



# **TOWN OF TOPSFIELD**

## **INVITATION FOR BIDS**

### **FOR SALE OF SURPLUS EQUIPMENT**

**Issued: October 24, 2012**

**TOPSFIELD HIGHWAY DEPARTMENT  
279 BOSTON STREET  
TOPSFIELD, MA 01983**

**DAVID BOND, HIGHWAY SUPERINDENDENT**

**VIRGINIA WILDER, TOWN ADMINISTRATOR  
8 WEST COMMON STREET  
TOPSFIELD, MA 01983  
978-887-1500**

**ROBERTA KNIGHT, PURCHASING AGENT  
8 WEST COMMON STREET  
TOPSFIELD, MA 01983  
978-887-1504**

# **SALE OF SURPLUS EQUIPMENT**

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**TOWN OF TOPSFIELD  
INVITATION FOR BIDS**

Sealed bids for the sale of surplus equipment will be received at the Town of Topsfield, Public Works Facility, 279 Boston Street, Topsfield, MA 01983, until the date and time stated below and at which place and time said bids will be publicly opened and read aloud:

**November 13, 2012 @ 10:00 AM**

**at  
TOWN OF TOPSFIELD, PUBLIC WORKS FACILITY, CONFERENCE ROOM  
for**

- **1997 International Dump Truck/Sander/Wing Plow Combination**
- **1980 Chevrolet K30 mini Pumper**
- **Flink/Baker V-Plow**

Sealed bids sent through the mail shall be mailed to: Town of Topsfield, 279 Boston Street, Topsfield, MA 01983. All bids shall be submitted in sealed envelopes marked **“Topsfield Surplus Equipment”**. Date and time of bid opening **and the item being bid upon** MUST appear on the outside of the envelope.

Contract Documents may be obtained on or after October 24, 2012 at the following location:

Public Works Facility  
279 Boston Street, Topsfield, MA 01983  
Phone (978) 887-1542  
Fax (978) 887-1543  
Website: [www.topsfieldpublicworks.org](http://www.topsfieldpublicworks.org)

The Town of Topsfield reserves the right to reject any and all bids, to waive informalities in bids, to cancel this Invitation for Bids if it is in the Town’s interest to do so, and to award the contract in the best interest of the Town of Topsfield.

Each bidder agrees to waive any claim it has or may have against the Owner or their respective employees arising out of or in connection with the administration, evaluation or recommendation of any bid.

**David Bond, Highway Superintendent  
TOPSFIELD, MASSACHUSETTS**

**TOWN OF TOPSFIELD  
INSTRUCTIONS TO BIDDERS**

The Town of Topsfield ("Town") will receive sealed bids for surplus equipment at the offices of the Town, Public Works Facility, 279 Boston Street, Topsfield, MA 01983, until November 13, 2012 at 10:00 AM, immediately after which bids will be opened and read publicly.

The Town of Topsfield is seeking sealed bids for the sale of

**(1) 1997 International Dump Truck/Sander/Wing Plow Combination**

**(1) 1980 Chevrolet K30 Mini Pumper**

**(1) Flink/Baker V-Plow**

All items can be viewed by appointment at the Topsfield Public Works Facility, 279 Boston Street, Topsfield, MA. Call 978-887-1542 to arrange a time. Electronic pictures of the surplus equipment are available on the Public Works Website at [www.topsfieldpublicworks.org](http://www.topsfieldpublicworks.org)

The minimum bid on the wing truck is **\$12,000**. The minimum bid on the Mini Pumper is **\$1000**. There is no minimum bid on the V-Plow. The surplus equipment will be awarded to the responsive bidder offering the highest price for the vehicle or equipment described in the invitation for bids. Pursuant to Chapter 30B, the awarding authority reserves the right to reject any and all bids and to dispose of the vehicle through a negotiated sale, provided that the negotiated sale price is higher than the highest bid received from a responsive bidder. All items are being sold "as is" with no warranty expressed or implied.

All bidders are required to complete the Town's bid form, a Certificate of Non-Collusion, Certificate of tax Exemption and a Certificate of Signature incorporated in this document.

Bid forms are available online or at Public Works Facility at the above address, M-F 7AM-3PM. **A refundable bid deposit of \$500, Certified Check or Bank Check is required to bid on the International truck.** The successful bidder will be required to pay for the item within 14 days of being awarded the bid by Bank Check or Certified Check made out to the Town of Topsfield.

**PREPARATION AND RECEIPT OF BIDS**

All bidders are cautioned to allow ample time for transmittal of bids. Bidders are solely responsible for delivery to and receipt of bids by the Town at the address for receipt of bids specified in the Invitation for Bids. Bids received at the Public Works Facility Office after the specified time will not be accepted or recognized. The time of receipt will determine the acceptability of mailed bids, regardless of postmark.

Any bid may be withdrawn by the bidder or its duly authorized representative by written notice received by the Town at the address for receipt of bids specified in the Invitation for Bids prior to the time scheduled for the opening of such bids or authorized postponement thereof. No bid may be withdrawn for sixty (60) business days after the opening of bids. No telephone or telegraphic bid, change in bid or withdrawal of bid will be received or recognized. A bid may be amended or modified only by withdrawing the bid and resubmitting another bid prior to the time set for opening bids.

Bids will be received, and opened at the address for receipt of bids specified in the Invitation for Bids.

Bids must be submitted on a signed Bid Form for **Sale of Surplus Equipment**, furnished by the Town and included in the Contract Documents. In the event of a discrepancy between price written in words and price written in figures, the written words shall govern. Mathematical errors will be considered errors of form only. The bid shall state the legal name of the bidder and shall be signed in ink by a person or persons legally authorized to bind the bidder to a contract. The name and title of the person or persons signing the bid shall be typed or printed below the signature(s), accompanied by a Certification of Signature. If the successful bidder is a joint venture, it must submit a copy of the joint venture agreement within five days of being informed of being selected. In all cases, the Town reserves the right, but not the duty, to seek clarification from a bidder of any terms of its response to this IFB.

As part of its bid submittal, each bidder must certify that it has complied with any and all state and local tax laws designated in the Bid Form for **Sale of Surplus Equipment**. Bidder's failure to certify compliance with said laws will be cause for the Town not to enter into a contract for sale. The Town further reserves the right to investigate, at any time prior to the Town's execution of the sale any information indicating that the Bidder has not complied with said laws. If the Town determines that the Bidder has not complied with said laws, it shall decline to enter into the sale.

## **REJECTION OF BIDS**

The Town reserves the right to waive any informality in and/or to reject any and all bids and to award a contract without further solicitation if it is in the public interest to do so. In the event of any doubt or difference of opinions as to the items to be furnished herein, the decision of the Town shall be final and binding on both parties. All agreements and changes shall be in writing. The Town may consider informal and may reject any bid which is not prepared and submitted in accordance with all requirements of the Contract Documents, or which contains erasures, alterations, additions, errors or irregularities of any kind, or which is on a form not completely filled in, or which is incomplete or conditional, or which contains proposed prices for any class or item of Services which are, in the judgment of the Town, substantially less or more than the actual cost to complete the Services; provided, however, that the Town reserves the right to waive any and all informalities as to form. Matters as to substance shall not be waived.

## **AWARD**

Award shall be made within sixty (60) days after the opening of bids and the bidder agrees that, notwithstanding any provision hereof to the contrary, it will not withdraw its bid during that time period. The successful bidder will be notified in writing, by mail or otherwise, that its bid has been accepted and that it has been awarded the Contract.

## **SPECIFICATIONS OF EQUIPMENT FOR SALE**

### **ITEM NO. 1 with Minimum Bid of \$12,000**

#### **1997 International 2554 6 wheel Dump Truck/Sander CA 96”**

- 250 HP DT 466 Engine, 6 Plus Transmission, Single Speed Rear Axle
- 12,000 lb front axle, 23,000 lb rear axle, Tire condition: Good
- 38,500 miles, 4715 hours, new clutch, vertical exhaust
- AM/FM Radio, Stainless heated mirrors, Air suspension high back driver’s seat, overhead console
- 10 foot Everest Dump Body w/ 3 tailgate asphalt chutes
- Complete engine driven central hydraulic system with pressure compensating pump, 25 gallon hydraulic tank with sight gauge, valve body with power angle, plow lift, dump lift, wing towers, and power beyond for sander
- Everest PT power tilting front plow hitch with 10 foot Viking front plow
- Everest ACP 10 foot wing plow system, fully hydraulic with front and rear wing towers
- HiWay E 2020 304 Stainless Steel Sander 10 foot mounted in dump body with rear spill shield. 2 FFL sander controls in-cab
- Complete emergency warning light system including Whelen AdvantEdge lightbar with rotaters, takedowns and flashers. 7” flashers and spotlights on sander, rear amber LED flashers in dump body, Whelen Model 200 360 degree strobes on headboard.

**ITEM NO. 2 with Minimum Bid of \$1000**

**\*1980 Chevrolet K 30 DRW Pierce Mini Pumper**

- 400cu in Small block V8 engine(gas)
- 4 Wheel Drive
- 28,752 miles
- Automatic transmission
- 300 GPM Waterous PTO pump
- “Around the pump” foam induction system
- 150 gallon water tank
- 30 gallon foam tank

**\*Please note that truck does not pass current Massachusetts Motor Vehicle Inspection**

**ITEM NO. 3**

**One 1985 Flink/Baker MBT V-Plow Model # 263 AV**

- Plow is approximately 9 feet wide at base, 11 feet wide at the top and is 6 feet tall



**FORM OF BID:**

**To:** Town of Topsfield  
Highway Department  
Topsfield, Massachusetts

The undersigned proposes to PURCHASE, in accordance with the accompanying specification sheets, one or more items for sale for the contract price specified below according to terms of the Invitation for Bid. The Town reserves the right to reject any and all bids.

**BID PRICE:**

1997 International Dump Truck/Sander	\$ _____
1980 Chevrolet Mini Pumper	\$ _____
1985 Flink MBT V Plow	\$ _____

Name of Company: \_\_\_\_\_

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

Phone No. \_\_\_\_\_

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

**Signature of Individual or Corporate Officer:** \_\_\_\_\_





This must be signed and included with the bid/proposal.

**CERTIFICATE OF NON-COLLUSION  
MANDATORY MUST BE SIGNED BY ALL BIDDERS**

The undersigned certifies under the penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

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

**Name of General Bidder:** \_\_\_\_\_

**Signature of Individual or Corporate Officer:** \_\_\_\_\_

**Federal Employer ID#:** \_\_\_\_\_

**CERTIFICATE OF TAX COMPLIANCE-IF APPLICABLE**

The undersigned further certifies that pursuant to Massachusetts General Laws, Chapter 62C, Section 49A, that under penalties of perjury that I have filed all State Tax Returns and paid all State Taxes required under the law.

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

**Name of General Bidder:** \_\_\_\_\_

**Signature of Individual or Corporate Officer:** \_\_\_\_\_

**Federal Employer ID#:** \_\_\_\_\_



**CERTIFICATE OF SIGNATURE**  
**FOR CORPORATIONS ONLY**

The undersigned, the

\_\_\_\_\_ of  
Title

\_\_\_\_\_, a  
Company Name

Massachusetts corporation (the "Company"), does hereby certify on behalf of the Company that \_\_\_\_\_ is the duly elected \_\_\_\_\_ of the Company; can exercise such power and perform such duties as usually accompany such office; and implicit in such power is the authority to submit a bid to the Town of Topsfield, Massachusetts (the "Town") and to execute a contract with the Town should such bid be awarded to the Company.

IN WITNESS WHEREOF, the undersigned affirms under the penalties of perjury and hereunto sets his/her hand and seal this

\_\_\_\_\_ day of \_\_\_\_\_ 2012