

**Invitation to Bid on**  
**SNOW PLOW CUTTING EDGES**  
**For the Contract Period 9/4/2018 through 9/3/2019**

The Greater Portland Council of Governments (GPCOG), acting on behalf of various municipalities and other entities located in Southern and Midcoast Maine as approved by GPCOG, is seeking bid proposals from qualified suppliers to provide the sale and delivery of **Snow Plow Cutting Edges**.

This bid proposal package consists of the following sections:

- Notice of Intent to Bid (p. 2)
- Bid Specifications (pp. 4 – 5)
- Assurances (pp. 7 – 8)
- Reporting Contact (p. 9)
- Participating Municipalities (p. 10)
- Bid Forms (Excel worksheet)
- Estimated Needs of Participants (Excel worksheet)
- General Terms and Conditions

An “Intent to Bid” form is included with this bid package. Please return this form **immediately upon receipt** to indicate whether or not your firm will be bidding.

All bids shall be submitted on the Proposal Forms included with this bid document.

Bids may be submitted either via email in the format of a pdf file OR enclosed in a sealed envelope marked "**SNOW PLOW CUTTING EDGES BID**" and emailed or delivered to:

**GPCOG**  
**Attn: Cooperative Purchasing**  
**970 Baxter Blvd.**  
**Portland, ME 04103**

**Bids will be opened at**  
**11:00 a.m.**  
**Friday, August 17, 2018**

**2018 GPOG NOTICE OF INTENT TO BID ON  
SNOW PLOW CUTTING EDGES**

Firm: \_\_\_\_\_ WILL  WILL NOT

submit a bid to furnish the above referenced product or service.

This request for information is being sent to you and to other service or product providers to assist us in determining who will be submitting a bid.

**Whether or not you choose to submit a bid at this time, please return this form if you wish to be retained on our list of bidders.**

We are not submitting a bid this year, but please keep us on your list of bidders.

You may remove us from your bidders list (NOTE: Firms who do not return this form will be automatically removed from our bidder list).

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Please return this form immediately upon receipt (by mail or email) to:**

John Duncan  
GPCOG Cooperative Purchasing  
970 Baxter Blvd., Portland, ME 04103  
Email: [jduncan@gpcog.org](mailto:jduncan@gpcog.org)

**ATTENTION BIDDERS:**

**PLEASE READ ALL SPECIFICATIONS AND REQUIREMENTS OF THIS BID CAREFULLY AS CHANGES, ADDITIONS OR DELETIONS TO THIS BID MAY HAVE BEEN MADE.**

**GPCOG ASSUMES NO RESPONSIBILITY FOR ANY MISUNDERSTANDING OF THE REQUIREMENTS OF THIS BID RESULTING FROM BIDDERS' FAILURE TO CAREFULLY REVIEW THESE DOCUMENTS OR TO CLARIFY INFORMATION CONTAINED HEREIN.**

# 2018 SNOW PLOW CUTTING EDGES BID SPECIFICATIONS

**This bid is for the sale and delivery of Snow Plow Cutting Edges to the municipalities listed herein.**

**The contract period will be 9/4/2018 through 9/3/2019.**

## **1. SCOPE OF SERVICE**

The Contract formed and prices provided shall be in effect from the award of this bid through the delivery of products to each municipality. Delivery shall be to the location specified by the individual Participants who ordered the product to the location so specified by them. If requested by the Participant, delivery of each product for the first time shall include a copy of all the manufacturers' warranties and manufacturer's specifications. All product sold or delivered by the Contractor shall comply with all Federal, State, and local statutes, regulations, ordinances, or rules.

Please note that this year's bid contains four delivery Service Areas. A vendor may bid on one or more of the Service Areas but is not required to bid on all.

Additional Towns that have not submitted estimated needs/intended purchases forms but wish to participate in this bid from Cumberland County will be included in the Service Area that makes the most sense geographically. Towns from outside Cumberland County that have not submitted estimated needs/intended purchases forms wishing to participate in the bid will be included in the Service Area that make the most sense geographically.

## **2. PRODUCT SPECIFICATIONS**

Please refer to attached order forms.

## **3. PRODUCT QUALITY**

In addition to and not in lieu of the warranty provisions of this contract, all product supplied shall be of high quality. Participants reserve the right to inspect and reject any product that is not of a high quality standard. No conduct on the part of the Participants in this bid or GPCOG shall constitute a waiver or forfeiture of this right. The determination of "high quality" rests in the sole discretion of the Participants or GPCOG.

**4. INSURANCE**

The Contractor shall furnish, upon request from GPCOG or Participants, an Insurance Certificate showing proof of General Liability coverage that includes Products Liability coverage.

**5. REPORTING REQUIREMENTS**

A report of all goods or products sold under this bid is due to GPCOG by September 15, 2019.

**6. CONTRACTOR QUALIFICATIONS**

Each bidder shall submit with its bid a list of two trade references, including a name and phone number of a contact person for each.

**PLEASE RETURN ONLY  
THE FOLLOWING PAGES:**

- 1. ASSURANCES (1 page)**
- 2. REPORTING CONTACT (1 page)**
- 3. BID FORMS**



**BID TO PROVIDE**  
**SNOW PLOW CUTTING EDGES**  
**For the Contract Period 9/4/2018 through 9/3/2019**

**ASSURANCES**

We herewith submit our bid in accordance with the requirements and specifications herein and acknowledge as follows:

1. That we have read these specifications and will comply with all requirements of this bid.
2. That the needs stated herein are the best estimates of municipalities at the time of this bid, but that these estimates may vary. We agree to supply the products and services required, whether more or less than these estimates.
3. We carry full liability insurance coverage that is in force and shall remain in force during the term of this contract.
4. Our company is bondable and a Performance Bond will be provided if required for award of any portion of this bid.
5. Our company is licensed to do business in Maine.
6. We will comply with the requirements relating to reporting requirements for products and services provided under this bid.

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**ORDER CONTACT INFORMATION**

NAME \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

**REFERENCES**

NAME \_\_\_\_\_

LOCATION \_\_\_\_\_

TELEPHONE \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

NAME \_\_\_\_\_

LOCATION \_\_\_\_\_

TELEPHONE \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
*(Owner or authorized representative of owner)*



**BID TO PROVIDE  
SNOW PLOW CUTTING EDGES  
For the Contract Period 9/4/2018 through 9/3/2019**

**REPORTING CONTACT**

Periodic reporting of products or services sold is a requirement of this and all bids administered by GPCOG. The Contractor must provide to GPCOG the actual amount of work performed in each municipality upon request.

**Please provide contact information for the person who shall provide the requested sales reports:**

Name and Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

## 2018 SNOW PLOW CUTTING EDGES BID

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### **Participating Municipalities**

(Other Municipalities may join in the bid once it has been awarded.)

#### **Service Area 1:**

Cape Elizabeth

#### **Service Area 2:**

Standish

Sebago

Denmark

#### **Service Area 3:**

Arundel

Kennebunk

#### **Service Area 4:**

Phippsburg

Please note that this year's bid contains four delivery Service Areas. A vendor may bid on one or more of the Service Areas but is not required to bid on all.

<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>STANDISH</b>			
<b>Contact:</b>	Roger Mosley			
<b>Phone:</b>	642-5416			
<b>Email:</b>	<a href="mailto:rmosley@standish.org">rmosley@standish.org</a>			
<b>Orders to be:</b>	Picked up:		Delivered:	X

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
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CARBIDE BLADES (Specifications: 3/4" thickness x 6" width trapezoid with countersunk 11/16" holes)	3'	2"	Std Hwy Punch	4
CARBIDE BLADES (Specifications: 3/4" thickness x 6" width trapezoid with countersunk 11/16" holes)	4'	2"	Std Hwy Punch	12
<b>Other Specifications:</b>				

STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	9'			
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	10'	1 1/2"	Std Hwy Punch	30
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	11'			
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	12'			
<b>ITEM</b>	<b>LENGTH</b>	<b>GAUGE</b>	<b>HOLE PATTERN</b>	<b>QUANTITY</b>
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	13'			
<b>Other Specifications:</b>				

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	9'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	10'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	11'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	12'			

<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>STANDISH</b>			
<b>Contact:</b>	Roger Mosley			
<b>Phone:</b>	642-5416			
<b>Email:</b>	<a href="mailto:rmosley@standish.org">rmosley@standish.org</a>			
<b>Orders to be:</b>	Picked up:		Delivered:	X

STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	13'			
Other Specifications:				

STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	6'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	5'			

Other Specifications:

ITEM		GAUGE	HOLE PATTERN	QUANTITY
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 6" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange, 5.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (5. Specifications: 1 1/8" thick x 8" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange, 5.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 6" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange with curb guard. 6.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 8" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange with curb guard. 6.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick 6" width x 11" long with 11/16" countersunk bolt holes, Bright Safety Orange. 2.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick 8" width x 11" long with 11/16" countersunk bolt holes, Bright Safety Orange. 2.2 lbs. total carbide weight)				
ITEM	LENGTH	THICKNESS	WIDTH	HOLE PATTERN
GRADER BLADES	6'			

<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>STANDISH</b>			
<b>Contact:</b>	Roger Mosley			
<b>Phone:</b>	642-5416			
<b>Email:</b>	<a href="mailto:rmosley@standish.org">rmosley@standish.org</a>			
<b>Orders to be:</b>	Picked up:		Delivered:	X

<b>GRADER BLADES</b>	<b>7'</b>			
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<b>COMMENTS</b>	
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<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>Kennebunk</b>			
<b>Contact:</b>	Steve Leach			
<b>Phone:</b>	207-985-4811			
<b>Email:</b>				
<b>Orders to be:</b>	Picked up:		Delivered:	X

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
CARBIDE BLADES (Specifications: 3/4" thickness x 6" width trapezoid with countersunk 11/16" holes)	3'		Highway Punch	34
CARBIDE BLADES (Specifications: 3/4" thickness x 6" width trapezoid with countersunk 11/16" holes)	4'		Highway Punch	34
<b>Other Specifications:</b>				

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	9'		Highway Punch	1
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	10'		Highway Punch	6
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	11'		Highway Punch	11
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	12'		Highway Punch	1
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	13'		Highway Punch	1
<b>Other Specifications:</b>				

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	9'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	10'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	11'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	12'			

<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>Kennebunk</b>		
<b>Contact:</b>	Steve Leach		
<b>Phone:</b>	207-985-4811		
<b>Email:</b>			
<b>Orders to be:</b>	Picked up:	Delivered:	X

STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	13'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	6'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	5'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	4'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	5'			
Other Specifications:				

ITEM		GAUGE	HOLE PATTERN	QUANTITY
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 6" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange, 5.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (5. Specifications: 1 1/8" thick x 8" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange, 5.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 6" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange with curb guard. 6.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 8" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange with curb guard. 6.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick 6" width x 11" long with 11/16" countersunk bolt holes, Bright Safety Orange. 2.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick 8" width x 11" long with 11/16" countersunk bolt holes, Bright Safety Orange. 2.2 lbs. total carbide weight)				

<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>Kennebunk</b>		
<b>Contact:</b>	Steve Leach		
<b>Phone:</b>	207-985-4811		
<b>Email:</b>			
<b>Orders to be:</b>	Picked up:	Delivered:	X

ITEM	THICKNESS	WIDTH	HOLE PATTERN	QUANTITY
GRADER BLADES - 6' Length				
GRADER BLADES - 7' Length				

Other				
ITEM	QUANTITY			
Shoes				

<b>COMMENTS</b>	
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<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>Arundel</b>			
<b>Contact:</b>	Roger Taschereau			
<b>Phone:</b>	(207) 284-7202			
<b>Email:</b>	<a href="mailto:publicworksdirector@arundelmaine.org">publicworksdirector@arundelmaine.org</a>			
<b>Orders to be:</b>	Picked up:		Delivered:	X

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
<b>CARBIDE BLADES (Specifications: 3/4" thickness x 6" width trapezoid with countersunk 11/16" holes)</b>	3'	2"	12" CTR	20
<b>CARBIDE BLADES (Specifications: 3/4" thickness x 6" width trapezoid with countersunk 11/16" holes)</b>	4'	2"	12" CTR	25
<b>Other Specifications:</b>				

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
<b>STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)</b>	9'		Highway Punch	
<b>STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)</b>	10'		Highway Punch	
<b>STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)</b>	11'		Highway Punch	
<b>STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)</b>	12'		Highway Punch	
<b>STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)</b>	13'		Highway Punch	
<b>Other Specifications:</b>				

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	9'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	10'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	11'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	12'			
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	13'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	6'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	5'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	4'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	5'			
Other Specifications:				

ITEM		GAUGE	HOLE PATTERN	QUANTITY
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 6" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange, 5.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (5. Specifications: 1 1/8" thick x 8" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange, 5.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 6" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange with curb guard. 6.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 8" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange with curb guard. 6.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick 6" width x 11" long with 11/16" countersunk bolt holes, Bright Safety Orange. 2.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick 8" width x 11" long with 11/16" countersunk bolt holes, Bright Safety Orange. 2.2 lbs. total carbide weight)				
ITEM	THICKNESS	WIDTH	HOLE PATTERN	QUANTITY
GRADER BLADES - 6' Length				
GRADER BLADES - 7' Length				

Other				
ITEM	QUANTITY			
Shoes				

COMMENTS	
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<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>PHIPPSBURG</b>			
<b>Contact:</b>	Jarrod Hawkes			
<b>Phone:</b>	(207) 837-3637			
<b>Email:</b>	<a href="mailto:Jarrod.Hawkes@gmail.com">Jarrod.Hawkes@gmail.com</a>			
<b>Orders to be:</b>	Picked up:		Delivered:	X

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
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CARBIDE BLADES (Specifications: 3/4" thickness x 6" width trapezoid with countersunk 11/16" holes)	3'			16
CARBIDE BLADES (Specifications: 3/4" thickness x 6" width trapezoid with countersunk 11/16" holes)	4'			15
Other Specifications:				

STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	9'			
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	10'			
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	11'			
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	12'			
ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
STEEL BLADES (Specifications: 5/8" thickness x 6" width with 11/16" square-punched holes)	13'			
Other Specifications:				

ITEM	LENGTH	GAUGE	HOLE PATTERN	QUANTITY
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	9'			20
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	10'			2
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	11'			12
STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	12'			

<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>PHIPPSBURG</b>			
<b>Contact:</b>	Jarrod Hawkes			
<b>Phone:</b>	(207) 837-3637			
<b>Email:</b>	<a href="mailto:Jarrod.Hawkes@gmail.com">Jarrod.Hawkes@gmail.com</a>			
<b>Orders to be:</b>	Picked up:		Delivered:	X

STEEL BLADES (Specifications: 5/8" thickness x 8" width with 11/16" square-punched holes)	13'			
Other Specifications:				

STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	6'			
STEEL BLADES (Specifications: 1" thickness x 8" width with 11/16" countersunk holes)	5'			

Other Specifications:

ITEM	GAUGE	HOLE PATTERN	QUANTITY	
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 6" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange, 5.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (5. Specifications: 1 1/8" thick x 8" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange, 5.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 6" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange with curb guard. 6.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick x 8" width x 21" long with 11/16" countersunk bolt holes, Bright Safety Orange with curb guard. 6.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick 6" width x 11" long with 11/16" countersunk bolt holes, Bright Safety Orange. 2.2 lbs. total carbide weight)				
PLOW AND CURB GUARDS (Specifications: 1 1/8" thick 8" width x 11" long with 11/16" countersunk bolt holes, Bright Safety Orange. 2.2 lbs. total carbide weight)				
ITEM	LENGTH	THICKNESS	WIDTH	Quantity
GRADER BLADES	6'			2

<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS</b>
<b>2018 Snow Plow Cutting Edges Estimated Needs Form</b>

<b>Municipality:</b>	<b>PHIPPSBURG</b>			
<b>Contact:</b>	Jarrod Hawkes			
<b>Phone:</b>	(207) 837-3637			
<b>Email:</b>	<a href="mailto:Jarrod.Hawkes@gmail.com">Jarrod.Hawkes@gmail.com</a>			
<b>Orders to be:</b>	Picked up:		Delivered:	X

<b>GRADER BLADES</b>	<b>7'</b>			
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<b>COMMENTS</b>	
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## **GENERAL TERMS AND CONDITIONS**

The Greater Portland Council of Governments (GPCOG) is a regional service and planning agency located in Cumberland County, Maine that is acting in a limited manner on behalf of Participants in this bid. Representations made in this invitation are based on information from the Participants. GPCOG will have full authority from the Participants to supervise the performance of vendors under this bid.

### **1. SUBMISSION OF BIDS**

Bids must be submitted on the forms included with this bid package. Bidders should understand that the submission of a bid represents an offer that may be accepted in part or in whole by the Participants. **The acceptance of a bid either in part or in whole constitutes the formation of a Contract.**

A bid may not be withdrawn after the date and time of bid opening and no bids will be accepted after the deadline.

Bids will be accepted in the following ways:

1. Bids can be mailed or hand delivered in a sealed envelope to the GPCOG office. (Bids will NOT be accepted via fax.)
2. Bids can be emailed to [jduncan@gpcog.org](mailto:jduncan@gpcog.org) with either a request to confirm receipt via email or a “read receipt” attached to the email submission.

### **2. NEEDS OF PARTICIPANTS**

The estimated needs of the Participants are aggregated for bidders’ use in estimating the amount of work to be done under this contract. In addition, estimated needs by individual municipalities are also provided for reference. Under no circumstances should bidders assume that these estimates represent the exact amount of work to be done. Bidders requiring more information than what is provided should contact the individual towns or agencies for clarification of scope of work, and no consideration will be granted for any alleged misunderstanding of the product or service to be sold and/or delivered.

### **3. PRICES**

GPCOG is seeking offers as a cooperative bid to obtain the most favorable prices for the Participants. Contractors shall include in their offers any and all discounts, trade or otherwise.

Participants are exempt from the payment of Federal and State sales taxes and all prices shall be exclusive of any such taxes. It shall be the Contractor's responsibility to determine qualification for exemption and to add applicable taxes where appropriate.

All prices are to be net with all discounts, including but not limited to discounts for trade and time, reflected in the offered price. **All prices are to include the cost of delivery and all related transportation charges.** All prices shall be firm until the end of the contact period.

**4. PARTICIPANTS**

The list of Participants contained in this bid package is provided to give bidders an indication of those interested in purchasing through this bid. No guarantees are made, however, that all of the Participants listed will participate. In addition, others who are not listed but may wish to take advantage of the prices offered through this bid may do so without penalty or prejudice.

**5. INSURANCE**

Contractors shall be required to have during the full term of this contract adequate insurance to ensure that Participants are protected from any and all liability and damage, whether willful or not, resulting from negligence, error or omission on the part of the Contractor or any subcontractor engaged by the Contractor. Such coverage may include, but shall not be limited to, Workers Compensation, Employer Liability, Product Liability, Comprehensive and Property Damage.

**6. BID AWARDS**

Bid awards are made on the basis of a combination of considerations -- price, serviceability, vendor reputation and ability to meet the terms of this Contract. Bidders should understand that although price is an important consideration, it is not the sole determining factor in making any bid award.

GPCOG reserves the right to accept or reject any or all offers, cancel the request for offers and to submit another request for offers, whichever is in its best interests.

**7. SUBLETTING**

Contractors shall not assign, transfer, convey, sublet or otherwise dispose of its Contract or its right, title, or interest therein to any other person, firm or corporation without prior consent of the Participants. In no case shall any such consent relieve the Contractor from its obligations or change any of the terms of the Contract.

**8. REPORTING REQUIREMENTS**

The Contractor must provide a report to GPCOG by September 15, 2019 that includes the following:



- total dollar value of products purchased including the “regular price” vs. the “bid price” for each item;
- the amount of savings for each municipality and organization; and
- the total savings of all participants as a result of participating in this bid.

If this information is not received, the vendor will not be eligible to participate in the GPCOG bid process the following year.

**Reports are to be submitted to:**

John Duncan, Director  
GPCOG Cooperative Purchasing  
970 Baxter Blvd.  
Portland, ME 04103  
[jduncan@gpcog.org](mailto:jduncan@gpcog.org)

**9. BID PERFORMANCE**

The Contractor agrees to bear all costs incurred by the GPCOG or the Participants arising from the failure of the Contractor through omission or commission to comply with all Federal, State, and local statutes, regulations, ordinances or rules. The Contractor further agrees to hold GPCOG and the Participants harmless and to indemnify GPCOG and the Participants for these costs as well as all costs of collection, including but not limited to reasonable attorneys' fees.

If the Contractor fails to fulfill its obligations under this Contract properly and on time, or otherwise violates any provision of this Contract, the Participants may terminate the Contract by written notice to the Contractor. The notice shall specify the acts or omissions relied on as cause for termination. The Participants shall pay the Contractor fair equitable compensation for satisfactory performance prior to receipt of notice of termination less the amount of damages caused by the Contractor's breach. If the damages are more than the compensation payable to the Contractor, the Contractor will remain liable after termination and the Participants may collect damages, including costs of collection and reasonable attorney fees.

Except as may be provided elsewhere in this Contract, any dispute concerning a question of fact arising under this Contract which is not disposed of by agreement shall be decided by the GPCOG who shall mail or otherwise furnish its decision to the Contractor. The decision of GPCOG shall be final.

**10. VENDOR FEES**

Vendors will be charged a fee of 1% of the total sales for all GPCOG bids. Vendor fees will be invoiced and collected by GPCOG.

**11. EQUAL OPPORTUNITY**

The Greater Portland Council of Governments and the participants named in this bid are equal opportunity employers and shall not discriminate against an applicant for employment, an employee or a citizen because of race, color, sex, marital status, physical and/or mental handicap, religion, age, ancestry or natural origin, unless based upon a bona fide occupational qualification. Vendors and contractors or their agents doing business with GPCOG and its members shall not violate the above clause or the Civil Rights Act of 1964. Violations by vendors shall be reviewed on a case-by-case basis and may mean an automatic breach of contract.

Many of the Participants in the Cooperative Purchasing Program have adopted Minority Business Enterprise DBE/WBE Programs. These programs either mandate minimum DBE/WBE participation in individual procurements or have established DBE/WBE participation goals for the purchasing departments. It is incumbent upon all participating jurisdictions to be aware of a lead jurisdiction's DBE/WBE program (if any) and to include their own program (if any) in a cooperative purchase as required by their own purchasing policies and procedures.

**12. ADDITIONAL INFORMATION**

Bidders needing more information than is found in these specifications should contact GPCOG:

John Duncan  
Cooperative Purchasing Director  
207-774-9891 Ext. 205 or [jduncan@gpcog.org](mailto:jduncan@gpcog.org)