



COVER PAGE

Bid Proposal #2251

55 Foot Articulating Non-Overcenter Material Handler Bucket Truck

Sealed bids and electronic submitted bids for the above will be received until **10:00 AM CDT, Tuesday, July 23, 2019**, and publicly opened in the City of Alexandria Council Chambers or Council Committee Room.

Please file bid by one of the following means:

Hand-Delivered or Express Delivery:

Attention: Donna Jones, Acting City Clerk
City of Alexandria - City Hall
915 Third Street, First Floor
Alexandria, LA 71301
Phone: 318-449-5090

Mailed via USPS:

Attention: Donna Jones, Acting City Clerk
City of Alexandria - City Hall
PO Box 71
Alexandria, LA 71309-0071

Electronic Bid Submission: Central Bidding

Pursuant to Louisiana R.S. 38:2212 B.(6)(a) through E. (1-7) and R.S. 38:2212.1 B.(4)(a), vendors/contractors have the option to submit their bids and bid bonds electronically. Bids and bonds to be filed electronically shall be posted with **Central Bidding** at www.centrauctionhouse.com (phone 1-225-810-4814). Registration will need to be completed prior to posting of bid.

Complete bid specifications are available for viewing and downloading at the City of Alexandria's website www.cityofalexandriala.com ; on the left hand side of the opening page, go to the heading "*Business*" then drop down to "*RFP/RFQ/Bids*"; the current bids will be listed for your convenience.

City of Alexandria Buyer Name:	Christine Sims, Senior Buyer
Phone Number:	(318) 441-6183
Fax Number:	(318) 619-3414
E-Mail Address:	christine.sims@cityofalex.com



Jodi McKee
Purchasing Manager

City of Alexandria

Purchasing Department
P.O. Box 71
Alexandria, Louisiana
71309-0071



Office: (318) 441-6180
Fax: (318) 441-6185

Sealed bids will be received until **10:00 AM CDT, Tuesday, July 23, 2019**, and publicly opened in the Council Chambers or Council Committee Room.

City of Alexandria Bid Proposal #2251
Page: 1 of 26
Date Specifications Prepared: 5/28/19

Bid Bond Requirements: A bid bond or check for N/A% of the total amount of bid.

Performance Bond Requirements: In the event bid is accepted, a performance bond shall be required in the amount of N/A%.

Please file bid with the following:
Donna Jones, Acting City Clerk
City of Alexandria - City Hall
915 Third Street
P.O. Box 71
Alexandria, LA 71309-0071
Phone: 318-449-5047

INTRODUCTION

55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK

It is the intent of the City of Alexandria to secure pricing on a minimum of one (1) **55 Foot Insulated Articulating Non-Overcenter Material Handling Bucket Truck** for use by the City of Alexandria Electric Distribution Department.

All products shall be new and of current model year manufacture. Bid price shall be for a complete unit serviced and ready for use. Each unit shall be equipped with the manufacturer's equipment and accessories which are included as "standard" in the advertised and published literature for the unit. No such item of equipment shall be removed or omitted for the reason that it was not specified in the bid documents. **Bid price shall remain in effect for ninety (90) days from bid award date.**

All bid prices shall include any and all freight or transport charges. Unit shall be shipped F.O.B., freight pre-paid, to the City of Alexandria Motor Pool, to the attention of Anthony Clayton, 2021 Industrial Park Road, Building V, Alexandria, LA 71303, phone 318-441-6075.

Completed bid packet should be returned as issued by the City of Alexandria with ALL PAGES intact and all specification response columns filled in. Incomplete columns or missing pages, to include addendum pages, may result in the bidder's entire bid being rejected.

Note: A mandatory pre-bid conference shall be held on, Wednesday, July 10, 2019 at 10:00 AM CDT, at the City of Alexandria Purchasing Department, Building WH, located at 2021 Industrial Park Road, Alexandria, LA 71303. All vendors wishing to submit bid proposals for this project "MUST ATTEND" this pre-bid conference. Failure to do so shall constitute grounds for automatic bid rejection.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

GENERAL CONDITIONS FOR BIDDERS - PLEASE READ CAREFULLY

1. Pursuant to LA R.S 38:2212.1. C.(1)(2), any manufacturer's preference in this proposal is descriptive, but non-restrictive, and is used only to indicate minimum requirement for type, grade and quality unless otherwise specified.
2. Pursuant to LA R.S. 38:2212 B.(1), the provisions and requirement of this bid shall not be considered as informalities and shall not be waived by the City of Alexandria. Therefore, conditions and specifications on this bid form shall be strictly enforced and any and all alterations, deviations, and non-compliance to said conditions and specifications, either on the bid form or by separate attachment, shall be grounds for immediate disqualification.
3. Preference shall be given to bidders quoting F.O.B. Destination (the City of Alexandria using department), FREIGHT PREPAID, unless otherwise requested.
4. Each bidder shall submit his proposal on the proposal form furnished by the City of Alexandria Purchasing Department. The complete bid package must be returned as issued by the City with all pages intact and all specification response columns filled in. Incomplete columns or missing pages, to include addendum pages, shall result in the vendor's entire bid package being rejected.
5. Literature, brochures, and other related paperwork attached to the bid should be identified with the name of the bidder and bid item number.
6. In case of a mathematical discrepancy between unit price and extensions, the unit price shall prevail.
7. Pursuant to LA R.S. 38:2212 F., the bid specifications may contemplate a fixed escalation or de-escalation in accordance with the United States Bureau of Labor Statistic's Consumer Price Index or the Producer Price Index. Bids based on specifications which are subject to a recognized escalation index shall be legal and valid for any item of a public work, at the discretion of the City.
8. Pursuant to LA R.S. 38:2212.1. F., any public procurement unit may participate in a cooperative purchasing agreement with the City of Alexandria to acquire quantities of the above listed items under a contract with the City of Alexandria for items awarded by public bid, pursuant to the cooperative purchasing provisions of Part VII of Chapter 17 of Subtitle III of Title 39 of the Louisiana Revised Statutes of 1950, R.S. 39:1701 et seq.
9. The City of Alexandria reserves the right to award by item or by total bid, unless otherwise specified in the bid specifications. (Price(s) should be itemized.)
10. All erasures or corrections on the bid form must be initialed and the City of Alexandria may rely on the apparent authority represented by the initials.
11. The City of Alexandria reserves the right to reject for cause any and all bids or parts of bids, or accept bids most beneficial to the City.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

General Conditions for Bidders - Please Read Carefully (Continued)

12. Any bid submitted which contains additions, conditional or alternate bids, or irregularities which may make the proposal incomplete, indefinite, or ambiguous as to its meaning, thus requiring clarification after the specified date and time of bid opening shall be rejected.
13. Bids shall be opened publicly in the City Council Chambers or Council Committee Room.
14. Cash discounts may be accepted, but SHALL NOT be considered in making award.
15. Regarding a bid for purchase of materials, supplies or services, not to include construction of any public works, a written notice of acceptance mailed or otherwise furnished to the successful bidder shall result in a binding contract without further action by either party.
16. When any bid is accepted for the construction or doing of any public works, a written contract shall be executed by and between the City of Alexandria and the Contractor. No contract shall be binding upon the City until it has been executed by the City and delivered to the successful bidder. Should the bidder to whom the contract is awarded fail to execute the contract, the award shall then be made to the next lowest responsible bidder, or re-advertised for public bid, said decision to be in the sole judgment of the City of Alexandria. This action may result in the loss of bidding privileges for a period of one (1) year.
17. The City of Alexandria shall schedule for payment the invoices for articles or services purchased under this bid within thirty (30) days after due and proper delivery accompanied by invoice.
18. The City of Alexandria is exempt from all sales taxes. A sales tax exempt form shall be furnished by the City of Alexandria Purchasing Department, if requested.
19. Bidder(s) awarded item(s) by the City of Alexandria shall be responsible for supplying all products at the awarded price(s). Failure may result in the City's cancellation of the remaining items awarded.
20. Regarding Service Contracts and Procurement Contracts, the terms of the contract shall be binding upon any and all parties involved until goods and supplies are delivered, services have been rendered, and/or work has been completed and accepted by the Mayor on behalf of the City of Alexandria and all payments required to be made to the Contractor have been made. However, a contract may be terminated under any and all of the following conditions:
 - (a) By mutual agreement and consent of either party upon thirty (30) days written notice to the other party;
 - (b) By the Mayor, on behalf of the City of Alexandria, as a consequence of the failure of the Contractor to comply with the terms and conditions of the contract or the progress or quality of work to be performed in a satisfactory manner, proper allowance being made for circumstances beyond the control of the Contractor; or
 - (c) By satisfactory completion of all services and obligations described in the contract.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

General Conditions for Bidders - Please Read Carefully (Continued)

If the contract is terminated for any of the terms and conditions authorized in sub-paragraph (b) above, Contractor shall be formally notified in writing by the City of Alexandria Purchasing Department by means of certified mail informing him of cancellation of the contract, giving specific reasons for said cancellation. Contractor shall have the right to appeal to the City Council within ten (10) days from the date that said notification is placed in the U.S. Mail. Contractor's appeal shall be accomplished by means of a letter addressed to the City Council and delivered to the City Clerk, stating that an appeal to the decision of cancellation is desired. The City Council shall thereafter hold a hearing on the appeal, giving all parties the opportunity to present any and all evidence concerning the decision of cancellation. After hearing the appeal, the city Council may, by a majority vote, sustain, modify, or reverse the findings for said decision and shall provide, if requested by Contractor, a written determination of its findings.

21. Contractors submitting bids for Public Works construction projects in excess of \$1.00 must show his Contractor's License Number on the front of the bid envelope, except for certain projects for which a Contractor's License Number is not required by the State Contractor's Licensing Board. Failure to comply with this directive shall result in automatic bid rejection, furthermore, any Contractor who submits a bid for a type of construction for which he is not properly licensed shall be acting in violation of LA R.S. 37:2163, and shall be subject to all provisions for violation and penalties thereof. Contractors who are owned by, and are submitting a bid as a subsidiary of a parent company, whose name is listed in the State of Louisiana's Roster of Licensed Contractors, may do so by including a letter of proof of ownership from the parent company with the submitted bid package. The letter must be signed as per LA R.S. 38:2212 B.(5)(a)(b)(c) (see Item #22 below).

22. All bids submitted via USPS (registered or certified), overnight courier or hand delivered, shall be signed by hand and in ink by an authorized company representative per LA R.S. 38:2212 B.(5)(a)(b)(c), which states:

(c)(i) Evidence of agency, corporate, or partnership authority shall be required for submission of a bid to the division of administration or the State of Louisiana. The authority of the signature of the person submitting the bid shall be deemed sufficient and acceptable if any of the following conditions are met:

(aa) The signature on the bid is that of any corporate officer listed on the most current annual report on file with the Secretary of State, or the signature on the bid is that of any member of a partnership or partnership in commendam listed in the most current partnership records on file with the Secretary of State.

(bb) The signature on the bid is that of an authorized representative of the corporation, partnership, or other legal entity and the bid is accompanied by a corporate resolution, certification as to the corporate principle, or other documents indicating authority which are acceptable to the public entity.

(cc) The corporation, partnership, or other legal entity has filed in the appropriate records of the Secretary of State in which the public entity is located, an affidavit, resolution, or other acknowledged or authentic document indicating the names of all parties authorized to submit bids for public contracts. Such document on file with the Secretary of State shall remain in effect and shall be binding upon the principal until specifically rescinded and canceled from the records of the office.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

General Conditions for Bidders - Please Read Carefully (Continued)

23. In-State preferences shall not apply to procurements involving federal funds.
24. Pursuant to LA R.S. 38:2212 O.(2)(a)(b), any modifications of plans and specifications will be made through an addendum. No addendum shall be issued within seventy-two (72) hours of the bid opening, excluding weekends and legal holidays, without the extension of the bid opening date. An extension of at least seven (7) but no more than thirty (30) working days is required but, re-advertising is not required. The addendum shall be transmitted by any one of the following methods: (1) facsimile transmission; (2) e-mail; (3) by hand; or (4) posted on the City of Alexandria's website (www.cityofalexandria.com) and posted on Central Bidding's website (www.centralauctionhouse.com) if applicable.
25. All Federal Transit Administration (FTA) funded procurements, including operating assistance funding contracts, are to follow the *Master Agreement*, to include all applicable federal clauses.
- a. Any bidder that is found listed on the Federal Government's *System for Award Management* (SAM) website, at www.sam.gov/portal/sam , under the advanced search feature for *Excluded Parties List System* (EPLS), shall automatically be rejected for the award of this bid, by Category and/or in its entirety. This applies to any portion of the bid that is a procurement funded by FTA.
26. Under the City's *AFEAT (Alexandria Fairness, Equality, Accessibility, and Teamwork Program)*, participation by minority and/or disadvantaged business enterprise firms is encouraged. Inquiries about the *AFEAT* Program should be directed to the Division of Finance. As a part of its RFP response, each Bidder ***shall*** submit documentation of its bona fide effort to secure subcontractors that meet the City's *AFEAT* goals. Each bidder ***shall*** also submit proof of engagement of any subcontractor selected because of its solicitations. The Bidder's bona fide efforts and engagement(s) are a consideration in bid review and rating.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Alexandria Fairness, Equality, Accessibility and Teamwork Program (AFEAT)

Dear Vendor:

Under the City's *AFEAT (Alexandria Fairness, Equality, Accessibility, and Teamwork Program)*, participation by minority and/or disadvantaged business enterprise firms is encouraged. The AFEAT Program should be inquired about through the Division of Finance. The goals for qualifying disadvantaged, minority and female owned business in the use of professional service agreements with prime contractors will help effectuate the goals of increasing: the competitive viability of small business, minority, and women business enterprise by providing contract, technical, educational, and management assistance; business ownership by small business persons, minority persons, and women (including professional service opportunities); and the procurement by the City of professional services, articles, equipment, supplies, and materials from business concerns owned by small business concerns, minority persons, and women.

Prime contractors offering subcontracting should take specific action to ensure that a bona fide effort is made to achieve maximum results towards meeting the established goals. Primes shall document efforts and shall implement steps at least as extensive as the following in a good faith effort to reach or exceed the established goals:

- A. Establish and maintain a current list of minority and female owned businesses in Alexandria, in Rapides Parish, and in the State of Louisiana.*
- B. Document and maintain a record of all solicitations of offers for subcontracts from minority or female construction contractor and suppliers in Alexandria, in Rapides Parish, and in the State of Louisiana.*
- C. Secure listing of minority and women owned businesses from the City of Alexandria Purchasing Department, the Central Louisiana Business Incubator, and the State of Louisiana Department of Minority Affairs.*
- D. Participate in associations which assist in promoting minority and women owned businesses such as the Central Louisiana Business League, the Central Louisiana Business Incubator, and the Entrepreneurial League System.*
- E. Designate a responsible official to monitor all activity made in the effort to achieve or exceed the established goals; record contacts made, subcontracts entered into with dollar amounts, and other relevant information.*

For more information on AFEAT and the City of Alexandria's Diversity in Action Initiative, and to explore a local and statewide directory of minority businesses, please visit www.diversityinaction.org . Should you have any questions or comments, please do not hesitate to contact our Finance Department at 318-449-5091 or our Purchasing Department at 318-441-6180.

As a part of its RFP response, each Bidder ***shall*** submit documentation of its bona fide effort to secure subcontractors that meet the City's AFEAT goals. Each bidder ***shall*** also submit proof of engagement of any subcontractor selected because of its solicitations. The Bidder's bona fide efforts and engagement(s) are a consideration in bid review and rating.

Sincerely,

City of Alexandria

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

BID SPECIFICATIONS

SCOPE: The following bid specifications are to be used as minimum and maximum standards for a minimum of one (1) 55 FOOT INSULATED ARTICULATING NON-OVERCENTER BUCKET TRUCK (Single Two Man Bucket) with MATERIAL HANDLER, for use by The City of Alexandria Electric Distribution Department. All quoted products shall either meet or exceed the following specifications.

Unless otherwise stated, the use of manufacturer's name and product numbers are for descriptive purposes and to establish general quality levels only, they are not intended to be restrictive.

Prospective bidders are required to state exactly what they intend to furnish, otherwise, it is fully understood that they shall furnish all items as stated. Bidder should indicate in the space provided below, under "*Bidder's Response*:", the necessary information to indicate he/she is conforming with the bid specifications for each item as written. If Bidder is in complete compliance with each bid specification item as written, please write "Comply" in the space provided; if not, please indicate in this space, the necessary information on the product you are proposing. Each specification response is necessary to ensure the proper evaluation and tabulation of this bid. If each "*Bidder's Response*" section is not filled in or completed, your bid may be rejected.

=====

Bidder's Response:

1.0 General:

1.1 No bid may be withdrawn for at least thirty (30) days after the scheduled closing time for the receipt of bids. Quoted prices shall remain firm until product(s) have been accepted by the City of Alexandria as delivered.

1.2 Products shall be new, un-used, and of current model year manufacture. Chassis shall be 2019 model year or newer.

1.3 Where applicable, quotes for "optional" equipment shall be listed in the appropriate spaces provided on the bid specifications "Price Page". Option quotes shall not be a basis for bid award and shall not be included in the total bid price.

1.4 **Pursuant to Louisiana R.S. 38:2212.8, bidder shall be a licensed Louisiana Motor Vehicle Dealer.** A copy of the dealer's license shall be attached to the bid upon submission. Failure to submit a copy of a valid Louisiana motor vehicle dealer's license will result in immediate bid rejection.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

1.0 General: (Continued)

Bidder's Response:

- 1.5 Two copies of the Parts Manual, Service Manual, and Operator's Manual for all products listed in these bid specifications, to include sub-contracted components, shall be furnished by the successful bidder at the time of delivery. CD versions of manuals are acceptable, with access for Motor Pool employees for a minimum of one year. _____
- 1.6 The successful bidder shall be responsible for obtaining permanent license plate and registration for awarded vehicles. Registration documents shall be dropped off at the time of delivery, to the City of Alexandria Motor Pool, located at 2021 Industrial Park Road, Building V, Alexandria, LA 71303, Attention: Anthony Clayton, Motor Pool Superintendent. _____
- 1.7 Successful bidder shall notify the City of Alexandria Motor Pool, phone number 318-441-6075 or 318-441-6157, within a minimum of twenty-four (24) hours prior to delivery of vehicle/equipment. _____
- 1.8 **All products shall be delivered F.O.B., freight pre-paid,** City of Alexandria Motor Pool, 2021 Industrial Park Road, Building V, Alexandria, LA 71303. Products shall be fully serviced with all the lubricants and fluid levels necessary for normal operation prior to delivery. _____
- 1.9 Products shall not be considered delivered until Product Specification Compliance Inspection has been performed by representatives of the City of Alexandria Electric Distribution Department and the City of Alexandria Motor Pool, and the successful bidder. _____
- 1.10 The City of Alexandria using department for whom the product is intended shall not be allowed to accept delivery from the successful bidder, see Bid Specification Item 1.8 above. _____
- 1.11 Each bidder is requested to furnish, attached to the bid, complete descriptive literature on product being quoted. Any item(s) appearing in the manufacturer's regularly published specifications as "standard" equipment are assumed to be included in the bidder's proposal. _____

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

1.0 General: (Continued)

1.12 Each respective bidder shall be responsible for insuring that his/her product meets or exceeds specifications as described herein.

2.0 Product Warranty:

2.1 Successful bidder should furnish the manufacturer's standard warranty information for the unit body and cab/chassis being bid.

2.2 The successful bidder shall supply a copy of the warranty information to the City of Alexandria Motor Pool at the time of delivery. Products delivered without the complete warranty information, for vendor as well as sub-contracted components, will not be accepted by the Motor Pool.

3.0 Unit:

3.1 Unit shall meet all current DOTD, ANSI A92.2, ANSI S92.2, ASTM F855-04 requirements for this type of vehicle, its chassis, the body, aerial device and booms, as well as entire electrical system; minimum.

3.2 Unit's aerial device shall be designed and manufactured in a facility that is certified to meet current ISO 9001 requirements; minimum.

3.3 Unit shall be an insulated 55 foot, articulating, non-overcenter aerial device, installation over rear axle, with insulating lower arm and upper boom, includes an upper control system at boom tip, with single two-man bucket.

3.3.1. Upper control system's handle controller should incorporate high electrical resistance components that are dielectrically tested to 40kV AC with no more than 400 microampers of leakage; or equal design.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

3.0 Unit: (Continued)

3.3.2. The control handle should be green in color to differentiate it from other non-tested controllers; or equal design.

3.3.3. The control handle should include an interlock guard that reduces the potential for inadvertent boom operation.

3.3.4. Auxiliary control covers to be included, non-tested blue silicon covers for auxiliary controls; or equal design.

3.3.5. Includes non-tested, non-metallic control console plate; or equal.

3.3.6. Included boom tip covers, non-tested, non-metallic; or equal.

3.3.7. Emergency Stop at upper and lower control stations, minimum.

3.4 Unit shall be equipped with a control purging system with provisions for purging and replenishment of oil through the control system for extreme cold weather operation and elimination of air from control lines when servicing; or equal design.

3.5 Unit shall be equipped with a diagnostic pressure test quick disconnect couplings, installed at turntable and include dust caps; or equal design.

3.6 Unit is to be painted white, to include upper boom, lower boom insert, platforms, and covers.

3.6.1. Body to be painted white and undercoated; minimum.

3.7 Ground to bottom of platform height should be 55 feet from centerline of rotation.

3.8 Working height should be a minimum of 60 feet.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

3.0 Unit: (Continued)

3.9 The maximum reach to edge of platform should be approximately 37 feet at 31 feet platform height.

4.0 Platform:

4.1 Unit shall be single two-man side mounted platform with hydraulically extended jib and winch. Platform is approximately 24" X 48" X 42" high, with an inside and outside step located curbside for easy access; or equal design.

4.2 The platform shall be rated at 700 pounds capacity; minimum, for single two-man bucket.

4.3 Platform to rotate hydraulically 90° to the end of the boom. Hydraulic platform tilt is included; or equal design.

4.4 A soft platform cover for single two-man bucket to be included in bid price.

4.5 A platform liner, 24" X 48", with minimum 50kV rating, to be included in bid price.

4.6 Continuous rotation provided by worm gear drive; or equal design.

4.6.1. Equipped with extended shaft for manual rotation, driving a shear ball bearing rotation gear; or equal design.

4.6.2. The fully adjustable rotation drive assembly shall include an external eccentric ring adjustment of the gearbox pinion gear to the main rotation bearing, permitting adjustment for backlash and to reduce boom side play; or equal design.

4.7 Material handling jib capacity is in addition to platform capacity. Jib and winch system includes hydraulic tool lines in boom to furnish 8.0 gpm at 2,000 psi and includes the following:

4.7.1. Material handling, hydraulically articulated jib, -30° to +90° tilt angle, relative to upper boom. Jib should also extend up to 67" in 18" in five pinning positions.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

4.0 Platform: (Continued)

4.7.2. Includes one (1) piece 4" square jib.

4.7.3. Includes hydraulically powered winch rated to 2,000 pounds full drum, mounted on the side of the upper boom.

4.7.4. Includes 80 feet of 7/16" double-braided synthetic rope with hook.

4.7.5. Includes control valves at platform for hydraulic tools, platform rotation, jib tilt and winch control.

4.7.6. Includes auxiliary winch line control valve at turntable.

4.7.7. Includes valve at boom tip to relieve pressure from quick disconnect couplings in OFF position. Open center or closed center tools may be operated from tool circuit.

4.7.8. Includes fiberglass covers.

4.7.9 Includes engine start/stop with Secondary Stowage System 12 VDC electric powered which includes auxiliary pump and electric motor' powered by the chassis battery. Control is captive air operated from the platform and toggle switch operated from the lower controls. This allows operator to completely stow the booms and platform in a situation wherein the engine' PTO or pump fails.

5.0 Lift Cylinder:

5.1 One piece design, which houses internal/unexposed, cartridge type, bi-directional counter-balance holding valves; or equal design.

5.2 Self-aligning, spherical ball-type bushings are at each end of the cylinder; or equal design.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

6.0 Lower Boom: (Continued)

6.1 Fabricated, reinforced steel with centrifugally cast, high density fiberglass insulator; or equal design. Insulator should provide 24" of isolation in the lower boom; minimum.

6.2 Lower boom articulation is 0° to 105°; minimum.

6.3 Unit shall include a lower boom stow protection system to help prevent excessive down pressure by boom structures when stowing; minimum.

7.0 Upper Boom:

7.1 Round centrifugally cast, high density fiberglass, or equal design; providing a minimum of 15.9' of isolation in the upper boom.

7.2 Upper boom articulation is 0° to 173°; minimum.

7.3 Unit shall include an upper boom hold-down device; minimum.

8.0 Boom Compensation Linkage:

8.1 Positive, straight line mechanical link for coordinated movement of upper and lower boom allowing easy vertical and horizontal platform movement; or equal design.

8.2 Required no special boom stowing sequence, is always in compression and automatically prevents upper boom from going over center; minimum.

8.3 Includes non-conductive link through lower boom insert; or equal design.

9.0 Platform Leveling System:

9.1 The platform is leveled by 0.5 inch diameter leveling cables with fiberglass rods in upper and lower boom, or equal design; designed to maintain the dielectric integrity of the aerial device.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

10.0 Hydraulic System:

10.1 Hydraulics should be delivered by a load sensing piston pump with a closed-center hydraulic system, or equal.

10.2 Includes load sense hydraulic system, closed center, pressure compensating which provides the required flow and pressure on demand, resulting in increased fuel savings, reduced heat in the hydraulic system and less noise pollution; or equal design. Includes all fittings.

10.3 Hydraulic reservoir must be mounted above the deck.

11.0 Outriggers:

11.1 Primary, flat shoe, A-frame design, installed at rear, behind pedestal with a maximum 154.5" spread; or equal design.

11.2 Auxiliary, flat shoe, A-frame design, installed between truck cab and body, with a maximum 149" spread; or equal design.

11.3 Equipped with audible alarm, activated when any of the outriggers are in motion; minimum.

11.4 Unit equipped with outrigger control valves, one two-spool valve installed at left rear of tailshelf and one two-spool installed at right rear of tailshelf; minimum.

11.5 Unit equipped with outrigger/boom interlock system to prevent boom from being unstowed until outriggers have been partially deployed; minimum.

11.6 Unit equipped with outrigger/unit selector control, located near outrigger controls, allows operator to divert hydraulic oil from machine circuit for outrigger operation; or equal design. This reduces the potential for inadvertent outrigger movement during machine operation if outrigger controls are bumped.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

12.0 Body:

12.1 Body shall be steel, aerial service line type with step.

12.2 Body shall be built in accordance with the following minimum standards:

12.2.1. Basic body fabricated from A40 grade 100% zinc alloy coated steel; or equal.

12.2.2. All doors are full, double paneled, self-sealed with built-in drainage for maximum weather tightness, with hinge rods that extend the full length of the door; or equal design.

12.2.3. Integrated door header drip rail at top for maximum weather protection.

12.2.4. Fender panels are either roll formed or have neoprene fenderettes mechanically fastened; or equal design.

12.2.5. Steel treated for improved primer bond and rust resistance; minimum.

12.2.6. Automotive type non-porous door seals mechanically fastened to the door facing; or equal design.

12.3 Body Measurements:

12.3.1. Approximate body length should be 160 inches.

12.3.2. Approximate body width should be 94 inches.

12.3.3. Body compartment height should be approximately 46 inches.

12.3.4. Body compartment depth should be approximately 18 inches.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

12.0 Body: (Continued)

12.4 Body shall have a 2" X 4" drop-in wood cargo retaining board at top of side access, and 2" X 4" drop-in wood cargo retaining board at rear of body; or equal design.

12.5 Unit shall have gripstrut on curbside compartment tops; or equal design.

12.6 Unit shall have treadplate on streetside compartment tops; or equal design.

12.7 Compartments shall have stainless steel rotary paddle latches with keyed locks; or equal design.

12.8 Compartment doors shall have gas shock/gas spring type rigid door holders on all vertical doors, and chains on all horizontal doors; or equal design.

12.9 Unit shall have a standard master body locking system located at rear, and sidepacks with through-shelf/hotstick door at rear; or equal design.

12.9.1. The hotstick shelf extends full length of the body on the streetside.

12.9.2. There should be two hotstick brackets on streetside.

12.9.3. Standard drop-down hotstick door for one shelf on streetside with stainless steel slam paddle latch and keyed lock.

12.10 Unit shall have one chock holder on each side of the body with retaining lip in fender panel; or equal design.

12.11 Unit shall have Custom Compartmentation as listed below:

12.11.1. 1st Vertical, stainless steel compartmentation, fixed shelf with removable dividers on 4" centers.

12.11.2. Left Wall – 2nd Vertical, stainless steel, locking swivel hooks on an adjustable rail.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

12.0 Body: (Continued)

12.11.3. Rear Wall – 2nd Vertical, stainless steel, locking swivel hooks on an adjustable rail.

12.11.4. Right Wall – 2nd Vertical, stainless steel, locking swivel hooks on an adjustable rail.

12.11.5. Left Wall – 3rd Vertical, stainless steel, locking swivel hooks on an adjustable rail.

12.11.6. Rear Wall – 3rd Vertical, stainless steel, locking swivel hooks on an adjustable rail.

12.11.7. Right Wall – 3rd Vertical, stainless steel, locking swivel hooks on an adjustable rail.

12.11.8. 1st Horizontal, stainless steel, fixed shelf with lip, no slots, no dividers (plain shelf) to extend into rear vertical.

12.11.9. Rear Vertical, stainless steel to have fixed shelf that is extended from the horizontal compartment.

12.11.10. Left Wall – 1st Vertical, carbon steel, locking swivel hooks on an adjustable rail.

12.11.11. Rear Wall – 1st Vertical, carbon steel, locking swivel hooks on an adjustable rail.

12.11.12. Right Wall – 1st Vertical, carbon steel, locking swivel hooks on an adjustable rail.

12.11.13. Custom 2nd Vertical compartmentation, carbon steel, fixed shelf with removable dividers on 4” centers.

12.11.14. Treadplate access steps with two (2) sloped grab handles, vented chain/battery storage with keyed lock – 3rd Vertical.

12.11.15. 1st Horizontal, carbon steel – fixed shelf with removable dividers on 8” center.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

12.0 Body: (Continued)

12.11.16. Custom Rear Vertical, carbon steel, compartmentation, fixed shelf with removable dividers on 4" centers.

13.0 Body and Chassis Accessories:

13.1 Custom tailshelf dimensions, 32" long steel tailshelf, width to match body.

13.1.1. Includes rear material tray, installed on tailshelf; constructed of 2" square steel tubing with expanded metal sides; floor of material tray shall be treadplate; bottom supports shall be tapered to prevent dragging; unit shall have non-skid coating; or equal design.

13.2 Unit shall be equipped with a cab guard, mounted on front bumper; painted white.

13.3 Unit shall be equipped with a rear window guard, punch metal type, approximately 62" L x 20" H.

13.4 Punched metal open top bin to be located on stainless steel compartment tops, behind 36" open top bin. Shall run the length of the compartments to rear of truck. Leave cleanout opening between two storage bins. To be bolted down.

13.5 Unit shall be equipped with punched metal open top storage bin, approximately 8" H x 18" W x 36" L, with dividers. City of Alexandria to provide location of dividers.

13.6 Rigid step mounted beneath side access steps, installed to extend approximately 2" outward, cable type or equal design.

13.7 Compartment top access step from body floor.

13.8 Platform access step from top of body compartment.

13.9 Unit shall be equipped with custom grab handle installed on lower boom.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

13.0 Body and Chassis Accessories: (Continued)

13.10 ICC (underride protection) bumper installed at rear; or equal design.

13.11 Unit shall be equipped with combination two (2) ball – 10,000 lb MGTW and pintle hitch 16,000 lb MGTW.

13.12 Unit shall be equipped with set of D-Rings for trailer safety, installed one each side of towing device mount.

13.13 Unit shall be equipped with a pair of tow hooks, 20,000 lb rating each, located at front of truck.

13.14 Unit shall be equipped with fold-over, post style cone holder, installed on front bumper.

13.15 Unit shall be equipped with platform rest, rigid with rubber tube; or equal design.

13.16 Unit shall be equipped with a pair of wheel chocks, rubber with metal hairpin style handle, approximately 9.75" L x 7.75" W x 5.0" H; or equal design.

13.17 Unit shall be equipped with a 3 gallon, plastic water cask; minimum.

13.18 Unit shall be equipped with water cask bracket, manufactured from sheet metal, or equal; mounted on top of curbside – rear vertical facing the curbside. Bracket shall accommodate either 3 or 5 gallon water cask.

13.19 Unit shall be equipped with wire reel, E-Z Products model AS-50; or equal, located in cargo area with payout towards side access steps.

13.20 Unit shall be equipped with a removable wire rack/reel located at rear, just behind the primary outriggers. The wire rack/reel should be approximately 36" inside width and approximately 12" off the floor in the cargo area. The removable wire rack/reel shall be socketed into the bed.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

13.0 Body and Chassis Accessories: (Continued)

13.21 Unit shall be equipped with two (2) safety harnesses with 4.5 foot lanyards, sizes Medium-XLarge. Safety harnesses and lanyards shall meet all current OSHA and ANSI requirements.

13.22 Unit shall be equipped with one (1) 10 lb fire extinguisher, with duty bracket, shipped loose – not mounted in vehicle.

13.23 Unit shall be equipped with triangular reflector kit to meet all current DOTD, state and federal regulations.

13.24 Unit shall be equipped with a slope indicator assembly for use with outriggers; minimum.

13.25 Unit shall include vinyl manual pouch for storage of all operator and parts manuals.

13.26 Unit shall be equipped with additional body/chassis accessory removable cross-arm storage rack, located in cargo area, running from bulkhead towards pedestal, approximately 24" H x 36" L, including 2" pipe, socketed into cargo floor.

14.0 Electrical Accessories:

14.1 Unit shall be equipped with the standard multi-point grounding system.

14.2 Unit shall be equipped with grounding reel, Hastings model #21365, mounted on tailshelf, installed on outrigger housing between cab and body, on curbside. Reel shall be bonded to frame.

14.2.1. Includes grounding cable, 2/0 GA yellow jacketed cable.

14.2.2. Includes grounding clamp, aluminum C-Clamp style with smooth jaws, and included ferrule and heat shrink tubing.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

14.0 Electrical Accessories: (Continued)

- 14.2.3. Includes T-handle screw type ground rod. _____
- 14.3 Includes lights and reflectors in accordance with FMVSS #108 lighting package (incandescent); or equal. _____
- 14.4 Includes standard amber LED strobe light low profile with brush guard, mounted on front corner of cab guard. _____
- 14.5 Includes LED arrow board (directional), mounted tailshelf channel between signal/tail lights; or equal design. _____
- 14.6 Includes LED spot light, Aircraft Dynamics brand, hand-held spot light, minimum 2,000,000 candlepower with attached wooden handles, pedestal type mounts located on the floorboard – center cab; or equal. _____
- 14.6.1. Tubular steel mounting devices, sized to accept spotlight handles shall be mounted on the outside of the cab guard frame, even with the windshield posts. _____
- 14.7 Includes 4.75” diameter LED flood light with aluminum housing, Betts Industries brand model B315010; or equal, mounted on outside of rear cab guard support, wired to control switch on inside cab dash. _____
- 14.8 Equipped with dual tone back-up alarm, with outrigger motion alarm; minimum. _____
- 14.9 Equipped with PTO hour meter, rectangular with 10,000 hour display. _____
- 14.10 Equipped with 6-way trailer receptacle, pin type, installed at rear of unit. _____
- 14.11 Equipped with an electrical panel and accessory switches, Altec modular panel system (AMPS); or equal. _____

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

14.0 Electrical Accessories: (Continued)

14.12 Equipped with a power distribution module, a compact self-contained electronic system that will provide a standardized interface with the chassis electrical system; or equal design. Includes the operator's manual for this electronic system.

15.0 Finishing Details:

15.1 Front and back frame and under body mounted components shall be painted black.

15.1.1 Includes, step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps and ladders.

15.2 Apply additional undercoating from behind the chassis cab to the rear of truck, black.

15.3 Non-skid paint shall be applied to all walking surfaces.

15.4 English safety and instructional decals.

15.5 Vehicle height placard to be installed in cab of truck.

15.6 Dielectric test unit according to ANSI requirements.

15.7 Stability test unit according to ANSI requirements.

15.8 Placard, HVI-22 hydraulic oil.

16.0 Chassis:

16.1 Chassis shall be a 2019 or newer model year International 4300 SBA (set back axle) 4X2 (MV607); or equal, conventional cab.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

16.0 Chassis:

- 16.2 Chassis color shall be standard white. _____
- 16.3 Chassis cab to axle/trunion length should be 121 inches. _____
- 16.4 Chassis wheelbase length should be 193 inches. _____
- 16.5 GVWR should be 33,000 lbs. _____
- 16.6 Front axle rating should be 14,000 lbs, rear axle rating should be 21,000 lbs. _____
- 16.7 Front tires, two (2) – 11R22.5 G287 MSA Goodyear; or equal, rear tires, four (4) – 11R22.5 G182 RSD Goodyear; or equal. _____
- 16.8 Engine shall be diesel, Cummins B6.7, or equal; 260 HP rating at 2200 RPM, 660 lb torque at 1300 RPM, 2400 RPM governed speed. _____
- 16.9 Transmission shall be automatic, Allison 3500 RDS P; or equal; wide ration, 6-speed with double overdrive, includes oil sensor, with hot shift PTO provision. _____
- 16.10 Unit shall be equipped with air brakes, Bendix brand, Antilock Brake System; or equal, and air dryer with heater, Bendix AD-9; or equal. _____
- 16.11 Exhaust system, single, horizontal, after-treatment device frame mounted, right side back of cab, includes horizontal tail pipe with a temperature control device; or equal design. _____
- 16.12 Throttle, hand control engine speed control for PTO, electronic, stationary pre-set, two speed settings, mounted on steering wheel; or equal design. _____
- 16.13 Conventional cab to include but not be limited to the following:
- a) Arm rest, two (2) molded plastic, one on each door; _____
 - b) Clearance/marker lights, five (5) flush mounted; _____
 - c) Coat hook, cab located on rear wall, centered above rear window; _____

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response:

16.0 Chassis: (Continued)

- d) Cup holders, two (2) located in lower center of instrument panel;
- e) Cab dome light, center mounted, door activated and push on/off at light lens;
- f) Factory tinted window glass;
- g) Interior grab handles, driver and passenger side;
- h) Gauge cluster to include – electronic speedometer, engine oil pressure, water temperature, fuel, tachometer, voltmeter, odometer display (indicating miles, trip miles, engine hours, trip hours, fault code readout); warning system (to include low fuel, low oil pressure, high engine coolant temp, low battery voltage).
- i) Two (2) sun visors, padded vinyl with driver side toll ticket strap, integral to console;
- j) Overhead molded plastic console with dual storage pockets with retainer nets and CB radio pocket;
- k) Floor covering is black rubber;
- l) Storage pocket, driver's door, molded plastic, full length.

16.14 Seating – Driver's shall be vinyl bucket, non-suspension, high back with integral headrest and fixed back; two-man vinyl split bench, fixed back, two integral headrest.

16.15 Shall include the appropriate seat belts for driver's seat, center passenger and right side passenger, all meeting current federal and state requirements.

16.16 Unit shall be equipped with two (2) Lang Mekra; or equal, outside mirrors, approximately 7.44" x 14.84" x 7.44", convex both sides, breakaway type, black heads, includes brackets and arms.

16.17 Unit shall be equipped with factory installed air conditioning with integral heater and defroster.

16.18 Unit shall be equipped with fifty (50) gallon fuel tank mounted on left hand.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

Bid Specifications (Continued)

Bidder's Response

17.0 Miscellaneous:

17.1 Delivered with one set of each type filter necessary for routine maintenance.

17.2 Unit shall be delivered with one spare all position tire mounted on rim.

17.3 Unit shall be delivered with two (2) sets of keys, minimum for both the ignition and lockable boxes located on the unit body.

17.4 Successful bidder will be responsible for providing a video pre-paint presentation to Electric Distribution Department personnel.

END OF SPECIFICATIONS

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

SAMPLE ONLY - DO NOT COMPLETE AT THIS TIME

Vehicle / Equipment Information Sheet

(To be completed by vendor prior to delivery of vehicles and/or equipment to the City of Alexandria Motor Pool)

1. Vehicle Year/Make: _____
2. Vehicle Model: _____
3. Keycodes: A: _____ B: _____
4. Wheelbase: _____ CA: _____
5. VIN #: _____
6. Odometer Readings: _____ Miles
7. Purchase Date: _____
8. In-Service Date: _____
9. Engine Make: _____
10. Engine Model: _____
11. Engine Oil Capacity: _____ Qts.
12. Transmission Make: _____
13. Transmission Model: _____
14. Transmission Oil Capacity: _____ Qts.
15. Rear Axle Make: _____
16. Number of Rear Axles: _____
17. Rear Axle Oil Capacity: _____ Qts.
18. Rear Axle Weight Capacity: _____ Lbs.
19. Front Axle Make: _____
20. Front Axle Weight Capacity: _____ Lbs.
21. Vehicle GVWR: _____ Lbs.
22. Wheel Size: _____
23. Tire Size/Ply (Front): _____
24. Tire Size/Ply (Back): _____
25. Tire Size/Ply (Spare): _____
26. Total Tire Count: _____
27. Lugs Per Wheel: _____
28. Alternator: _____
29. Battery (Each): _____ AH _____ CCA
30. Brakes (Type): _____
31. Steering (Type): _____
32. Fuel Capacity (Total): _____
33. EPA Fuel Rating: _____ City _____ Hwy.
34. Special Body Make: _____
35. Special Body Model: _____
36. Other Special Equipment (List): _____

37. Purchase Price: \$ _____
38. Purchase Order Number: _____
39. Service Recommendation: _____ Miles
40. Date of Manufacture: _____
41. Warranty Manuals on Vehicle & Other Components: _____

42. Shop Manuals / Line Sheet: _____
43. Additional Filters (As Specified): _____
44. (Trailer Only) Length: _____ Width: _____ Height: _____
45. (Trailer Only) Hitch Type: _____

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
55 FOOT INSULATED ARTICULATING NON-OVERCENTER MATERIAL HANDLING BUCKET TRUCK**

PRICE PAGE

Bid price for a minimum of one (1) **55 Foot Insulated Articulating Non-Overcenter Material Handling Bucket Truck**, new and unused, complete unit ready for use, delivered F.O.B., freight pre-paid, as per the bid specifications:

ADDENDUM ACKNOWLEDGENT _____

Total Bid Price \$ _____

Manufacturer's Brand Name: _____ **Model No.:** _____

Cab/Chassis Brand Name: _____ **Model No:** _____ **Model Year:** _____

=====

Option #1 – Additional fee for one year full warranty to include all parts, labor and travel fees for the above proposed 55 Foot Insulated Articulating Non-Overcenter Material Handling Bucket Truck:

Add \$ _____ to Total Bid Price

=====

Proof of valid Louisiana Motor Vehicle Dealer's License Number: _____ Yes _____ No

Estimated time of delivery after receipt of purchase order: _____

=====

Bidder Information:

Company Name: _____

Address: _____

City/State/Zip: _____

Telephone #: (_____) _____ Fax #: (_____) _____

Email: _____

Authorized Printed Name and Title: _____

Authorized Signature: _____