
Public Works

2022-036
Municipal Garage Parts Room Cabinets and Drawers
April 19, 2022

Sir/Madam:

Sealed bids will be received in the office of the Purchasing Agent on **Tuesday, May 17, 2022, until 2:00 p.m.** at which time they will be publicly opened and read aloud on the enclosed specifications for **Municipal Garage Parts Room Cabinets and Drawers** for the City of Lewiston, Department of Public Works.

The Finance Committee reserves the right to accept or reject any and all proposals.

Please use a sealed envelope clearly marked with the bid name and number when submitting your bid.

Only sealed bids will be accepted.

Faxed or electronic bids will not be considered.

Respectfully,

Allen Ward
Purchasing Agent

CITY OF LEWISTON, MAINE
DEPARTMENT OF PUBLIC WORKS
Garage Parts Room Cabinets and Drawers
BID #: 2022-036

SPECIFICATIONS

The City of Lewiston is accepting sealed proposals for **Municipal Garage Parts Room Cabinets and Drawers** for the Public Works Department. The desired equipment will be used by the Public Works Department, Municipal Garage to organize small parts and filters used to maintain the city fleet of vehicle sand equipment.

Bids will be received at the office of the Purchasing Agent until **2:00 p.m. on Tuesday, May 17, 2022**, and then, at said office, publicly opened and read aloud.

Each bidder is required to state in his/her Proposal his/her name and place of residence and the names of all persons or parties interested as principals with him/her; and that the proposal is made without any connection with any other bidder making any proposal for the same work; and that no person acting for or employed by the City of Lewiston is directly or indirectly interested in the proposal or in any contract which may be entered into to which the proposal relates, or in any portion of the profits therefrom, except as provided by the City Charter.

The proposal must be signed by the bidder with his/her full name and address and be enclosed in a sealed envelope. The sealed envelope shall be marked with the name and address of the bidder and entitled:

PROPOSAL FOR
Municipal Garage Parts Room Cabinets and Drawers

and addressed to: "Purchasing Agent, City Hall, Lewiston, Maine". If the proposal is forwarded by mail, the sealed envelope containing the proposal and marked as above must be enclosed in a second envelope which shall be addressed to: "Purchasing Agent, City Hall, 27 Pine Street, Lewiston, Maine 04240." All mailed proposals should be sent by registered mail to ensure delivery.

Any bidder may withdraw his/her proposal prior to the scheduled time for the opening of proposals upon presentation to the Purchasing Agent of a request, in writing, to do so. Any bidder who withdraws his/her proposal within thirty (30) days after the actual opening thereof shall be considered to have abandoned his/her proposal. Any proposal received after the scheduled opening time will not be considered.

Bids and Proposals are considered public documents and may be reviewed by others including competitors.

The City of Lewiston reserves the right to reject any and all bids when deemed in the best interest of the City, and to waive any minor discrepancy or technicality in the bid specifications.

The Finance Committee reserves the right to waive any formality and may consider as informal any Proposal not prepared and submitted in accordance with these provisions. The Finance Committee reserves the right to accept any Proposal or reject any or all Proposals if it is deemed to be in the public interest to do so.

In accordance with section 3.1.6.5 of the City of Lewiston Purchasing Policy, The Finance Committee, upon recommendation of the Director or designee, shall have the authority to reject any and all proposals when proposals are deemed non-responsive, token, collusive or otherwise non-acceptable, and such action is in the best interest of the City.

Specifications can be obtained free of charge on the City of Lewiston web site under Finance Dept./Bids and Awards (www.lewistonmaine.gov).

All items appearing in the bidders regular published specifications are assumed to be included in the bidder's proposal.

The following specification shall be minimum requirements and bid shall be of the manufacturer's latest model and design. The bid item must also comply with applicable federal and Maine laws. The bid item must comply with applicable Federal, Maine laws as well as ANSI MH16.1-2012 standards for racking systems. All items appearing in the bidders regular published specifications are assumed to be included in the bidder's proposal.

The bid will be awarded based four (4) factors they are as follow:

1. Total bid price including all options selected by the city.
2. Compliancy to the bid specification.
3. Other Maine Municipalities experience with the application for the cabinets that appears in the spec/Bid proposal.
4. Lewiston Public works experience/ history with equipment from this manufacture and the selling dealer.

If it is necessary to bid alternate equipment or to take exceptions to the specifications as set forth, this must be so stated in your proposal. For each item, please place an "X" in the appropriate space (Yes__ No__) to signify whether or not you are in complete compliance with the specifications. Failure to follow the format or answer the specification may cause your bid to be disqualified. If you need extra space to describe your product, please attach extra sheets. When doing this, be sure your description references the appropriate question.

Questions or to arrange a time for a site inspection. Please contact Phil Brienza @ 207-513-3145.

CITY OF LEWISTON, MAINE
BID #: 2022-036
Municipal Garage Parts Room Cabinets and Drawers
REQUIREMENTS and PROPOSAL FORM

General Cabinet Configuration		YES	NO
MANUFACTURER			
MODEL			
NUMBER OF UNITS	7 Units		
SIZING	Max. height to be 76"		
	Min. width 17' 6" Max. 18'		
	Depth 24" – 30"		
SHELVING	Shelving section to be approx. 31" high		
	3 shelves per unit plus the fixed top of the unit		
	All shelves to support min. 400Lbs		
	Fixed shelf above the top drawer on all units		
	Two adjustable shelves on all units		
DRAWERS	Drawer banks to be approx. 44" tall		
	Full extension drawers		
	Capacity to be min. 450Lbs per drawer		
	Drawer suspension to have independent lab test results for full loaded/extended drawers, included in bid submission		
	Extruded drawer pulls to be min 75% of drawer width		
	Drawer pulls to have provision for min. 1" labels to be installed on them		
	Drawer pulls to have mechanically fastened end caps to prevent personal injury		
	System to allow more than one drawer to be open at a time		
	All drawers to have adjustable dividers that run front to back and side to side		
	Top drawer approx. 3 7/8" tall		
	Next drawer to be approx. 4 5/8" tall		
	Next drawer to be approx. 5 3/8" tall		
	Next 2 drawers to be approx. 6 1/4" tall		
Bottom drawer to be approx. 7" tall			
COLOR	Blue		

To receive consideration, this Proposal Form must be filled in and signed.

The undersigned hereby declares that he has carefully examined the specifications and that he/she proposes and agrees, if this proposal is accepted, to provide the items identified in his/her proposal in accordance with the specifications listed; and that he/she will accept full payment therefor the following sum:

As specified: FOB Lewiston Public Works, 103 Adams Avenue, Lewiston, Maine 04210

ITEM	MANUFACTURER/MODEL	PRICE
1. Cabinet & Drawer System: FOB Lewiston Public Works, 103 Adams Avenue, Lewiston, Maine 04210		\$

Warranty	
Delivery	
Terms	

FIRM	
TAX ID/ DUNS #	
SIGNED BY	
PRINTED OR TYPED NAME	
PRINTED OR TYPED TITLE	
ADDRESS	
E-MAIL ADDRESS	
TELEPHONE #	
DATE	