

City of Scottsbluff, Nebraska

Monday, October 7, 2013

Regular Meeting

Item Consent9

Council to approve bid specifications for the purchase of a Mobile Star Screen for use in composting the City's biosolids, grass clippings and yard waste, and authorize the City Clerk to advertise for bids to be received on Tuesday, October 29, 2013 at 11:00 a.m.

Staff Contact: Mark Bohl, Public Works Director

Agenda Statement

Item No.

For meeting of: October 7, 2013

AGENDA TITLE: Council to approve bid specifications for the purchase of a Mobile Star Screen for use in composting the City's biosolids, grass clippings and yard waste, and authorize the City Clerk to advertise for bids to be received on Tuesday, October 29, 2013 at 11:00 a.m.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Mark Bohl, Public Works Director

PRESENTATION BY: Consent

SUMMARY EXPLANATION: *This fiscal year, the Wastewater and Environmental Service Departments are scheduled to purchase three pieces of equipment needed for the City's compost operation. The equipment is part of the improvement needed to bring our operation into compliance with State and Federal regulations.*

These bid specifications are for the purchase of a Mobile Star Screen that will be used to remove undesirable materials like plastic, metals and twigs from the compost we produce. We have included the option of trading in a 2001 Trammel Screen toward this purchase.

These bid specifications have been reviewed by legal before bring before Council for consideration.

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION: Staff requests that Council approve the bid specifications and authorize the City Clerk to advertise for bids to be received on October 29, 2013 at 11:00 a.m.

EXHIBITS

Resolution ☐ Ordinance ☐ Contract ☐ Minutes ☐ Plan/Map ☐

Other (specify) ☒ Bid Specifications _____

NOTIFICATION LIST: Yes ☐ No ☐ Further Instructions ☐

APPROVAL FOR SUBMITTAL: _____
City Manager

Rev 3/1/99CClerk



CITY OF SCOTTSBLUFF

**Water Reclamation
A Division of
Public Works
2525 Circle Drive
Scottsbluff, NE 69361**

Bid Specifications For The Purchase of One (1) New, Current Model Year, Mobile Star Screen

Issue Date: October 7, 2013

Publish Dates: Fridays – October 11th, October 18th and October 25th, 2013

Closing Date/Time: Tuesday, October 29, 2013 at 11:00 a.m.

Contact

**Lynn A. Garton – Water Reclamation Supervisor
308-630-6292**

NOTICE TO BIDDERS
Request for Bid Proposals
For the Purchase of One New
Current Model Year Mobile Star Screen

Sealed Bids will be received by the City of Scottsbluff, Nebraska at the office of the City Clerk until 11:00 A.M. on Tuesday, October 29, 2013, for furnishing One (1) New, Current Model Year, Mobile Star Screen. Bids will include the option of trading in One (1) Used 2001 Wildcat Trammel Screen, Model RHC 5-70, with 1083.5 hours, toward this purchase. All Bids must be received by the City Clerk, of the City of Scottsbluff, 2525 Circle Drive, Scottsbluff, NE 69361. Bids must be submitted in a sealed envelope plainly marked "Request for Bid Proposals, Mobile Star Screen". Specifications and Instructions to Bidders are available at the office of the City Clerk or on-line by going to www.scottsbluff.org. Inquiries may be addressed to Lynn A. Garton, Water Reclamation Supervisor, 308-630-6292 or lgarton@scottsbluff.org. The Council reserves the right to reject any and all bids and to waive irregularities.

Cindy Dickinson
City Clerk

Publish – 3T
October 11, 2013
October 18, 2013
October 25, 2013

INSTRUCTIONS TO BIDDERS

1. All Bids shall be submitted on the Bid Forms provided for this purpose in order that they may be properly compared and evaluated.
2. The Bid shall be for One (1) New, Current Model Year, Mobile Star Screen.
3. The Bid shall include the option of trading in One (1) Used 2001 Wildcat Trammel Screen, Model RHC 5-70 with 1083.5 hours, toward this purchase. The used equipment is listed on the Bid Form provided. Used equipment may be viewed at the City of Scottsbluff Compost Facility photos and details may be obtained by contacting the Water Reclamation Supervisor at 308-630-6292 or lgarton@scottsbluff.org.
4. The Bid shall be quoted F.O.B. Scottsbluff, NE.
5. Bids shall state the make and model of proposed unit and include complete detailed specifications with manufacturer's brochure, specifying the identical model being bid.
6. The City is exempt from Federal Excise or State Sales Tax. A tax exemption certificate will be furnished by the City of Scottsbluff.
7. The Bids shall be submitted to the City Clerk's office by 11:00 A.M., October 29, 2013, in a sealed envelope, and the envelope clearly marked "Request for Bid Proposals, Mobile Star Screen."
8. The Council reserves the right to reject any and all bids and to waive any irregularities for any reason deemed necessary.
9. Award of purchase by the City will not become final until Council approval is received. Following approval a Notice of Award will be provided to the successful bidder.
10. City will pay for equipment meeting all specifications upon proper documentation of same, no sooner than the first Council meeting following delivery of same.
11. Delivery time from date order is placed to vendor shall be one hundred twenty (120) days or less.
12. Price that is stated on the Bid Proposal Form shall be good for 30 calendar days following bid opening.
13. Any items of noncompliance or variations to the minimum specification requirements listed on the following pages shall be written and submitted with the Bid Proposal.
14. Actual equipment being bid must be available for inspection by City personnel after the bids are opened and before the next council meeting when the purchase will be approved.

MINIMUM SPECIFICATIONS FOR ONE (1) NEW, CURRENT MODEL YEAR, MOBILE STAR SCREEN

General:

- It is the intent of these specifications to establish minimum requirements for One (1) New, Current Model Year, Mobile Star Screen. This equipment shall include all manufactures advertised standard equipment that meets or exceeds the following specifications unless otherwise specified.
- Equipment shall be of good commercial quality for the intended service and shall be produced by use of such manufacturing processes.
- Equipment shall be treated to resist rust and corrosion. The design of the mechanical members shall be such that the stress imposed through normal use shall not cause rupture or permanent deformation on any member.
- Bidders must submit with their bid, the latest printed specifications and advertising literature on the models they propose to furnish.
- It will be necessary for the successful bidder to furnish all necessary and desirable information and instructions for the proper operation of the equipment by the employees of the City of Scottsbluff, including but not limited to operational manual, parts manual, shop repair, electrical diagram, service manual and two legible copies of the manufacture's line sheets.
- Bidders shall submit a synopsis of non-compliant issues with their respective bid.
- The City of Scottsbluff has evaluated different types of equipment and has determined that this equipment is best suited for its needs in safety, quality, performance and standardization. This specification is not to be interpreted as restrictive, but rather as a measure of the safety, quality and performance against which all equipment bids will be compared. In comparing proposals, consideration will not be confined to price only. Contract will be awarded for the equipment which best serves the interests of the City of Scottsbluff when cost, equipment, safety, quality and delivery are considered. The City of Scottsbluff reserves the right to reject any or all bids or any part thereof, and to waive any minor technicalities. A contract will be awarded to the bidder submitting the lowest responsible bid meeting the exact requirements of this specification.
- Bids will be accepted for consideration on any make or model that is equal or superior to the equipment specified. Decisions of equivalency will be at the sole interpretation of the City of Scottsbluff.

- All equipment furnished shall be new, unused and the same as manufacturer's current productions model. Accessories not specifically mentioned herein, but necessary to furnish complete equipment ready for use, shall also be included. Equipment shall conform to the best practice known to the body trade in design, quality of materials and workmanship. Assemblies, sub-assemblies and component parts shall be standard and interchangeable throughout the entire quantity of equipment as specified in this invitation to bid. The equipment furnished shall conform to ANSI Safety Standard Z245.1-1999.
- Successful bidder shall provide component information consisting of serial and part numbers for all components of equipment, including but not limited to: Engine, generator, axles, hydraulic pump, and gearboxes, to assist in ordering parts in the future.

Literature:

- Two (2) copies of the following manuals/drawings shall be furnished upon delivery of the equipment:
 - Electrical diagram.
 - Hydraulic diagram.
 - Hydraulic schematics.
 - Service shop repair manuals.
 - Operator's manuals.
 - Parts manuals.
 - Manufacturers line build sheet.
 - In lieu of two copies of the manuals, the city would prefer one of the copies of the complete literature to be in compact disc format, if available.

Warranty:

- One year unlimited 100% parts and labor, **to begin no earlier than the date of delivery, and our acceptance of the machine.**
- Two year unlimited power train 100% parts and labor for a total of three years warranty.
- The successful bidder shall respond to all calls for warranty work within 48 hours of being notified by Scottsbluff Environmental Service personnel. To clarify, respond refers to being on site repairing.
- If successful bidder cannot respond within 48 hours then a local service facility shall be provided for service at no expense to the City of Scottsbluff. State the location and distance of the servicing facility when submitting the bid.
- If the equipment won't be back in service within 7 calendar days of being notified, the successful bidder will provide a like machine to keep operations going at no cost to the City.
- The successful bidder shall maintain and/or have access to parts inventory during the warranty period. If this is not possible, Note Exception when submitting bid.
- The City of Scottsbluff will not be liable for freight charges during warranty period, due to dealer not stocking parts.

- All in service policies and warranties shall be delivered with the equipment at the time of delivery.

Parts Availability:

- All parts that are essential to the operation of this equipment shall be made available to the City within 2 calendar days after being notified.

DETAILED SPECIFICATIONS

Compost Screen General:

- Must have a minimum throughput capability of 150 cubic yards per hour.
- Equipment must be capable of operating in temperatures between -20°F and 110°F.
- Must be capable of processing yard waste, compost and mulch.
- Must be completely assembled.
- Trailer mounted, completely portable and capable of being legally transported on all state and local highways.
- Diesel & electric engine powered, equipment must be able to run on diesel and have the ability to be fully operational with the use of 480 volt 3 phase power.

Dimensions:

- Transport width: 8'6" maximum.
- Transport length: 40' maximum.
- Transport height: 13'1" maximum.
- Weight: 34,000 lbs. maximum.
- Hopper shall be 6.5 cu yards, minimum.

Diesel Engine/Generator:

- Must be tier III compliant, minimum.
- 50 HP diesel engine.
- Shall have the ability to run consistently for a minimum of 30 hours without refueling.
- Shall have the ability to run by diesel power and electrically, without any major conversion.
- Must have the ability to run off of 480V/60Hz ground power.
- Shall have a self-cleaning automatically reversing coolant fan.

Control Panel/Instrumentation:

- Touch screen controls, mounted in a lockable enclosure.

- Control panel shall be located safely away from all moving parts.
- Shall include the following gauges:
 - Hour meter.
 - Tachometer.
 - Ammeter and/or voltmeter.
 - Engine temperature gauge with warning light.
 - Engine oil pressure gauge with warning light.
- All gauges shall be clearly marked with permanent labels.
- Shall include low oil pressure and high temperature safety shutdown with warning lights, to prevent damage to the engine.

Electrical:

- Shall run on 480V/60Hz.
- Shall include an auxiliary plug, pre-installed and wired to power auxiliary electric stacking conveyor.

Fuel Tank:

- Tank shall be 78 gallon capacity, minimum.
- Shall be shock mounted and lockable.
- Shall be delivered with a full tank of fuel.

Chassis:

- Shall be complete towable unit with ABS brakes, tires, axles and suspension.
- Shall be heavy-duty steel construction trailer rated at no less than 20,000 lbs. per axle.
- Overall height of unit with conveyors in transport position shall not exceed 13' 1", maximum.

Suspension:

- Shall be leaf spring suspension.

Axles:

- Axles shall be rated at 20,000 lbs capacity, minimum.

Landing Gear:

- One pair of 36" hydraulically controlled landing gear with pads to provide a level trailer frame.

Brakes:

- Shall be full air trailer brakes on all wheels.
- Factory ABS brake system.
- Shall comply with all Federal, State and Local rules and regulations.

Drive Train:

- All hydraulic circuits shall include overload protection.
- Hydraulics shall only be necessary for auxiliary functions, such as preparing the equipment for working or transport mode.
- Primary equipment operation shall be powered with electric motors.

In-Feed Hopper:

- Hopper shall have a capacity of 6.5 cubic yards, minimum.
- Hopper shall be made of minimum ¼" steel plate.
- Backside (non-feed) side of the feed hopper shall have an extended plate to minimize loader spillage.
- Continuous adjustable rubber flashing shall be in contact with the belt at all times.
- The hopper shall be supported by the chassis.
- Hopper shall be adjustable to feed from either side of the screening plant.
- Hopper belt shall be automatically self-adjusting to minimize wear and tracking issues.

Screen Mechanism/Programs:

- Screening mechanism must be able to screen ⅜", ½", ¾" and 1" products without a physical screen change.
- Shall have the ability to save programs for different finished products which can be preselected by a touch display.

Separation System:

- Shall include a vacuum/plastic separation system and be integrated into the equipment for transport.
- Outlet hose shall be abrasion and chemical resistant.
- Vacuum suction power must be adjustable.
- Shall be equipped with a tarp which can be used on a container to capture plastic.

Self-Cleaning:

- Screen must have a continuous self-cleaning mechanism for wet sticky material which prevents clogging.
- Cleaning mechanism shall be in the form of a replaceable cleaning element to protect each individual star from wear.

Operating Manuals:

- Operating manuals shall be furnished that contain the recommended operating instructions and maintenance procedures for all systems and components being furnished. The instructions shall provided step-by-step use methods and include adequate illustrations, diagrams and other aids. Special attention shall be given to safety considerations for personnel and the equipment.

Systems Parts Books:

- A parts book supporting field repair and replacement of the various components of the delivered systems shall be furnished. This book shall include exploded or cutaway drawings of numerous components and assemblies with each drawing referencing a manufacturer's part number and description.

Instruction:

- The successful bidder shall fully instruct City personnel in the operation of the equipment furnished after delivery. The instruction period shall be of sufficient duration to fully familiarize the City's operating personnel. The instruction shall be conducted by the successful bidder's field service technician and shall include component familiarization, theory of operation, equipment operation, field procedures, techniques of use, troubleshooting, maintenance and safety procedures. *Training provided by sales or office personnel will not be acceptable.*

End Specification

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.