



# Androscoggin County Emergency Management Agency

Mailing: 2 College St. | Lewiston, ME 04240 | Physical: 45 Oak St.  
Office: (207) 784-0147 Fax: (207) 795-8938

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March 8, 2023

## **Androscoggin County Emergency Management Agency Request for Bids**

Androscoggin County Emergency Management Agency (ACEMA) is accepting bids for one (1) new Mobile Command Trailer in accordance with the specifications below. All bids shall include all applicable taxes, fees, and surcharges as well as a delivery charges and delivery date. Please submit your bid to the County of Androscoggin by 2:00 p.m. on March 31st, 2023. Bids must be delivered to the Androscoggin County Commissioner's Office, Attention Sandy Berube, 2 Turner Street, Auburn Maine 04210, on or before the date and time appointed above. Bids must be delivered in a sealed envelope clearly labeled "**Bid for Androscoggin County Emergency Management Agency Mobile Command Trailer**". No proposals will be accepted after the date/time listed above. Electronic submission of bids will not be accepted.

All warranties describing the equipment shall be included in the bid. The VENDOR shall specify the warranty in the submitted bid. All appropriate parts, service manuals and all applicable warranty paperwork shall be delivered with the selected equipment.

The County of Androscoggin pays its accounts in full within a thirty (30) day period following satisfactory completion of the contract and receipt of bills for all items covered by the County's purchase order. In submitting bids under these specifications, VENDORS should consider all discounts allowed in accordance with the above payment policy. Final invoice and Mobile Command Trailer must be received by Androscoggin County Emergency Management Agency by August 1<sup>st</sup>, 2023.

The County is exempt from payment of federal excise taxes on articles not for resale, federal transportation tax on all shipments, and Maine State sales tax and use tax.

Any exceptions to these quote requirements and specifications shall be clearly indicated by the VENDOR on a separate sheet of paper. In the absence of clearly noted exceptions, VENDORS will be obligated to comply with all the provisions contained herein. Any equivalent features and any additional features to those described in the specifications shall be so noted in the quote. Questions regarding this bid and any items mentioned shall be accepted until 2:00 PM March 24<sup>th</sup>, 2023.

The VENDOR shall be held responsible for repairing, at their sole cost and expense, all damages to County or private property resulting from the work to be performed.

The VENDOR will, at all times, comply with the safety regulations set forth by the Occupational Safety and Health Administration.

In case of default by the VENDOR, the County of Androscoggin reserves the right to procure the contract services from other sources and charge any excess cost occasioned by thereby to the VENDOR.



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All quotes will be opened publicly, VENDORS or their representatives may be present at the quote opening. The quotes will be available for public inspection after opening, however the County will not prepare abstracts for distribution.

It is the intent of the County of Androscoggin to purchase one (1) Mobile Command Trailer. It is not the intent of these specifications to favor any one manufacturer and, therefore, should not be considered restrictive. It is intended to derive acceptable performance criteria. The County of Androscoggin will entertain all bids submitted by vendors that meet or are equivalent to the specifications requested (that could include a vehicle in current inventory) upon final review by the Director.

The successful bid will be chosen based on the adherence to the specifications below, cost and availability. The Androscoggin County Commissioners reserve the right to reject any and all bids and to negotiate with any bidder. This project will be funded, in whole or in part, by the FY2020 Homeland Security Grant Program.

For questions or more information, please contact Angela Molino, Director, ACEMA, by calling 207-784-0147 ext. 1 or by email, [amolino@androscoggincountymaine.gov](mailto:amolino@androscoggincountymaine.gov)



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## **INSTRUCTION TO VENDORS:**

The item to be furnished under this bid shall be one (1) Mobile Command Trailer. These specifications shall be regarded as MINIMUM. Vendors must furnish all descriptive literature, manufacturer's compliance certificates and all other necessary data on the equipment proposed as required in the specification. All items appearing in the VENDOR's regular published specifications are assumed to be included in the Vendor's proposal. The following specifications shall be the minimum requirements and the equipment proposed shall comply with Maine and Federal laws. All specifications, dimensions and ratings must conform to or exceed S.A.E. specifications where applicable.

### **All bids must include at a minimum the following specifications:**

#### **Trailer Style**

Fully enclosed box trailer measuring twenty (20) feet in length and eight and one half (8.5) feet in width, seven and one half (7.5) feet in height with V-Nose style front. Rear of trailer shall feature a full width drop down ramp door. Trailer will be white in color and have the following:

- Ceiling mounted A/C and heat package
- 100 Amp electrical package with 20 Amp plugs and indirect circuits
- Insulated walls, floor, and ceiling
- Dual (2) 5,200lb axels with brakes
- Bumper Pull style hitch coupler with jack

#### **Trailer Exterior**

- Thirty-Six (36) inch wide out-swinging door with screen door on passenger side with locking mechanism
- One (1) four (4) foot wide concession window with glass and screens. Window will also have a drop-down cover and flip up counter outside, on passenger side
- Twenty-four (24) inch tall stone guard installed on all four sides and vertically on corners of V-nose front
- Extended tongue featuring generator mounting platform measuring thirty-six (36) inches by thirty-six (36) inches made of reinforced aluminum
- Rear ramp gate with aluminum spring assisted hardware
- Mounted cage capable of storing one (1) 25lb Propane tank on each side of V-nose
- Black eighteen (18) foot manual retractable awning with black arms on passenger side
- Fifteen-inch (15) Trailer wheels and tires, aluminum, with a full-size spare
- One crank jack on each of four corners
- Roller wheels on rear gate of trailer
- Lighting: Four (4) LED lights in total
  - o One (1) on nose of trailer over generator platform
  - o One (1) on rear down down gate of trailer
  - o Two (2) on passenger side of trailer on either side of concession window



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- Drop down step for passenger side door
- One (1) exterior outlet on passenger side equally distanced from rear of wheel well and rear ramp door

## Trailer Interior

- Main area of trailer will contain:
  - o White, dry erase style, walls
  - o Black rubber coin flooring
  - o Two (2) shelves in V-nose of trailer the first eighteen (18) inches from ceiling and eighteen (18) inches below the first
  - o Counter measuring twenty-four (24) deep and thirty-six (36) from floor, front to back of trailer on driver side
    - o One shelf measuring eighteen (18) inches deep mounted eighteen (18) inches from ceiling on driver side
  - o Nine (9) 120-volt dual outlets
    - One (1) on driver side and one (1) on passenger side of nose, two (2) inches above middle shelf
    - Two (2) on passenger side one each side on concession window
    - Two (2) below counter on driver side of trailer
    - Three (3) above counter spaced equally on length
  - o Two (2) phone ethernet jacks
    - One (1) in the nose of the trailer
    - One (1) centered under counter on driver side of trailer
  - o Four (4) LED light bars
    - 2 (two) in center of trailer ceiling
    - 2 (two) under shelf on driver side of trailer
- Four (4) feet from rear of trailer a partition wall with thirty-six (36) inches wide door in center.
  - o Partitioned area will contain:
    - Electrical panel for trailer installed in inner passenger side of partition wall
    - One (1) 120-volt dual electrical outlet on inner passenger side wall of partitioned area
    - Two (2) shelves on driver side of trailer in partitioned area, spaced eighteen (18) inches from top ceiling of trailer and eighteen (18) inches below the first, with two (2) inch lip on exposed sides. Shelves will measure two (2) feet wide and eighteen (18) inches deep
    - Black rubber coin flooring
    - One LED light strip in center of ceiling
- All shelving and counters will be made of aluminum. Shelves will have a two (2) inch lip on all exposed sides.