



**City of Sanford, Maine**  
**Public Works Department**  
156 SCHOOL STREET, SANFORD, MAINE 04073  
(207) 324-9135

**INVITATION TO BID FOR:**

**RUBBER TRACK EXCAVATOR**

The City of Sanford, Maine will receive sealed bids for: **RUBBER TRACK EXCAVATOR** until **Tuesday, November 14, 2023 at 10:00 am** at the Sanford Public Works Office, 156 School Street, Sanford, Maine 04073, at which time and place all bids will be publicly opened and read aloud. The Invitation to Bid, Instructions to Bidders, Specifications, and Bid Proposal Form are available at the Public Works Office and online at [www.sanfordmaine.org](http://www.sanfordmaine.org) under **Business: Bid Opportunities**.

Bid awards will be made pursuant to the bid proposal results and the City's Purchasing Policies.

Date: October 26, 2023

By: Matthew E. Hill, P.E.

Matthew E. Hill, P.E.  
Director of Public Works  
City of Sanford, Maine



## **INSTRUCTIONS TO BIDDERS FOR:**

### **RUBBER TRACK EXCAVATOR**

Bids shall be received by the City of Sanford, Maine at the place and until the time specified in the "Invitation for Bids" for: **RUBBER TRACK EXCAVATOR** then publicly read aloud for the information of bidders and other interested parties who may be present either in person or by representative.

#### 1. **PREPARATION OF BIDS**

- a. Bids shall be submitted in triplicate. Bid forms furnished by the City of Sanford or copies thereof shall be used, and strict compliance with the requirements of the Invitation to Bid, these instructions, and the instructions printed on the forms is necessary. Any bidder not utilizing the Bid Proposal Exhibits attached hereto shall be considered non-responsive to the Invitation to Bid. Each Bid Proposal Form must be accompanied by a copy of the Specifications.
- b. Each bid must give the full business address of the bidder and be signed by an authorized representative or partnership name by one of the members of the partnership or by any authorized representative, followed by the signature and title of the person signing. Bids by corporations must be signed with the legal name of the corporation, followed by the name of the state of incorporation and by the signature and title of the president, secretary, or other person authorized to bind it in the matter and such bid must be accompanied by a satisfactory Certificate of Corporate Resolution, properly executed, clearly stating that such person is authorized to so bind the corporation in the matter. The name of each person signing shall also be typed or printed below the signature. A bid by a person who affixes to their signature the word "President," "Secretary," "Agent," or other title without disclosing their principal, may be held to be the bid of the individual signing.
- c. Erasure or other changes in the bids must be explained or noted over the signature of the bidder.
- d. Anyone submitting a bid shall agree to pass along to the City of Sanford any discounts, rebates or subsidies available as a result of abnormal or seasonal market conditions.



2. ALTERNATIVE BIDS

Alternative bids will not be considered unless explicitly called for in the Invitation to Bid.

3. INTERPRETATION OF CONTRACT DOCUMENTS

No oral interpretation will be provided to any bidder as to the meaning of the specifications or other contract documents. Every request for such interpretation shall be made in writing, addressed, and forwarded to [mehill@sanfordmaine.org](mailto:mehill@sanfordmaine.org), or Matthew E. Hill, P.E., Director of Public Works, City of Sanford, 156 School Street, Sanford, Maine 04073. Questions are due two (2) weeks before date of bid opening and any necessary addendum and/or answers will be posted online one (1) week before the date of the opening of bids. Every interpretation made to a bidder will be issued in the form of an addendum publicly posted on [sanfordmaine.org](http://sanfordmaine.org) under Business: Bid Opportunities. All such addenda shall become part of the contract documents.

4. CONDITIONS OF WORK

Each bidder must visit the sites of work and inform themselves of the conditions relating to the area in which the work shall be performed. Failure to do so will not relieve a successful bidder of their obligations to furnish all equipment, material, and labor necessary to carry out the provisions of the contract documents and to complete the work for the consideration set forth in this Invitation to Bid. The City of Sanford disclaims any and all responsibility for injury to bidders, their agents, or others while examining the work site or at any other time.

5. EXAMINATION OF SPECIFICATIONS AND SCHEDULE

Each bidder or his authorized agent is expected to examine the specifications, contract documents and all other instructions pertaining to the work, which will be open to his inspection. Failure to do so will be at the bidder's own risk, and he cannot secure relief on the plea of error in the bid. At its sole discretion, the City of Sanford may accept or reject bids that do not comply with the specifications, contract documents and all other instructions pertaining to the work.



6. PERSONS INTERESTED IN MORE THAN ONE BID

If more than one bid is offered by any one person by or in the name of his clerk, partner, or other person, all such bids shall be rejected.

7. QUALIFICATIONS OF BIDDER

Each bidder must furnish a statement of bidder's experience and their organization's experience with regard to the work specified as noted in the Bid Exhibits. The statement shall be submitted with the bid. The City of Sanford shall have the right to take such steps as it deems necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to the City of Sanford all such information and data for this purpose as the City of Sanford may request.

The right is reserved by the City of Sanford to reject any bid at its sole discretion.

8. SUBMISSION OF BID

Each bid shall be placed in a separate envelope clearly marked on the outside:

BID FOR: **RUBBER TRACK EXCAVATOR** and this envelope shall be placed in a second envelope for mailing purpose if necessary.

9. TIME OF OPENING OF BIDS

Bids received prior to the time of opening will be kept unopened in a secure place. The officer whose duty it is to open them will decide when the specified time has arrived at their sole discretion, and no bid received thereafter will be considered. No responsibility will attach to an officer for the premature opening of a bid not properly addressed and identified. Electronically submitted bids (email or fax) will not be considered.

10. WITHDRAWAL OF BIDS

Bids may be withdrawn on written request received from bidders prior to the time fixed for opening. Negligence on the part of the bidder in preparing the bids confers no right for the withdrawal of the bid after it has been opened. No bids may be withdrawn within a period of thirty (30) days after the opening of bids.



11. FORM OF AGREEMENT

The successful bidder shall be required to sign a standard City of Sanford Service Agreement, a copy of which is attached hereto in the Bid Exhibits.

12. FINANCIAL REQUIREMENTS OF THE CONTRACTOR

All insurances as noted in the standard City of Sanford Service Agreement, a copy of which is attached hereto in the Bid Exhibits.

13. AWARD OF CONTRACT

The Sanford City Council reserves the right to reject any or all bids, to waive any or all formalities in the bidding, to evaluate bids, and otherwise to act as it deems to be in the best interests of the City of Sanford. The decision of the Sanford City Council in awarding a bid shall be in accordance with the City of Sanford's Purchasing Policy.

14. TAXATION AND COMPLIANCE

The City of Sanford is a municipal corporation organized under the laws of the State of Maine and so its purchase of goods is exempt from State, Federal, local sales, and use taxes. The successful bidder agrees to comply with all applicable Federal, State, and local statutes, laws, codes, rules, regulations, ordinances, and orders in the performance of the contract.

DATE: October 26, 2023

City of Sanford

By: Matthew E. Hill, P.E.  
Matthew E. Hill, P.E.  
Director of Public Works



**SANFORD PUBLIC WORKS DEPARTMENT**  
**SPECIFICATIONS FOR: RUBBER TRACK EXCAVATOR**

|   | YES   | NO    |
|---|-------|-------|
| 6 Ton Machine   | _____ | _____ |
| Auto-Idle   | _____ | _____ |
| Auto-Shift, 2 Speed Travel  |       |       |
| Auxiliary Hydraulics with Selectable Flow with<br>Arm Mounted Flush Face Quick Couplers | _____ | _____ |
| <b>Inside:</b>  |       |       |
| Cup Holders, Retractable Seat Belt  | _____ | _____ |
| Roll Over Protective Structure  | _____ | _____ |
| Tip Over Protective Structure   | _____ | _____ |
| Falling Object Protective Structure   | _____ | _____ |
| Control Console Locks   | _____ | _____ |
| Control Pattern Selector Valve  | _____ | _____ |
| Dozer Blade with Float  | _____ | _____ |
| Engine/Hydraulic Monitor with shutdown  | _____ | _____ |
| Fingertip Auxiliary Hydraulic Control   | _____ | _____ |
| Fingertip Boom Swing Control  | _____ | _____ |
| Enclosed cab with HVAC  | _____ | _____ |
| Suspension Seat   | _____ | _____ |
| Travel Motion Alarm   | _____ | _____ |
| Radio   | _____ | _____ |

|  | YES   | NO    |
|--|-------|-------|
| Horn                                       | _____ | _____ |
| Hydraulic Joystick Controls                | _____ | _____ |
| LED work lights                            | _____ | _____ |
| Lift Eye                                   | _____ | _____ |
| Spark Arrestor                             | _____ | _____ |
| Deluxe Display                             | _____ | _____ |
| Vandalism Protection                       | _____ | _____ |
| Auto Attachment and Detach Mounting System | _____ | _____ |
| Telematics - Machine IQ                    | _____ | _____ |

**Outside:**

|   |       |       |
|---|-------|-------|
| Long Arm, Clamp with Diverter                         | _____ | _____ |
| Valve, Hydraulic Proprietary                          | _____ | _____ |
| Counterweight   | _____ | _____ |
| Hydraulic Thumb                                       | _____ | _____ |
| Back Up Camera  | _____ | _____ |
| 48" Tilt Clean-up/Ditching Bucket                     | _____ | _____ |
| 24" Digging Tooth Bucket                              | _____ | _____ |
| Ripper Tooth  | _____ | _____ |
| Rubber Tracks   | _____ | _____ |
| Turbocharged, Tier 4 NON DPF                          | _____ | _____ |
| Warranty: 4 years, or 2000 hours whatever comes first | _____ | _____ |



**BID PROPOSAL FORM FOR:**

**RUBBER TRACK EXCAVATOR**

To: City of Sanford  
C/o Matthew E. Hill  
Public Works Director  
156 School Street  
Sanford, Maine 04073

In response to the Invitation to Bid, Instructions to Bidders, and Specifications for **Rubber Track Excavator** Sections of Sanford/Springvale, as dated **Tuesday, November 14, 2023 @ 10:00 a.m.**, the undersigned proposes and agrees as follows:

1. To provide services, according to the above noted instructions and specifications as designated by Matthew E. Hill, P.E., Director of Public Works or his/her designee as follows:

Amount is to be indicated in both words and in figures. In case of discrepancy, the amount shown in words will govern.

Price for one Rubber Track Excavator:

\$ \_\_\_\_\_

---

(PRICE IN WORDS)

The bidder agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, bidder will execute the formal contract attached within 10 days.





In compliance with the above notice to bidders the undersigned declares that:

- A. The only person or persons interested in the bids set forth herein as principal or principals is or are named herein and no other person who is not mentioned herein has any interest in this proposal or the contract to be entered into. This proposal is made without connection with any other person or persons, company or a party making a bid or proposal and it is in all respects fair and in good faith, without collusion or fraud.
- B. The undersigned has examined all of the contract documents regarding this bid, and has informed him/her self of all the terms and conditions included and set down in said contract documents He has examined the Specifications, the Purchase and Sales Agreement or Service Agreement, has read all special provisions furnished prior to the opening of bids, and has satisfied him/her self relative to the work to be performed.
- C. All names and addresses of all persons interested in this bid as principals are as follows:  
\_\_\_\_\_  
\_\_\_\_\_
- D. We have been in business under the present name of \_\_\_\_\_ years, during which time we have never failed to complete any work or defaulted on any contract award.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023

BY: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Name of Entity)

\_\_\_\_\_  
(Address of Entity)

\_\_\_\_\_  
(Title, Person Signing Bid)



EXCEPTIONS TO SPECIFICATIONS

Any exception, variations, or clarifications to the Specifications must be set forth on this form and included with the Bid Proposal Form. These exceptions must be spelled out in detail, numbered, and make reference to exact page number for easy comparison.

Failure of the bidder to note on this form any and all exception to any portion of the specifications as designated by Matthew E. Hill, P.E. means that the providing of **Rubber Track Excavator** must meet or exceed in all respects any and all specifications not so noted.

Failure to denote exceptions in the above manner may be cause for rejection of the entire bid.

Exception  
Number

Details

---

---

---

---

---

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023

BY: \_\_\_\_\_  
(Signature)