

## **NOTICE TO BIDDERS**

**PLEASE REVIEW ALL BID DOCUMENTS WITHIN THIS PACKAGE. ALL CERTIFICATIONS SHALL ACCOMPANY THIS BID.**

**BIDDERS SHALL COMPLETE ALL FORMS ENCLOSED AND NOTARIZED WHERE INDICATED.**

**BIDDERS MAY BID SEPARATELY FOR AERIAL REPAIR AND SERVICE.**

**IF YOU HAVE ANY QUESTIONS PERTAINING TO THIS BID, PLEASE CONTACT CHIEF ADMINISTRATOR BRIAN KUBIEL, MONDAY-FRIDAY 9:00 A.M. TO 3:00 P.M. @ 732-341-4441**

**TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT NO.1**

**NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN that sealed bids from reputable service companies for ANNUAL MAINTENANCE AND REPAIR CONTRACT for the Fire District's apparatus. Toms River Board of Fire Commissioners District No.1, in the Township of Toms River, County of Ocean, State of New Jersey. All bids will be received by the Purchasing Agent at 1144 Hooper Ave, Suite 306, Toms River, New Jersey on February 23, 2024 prevailing time, 12:00 p.m.

All bids will be opened publicly at the aforementioned time.

The Commissioners will not be responsible for late mail deliveries and no bids will be accepted if received after the time stipulated in the Notice to Bidders.

Specifications and form of proposals are on file in the Toms River Board of Fire Commissioners District No. 1 Administration Office, 1144 Hooper Ave, Suite 306, Toms River, New Jersey and may be obtained upon request. They are also available on our website [www.trfire.org](http://www.trfire.org). Direct all inquiries to Brian Kubiel, Chief Administrator.

Bidders are required to comply with the requirements of Title 127 regarding equal employment opportunities and with the requirement of P.L. 1977 C33 regarding corporate and/or partnership ownership.

The Toms River Board of Fire Commissioners District No. 1 reserves the right to reject any and all bids.

By order of the Commissioners of Fire District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey

Dated February 7, 2024

Leonard Minkler, Clerk  
Board of Fire Commissioners  
District No.1 Toms River Township

**Resolution**  
**The Commissioners of Fire District 1**  
**In the Township of Toms River, County of Ocean, State of New Jersey**  
**Authorizing Receipt of Bids for the Annual Maintenance and Repair of Fire**  
**District No.1 Fire Apparatus**

Whereas, the Commissioners of Fire District No. 1, in the Township of Toms River, County of Ocean, have approved the specifications for and have determined to advertise for sealed bids for annual maintenance and repair for District No.1 Fire Apparatus.

Now, therefore, be it resolved by the Toms River Board of Fire Commissioners District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey as follows:

1. Specifications are hereby approved and incorporated herein by reference.
2. Bids to be submitted shall fully comply with the specifications.
3. The Commissioners shall advertise for the receipt of sealed bids for the above named purpose or project.
4. Each bid shall be submitted as a written proposal in the manner designated in the specifications and shall be signed and notarized (where applicable) by the bidder. The bid shall be enclosed in a sealed envelope bearing the name and address of the bidder on the outside, specifically denoting on said envelope the name of the job for which said bid is submitted and addressed to Leonard Minkler, Clerk, Toms River Board of Fire Commissioners District No.1, 1144 Hooper Avenue, Suite 306, Toms River, New Jersey 08753.
5. Specifications and form of bid may be inspected or obtained upon proper notice by prospective bidders during normal business hours at the Toms River Board of Fire Commissioners District No. 1 Administration Office, 1144 Hooper Ave, Suite 306, Toms River, New Jersey, 08753, (732) 341-4441.
6. Sealed bids shall be called for and shall be received, opened, and read at Toms River Fire Commissioners District No. 1 Administration office @ 1144 Hooper Ave, Suite 306, Toms River, NJ prevailing time 12:00 p.m. Eastern Standard Time on February 23, 2024
7. Said bids shall be hand-delivered at the time and place stated for the receipt of sealed bids or mailed prior to. No bid shall be delivered or accepted after the date and hour designated.
8. The bid quote shall be net to the Commissioners and shall be exclusive of any state or federal taxes.
9. The contract will be awarded to the lowest qualified responsive and responsible bidder. The Commissioners reserve the right to reject any and all bids. The Commissioners also reserve the right to waive any insubstantial irregularities in any bid.
10. A non-collusion affidavit in the usual form will be supplied with the specifications. The person or corporate officers submitting the bid shall execute it. Said affidavit must be properly notarized. A non-collusion affidavit must accompany each bid. THIS REQUIREMENT WILL NOT BE WAIVED.

11. An owner's list in accordance with P.L. 1977, c. 33, approved March 8, 1977, will also be supplied with the specifications in the usual form. It shall be completed by the person or corporate officers submitting the bid. Said owner's list must accompany each bid. THIS REQUIREMENT WILL NOT BE WAIVED.
12. Bidders are required to comply with the applicable statutory requirements and regulations adopted pursuant thereto, including but not limited to P.L. 1975, c. 127; P.L. 1977, c. 33; P.L. 1933, c. 277, including all amendments thereto.
13. No bidder may withdraw his proposal for a period of 60 days after the opening of the bids; all proposals being binding upon the bidders for said 60-day period.

**CERTIFICATION**

I, Leonard Minkler, Clerk of the Toms River Township Fire Commissioners District No. 1, in the County of Ocean, State of New Jersey, do hereby certify the above to be a true copy of a resolution duly adopted at its meeting held February 7, 2024.

*Leonard Minkler Clerk*

**Date: 02-07-24**

## **BID SPECIFICATIONS**

1. **Requirements:** All requirements and conditions contained in other bid documentation relative to this project are specifically included herein and hereby made a part. All requirements or conditions imposed by New Jersey statutes or case law or any applicable regulations as adopted including amendments thereto are hereby incorporated into these specifications by reference. The bidder shall, at all times, observe and comply with all laws, ordinances, regulations, and codes of the federal, state, township, and other local government agencies, which may, in any manner, affect the preparation of proposals or the performance of this contract.
2. **Proposal:** The proposal submitted by each bidder shall be made on the form supplied with these specifications. When a proposal is made by an individual, his/her post office address shall be stated, and he/she shall sign the proposal. When a proposal is made by a firm or partnership, its name and post office address shall be stated therein and the proposal is made by a corporation, its name and post office address shall be stated therein, and the proposal shall be signed by and authorized official of the corporation, with the corporate seal affixed and the signatures attested to in all cases.
3. **Submitting Proposals:** Enclosed, in a sealed envelope with the proposal, shall be submitted a Non-Collusion Affidavit, and Owner's List, and a Statement of Compliance. THESE REQUIREMENTS SHALL NOT BE WAIVED, and failure to submit will result in the automatic rejection of the bid.
4. **Subletting and assigning of the Contract:** The successful bidder shall not sell, transfer, assign, or otherwise dispose of the contract to any other party. The bidder awarded said contract shall perform said work with his own organization and with the assistance of employees under his immediate supervision.
5. **Deviation from Bid Documents:** Any conditions, limitations or waivers included by a bidder with the proposal may cause rejection of said bid or of any item or part of said bid in the sole discretion of the Commissioners. In the alternative, the Commissioners may accept the bid proposal excluding any conditions, limitations, or waivers as if same had not been set forth in the bid proposal and by submitting proposals, all bidders consent to be bound hereby. Minor variations, however, from the specifications may be accepted, provided that they do not materially impair the performance or the quality of the item or items described
6. **Changes in Specifications:** The Commissioners reserve the right to make any variations in its bid specifications.
7. **Changes in Materials or Equipment Specified:** Any items mentioned by brand name in the specifications may have substituted therefore in the proposal items equivalent in quality and quantity to that specified, then the Commissioners may, in their sole discretion, reject the same.
8. **Rejection of Bids:** The Commissioners reserve the right to reject any and all bids when such rejection is in the Districts best interest.

9. Acceptance of Bids: The Commissioners reserve the right to accept any and all bids when such acceptance is their best interest.
10. Bidders Present: At the time fixed for the opening of bids, their contents will be made public for the information of bidders and other properly interested parties, either in person or by representation.
11. Award of Contract: The contract will be awarded to the lowest qualified responsive and responsible bidder. The Commissioners further reserve the right to reject any and all bids. The Commissioners further reserve the right to waive any insubstantial irregularities in any bid.
12. American Goods: All prospective bidders shall utilize manufacturers in the United States when available relative to supplies and equipment to be provided under the subject contract.
13. Bidders Authorized to Transact Business in the State of New Jersey: Bidder shall submit as part of their bid package proof of authorization to transact business in the State of New Jersey. By submitting said bid, the bidder does stipulate and represent to the Commissioners that the bidder is so authorized to transact business in the State of New Jersey.
14. Detailed Specifications: The more detailed specifications are attached hereto and made a part hereof.
15. Insurance: Bidder shall submit as part of its bid package proof of commercial liability and automobile liability insurance in the amount of at least \$1 million in coverage. The bidder agrees to indemnify and protect the Toms River Board of Fire Commissioners District No.1 against all liabilities, claims, or demands for injuries or damages to any person or property growing out of the performance of this contract, including environmental claims and damages, whether such liabilities, claims, or demands grow out of the negligent act of the bidder or otherwise, and shall provide proof of insurance to cover such claims, including environmental claims, and shall name the Toms River Township Board of Fire Commissioners, District No.1 as an additional insured on said policy of insurance. A successful bidder shall provide the District a certificate of liability insurance naming Toms River Township Fire District No.1 as an additional insured at the time the contract is signed by the successful bidder

## BID DOCUMENT CHECKLIST

This Bidders Checklist is a statutorily mandated form, the purpose of which is to list those documentary and information forms, certifications and other documents that the Fire District requires each Bidder to submit with the bid. This form lists each of the items to be submitted with the bid proposal and a place for the Bidder to indicate, by initialing each entry, that the Bidder has included those required items with the completed bid proposal. Each Bidder shall complete this form and submit it with the bid proposal, in addition to those documentary and informational forms, certificates and other documents that are listed.

Required by owner	Submission Requirement	Initial each required entry and if required submit the item
<input checked="" type="checkbox"/>	Stockholder Disclosure Certification	
<input checked="" type="checkbox"/>	Non-Collusion Affidavit	
<input checked="" type="checkbox"/>	Bid Proposal Form	
<input type="checkbox"/>	Bid Guarantee (with Power of Attorney for full amount of <i>Bid</i> Bond)	N/A
<input checked="" type="checkbox"/>	Statement of Compliance	
<input checked="" type="checkbox"/>	Mandatory Affirmative Action Language	
<input checked="" type="checkbox"/>	Americans with Disabilities Act of 1990 Notice	
<input checked="" type="checkbox"/>	Proof of Business Registration	
<input checked="" type="checkbox"/>	Equal Employment Opportunity Notice	
<input checked="" type="checkbox"/>	Disclosure of Investment Activities in Iran	

**Non-Collusion Affidavit**

State of New Jersey

County of \_\_\_\_\_ ss:

I, \_\_\_\_\_ residing \_\_\_\_\_  
(Name of affiant) (Name of municipality)

in the County of \_\_\_\_\_ and State of \_\_\_\_\_ of full age,  
being duly sworn according to law on my oath depose and say that:

I am \_\_\_\_\_ of the firm of \_\_\_\_\_ the  
(Title or position) (Name of firm)

bidder making this proposal for Apparatus Maintenance and Repair services for the Township of Toms River Board of Fire Commissioners District No.1, and that I executed the said proposal with full authority to do so that said bidder has not, directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named project; and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the Township of Toms River Board of Fire Commissioners District No.1 rely upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee.

Subscribed and sworn before me this day \_\_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_

Signature \_\_\_\_\_

(Type or print name of affiant under signature)

Notary public of the State of

My Commission expires: \_\_\_\_\_

(Seal)



**Statement of Compliance**

The undersigned, in connection with the proposal submitted for Apparatus Maintenance and Repair services for the Township of Toms River Board of Fire Commissioners District No. 1 as defined in R.S. 10:5-31 and R.S. 10:2-1, and as part of its proposal made to the Township of Toms River Board of Fire Commissioners District No. 1 in the Township of Toms River, County of Ocean hereby certifies that it is in compliance with the requirements of P.L. 1963, c. 150 (New Jersey Prevailing Wage Act), P.L. 1975, c. 127 and P.L. 1977, c. 33 (corporate or partnership disclosure) ad all amendments, if any, adopted thereto and regulations adopted pursuant to said bid. This certification shall be in addition to and not in substitution of any other certifications or proofs of compliance required by law.

Attest:

\_\_\_\_\_ By \_\_\_\_\_

Witness:

\_\_\_\_\_ By \_\_\_\_\_

Dated: \_\_\_\_\_

## **MANDATORY EQUAL EMPLOYMENT OPPORTUNITY NOTICE**

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

### **GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27 5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Div. of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Attest:

\_\_\_\_\_ By \_\_\_\_\_

Witness:

\_\_\_\_\_ By \_\_\_\_\_

Dated: \_\_\_\_\_

**AFFIRMATIVE ACTION COMPLIANCE NOTICE**

**N.J.S.A. 10:5-31 and N.J.A.C. 17:27**

**GOODS AND SERVICES CONTRACTS**

The successful bidder shall submit to the public agency, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

(a) A photocopy of a valid letter that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

**OR**

(b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4;

**OR**

(c) A photocopy of an Employee Information Report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) from the contracting unit during normal business hours.

The successful vendor(s) must submit the copies of the AA302 Report to the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (Division). The Public Agency copy is submitted to the public agency, and the vendor copy is retained by the vendor.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.1 et seq. and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

**COMPANY:** \_\_\_\_\_ **SIGNATURE** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## AMERICANS WITH DISABILITIES ACT OF 1990 NOTICE

### Equal Opportunity for Individuals with Disability

The contractor and the Township of Toms River Board of Fire Commissioners District No. 1 of Toms River, New Jersey, (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the owner shall expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

**COMPANY:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

**Title** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**STATEMENT OF OWNERSHIP**  
**(OWNERSHIP DISCLOSURE CERTIFICATION)**

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

**This Statement Shall Be Included with**  
**All Bid and Proposal Submissions**

**Name of Business:** \_\_\_\_\_

**Address of Business:** \_\_\_\_\_

**Name of person completing this form:** \_\_\_\_\_

**N.J.S.A. 52:25-24.2:**

"No corporation, partnership, or limited liability company shall be awarded any contract nor shall any agreement be entered into for the performance of any work or the furnishing of any materials or supplies, unless prior to the receipt of the bid or proposal, or accompanying the bid or proposal of said corporation, said partnership, or said limited liability company there is submitted a statement setting forth the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be.

If one or more such stockholder or partner or member is itself a corporation or partnership or limited liability company, the stockholders holding 10 percent or more of that corporation's stock, or the individual partners owning 10 percent or greater interest in that partnership, or the members owning 10 percent or greater interest in that limited liability company, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member, exceeding the 10 percent ownership criteria established in this act, has been listed.

To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly

traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

The Attorney General has advised that the provisions of N.J.S.A. 52:25-24.2, which refer to corporations and partnerships apply to limited partnerships, limited liability partnerships, and Subchapter S corporations.

This Ownership Disclosure Certification form shall be completed, signed and notarized.

**Failure of the bidder/proposer to submit the required information is cause for automatic rejection of the bid or proposal**

**Part I**

**Check the box that represents the type of business organization:**

- ☐ Sole Proprietorship (skip Parts II and III, sign and notarize at the end)
- ☐ Non-Profit Corporation (skip Parts II and III, sign and notarize at the end)
- ☐ Partnership      ☐ Limited Partnership      ☐ Limited Liability Partnership
- ☐ Limited Liability Company
- ☐ For-profit Corporation (including Subchapters C and S or Professional Corporation)
- ☐ Other (be specific): \_\_\_\_\_



## **Part II**

☐

I certify that the list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be.

**OR**

☐

I certify that no one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or that no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be.

**Sign and notarize the form below, and, if necessary, complete the list below. (Please attach additional sheets if more space is needed):**

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

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

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

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

\_\_\_\_\_

\_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

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

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

\_\_\_\_\_

\_\_\_\_\_

**Part III - Any Direct or Indirect Parent Entity Which is Publicly Traded:**

“To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest.”

☐ Pages attached with name and address of each publicly traded entity as well as the name and address of each person that holds a 10 percent or greater beneficial interest.

**OR**

☐ Submit here the links to the Websites (URLs) containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent.

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**AND**

☐ Submit here the relevant page numbers of the filings containing the information on each person holding a 10 percent or greater beneficial interest.

Subscribed and sworn before me this \_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_\_.

(Notary Public)

My Commission expires:

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(Affiant)

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(Print name of affiant and title if applicable)

(Corporate Seal if a Corporation)

**The following list represents entities determined, based on credible information available to the public, to be engaged in prohibited activities in Iran pursuant to P.L. 2012,c.25 ('Chapter 25"):**

1. AK Makina Ltd.	20. Oil and Natural Gas Corporation (ONGC)
2. Amona	21. Oil India Limited
3. Bank Markazi Iran (Central Bank of Iran)	22. Persia International Bank
4. Bank Mellat	23. Petroleos de Venezuela (PDVSA Petroleo, SA)
5. Bank Melli Iran	24. PetroChina Company, ltd
6. Bank Saderat PLC	25. Sameh Afzar Tajak Co. (SATCO)
7. Bank Sepah	26. Shandong FIN CNC Machine Company, Ltd.
8. Bank Tejarat	27. Sinohydro Co. Ltd.
9. China International United Petroleum & Chemicals Co., Ltd. (Unipet)	28. SK Energy Co. Ltd.
10. China National Offshore Oil Corporation CNOOC)	29. SKS Ventures
11. China National Petroleum Corporation (CNPC)	30. Som Petrol AS
12. China National United Oil Corporation (ChinaOil)	31. Zhuhai Zhenrong Company
13. China Oilfield Services Limited	
14. China Petroleum & Chemical Corporation (Sinopec)	
15. China Precision Machinery Import-Export Corp. (CPMIECC)	
16. Indian Oil Corporation	
17. Kingdreaan PLC	
18. Naftiran Intertrade Company (NICO)	
19. National Iranian Tanker Company (NITC)	

**List Date: July 1, 2022**

TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1						
DISCLOSURE OF INVESTMENT ACTIVITIES IN RUSSIA, BELARUS and IRAN STANDARD BID DOCUMENT REFERENCE						
<b>Name of Form</b>	<b>COMBINED CERTIFICATION: PROHIBITED ACTIVITIES IN RUSSIA AND BELARUS &amp; INVESTMENT ACTIVITIES IN IRAN</b>					
<b>Statutory Reference</b>	P.L. 2022, c. 3 N.J.S.A. 52:32-55 et seq. N.J.S.A. 40A:11-2.1 N.J.S.A. 18A:18A-49.4					
<b>Applicability</b>		<b>Y/N</b>		<b>Mandatory</b>	<b>Optional</b>	<b>N/A</b>
	<b>LPCL</b>	<b>Y</b>	Goods and Services	<b>X</b>		
	<b>PSCL</b>	<b>Y</b>	Construction			<b>X</b>
<b>Instructions Reference</b>						
<b>Description</b>	<p>P.L. 2022, c. 3 prohibits the award, renewal, amendment, or extension of State and local public contracts for goods or services with persons or entities engaging in prohibited activities in Russia or Belarus. P.L. 2012, c.25 prohibits the award or renewal of State and local public contracts for goods and services with persons or entities engaged in certain investment activities in the energy or finance sectors of Iran.</p> <p>Before a goods and services contract can be entered into, vendors and contractors must certify that neither they nor any parent entity, subsidiary, or affiliate is listed on the New Jersey Department of the Treasury's list of entities determined to be engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3 ("<a href="#">Russia-Belarus list</a>") or in Iran pursuant to P.L. 2012, c. 25 ("<a href="#">Chapter 25 list</a>").</p>					

## Prohibited Russia-Belarus Activities & Iran Investment Activities

Person or Entity

### Part 1: Certification

#### COMPLETE PART 1 BY CHECKING ONE OF THE THREE BOXES BELOW

Pursuant to law, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, for goods or services must complete the certification below prior to contract award to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list or Chapter 25 list as a person or entity engaging in prohibited activities in Russia, Belarus or Iran. Before a contract for goods or services can be amended or extended, a person or entity must certify that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list. Both lists are found on Treasury's website at the following web addresses:

<https://www.nj.gov/treasury/administration/pdf/RussiaBelarusEntityList.pdf>  
[www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf](http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf).

As applicable to the type of contract, the above-referenced lists must be reviewed prior to completing the below certification.

A person or entity unable to make the certification must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran. The person or entity must cease engaging in any prohibited activities and provide an updated certification before the contract can be entered into.

If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may be provided by law, rule, or contract, including but not limited to imposing sanctions, seeking compliance, recovering damages, declaring the party in default, and seeking debarment or suspension of the party.

### CONTRACT AWARDS AND RENEWALS



*I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate appears on the N.J. Department of Treasury's lists of entities engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3 or in investment activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)*

## CONTRACT AMENDMENTS AND EXTENSIONS



*I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate is listed on the N.J. Department of the Treasury's lists of entities determined to be engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)*

## IF UNABLE TO CERTIFY



*I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate is listed on the Department's Russia-Belarus list and/or Chapter 25 Iran list. I will provide a detailed, accurate, and precise description of the activities as directed in Part 2 below, and sign and complete the Certification below. Failure to provide such will prevent the award of the contract to the person or entity, and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.*

## Part 2: Additional Information

### PLEASE PROVIDE FURTHER INFORMATION RELATED TO PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS AND/OR INVESTMENT ACTIVITIES IN IRAN.

You must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran in the space below and, if needed, on additional sheets provided by you.

### Part 3: Certification of True and Complete Information

*I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there, to the best of my knowledge, are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.*

*I acknowledge that the <Name of Contracting Unit> is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the <Name of Contracting Unit> to notify the <Name of Contracting Unit> in writing of any changes to the answers of information contained herein.*

*I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the <Name of Contracting Unit> and that the <Name of Contracting Unit> at its option may declare any contract(s) resulting from this certification void and unenforceable.*

Full Name (Print)		Title	
Signature		Date	

**Proposal**

**TO: The Commissioners of Fire District No. 1  
in the Township of Toms River, County of Ocean, State of New Jersey**

The undersigned hereby declares that he/she has carefully examined the Notice to Bidders, Instructions to Bidders, Specifications and any other pertinent documentation relative to the bids requested by the Commissioners for annual maintenance and repair of District No.1 fire apparatus that he/she has carefully examined all necessary matters in connection with this project; and that he/she will contract to carry out and complete said project as specified at the price outlined below.

It is understood that the total price stated by the undersigned is based upon the total price of performing all work in accordance with the specifications and will be the total price for the providing of said annual maintenance and repair of the fire apparatus as set forth in the said specifications. Same will control in the awarding of the contract.

FOR PROVIDING OF A VEHICLE MAINTENANCE  
PURSUANT TO THE BID SPECIFICATIONS.....\$ \_\_\_\_\_

Dated: \_\_\_\_\_

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

By: \_\_\_\_\_

Signature and Title of Authorized

Representative

Address of Bidder:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## **ANNUAL MAINTENANCE FOR VEHICLES**

### **INSTRUCTIONS TO BIDDERS**

Each bidder will be required to circle a YES or No answer. Writing in the word "EXCEEDS" will not be acceptable. If the bidder is not supplying exactly what is asked for, then he/she must circle NO.

If NO is circled, then a detailed explanation must be given showing the reason for the exception and exact detail on what will be supplied along with any literature that is available on the products the bidder will be supplying.

There will be NO EXCEPTIONS allowed from this requirement. It is the opinion of the Fire Commissioners that to insure a fair analysis of the bids this requirement must be met. Failure to comply will be grounds for immediate rejection of the bid.

The Fire Commissioners shall retain the right to reject any and all bids for cost overrun, etc. and shall also retain the right to determine if specifications received from bidders are equal to or superior to these specifications.

All bidders must complete the attached service ability form and have it notarized and returned with the bid to be considered.

## **TOMS RIVER TOWNSHIP FIRE DISTRICT NO.1**

- |            |           |  |
|------------|-----------|--|
| <b>YES</b> | <b>NO</b> | A service representative shall be available for dispatch to the fire district for out of service units 24 hours per day, 365 days per year, within a 4-hour call out from the administrator or a commissioners.  |
| <b>YES</b> | <b>NO</b> | Bidder shall guarantee fixed hourly rates for service from start of contract. The hourly rates shall be stated on a price sheet and shall be marked Exhibit "A,B,C,D,  |
| <b>YES</b> | <b>NO</b> | The bidder must supply a service representative to attend one drill per station each year to assist in training of the Fire District's engineers in the operation and care of their apparatus at no additional charge.   |
| <b>YES</b> | <b>NO</b> | The bidder shall supply a complete computerized apparatus maintenance log by apparatus and station. The log shall be available for inspection by the Fire Commissioners at any time. These requirements must meet requirements of the Insurance Services Organization (I.S.O). |
| <b>YES</b> | <b>NO</b> | The bidder must guarantee a priority treatment for all shop and road work.   |
| <b>YES</b> | <b>NO</b> | Bidder must submit documentation showing their ability to provide the service, which is being requested.   |
| <b>YES</b> | <b>NO</b> | Bidders must submit a list of customers who currently are serviced by them. Failure to submit a list will be grounds for rejection of bid.   |
| <b>YES</b> | <b>NO</b> | Bidder must have a full service center that is owned by them. The service center must be heated and have a burglar alarm system. (NO EXCEPTIONS)   |
| <b>YES</b> | <b>NO</b> | Bidder must have a minimum of two fully equipped service units that carry the equipment that is needed to perform the contract work. (NO EXCEPTIONS)   |
| <b>YES</b> | <b>NO</b> | Bidder shall make available their service facility and service vehicles for inspection by the Fire Commissioners prior to bid award.   |
| <b>YES</b> | <b>NO</b> | Bidder shall be certified through each manufacturer to be able to perform maintenance/repairs for vehicles owned by Fire District No.1. Copies of certification must accompany the bid.  |
| <b>YES</b> | <b>NO</b> | Bidder shall be able to provide a copy of their State Certification.   |

**COMPANY No.1**

#2501 2014 PIERCE 2000 GPM PUMPER  
#2525 2006 PIERCE AERIAL LADDER/ W 2000 GPM PUMP (95 ft. Mid-Mount)  
#2561 2010 PIERCE RESCUE PUMPER /W 2000 GPM PUMP  
#2511 1997 PIERCE TRIPLE COMBINATION PUMPER 2000 GPM

**COMPANY #2**

#2609 2003 FORD BRUSH TRUCK  
#2624 2018 PIERCE RESCUE  
#2631 2003 PIERCE 2000 GPM PUMPER  
#2671 2007 PIERCE 2000 GPM PUMPER  
#2607 1997 INTERNATIONAL TRUCK (Water Rescue)

**COMPANY #3**

#2701 2015 PIERCE ARROW 1500 GPM PUMPER  
#2721 2008 PIERCE RESCUE PUMPER 2000 GPM WATEROUS PUMP  
#2705 2000 AMERICAN LAFRANCE LTI 1500 GPM WATEROUS PUMP (75ft Aerial Quint)  
#2726 2019 FORD F250 #2716 2009 FORD F-350 WATER RESCUE

**COMPANY #4**

#2801 2010 PIERCE COMBINATION 2000 GPM PUMPER  
#2811 2005 PIERCE 1500 GPM PUMPER  
#2829 2003 FORD BRUSH TRUCK 250 GPM HALE PUMP  
#2865 2014 PIERCE AERIAL LADDER 100 FT STRAIGHT STICK REAR MOUNT W/2000 GPM PUMP  
#2816 2009 FORD ECONOLINE RESCUE

**BID FORM**

**CONTRACT LABOR RATES**

ALL BIDDERS MUST PROVIDE PRICING ON THE FOLLOWING BY FILLING OUT THIS BID FORM.

**ANNUAL COST FOR ONE TIME YEARLY SERVICE**

ALL UNITS AS SPECIFIED \$ \_\_\_\_\_

**LABOR CHARGES FOR ADDITIONAL ROAD WORK**

\$ \_\_\_\_\_ PER HOUR  
\$ \_\_\_\_\_ PER HOUR WEEKENDS  
\$ \_\_\_\_\_ PER HOUR HOLIDAYS  
\$ \_\_\_\_\_ PER DAY TRAVEL (REGULAR)  
\$ \_\_\_\_\_ PER DAY TRAVEL (HOLIDAY)

**LABOR CHARGES SHOP WORK**

\$ \_\_\_\_\_ PER HOUR  
\$ \_\_\_\_\_ PICK UP AND DELIVERY CHARGE EACH WAY

## REPORT PROGRAM

\$\_\_\_\_\_ YEARLY COST FOR REPORTS

THE BIDDERS SHALL **SUBMIT** AS PART OF THEIR BID PACKAGE THAT ALL EMPLOYEES ARE CERTIFIED TO WORK ON THE FOLLOWING APPARATUS AND OR ACCESSORIES TO PERFORM MAINTENANCE WORK ON SAID EQUIPMENT.

- |                           |           |          |
|---------------------------|-----------|----------|
| 1. DUPLEX CHASSIS COMPANY | _____ YES | _____ NO |
| 2. WATEROUS PUMP COMPANY  | _____ YES | _____ NO |
| 3. PIERCE FIRE APPARATUS  | _____ YES | _____ NO |
| 4. HALE PUMPS             | _____ YES | _____ NO |
| 5. PREFAB CHASSIS         | _____ YES | _____ NO |
| 6. MACK RESCUE TRUCK      | _____ YES | _____ NO |

**NOTE: BIDDERS WHO ARE NOT AUTHORIZED WARRANTY SERVICE CENTERS MUST PROVIDE PROOF OF THEIR ABILITY TO COMPLETE REPAIRS ON THE ABOVE WITHOUT JEOPARDIZING REMAINING WARRANTY.**

**BIDDERS NAME** \_\_\_\_\_

**I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND COMPLIES WITH THE "AUTHORIZATION" PORTION OF THE BID.**

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

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

**COMPLIANCE WITH “INSTRUCTION TO BIDDERS” AND  
SPECIFICATIONS**

I, HEREBY CERTIFY THE BID CONTAINED HEREIN, FULLY AND EXACTLY COMPLIES WITH THE INSTRUCTION TO BIDDERS AND SPECIFICATIONS AS IT APPEARED IN THE NOTICE TO BIDDERS. I HEREBY FURTHER CERTIFY THAT I AM AUTHORIZED BY THE BOARD OF DIRECTORS OF THE COMPANY, OR CORPORATE OFFICERS OF THE CORPORATION TO SIGN BIDS AND PROPOSALS IN THE NAME OF THE COMPANY OR CORPORATION LISTED BELOW, AND I AM AN OFFICER OF THE SAID COMPANY OR CORPORATION:

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

COMPANY: \_\_\_\_\_

DATE: \_\_\_\_\_

**NOTARIZED:**

**STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_**

**NOTARY STAMP AND DATE**

**BY: \_\_\_\_\_**

## SERVICE ABILITY FORM

SERVICE CENTER LOCATION \_\_\_\_\_

\_\_\_\_\_

SQUARE FOOTAGE OF SERVICE CENTER \_\_\_\_\_

NUMBER OF WATEROUS PUMP CERTIFIED EMPLOYEES \_\_\_\_\_

NUMBER OF HALE PUMP CERTIFIED EMPLOYEES \_\_\_\_\_

NUMBER OF FULLY EQUIPPED SERVICE VEHICLES \_\_\_\_\_

SUBMITTED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

NOTARIZED:

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

NOTARY STAMP AND DATE

BY: \_\_\_\_\_

NOTE: THIS FORM MUST BE COMPLETED, NOTARIZED AND RETURNED WITH THE BID TO BE CONSIDERED.

**EXHIBIT "A"**  
**BRUSH UNITS – ANNUAL MAINTENANCE PROGRAM**  
**SERVICE FUNCTIONS**

1. Inspect and lubricate all ball valves and control linkages
2. Grease volume pump
3. Grease drive line universal joints
4. Grease chassis
5. Fill primer reservoir and inspect weep hole for blockage
6. Inspect primer drive and adjust if necessary
7. Lubricate primer leakage
8. Perform pump vacuum test (10' for 10 minutes)
9. Inspect pump shift system-electric, air vacuum or manual
10. Operate volume pump relief valve or engine governor
11. Check pump packing and adjust if necessary
12. Circulate volume pump for 20 minutes
13. Inspect relief valve regulator and lubricate
14. Inspect radiator cooling valve plumbing
15. Adjust all pressure gauges as required
16. Inspect hose reel drive, brake alignment and swivel
17. Inspect booster tank exterior – including fill stack
18. Hydrometer checks all batteries
19. Resurface battery terminals, post and check ground
20. Check tachometer and UL test tachometer drive
21. Inspect undercarriage for loose bolts and broken supports
22. Tighten driveline bolts
23. Lubricate compartment door hinges and latches
24. Change oil in pump transmission
25. Inspect all drive belts
26. Test electrical system and lights
27. Change engine oil, oil filters, air filters etc

**INSPECTION REPORT**

During the Annual Maintenance Program, a note will be made of any defective or inoperative item that is found. A complete, written report will be forwarded to you along with a cost estimate to repair any defective item .



### **LABOR CHARGES FOR ROAD SERVICE (EXHIBIT A)**

\$\_\_\_\_\_ PER HOUR

\$\_\_\_\_\_ PER ROUND TRIP TRAVEL AND MILEAGE

\$\_\_\_\_\_ PER HOUR OVERTIME WEEKEND RATE

\$\_\_\_\_\_ PER HOUR HOLIDAY RATE

**\*\*\*NOTE: MINIMUM BILLING RATE IS ONE HOUR**

### **LABOR CHARGES FOR SHOP WORK**

\$\_\_\_\_\_ PER HOUR

\$\_\_\_\_\_ PICK UP AND DELIVERY CHARGE, EACH WAY

**\*\*\*NOTE: MINIMUM BILLING RATE IS ONE HOUR**

## **ANNUAL MAINTENANCE PROGRAM**

### **EXHIBIT "B"**

#### **LADDER TOWER AND QUINT(S)**

##### **SERVICE FUNCTIONS**

1. Inspect and lubricate all ball valves and control linkages
2. Grease volume pump
3. Grease drive line universal joints
4. Grease Chassis
5. Fill primer reservoir and inspect weep hole for blockage
6. Inspect primer drive and adjust if necessary
7. Lubricate primer linkage
8. Perform pump vacuum test (10' for 10 minutes)
9. Inspect pump shift system-electric, air vacuum or manual
10. Operate volume pump relief valve or engine governor
11. Check pump packing and adjust if necessary
12. Circulate volume pump for 20 minutes
13. Inspect relief valve regulator and lubricate
14. Inspect radiator cooling valve and plumbing
15. Adjust all pressure gauges as required
16. Inspect hose reel drive, brake, alignment and swivel
17. Inspect booster tank exterior-including fill stack
18. Hydrometer check all batteries
19. Resurface battery terminals, post and check ground
20. Check tachometer and UL test tachometer drive
21. Inspect under carriage for loose bolts and broken support
22. Tighten drive line bolts
23. Lubricate compartment door hinges and latches
24. Change oil in pump transmission
25. Inspect all drive belts
26. Test electrical systems and lights
27. Change engine oil, oil filters, air filters etc

#### **INSPECTION REPORT**

During the Annual Maintenance Program, a note will be made of any defective or inoperative item that is found. A complete, written report will be forwarded to you along with a cost estimate to repair any defective item.

## **LABOR CHARGES FOR ROAD SERVICE (EXHIBIT B)**

### **LABOR CHARGES FOR ROAD SERVICE**

\$\_\_\_\_\_ PER HOUR

\$\_\_\_\_\_ PER ROUND TRIP TRAVEL AND MILEAGE

\$\_\_\_\_\_ PER HOUR OVERTIME WEEKEND RATE

\$\_\_\_\_\_ PER HOUR HOLIDAY RATE

### **LABOR CHARGES FOR SHOP WORK**

\$\_\_\_\_\_ PER HOUR

\$\_\_\_\_\_ PICK UP AND DELIVERY CHARGE, EACH WAY

### **UNDERWRITERS TEST FEE**

\$\_\_\_\_\_ STANDARD PUMP PRESSURE TEST AND CERTIFICATION OF SAME, WITH COPIES TO INSURANCE SERVICES ORGANIZATION.

**\*\*\*\*\*NOTE: If bidder utilizes a third party to perform pump or ladder testing bidder shall provide the name, address, phone # and certification of testing agency.**

## **INSPECTION REPORT**

During the Annual Maintenance Program, a note will be made of any defective or inoperative item that is found. A complete, written report will be forwarded to you along with a cost estimate to repair any defective item.

### **SEGMENT "A" – Every three (3) months:**

- Perform visual examinations
- Perform functional test
- Test and make necessary cable adjustment
- Test and make necessary hydraulic adjustment
- Lubricate rotor bearing, rails, controls and waterway
- Test and make necessary electrical adjustments

### **SEGMENT "B" – every six (6) months:**

- Same as segment "A"
- Degrease Aerial sections and slide pads
- Clean and lubricate Aerial sections

Take sample of hydraulic oil and have analyzed

## **LADDER QUINT(S) MAINTENANCE PROGRAM**

\$\_\_\_\_\_ SEGMENT "A" (EVERY THREE (3) MONTHS)

\$\_\_\_\_\_ SEGMENT "B" (EVERY SIX (6) MONTHS)

## **LADDER TOWER MID-MOUNT MAINTENANCE PROGRAM**

\$\_\_\_\_\_ SEGMENT "A" (EVERY THREE (3) MONTHS)

\$\_\_\_\_\_ SEGMENT "B" (EVERY SIX (6) MONTHS)

## REPORT PROGRAM

\$\_\_\_\_\_ YEARLY COST FOR REPORTS

THE BIDDERS MUST CERTIFY THAT THEY ARE QUALIFIED TO WORK ON THE FOLLOWING APPARATUS AND OR ACCESSORIES TO PERFORM MAINTENANCE WORK ON SAID EQUIPMENT.

- |   |                 |
|---|-----------------|
| 1. AERIAL LADDER/AMERICAN LA-FRANCE QUINT | YES_____NO_____ |
| 2. 95FT PIERCE LADDER TOWER               | YES_____NO_____ |
| 3. 100FT PIERCE STRAIGHT STICK LADDER     | YES_____NO_____ |

**NOTE: BIDDERS WHO ARE NOT AUTHORIZED WARRANTY SERVICE CENTERS MUST PROVIDE PROOF OF THEIR ABILITY TO COMPLETE REPAIRS ON THE ABOVE WITHOUT JEOPARDIZING REMAINING WARRANTY.**

**BIDDERS NAME** \_\_\_\_\_

**I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND COMPLIES WITH THE "AUTHORIZATION" PORTION OF THE BID.**

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

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

**EXHIBIT "C"**  
**ALL PUMPERS WILL BE SERVICED AS FOLLOWS: ONCE PER YEAR**

**\*\*\*PUMPERS-ANNUAL MAINTENANCE PROGRAM**

1. Inspect and lubricate all ball valves and control linkages
2. Grease volume pump
3. Grease drive line universal joints
4. Grease chassis
5. Fill primer reservoir and inspect weep hole for blockage
6. Inspect primer drive and adjust if necessary
7. Lubricate primer leakage
8. Perform pump vacuum test (10' for 10 minutes)
9. Inspect pump shift system-electric, air vacuum or manual
10. Operate volume pump relief valve or engine governor
11. Check pump packing and adjust if necessary
12. Circulate volume pump for 20 minutes
13. Inspect relief valve regulator and lubricate
14. Inspect radiator cooling valve plumbing
15. Adjust all pressure gauges as required
16. Inspect hose reel drive, brake, alignment and swivel
17. Inspect booster tank exterior – including fill stack
18. Hydrometer check all batteries
19. Resurface battery terminals, post and check ground
20. Check tachometer and UL test tachometer drive
21. Inspect undercarriage for loose bolts and broken supports
22. Tighten driveline bolts
23. Lubricate compartment door hinges and latches
24. Change oil in pump transmission
25. Inspect all drive belts
26. Test electrical system and lights
27. Change engine oil, oil filters, air filters etc.

**INSPECTION REPORTS**

During the Annual Maintenance Program, a note will be made of any defective or inoperative item that is found. A complete, written report will be forwarded to you along with a cost estimate to repair any defective item .

**LABOR CHARGES FOR ROAD SERVICE (EXHIBIT C)**

**LABOR CHARGES FOR ROAD SERVICE**

\$\_\_\_\_\_ PER HOUR

\$\_\_\_\_\_ PER ROUND TRIP TRAVEL AND MILEAGE

\$\_\_\_\_\_ PER HOUR OVERTIME WEEKEND RATE

\$\_\_\_\_\_ PER HOUR HOLIDAY RATE

**LABOR CHARGES FOR SHOP WORK**

\$\_\_\_\_\_ PER HOUR

\$\_\_\_\_\_ PICK UP AND DELIVERY CHARGE, EACH WAY

\$\_\_\_\_\_ **LABOR CHARGES OF PUMP TESTING**

\*\*\*NOTE: If bidder utilizes a third party to perform pump test please provide name address, phone # and certification of testing agency.

## **EXHIBIT "D"**

### **RESCUE-ANNUAL MAINTENANCE PROGRAM**

#### **SERVICE FUNCTIONS**

1. Grease drive line universal joints
2. Grease chassis
3. Hydrometer check all batteries
4. Resurface battery terminals
5. Check tachometer
6. Inspect undercarriage
7. Tighten driveline bolts
8. Lubricate compartment door hinges and latches
9. Inspect drive line belts
10. Test electrical systems and lights
11. Change engine oil, oil filters, air filters etc.

#### **INSPECTION REPORT**

During the Annual Maintenance Program, a note will be made of any defective or inoperative item that is found. A complete, written report will be forwarded to you along with a cost estimate to repair any defective item.



## **LABOR CHARGES FOR ROAD SERVICE (EXHIBIT D)**

### **LABOR CHARGES FOR ROAD SERVICE**

\$\_\_\_\_\_ PER HOUR

\$\_\_\_\_\_ PER ROUND TRIP TRAVEL AND MILEAGE

\$\_\_\_\_\_ PER HOUR OVERTIME WEEKEND RATE

\$\_\_\_\_\_ PER HOUR HOLIDAY RATE

### **LABOR CHARGES FOR SHOP WORK**

\$\_\_\_\_\_ PER HOUR

\$\_\_\_\_\_ PICK UP AND DELIVERY CHARGE, EACH WAY

**BID FORM**

**CONTRACT LABOR RATES**

ALL BIDDERS MUST PROVIDE PRICING ON THE FOLLOWING BY FILLING OUT THIS BID FORM.

**ANNUAL COST FOR ONE TIME YEARLY SERVICE**

ALL UNITS AS SPECIFIED \$ \_\_\_\_\_

**LABOR CHARGES FOR ADDITIONAL ROAD WORK**

\$ \_\_\_\_\_ PER HOUR  
\$ \_\_\_\_\_ PER HOUR WEEKENDS  
\$ \_\_\_\_\_ PER HOUR HOLIDAYS  
\$ \_\_\_\_\_ PER DAY TRAVEL (REGULAR)  
\$ \_\_\_\_\_ PER DAY TRAVEL (HOLIDAY)

**LABOR CHARGES SHOP WORK**

\$ \_\_\_\_\_ PER HOUR  
\$ \_\_\_\_\_ PICK UP AND DELIVERY CHARGE EACH WAY

REPORT PROGRAM

\$ \_\_\_\_\_ YEARLY COST FOR REPORTS

THE BIDDERS MUST CERTIFY THAT THEY ARE QUALIFIED TO WORK ON THE FOLLOWING APPARATUS AND OR THE ACCESSORIES TO PERFORM MAINTENANCE WORK ON SAID EQUIPMENT.

1. DUPLEX CHASSIS
2. WATEROUS PUMP
3. PIERCE FIRE APPARATUS
4. HALE PUMPS
5. PREFAB CHASSIS
6. MACK RESCUE TRUCK

**NOTE:** BIDDERS WHO ARE NOT AUTHORIZED WARRANTY SERVICE CENTERS MUST PROVIDE PROOF OF THEIR ABILITY TO COMPLETE REPAIRS ON THE ABOVE WITHOUT JEOPARDIZING REMAINING WARRANTY.

BIDDERS NAME \_\_\_\_\_

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND COMPLIES WITH THE "AUTHORIZATION" PORTION OF THE BID.

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_