

City of Scottsbluff, Nebraska

Monday, January 6, 2014

Regular Meeting

Item Consent2

Council to approve bid specifications for the purchase of a Compost and Mulch Portable Screening Unit 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 Monday, January 27, 2014 at 1:00 p.m.

Staff Contact: Lynn Garton

Agenda Statement

Item No.

For meeting of: January 6, 2014

AGENDA TITLE: Council to approve bid specifications for the purchase of a Compost and Mulch Portable Screening Unit 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 Monday, January 27, 2014 at 1:00 p.m.

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

PRESENTATION BY: Consent

SUMMARY EXPLANATION: These bid specifications are for the purchase of a Compost and Mulch Portable Screening Unit 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 January 27, 2014 at 1:00 p.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, Compost and Mulch Portable Screening Unit

Issue Date: January 6, 2014

Publish Dates: Fridays – January 10th, January 17th, and January 24th, 2014

Closing Date/Time: Monday, January 27, 2014 at 1:00 p.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 Compost and Mulch Portable Screening Unit

Sealed Bids will be received by the City of Scottsbluff, Nebraska at the office of the City Clerk until 1:00 P.M. on Monday, January 27, 2014, for furnishing One (1) New, Current Model Year, Compost and Mulch Portable Screening Unit. 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, Compost and Mulch Portable Screening Unit". 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
January 10, 2014
January 17, 2014
January 24, 2014

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, Compost and Mulch Portable Screening Unit.
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 equipment and include complete detailed specifications with manufacturer's brochure, specifying the identical model being bid.
6. The City is exempt from Federal Excise and 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 1:00 P.M., January 27, 2014, in a sealed envelope, and the envelope clearly marked "Request for Bid Proposals, Compost and Mulch Portable Screening Unit".
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 deviation from the minimum specifications listed on the following pages must be written in the space provided 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, COMPOST AND MULCH PORTABLE SCREENING UNIT

General:

- It is the intent of these specifications to establish minimum requirements for One (1) New, Current Model Year, Compost and Mulch Portable Screening Unit capable of processing organic materials. This equipment shall be equivalent to or exceed the following specifications. The equipment equivalent must be listed in the space provided and any items of noncompliance or deviation from the minimum specifications listed must also be written in the same area. 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 ship 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 an equivalent 7' x 20' Trommel Size.
- Must have the ability to function as both a Trommel screen with drum and star screen with star.
- Machine 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.
- Must be a modular built machine with ease of access to all component parts.
- Must have pinned and easily removable conveyor frames.
- Must have belt tension adjusters on all 4 corners of each belt.
- Must have a separate 2nd control panel located at the drum discharge end for folding end and side conveyors.
- Must have safety Magnetic Locks on drum doors.
- Trailer mounted, completely portable and capable of being legally transported on all state and local highways.

Bid Equivalent or Deviation:

Dimensions:

- Transport width: 8'4" maximum.
- Transport length: 38'9" maximum.
- Transport height: 13'1" maximum.
- Weight: 34,480 lbs. maximum.

Bid Equivalent or Deviation:

Hopper:

- Hopper should have a capacity of no less than 6.5 Cubic Yards.
- Hopper should have a low load feed height of 9' 6" or less.
- Hopper should retract hydraulically from the drum to allow for safe drum change and maintenance.
- Should have a minimum of 3 complete access doors around the hopper and engine compartment should open 90 degrees.
- Machine must be able to be fed from both sides with a front end loader with no ramp needed.

Bid Equivalent or Deviation:

Feeder Belt:

- Feeder belt should be 40" wide or more.
- Feeder bed should be fully impacted.
- Feeder belt should be a Pushed Gear driven belt from the back to avoid material getting around the drive.
- Feeder belt should be a Vulcanized Rip Stop - Steel ply fully cleated belt at least 15 mm thick with full deep groove cleats and side cleats.
- Feeder belt should be height adjustable and a cassette style for ease of maintenance.
- Feeder belt should be off set to one side to allow material to fall into drum on one side rather than build up against feed belt and drives.
- Feeder belt should have continuous adjustable load sensing to automatically start, stop, slow down feeder based on drum pressure.

Bid Equivalent or Deviation:

Engine:

- Must be tier III compliant, minimum.
- Shall be minimum of 90-100hp engine that burns no more than 2 gallons of fuel per hour at full RPM.
- Engine should be accessible from ground level.
- Engine should swing out 90 degrees for service and maintenance ease of access.
- Engine should have covered Exhausts to avoid scolding if touched.
- Each function on the machine should have its own dedicated pump drive.
- Functions with variable speed should use load sensing pumps and pistons for superior filtration and efficiency.

- Machine should have separate automatic reversing fans on both the engine and a separate hydraulic oil cooler.
- Machine should have a sound proofed engine compartment to keep noise emissions low.
- Engine should have a manual diesel hand pump with a start and stop function on the back of the engine for one man to restart.
- Machine should have a push button control panel with lights and a 1 button process start and stop function.
- Automatic Engine shut downs to include:
 - Hydraulic filter blockage.
 - Low hydraulic oil level.
 - Low engine oil pressure.
 - Air filter blockage.
 - Water level.
 - Water temperature.

Bid Equivalent or Deviation:

Fuel Tank:

- Tank shall be 79 gallon capacity, minimum.
- Shall be lockable delivered with a full tank of fuel.

Bid Equivalent or Deviation:

Trammel Drum:

- The drum should be a perforated punched plate with desired square opening.
- Drum should sit horizontal with a built in auger system allowing materials to have more retention time in drum.
- Drum should be double sprocket driven with double chains welded to the drum.
- Drum to be designated as a 7' x 20' or more.
- Drum to be supported by 8 pivotable urethane wheels.
- Machine should have an adjustable urethane guide roller on feeder end of drum.
- Machine should have a spring adjustable Steel guide roller on discharge end of drum.
- Drum to be smooth both inside and outside with no screen cloth or clamp catch points.
- Drum to have no clamp sections with an open area of 325 square feet or more.
- Drum must be able to be lifted out from the side of the machine with forks.
- Drum changing access door to swing out 166 degrees and latch.

- Opposite side door to pull out for ease of access and serviceability.

Bid Equivalent or Deviation:

Drum Cleaning System:

- Shall be equipped with a push button hydraulic raise and lower brush system.
- Brushes shall deliver constant pressure through the drum with no bouncing to eliminate screen blinding.
- Brush adjustment done via washers.
- Brushes should cover the complete length of the drum.
- Shall be one piece removable star screen insert with lifting eyes.
- Star deck should have adjustable load sensing to automatically slow down, stop and restart feeder belt.

Bid Equivalent or Deviation:

Star Screen Insert:

- Machine to be able to accept/convert to a star screen from a drum and vice versa.
- Shall have quick release hydraulics on the drum and star screen insert drives.
- Star screen insert shall have an auger to fluff and break up material as it comes out of the hopper.
- One piece removable star screen insert with lifting eyes.
- Star deck should be reversible.
- Star deck should have adjustable load sensing to automatically slow down, stop and restart feeder belt.

Bid Equivalent or Deviation:

Portability:

- Machine to have a pintle hitch with safety chains and a slip on ball coupler to increase on site maneuverability.
- Machine should have ABS brakes with push button release and relock.
- Machine should have an auxiliary cable crank hand brake.
- Machine should have a removable light bar system with holder for when not in use that attaches to door to avoid damage.

- Machine to be able to be moved without moving/clearing fines material from lift point.

Bid Equivalent or Deviation:

Fines Discharge Conveyor:

- Fines discharge conveyor should be 40" wide or more.
- Fines discharge conveyor should have a vulcanized belt with V shaped Cleats.
- Fines discharge conveyor should be hydraulically height adjustable.
- Fold and unfold function should be a two handed push button operation for employee safety.

Bid Equivalent or Deviation:

Oversize Discharge Conveyor:

- Oversize conveyor should be 40" wide or more with ladder style cleats.
- Oversize conveyor should be hydraulically height adjustable for stockpile control and ability to utilize as picking belt.
- Oversize conveyor should have a variable speed which is controllable from the rear conveyor.
- First 2' of the oversize conveyor is to be fitted with an impact bed where materials discharge out of drum.
- Machine should have an adjustable plate/chute to allow material to exit drum onto the center of the oversize discharge belt.
- Fold and unfold function should be a two handed push button operation for employee safety.
- Machine shall be equipped with a Windsifter.
- Machine to be able to hydraulically run a Windsifter and destoning conveyor.

Bid Equivalent or Deviation:

Remote Control:

- Remote Control to have the following functions:
 - Remote unit On/Off button
 - Display Screen

- Raise and lower drum cleaning brush
- Reverse Hopper Feeder belt
- Increase/Decrease Feeder belt speed
- Increase/Decrease Drum or Star screen speed
- Fold/Unfold Oversize conveyor belt
- Fold/Unfold Fines conveyor belt
- Raise/Lower Hydraulic jack legs under hopper
- Push button start/stop of all hydraulic functions and engine RPM
- Engine emergency shut off
- Optional additional hydraulics on/off

Bid Equivalent or Deviation:

OPTIONAL FEATURES:

- Machine to be able to accept 2 additional pumps to drive additional stackers.

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