



City of Rochester Hills
Solicitation for Quotation
Hydraulic Hoses, Fittings and
Miscellaneous Service
SFQ-RH-12-049

The City of Rochester Hills is accepting quotations for a two-year blanket purchase order for Hydraulic Hoses, Fittings and Miscellaneous Service.

Unit prices are requested, FOB City of Rochester Department of Public Service, 1000 Rochester Hills Drive, Rochester Hills, MI 48309. All prices quoted must be firm for the term of the blanket purchase order.

If you are interested in providing a quotation, please fill in the following information and fax or mail back by: **Wednesday, August 15, 2012 at 5:00 p.m. E.S.T.** All questions and/or quotations should be directed to the attention of: Lisa Cummins, Purchasing Analyst, City of Rochester Hills, 1000 Rochester Hills Drive, Rochester Hills, MI 48309, Phone: 248/841/2537, Fax: 248/608-8178.

Only those persons designated above are authorized to seek additional information from prospective vendors regarding their bid proposals. Correspondence or inquiries made directly to vendors regarding their bid proposals from all other persons are to be directed to those City employees designated above for appropriate review and response. All inquiries shall be made on or before **Wednesday, August 8, 2012 at 12:00 noon (local time)**, in order that a written response in the form of an addendum can be processed before the bids are opened. Inquires received after this date will not be considered.

Scope of Work

The intent of these specifications is to establish a contract with a vendor(s) to provide Parker and Weatherhead hydraulic hoses, fittings and miscellaneous service. The types of equipment using these products include dump trucks, excavators, loaders, etc. The awarded vendor must stock Parker and Weatherhead hydraulic parts as part of its normal operations. It is preferred that the awarded vendor be able to provide rebuilding services for hydraulic motors, etc on site, at their place of business. The City recognizes that multiple contracts may be necessary to cover the scope of this program.

Delivery/Time of Performance

All parts required under this contract are typically for equipment, which is under repair. Time is of the essence in furnishing the items ordered through this contract. It is therefore essential that the successful bidder be located within a reasonable driving distance from the Department of Public Service Garage located at 511 East Auburn Road, Rochester Hills, MI 48307.

Estimated Annual Usage

Past purchases do not reflect future needs. Purchases are based on many factors so estimated usage is unavailable. Proposers are encouraged to provide quantity limits or a certain quantity in which dollar amounts change or price breaks are provided.

Warranty



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All parts and service supplied by the successful vendor shall be warranted against defects in material and workmanship. The cost of any defective parts and the labor required to replace the defective product shall be the obligation of the vendor.

General Requirements

Municipalities are exempt from Michigan State Sales and Federal Excise taxes. Prices quoted shall not include Federal or State taxes. The City will furnish the successful bidder with tax exemption certificates upon request.

The City of Rochester Hills reserves the right to terminate the contract without penalty upon thirty (30) days written notice due to poor performance or for reasons deemed to be in its best interest. A designated representative of the City of Rochester Hills will be solely responsible for determining acceptable performance levels. The City of Rochester Hills reserves the right to re-award the contract to the second most qualified quote, re-quote the contract or do whatever is deemed to be in its best interest.

The City may modify the QUOTE prior to the deadline for submission of proposals by issuance of an addendum to all parties who have been furnished the Bid for proposal purposes. The City of Rochester Hills officially distributes bid documents from the Purchasing Division or through the Michigan Intergovernmental Trade Network (MITN). Copies of bid documents obtained from any other source are not considered official copies. Only those vendors who obtain bid documents from either the Purchasing Division or the MITN System are guaranteed access to receive addendum information, if such information is issued. The first step to do business with the City is to become a registered vendor by visiting the City website at www.rochesterhills.org, select **City Services, Purchasing, Vendor Registration and link to MITN website**. Final bid results will be posted on the MITN website after award.

All bid prices shall remain in effect for at least ninety (90) days from the date of the bid opening or the award, whichever comes first, except for the successful proposer whose prices are to remain firm for the term of the blanket purchase order.

No quote will be accepted from, or contract awarded to any person, firm, or corporation that is in arrears or is in default to the City of Rochester Hills upon any debt or contract, or that is in default as surety or otherwise, or failed to perform faithfully any previous contract with the City of Rochester Hills.

Award of Purchase Order

The City reserves the right to visit the proposers facility prior to an award. The City reserves the right to reject any and all quotations, and to waive any defect or irregularity in quotes. The City reserves the right to accept and separate item in the quote; and to accept the quote that in the opinion of the City is to the best advantage and interest of the public we serve.



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The bid will be awarded to that responsible, responsive bidder whose bid, conforming to this solicitation, will be most advantageous to the City with not only price but also availability of product, location, value and quality of product considered.

Insurance Requirements

Contractor shall not commence work under this contract until he has obtained and submitted to the City of Rochester Hills, the insurance required under this paragraph. All coverages shall name the "City of Rochester Hills" as certificate holder and shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers acceptable to the City of Rochester Hills.

Submit a Certificate of Insurance on an Accord Certificate form (a copy of which is attached hereto for illustrative purposes only) prior to the issuance of a purchase order meeting the minimum limits of liabilities as outlined. Certificate of Insurance shall have language the same as that shown in example.

A new certificate of insurance shall be provided to the City each year at the time of policy renewal. New certificates shall be delivered to the City in the same format as outlined in the SAMPLE certificate attached.

The Vendor shall not allow for any lapse of insurance coverage in the amounts shown in Appendix A. Failure of the Vendor to maintain the required insurance shall be grounds for contract cancellation. No work shall be performed on the site in the absence of any insurance coverage required herein.

1. **Commercial General Liability Insurance:** The Vendor shall procure and maintain during the life of the blanket purchase order, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and/or aggregate combined single limit, Personal Injury, Bodily Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.
2. **Motor Vehicle Liability:** The Contractor shall procure and maintain during the life of this contract Motor Vehicle Liability Insurance, including Michigan No-Fault Coverages, with limits of liability of not less than \$1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
3. **Umbrella Liability Insurance:** The Vendor shall procure and maintain during the life of this contract Umbrella Liability Insurance with limits of liability of not less than \$1,000,000 per occurrence.



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4. Workers' Compensation Insurance: The contractor shall procure and maintain during the life of this contract, Workers' Compensation Insurance, including employers liability coverage, in accordance with all applicable statutes of the State of Michigan.
5. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be Additional Insureds: "The City of Rochester Hills, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be primary to the Additional Insureds, and not contributing with any other insurance or similar protection available to the Additional Insureds, whether other available coverage be primary, contributing or excess."
6. Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following: "Should any of the above described policies be canceled before the expiration date thereof, the issuing company will mail sixty (60) days written notice to the certificate holder named to the left."

HOLD HARMLESS

To the fullest extent permitted by law, Vendor agrees to defend, pay in behalf of, indemnify and hold harmless the City of Rochester Hills, its elected and appointed officials, employees and volunteers and others working in behalf of the City of Rochester Hills against any and all claims, demands, suits, or loss, including all costs and attorney fees, connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Rochester Hills, its elected and appointed officials, employees, volunteers or others working in behalf of the City of Rochester Hills by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract.



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QUOTE FORM

The following items are listed solely for the purpose of comparing discounts as listed below. Actual items and quantities will vary. Costs shall include all costs necessary for fulfilling the terms of this contract. Shipping, fuel surcharges, etc if billed will not be paid.

This section must be completed:

Indicate the type of discount/markup used to compute prices below. This Price Schedule provided shall be the basis for pricing for the term of the resulting purchase order for all items purchased from this contract. (e.g.: 20% discount from list, 5% over cost, etc.)

Price Schedule – Weatherhead: _____

Price Schedule – Parker: _____

Parker Hydraulic Parts			
Part #	Item Description	Est Qty	Unit Cost
10K0101-12-12C	¾" High Pressure Adapter Nipple	6	\$
15K0101-2-2C	1/8" High Pressure Adapter Nipple	6	\$
15K0101-4-4C-4	¼" High Pressure Adapter Nipple	12	\$
15K0101-6-6C	3/8" High Pressure Adapter Nipple	6	\$
15K-0101-8-8C-6	½" High Pressure Adapter Nipple	12	\$
1JS79-12-12	Crimp Hose Fitting Elbow Tube Adapter, Female Lok	12	\$
20820-6-6	Reusable Fitting	2	\$
329071-19X	Gasket and Seal Kit	1	\$
329071-7X	Clutch Repair Kit	1	\$
379660	Chelsea Lube Assembly	1	\$
7911TC-12	SAE100R15 ¾" Hose	50 ft	\$
TE0050FP100AAAB	Motor	5	\$
TE0050FP090AAAB	Motor	5	\$
PAVC06592L4A13X3632	Pump	5	\$
1JS43-10-10	Parker 5/8" Female Seal Lok®/5/8"	50	\$
451TC-6-6	451TC Parker Braided Hydraulic Hose (SAE 100R17)	100 feet	\$ Per foot
451TC-8-8	451TC Parker Braided Hydraulic Hose (SAE 100R17)	100 feet	\$ Per foot
302-8	302 Parker Braided Hydraulic Hose (SAE	100	\$



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	100R2)	feet	Per foot
302-10	302 Parker Braided Hydraulic Hose (SAE 100R2)	100 feet	\$ Per foot
302-12	302 Parker Braided Hydraulic Hose (SAE 100R2)	100 feet	\$ Per foot
Weatherhead Hydraulic Parts			
Part #	Item Description	Est Qty	Unit Cost
H42516	Weatherhead H425 High Pressure Hose	100 feet	\$ Per foot
H42504	Weatherhead H425 High Pressure Hose	100 feet	\$ Per foot
H42506	Weatherhead H425 High Pressure Hose	100 feet	\$ Per foot
H42512	Weatherhead H425 High Pressure Hose	100 feet	\$ Per foot
06U-646	Weatherhead Hydraulic Fittings	10 each	\$
06U-668	Weatherhead Hydraulic Fittings	10 each	\$
08U-510	Weatherhead Hydraulic Fittings	10 each	\$
08U-648	Weatherhead Hydraulic Fittings	10 each	\$
12U-112	Weatherhead Hydraulic Fittings	10 each	\$
12U-612	Weatherhead Hydraulic Fittings	10 each	\$
12U-616	Weatherhead Hydraulic Fittings	10 each	\$
16U-676	Weatherhead Hydraulic Fittings	10 each	\$
16U-696	Weatherhead Hydraulic Fittings	10 each	\$

Shop/Labor Hourly Rate for miscellaneous hydraulic cylinder and pump repairs:
\$ _____

Does your company stock Weatherhead and Parker hydraulic parts at your facility? YES NO

Does your facility have an onsite rebuilder that can perform miscellaneous hydraulic cylinder and pump repairs? YES NO



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Distance bidders place of business is from the DPS garage location (511 East Auburn Road, Rochester Hills, MI 48307): _____ Miles

Please provide estimated delivery time for ordered parts: _____

Please state any minimum order requirements: \$ _____ and/or _____ Amount

Please provide your companies hours of operation: _____

Do you have weekend hours of operation: _____

Please describe your warranty policy on new and rebuilt parts:

Does your company accept MasterCard for payment? Yes/No

If yes, are there any additional fees/discounts for this payment method?

Payment Method: Please select company's desired payment method:
____ Check - minimally 60 days from receipt of order
____ ACH - 45 days from receipt of invoice
____ Credit Card - 20 days from receipt of invoice

COMPANY INFORMATION

COMPANY: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

AUTHORIZED REPRESENTATIVE'S NAME: _____

SIGNATURE: _____ TITLE: _____

PHONE: _____ FAX: _____

EMAIL: _____ DATE: _____

Material/Services Prices Guaranteed Per Stated Above: _____ YES _____ NO
If NO, 30-day notice of increase is required.

Terms: State payment terms of proposal including prompt payment discount or late payment penalty (if any). Any discounts offered will be taken.