or as otherwise specified or provided by law.

2 CONTACTS

Technical:	For questions regarding technical specifications.	Tyson Roessler City of Madison Fleet (608) 246-4544 troessler@cityofmadison.com
Buyer:	For questions regarding instructions, terms & conditions.	Brian Pittelli City of Madison Purchasing Services (608) 267-4969 bpittelli@cityofmadison.com

3 BID DISTRIBUTION NETWORK

Please note that the City no longer maintains an in-house bidders' list. **Notification of bid opportunities, addenda, tabulations and awards will only be made to subscribers via these networks.**

State of Wisconsin VendorNet System:	State of Wisconsin and local agencies bid network. Registration is free. http://vendornet.state.wi.us/vendornet
DemandStar by Onvia:	National bid network – Free subscription is available to access bids from the City of Madison and other Wisconsin agencies, participating in the Wisconsin Association of Public Purchasers (WAPP). A fee is required if subscribing to multiple agencies that are not included in WAPP.
Bid Opportunities:	www.cityofmadison.com/finance/purchasing/bidDemandStar.cfm
Home Page:	www.demandstar.com
To Register:	https://www.demandstar.com/app/registration

Please note when registering: Pick the **Wisconsin Association of Public Procurement (WAPP)** to select all current Wisconsin government agencies.

4 LOCAL VENDOR PREFERENCE

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website.

www.cityofmadison.com/business/localPurchasing

5 SPECIFICATIONS

5.1 Scope

The City of Madison Fleet Services is interested in purchasing two trailers. The intent is to purchase both trailers from the same vendor. However, the City reserves the right to split the order between multiple vendors.

Substitutions will be allowed. For any substitution, please submit all supporting documentation. The City of Madison will have final discretion on accepting or rejecting any substitutions.

All trailers should be delivered 30-90 days post order.

5.2 Specifications for Trailer 1

B&B 20K Tilt Bed Trailer
Model TBCT2220ET-10K

Standard features as follows:

- Rub rail
- 10K Torflex Dexter oil bath axles
- 20K GVWR
- 6' front stationary deck
- 83" wide between fenders
- 14" cushion cylinder
- Gravity up/down dampening cylinder
- Side mounted hydraulic valve
- Electric and forward self-adjusting brakes
- (4) 235/75/R17.5 super single 18 ply tires
- Pallet fork holders
- Heavy duty lower tube frame
- Heavy duty upper angle frame
- 3" channel cross member @ 12" OC
- 2 5/16 adjustable coupler or Pintle hitch
- 20K dual pin drop leg jack
- Stake pockets
- (4) D-Rings at rear of stationary and rear of tilt
- 2x8 treated wood floor
- Light plug holder
- Modular wire harness
- 12v break away kin with full charge indicator
- Zinc rich primed and powder coated

Delivered to:
Fleet Services
4151 Nakoosa Trail
Madison, WI 53714

5.3 Specifications for Trailer 2

2021 B&B Partial Tilt Equipment Trailer
Model - TBCT2216ET

Standard features as follows:

- Angle Frame Upper Frame
- 2" x 8" x 3/16" Tube Frame for Lower Frame
- Solid Front Rail
- Flush Floor
- Cushion Cylinder with Needle Valve
- Side Lock
- (2) 8,000 lb. Torflex Dexter E-Z Lube Axles
- Electric and Forward Self-Adjusting Brakes, Both Axles
- (4) 215-75R-17.5 Radial Tires and Wheel
- Pallet Fork Holders
- 2 5/16" Adjustable Coupler or Pintle Hitch
- (2) Extra Heavy 1/8" Formed Fenders
- 10,000 lb. Heavy Duty Spring Loaded Jack
- Rubber Mounted LED Lights
- Stake Pockets
- (4) D-rings; at Rear of Stationary, Rear of Tilt (at corners on outside of frame)
- 2 x 8 Treated Wood Floor
- 3/8 Safety Chains
- Light Plug Holder
- Modular Wire Harness
- 12-Volt Breakaway Kit with Full Charge Indicator, Switch, and Battery
- Reflector Tape
- Zinc Rich Primed and Powder Coated—Standard: Black
- New Open Trailer Additional D-Rings (total of 8)
- New Open Trailer Spare Tire and Mount 215/75R15
- New Open Trailer A-Frame Toolbox

Delivered to:
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Madison, WI 53714



Form A: Price Proposal

RFQ #: 5225-0-2023-BP Partial Tilt Equipment Trailers

This form must be returned with your response.

Complete the requested information and return via instructions on Page 1 of RFQ. Bidder hereby offers:

Part 1

Item	Quantity	Description	Unit Price
1.	1	Trailer 1, B&B 20K Tilt Bed Trailer Model TBCT2220ET-10K in conformance with the specifications described in section 5.2 this solicitation. Days to Delivery ARO:	\$
2.	1	Trailer 2, 2021 B&B Partial Tilt Equipment Trailer Model - TBCT2216ET in conformance with the specifications described in section 5.3 this solicitation. Days to Delivery ARO:	\$

ARO: After Receipt of Order

Part 2

1. Are you submitting prices based on the specified trailers?

Yes _____ No _____

If no, please submit any supporting documentation for your substitution.

2. Will you be able to deliver your trailers within 30-90 of the order being placed?

Yes _____ No _____

Above bid submitted by:

COMPANY NAME



Form B: Bidder Information

RFQ #: 5225-0-2023-BP Partial Tilt Equipment Trailers

This form must be returned with your response.

BIDDER INFORMATION

COMPANY NAME			
ADDRESS	CITY	STATE	ZIP
BIDDER'S NAME		TITLE	
EMAIL			
SIGNATURE		TELEPHONE NUMBER	
DATE		FAX NUMBER	

LOCAL VENDOR STATUS

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website.

CHECK ONLY ONE:

- Yes**, we are a local vendor **and** have registered on the City of Madison website under the following category: _____ www.cityofmadison.com/business/localPurchasing
- No**, we are not a local vendor or have not registered.