

JEFFREY LANIGAN  
MAYOR



JENNIFER GLEASMAN  
PURCHASING AGENT

**BID TALLY SHEET**

**BID NUMBER:** RFB-2025-010  
**BID OPENING:** 6/19/2025 at 11:00 AM (local time)  
**BID TITLE:** ROME POLICE DEPT CARGO TRAILER

| Vendor                       | Amount               | Bid Security | Date & Time            | Initials |
|------------------------------|----------------------|--------------|------------------------|----------|
| Vercel, Inc.                 | 17,895 <sup>00</sup> | D.C. check   | 6/19/2025<br>@ 10:18am | (JB)     |
| Phoenix Contracting          | 35,000 <sup>00</sup> | bid check    | 6/17/2025<br>@ 2:33pm  | (JB)     |
| Paul Cangelosi Trailer Sales | 19,946 <sup>00</sup> | D.C. check   | 6/17/2025<br>@ 3:34pm  | (JB)     |
| MCS Inc.                     | 18,370 <sup>00</sup> | X            | 6/18/2025<br>@ 9:56am  | (JB)     |
| FDR Hitchies                 | 27,001.00            | X            | 6/18/2025<br>@ 10:09am | (JB)     |
| MVW Trailers                 | 25,575 <sup>00</sup> | X            | 6/19/25 @<br>9:57am    | AC       |
|                              |                      |              |                        |          |
|                              |                      |              |                        |          |
|                              |                      |              |                        |          |

JEFFREY LANIGAN  
MAYOR



JENNIFER GLEASMAN  
PURCHASING AGENT

**PURCHASING DEPARTMENT**

ROME CITY HALL ♦ 198 N. WASHINGTON STREET  
ROME, NEW YORK 13440-5815  
(315) 339-7665 ♦ FAX (315) 838-1165  
[jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)  
[www.romenewyork.com](http://www.romenewyork.com)

**BID NUMBER:** RFB-2025-010

**BID TITLE:** ROME POLICE DEPARTMENT CARGO TRAILER

**BID OPENING:** 06/19/2025 at 11:00 AM (local time)

**COMPANY NAME:** FDR Hitches

**MAILING ADDRESS:** 120 W. Westfield Ave  
Roselle Park NJ 07204

**PHONE:** 908-254-9500

**FAX:** 908-254-9509

**EMAIL:** FDRHitches@gmail.com

**WEBSITE:** gotdr.com

**SIGNATURE:** [Signature]

**PRINTED NAME/TITLE:** Dean Wenders President

**TOTAL OF BID: \$** 22,001.00

PROPOSER'S WARRANTY: The above-signed person by his/her affixed signature certifies that he/she is an officer of the organization. He/she has been specifically authorized to offer a proposal in full compliance with all requirements and conditions, as set forth in this Proposal, other than those deviations noted above. He/she has fully read and understands the Proposal and has full knowledge of the scope, nature, quantity, and quality of work to be performed and that he/she has carefully examined and checked the materials, equipment, labor, service, and cost thereof, and hereby states that the amount or amounts set forth in the proposal is or are correct. The bidder further agrees not to make claim for reformation, modification, or correction of this proposal after the scheduled closing time for receipt of proposal bids.



## TABLE OF CONTENTS

| <b>Page Title</b>                                   | <b>Page No.</b> |
|-----------------------------------------------------|-----------------|
| <b>Proposer's Warranty &amp; Bid Total.....</b>     | <b>1</b>        |
| <b>Invitation and Instructions To Bid.....</b>      | <b>3</b>        |
| <b>General Conditions.....</b>                      | <b>4 – 7</b>    |
| ○ <b>Scope of Work</b>                              |                 |
| ○ <b>Questions regarding Specifications</b>         |                 |
| ○ <b>Tax</b>                                        |                 |
| ○ <b>Finance Charges</b>                            |                 |
| ○ <b>Price</b>                                      |                 |
| ○ <b>Duration of Proposal Offer</b>                 |                 |
| ○ <b>Method of Award</b>                            |                 |
| ○ <b>Acceptance or Rejection</b>                    |                 |
| ○ <b>Completion Date &amp; Delivery Schedule</b>    |                 |
| ○ <b>Time Is Of The Essence</b>                     |                 |
| ○ <b>Notice of Delay</b>                            |                 |
| ○ <b>Guarantee/Warranty</b>                         |                 |
| ○ <b>Insurance</b>                                  |                 |
| ○ <b>Contract Termination</b>                       |                 |
| ○ <b>Limitations</b>                                |                 |
| ○ <b>General</b>                                    |                 |
| ○ <b>Literature</b>                                 |                 |
| ○ <b>Protest and Appeal Procedures</b>              |                 |
| ○ <b>Proposal Guarantee (Bid Bond)</b>              |                 |
| ○ <b>General Municipal Law</b>                      |                 |
| ○ <b>Minority Business Enterprise Participation</b> |                 |
| ○ <b>Responsible Bidder</b>                         |                 |
| <b>Deviations Sheet.....</b>                        | <b>8</b>        |
| <b>Non-Collusive Bidding Certificate.....</b>       | <b>9</b>        |
| <b>Bidders Checklist.....</b>                       | <b>10</b>       |
| <b>Technical Specifications.....</b>                | <b>11</b>       |
| <b>Bid Total Itemization Sheet.....</b>             | <b>12</b>       |



### **INVITATION AND INSTRUCTIONS TO BID**

The City of Rome, New York invites your firm to participate in the enclosed Request For Bid for:

**BID NUMBER: RFB-2025-010**

**BID TITLE: ROME POLICE DEPARTMENT CARGO TRAILER**

This sealed bid will be publicly opened and read in the Common Council Chambers on  
**06/19/2025 at 11:00 AM (local time)**

Bid must be covered by Money Order, Certified Check, or Bid Bond in the amount of 5% of the amount of the total bid.

Sealed bids must be clearly marked with the bid number and title and sent to the address below, where they will be time-stamped, local time to:

**Office of the City Clerk  
RFB-2025-010 RPD Cargo Trailer  
198 North Washington Street  
Rome, NY 13440**

#### **BID ADVERTISEMENT NOTES**

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises (MWBEs). All qualified MWBE suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability, or sexual preference.

The City of Rome reserves the right to reject any or all proposals or to accept any proposals deemed to be in its best interest.

If additional information is required, please contact:

**Jennifer Gleasman, Purchasing Agent  
City of Rome  
198 North Washington Street  
Suite 1-C  
Rome, NY 13440  
Phone: 315-339-7665  
Fax: 315-838-1165**

Email: [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

Bid is available electronically at <http://www.BIDNETDIRECT.com>



## **GENERAL CONDITIONS**

### **SCOPE OF WORK:**

Work shall include supply of (1) 8.5' x 16' Cargo Trailer for the Rome Police Department. Please See Technical Specifications on page

### **QUESTIONS REGARDING SPECIFICATIONS:**

Any questions relative to interpretation of specifications may be directed to the Purchasing Agent, Jennifer Gleasman @ 315-339-7665 or by e-mail to [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

### **TAX:**

Purchases by the City of Rome, New York, are not subject to any sales tax, federal excise tax or transportation tax. City of Rome Federal ID No: 15-6000414

### **FINANCE CHARGES:**

The City of Rome will not be subjected to finance or late charges under this contract.

### **PRICE:**

Best and final price shall be offered. Prices shall include shipping and handling. All pricing shall remain firm for the term of the contract. The Consumer Price Index will be the standard for any price adjustments requested for fuel and/or commodities. Such request must be submitted in writing to be considered for approval by the City.

### **DURATION OF PROPOSAL OFFER:**

Proposals are irrevocable for a period of sixty (60) calendar days following the closing date of this bid proposal.

### **METHOD OF AWARD:**

The contract shall be awarded to the lowest responsible and responsive bidder whose proposal meets the requirements set forth herein. Final determination will be made by the City as deemed to be in its best interests. Taken into consideration will be the reliability of the bidder, the quality of the materials/services offered, their level of quality and conformity with the specifications, and the terms of delivery.

### **ACCEPTANCE OR REJECTION:**

The City of Rome Board of Estimate and Contract reserves the right to accept or reject any or all bids received.

### **COMPLETION DATE & DELIVERY SCHEDULE:**

Each bidder must include in the proposal an approximate delivery date from contract award. Delivery time may or may not be considered at the time of bid consideration.

### **TIME IS OF THE ESSENCE:**

All times stated herein are of the essence.

### **NOTICE OF DELAY:**

If the successful bidder encounters difficulty in meeting performance requirements or has knowledge of a possible delay, the vendor shall immediately notify the Director of Parks and Recreation, preferably in writing. A slippage will require the vendor to demonstrate an alternate means of recovering the anticipated or actual delay in contract performance.

### **GUARANTEE/WARRANTY**

The bidder must guarantee that the equipment offered is a model of regular stock product, with parts regularly used for this type of equipment offered; also, that no

attachment or part has been substituted or applied contrary to manufacturer's recommendations or standard practices. The unit delivered must be warranted against faulty materials and workmanship for a period that should such faults develop, the bidder agrees to replace/repair the unit or part affected without cost to the City of Rome, New York, with all replacement parts paid for by the contractor.

### **INSURANCE**

The contractor (vendor) shall maintain such insurance as will protect him from all claims under the Workers' Compensation Act and all other causes of action for personal injury and property damage, naming the City of Rome as an additional insured. The requirements that need to be on a Certificate of Insurance are:

#### ***Workers' Compensation***

- *Vendor must supply proof of their Workers' Compensation insurance and should generally be reported on a separate page.*
- *If they are not required to carry it, then they must supply a letter stating that they are a sole proprietor and/or have no employees and are not required to carry Workers' compensation.*

#### ***General Liability***

- ***\$2,000,000** for each occurrence of property damage and bodily injury, and not less than*
- ***\$4,000,000** aggregate*
- ***\$1,000,000** auto liability, if vehicles are used.*

#### ***Description Section***

- *Should read "The City of Rome is included as additional insured".*

#### ***Certificate Holder and Additional Insured***

- *Should read the City of Rome only. It should not include an individual department or the name of an individual person.*

#### ***Cancellation Section***

- *Should read "30 days written notice".*

### **CONTRACT TERMINATION:**

The City may terminate for cause if the vendor fails to perform any material condition of the contract and such failure continues unremedied for thirty (30) days after receipt of notice from the City.

### **LIMITATIONS:**

Neither the vendor nor its affiliates shall be liable in any way for delay, failure in performance, loss damage due to any of the following conditions: fire, explosion, power blackout, earthquake, flood, the elements, civil or military authority, or acts of God. The vendor shall be liable for any delay, loss, and property damage attributable to any service or actions of any of its employees or agents.

### **GENERAL:**

Any modification or waiver of any provision of the Contract must be in writing and signed by authorized representatives of both parties. If any term or provision of the contract shall be held invalid or unenforceable, the remainder of the contract shall not be affected.

The waiver by either party of any breach of the Contract by the other party will not operate as a waiver of subsequent breaches of the same or different kind.

**LITERATURE:**

Each bidder shall include product or equipment literature as available.

**PROTEST AND APPEAL PROCEDURES:**

Protests regarding the validity or appropriateness of the specifications or of the Request for proposal shall be filed in writing with the City Treasurer no later than two (2) days prior to the closing of the bids. The address to submit the protest is:

City Clerk  
City of Rome  
198 N. Washington St.  
Rome, New York 13440

Such protests will not be considered if received later than the date established in paragraph above. Protests shall be explicit and in sufficient detail to stand on their own record. Post-award protests shall be in writing in a diligent and timely fashion and to be received in the City Clerk's Office no later than five (5) days after receipt of the award notice.

**PROPOSAL GUARANTEE (BID BOND):**

Each proposal bid must be guaranteed by cash, certified check, or bid bond in the amount of 5% of the amount of the bid total. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal.

**GENERAL MUNICIPAL LAW COMPLIANCE:**

STATE OF NEW YORK, Section 103-a

Effective: July 1, 1959

"Upon the refusal of a person, when called before a Grand Jury to testify concerning any transaction or contract had with the State, any political subdivision thereof, a public authority or with any public department, agency or an official of the state or any political subdivision thereof or of a public authority, to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant questions concerning such transaction or contract, (a) such person, and any firm, partnership or corporation of which he is a member, partner, or director or officer shall be disqualified from thereafter selling to or submitting bids to or receiving awards from or entering into any contracts with any municipal corporation or any public department, agency or official thereof for goods, work or services, for a period of five years after such refusal, and (b) any and all contract made with any municipal corporation or any public department, agency or official thereof, since the effective date of this law, by such person, and by any firm, partnership or corporation of which he is a member, partner, director or officer may be cancelled or terminated by the municipal corporation without incurring any penalty or damages on account of such cancellations or termination, by any monies owing by the municipal corporation for goods delivered or work done prior to the cancellation or termination shall be

paid all pursuant to Section 103-a of the General Municipal Law of the State of New York."

**MINORITY BUSINESS ENTERPRISE PARTICIPATION:**

Minority and women-owned business enterprises are encouraged in the performance of all City material, supply, professional and construction contracts and sub-contracts;

A "minority business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by minority group members. The minority ownership must exercise actual day-to-day management and control of the business.

"Minority" means Blacks, Hispanics, American Indians, Alaskan Natives, Asians and Pacific Islanders.

A "women-owned business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by women. The women ownership must exercise actual day-to-day management and control of business.

Bidders are requested to provide the following:

a. Is your company 51% or more women owned?      ☐ yes      ☒ no

b. Is your company 51% or more minority owned?      ☐ yes      ☒ no

c. If you answer YES to Number 2, check one of the following:

☐ Black      ☐ Hispanic      ☐ Alaskan Native

☐ Asian/Pacific Islands      ☐ American Indian

**RESPONSIBLE BIDDER**

Each bidder will complete the following to enable the City to determine a Responsible Bidder.

A. Is your firm presently engaged in actions which will lead to a merger, consolidation, or other form of reorganization?      ☐ yes      ☒ no

B. Has your firm filed for bankruptcy?      ☐ yes      ☒ no

In determining the "lowest responsible bidder," in addition to price, the purchasing authority shall consider the ability, capacity and skill of the bidder to perform the contract or provide the service required; whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the bidder; the quality of performance or previous contracts or services; the and existing compliance by the bidder with laws and ordinances relating to the contract or service; the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service; the quality, availability and adaptability of the supplies or contractual services to the particular use required; the ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and the number and scope of conditions attached to the bid.

## DEVIATIONS SHEET

### **DEVIATIONS FROM SPECIFICATIONS:**

Bidders must itemize all deviations to the specifications on Deviations Sheet. If this is not sufficient space, attach additional sheets as required. A statement referring to manufacturer's literature or specifications without stating the actual deviation thereon will be cause for disqualification. Unless otherwise stated by the bidder on the attached sheet provided, the proposal will be considered as being in strict accordance with the specifications outlined herein, even though the manufacturer's literature indicated deviations from the City's specifications.



## **NON-COLLUSIVE BIDDING CERTIFICATE**

Pursuant to Chapter 675, Laws of 1966

- (a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:
- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such process with any other bidder or with any competitor:
  - (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
  - (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not submit a bid for the purposes of restricting competition.

Dean Mendrys  
(Name of Bidder)

President  
(Official capacity)

## **BIDDERS CHECKLIST**

This bid may not be acceptable without completing the following information. For your protection, please review your bid and indicate by a check mark that all requested information has been included and/or read:

- |                                                |                    |
|------------------------------------------------|--------------------|
| ( ) PROPOSER'S WARRANTY                        | Ref Page 1         |
| ( ) INSTRUCTIONS TO BIDDERS                    | Ref Page 3         |
| ( ) PREVAILING WAGE RATE CASE NUMBER           | Ref Page 4         |
| ( ) MINORITY BUSINESS ENTERPRISE PARTICIPATION | Ref Page 9         |
| ( ) RESPONSIBLE BIDDER                         | Ref Page 9         |
| ( ) DEVIATIONS SHEET                           | Ref Page 10        |
| ( ) NON-COLLUSIVE BIDDING CERTIFICATE          | Ref Page 11        |
| ( ) BIDDERS LIST OF REFERENCES                 | Supplied By Bidder |

*Do not separate or remove any pages from this bid package. Doing so may render your bid invalid. Please return the checklist with your bid*



**TECHNICAL SPECIFICATIONS**  
**8.5' x 16' Cargo Trailer**

**TRAILER CONSTRUCTION**

- 8.5x16 Enclosed trailer
- 7' interior height
- Rear man door centered on back wall
- passenger side man door located between the wheel well and the front cabine[OBJ]
- Triple Tube 60" Extended tongue
- 16 inch on center roof, wall, and floor crossmembers
- polycore exterior sheathing
- Rubber diamond floor
- 1 Roof vent.
- Exterior Silver Aluminum trim.
- exterior 50 amp RV electrical connection
- generator platform
- Exterior LED lighting
- 14' rollout awning

**INTERIOR FINISH**

- 100 amp electrical service W/ 5 independent [OBJ] electrical outlets [OBJ]
- Two 48" LED strip lights on ceiling
- interior walls covered with gloss finish aluminum panels [OBJ]
- counter space installed across the front of the trailer with Aluminum worktop, and cabinet doors below.
- counter space installed on the driver side over the wheel well approximately 72 inches long, with Aluminum work top and cabinets below.



**BID TOTAL ITEMIZATION SHEET (IF NEEDED)**

*See attached*

**GRAND TOTAL**

*22,001.00*

**FDR Hitches LLC**

120 W. Westfield Ave.  
Roselle Park, NJ 07204

Phone: 908-259-9500

Fax: 9509

E-mail: deanjr.fdrhitches@gmail.com



Visit our website for locations!

**Estimate**

| DATE      | ESTIMATE NO. |
|-----------|--------------|
| 6/12/2025 | 32508        |

**CUSTOMER**

Rome Police Department  
198 N. Washington St  
Rome NY  
13440

**SHIP TO / SERVICE FOR**

Phone: 315-339-7665

E-mail: jgleasman@romecitygov.com

**ESTIMATE ONLY / NOT AN INVOICE**

| P.O. NO. | TERMS | REP | SHIP VIA |
|----------|-------|-----|----------|
|          |       | AF  |          |

**VEHICLE INFO:**

| ITEM CODE | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | QTY | U/M | SUG. RES. | COST      | AMOUNT    |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----|-----------|-----------|-----------|
| Trailer   | <p>*****Rome Police Department Cargo Trailer</p> <p>*****BID# RFB-2025-010</p> <p>Pace American Trailer</p> <p>Model-K-VIBR10216-100</p> <p>GVWR-9990 (10K)</p> <p>8.5x16 Cargo Sport Flat Top BullNose</p> <p>48" Raer Man Door Centered on Back Wall</p> <p>Rear Step 12"</p> <p>C/S (CURBSIDE Passenger) 48" Man Door</p> <p>12" Extension on tongue (60" Triple Tube Tongue)</p> <p>16" OC Roof Bows</p> <p>16" OC Wall Post</p> <p>16" OC Floor Cross Members</p> <p>Polycore (Composite) Exterior</p> <p>Black Rubber Diamond Tread Floor</p> <p>Non Powered 14"x 14" Roof Vent W/ Screen</p> <p>Exterior Color-Silver</p> <p>Exterior 50AMP Motorbase(RV Connection)</p> <p>Generator Slides for Portable Generator</p> <p>Exterior DOT Approved LED Lighting</p> <p>14' Manual Rollout Awing Color Black W/ Black Shield</p> <p>Spread Axle Configuration</p> | 1   |     |           | 20,976.00 | 20,976.00 |

NOTICE: AFTER 48 HOURS OF PICK UP NOTICE, A STORAGE CHARGE OF \$75 PER DAY WILL BE INCURRED UNTIL PICKED UP AND PAID IN FULL. We will not be responsible for any loss, damage or theft of any vehicle or trailer left on our property after the 48 hour notice to pick up your vehicle or trailer.

**Trailers & Trailer Parts, Snow-Plows & Plow Parts, Truck, Auto & Trailer Accessories**

**SUB-TOTAL****SALES TAX (6.625%)****TOTAL**

**PLOWMATCH.COM - find your plow!**

Join our e-mail list at: [www.JoinFDR.com](http://www.JoinFDR.com)

**ESTIMATE ONLY / NOT AN INVOICE**

**FDR Hitches LLC**

120 W. Westfield Ave.  
Roselle Park, NJ 07204

Phone: 908-259-9500

Fax: 9509

E-mail: deanjr.fdrhitches@gmail.com



Visit our website for locations!

# Estimate

| DATE      | ESTIMATE NO. |
|-----------|--------------|
| 6/12/2025 | 32508        |

**CUSTOMER**

Rome Police Department  
198 N. Washington St  
Rome NY  
13440

**SHIP TO / SERVICE FOR**

Phone: 315-339-7665

E-mail: jgleasman@romecitygov.com

## ESTIMATE ONLY / NOT AN INVOICE

| P.O. NO. | TERMS | REP | SHIP VIA |
|----------|-------|-----|----------|
|          |       | AF  |          |

**VEHICLE INFO:**

| ITEM CODE | DESCRIPTION                                                                                                                                                                                                        | QTY | U/M | SUG. RES. | COST | AMOUNT |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----|-----------|------|--------|
|           | *****Trailer is special order. Build time is 18-20 weeks. PO required to strat build. Once build details are confirmed there are no cancellation or refund options avialable.<br>*****See Anthony to complete sale |     |     |           |      |        |

NOTICE: AFTER 48 HOURS OF PICK UP NOTICE, A STORAGE CHARGE OF \$75 PER DAY WILL BE INCURRED UNTIL PICKED UP AND PAID IN FULL. We will not be responsible for any loss, damage or theft of any vehicle or trailer left on our property after the 48 hour notice to pick up your vehicle or trailer.

**Trailers & Trailer Parts, Snow-Plows & Plow Parts, Truck, Auto & Trailer Accessories**

**SUB-TOTAL \$22,001.00**

**SALES TAX (6.625%) \$0.00**

**TOTAL \$22,001.00**

**PLOWMATCH.COM - find your plow!**

Join our e-mail list at: [www.JoinFDR.com](http://www.JoinFDR.com)

**ESTIMATE ONLY / NOT AN INVOICE**

June 11, 2025

**ADDENDUM NO. 1 TO  
RFB-2025-010**

**ROME POLICE DEPARTMENT CARGO TRAILER**

**BID OPENING**

**June 19, 2025 @ 11:00 AM AT ROME CITY HALL**

---

**NOTE:** This amendment shall be attached to and become a part of the Proposal for **RFB-2025-010** as outlined below:

**This Addendum contains vendor questions and answers and an updated Bidder's Checklist**

**Question:** Do you want a liner on the ceiling?

**Response:** Yes.

**Question:** The Bidders Checklist contains a Bidders List of References to be supplied by the bidder but there is no References Sheet to list them in the bid package. Do we create our own Reference List?

**Response:** No. Please disregard the Bidders List of References referred to on page 10.

**Question:** Bidders checklist references a Prevailing Wage Case Number.

**Response:** Please disregard the Prevailing Wage Case Number on the checklist. New checklist included with this addendum

**Question:** What GVW do you need.

**Response:** I do not have a GVW requirement in mind. During transport the only added contents will be mountain bikes, folding tables/chairs, small tent, generator on rack, gasoline can. I'm picturing maybe 700 lbs above trailer's own weight during transport so nothing extreme. Once parked, we may have 2,000 lbs above trailers own weight to account for occupants.

**Question:** I see a reference to Cabinets. Do you want just a **Base Cabinet** or **Base Cabinet and an Overhead Cabinet**?

**Response:** Base cabinets alone. No overhead cabinets

**Question:** What color would you like for your Polycore exterior sheathing?

**Response:** I do not have a color in mind for exterior since we will need to get it vinyl wrapped if not painted afterward. Use whatever you prefer for your quote as long as it's a solid color.

PLEASE BE GOVERNED ACCORDINGLY WHEN SUBMITTING BIDS.

Company Name: FDR Hitches

Address: 120 W. Westfield Ave Roselle Park NJ 07450

Date: 6-13-2025

Contact Name: Dean Mendrys

Contact Signature: 

END ADDENDUM NO. 1

All Bidders **MUST** complete acknowledging receipt of this amendment and attached to their respective bids. If the Bidder fails to complete the 'Amendment Acknowledgement' below, his bid could be declared informal thereby delaying award of the contract.

### BIDDERS CHECKLIST

This bid may not be acceptable without completing the following information. For your protection, please review your bid and indicate by a check mark that all requested information has been included and/or read:

- |                                                                     |            |
|---------------------------------------------------------------------|------------|
| <input type="checkbox"/> PROPOSER'S WARRANTY                        | Ref Page 6 |
| <input type="checkbox"/> INSTRUCTIONS TO BIDDERS                    | Ref Page 3 |
| <input type="checkbox"/> MINORITY BUSINESS ENTERPRISE PARTICIPATION | Ref Page 7 |
| <input type="checkbox"/> RESPONSIBLE BIDDER                         | Ref Page 7 |
| <input type="checkbox"/> DEVIATIONS SHEET                           | Ref Page 8 |
| <input type="checkbox"/> NON-COLLUSIVE BIDDING CERTIFICATE          | Ref Page 9 |

*Do not separate or remove any pages from this bid package. Doing so may render your bid invalid. Please re the checklist with your bid*

JEFFREY LANIGAN  
MAYOR



JENNIFER GLEASMAN  
PURCHASING AGENT

**PURCHASING DEPARTMENT**  
ROME CITY HALL ♦ 198 N. WASHINGTON STREET  
ROME, NEW YORK 13440-5815  
(315) 339-7665 ♦ FAX (315) 838-1165  
[jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)  
[www.romenewyork.com](http://www.romenewyork.com)

**BID NUMBER:** RFB-2025-010

**BID TITLE:** ROME POLICE DEPARTMENT CARGO TRAILER

**BID OPENING:** 06/19/2025 at 11:00 AM (local time)

**COMPANY NAME:** MGS, Inc.

**MAILING ADDRESS:** 178 Muddy Creek Church Road  
Denver PA 17517

**PHONE:** 717-336-7528

**FAX:** \_\_\_\_\_

**EMAIL:** mhoffer-dye@mgsma1.com

**WEBSITE:** mgsincorporated.com

**SIGNATURE:** [Signature]

**PRINTED NAME/TITLE:** Madessa Hoffer-Dye : Commercial Sales

**TOTAL OF BID:** \$18,370

**PROPOSER'S WARRANTY:** The above-signed person by his/her affixed signature certifies that he/she is an officer of the organization. He/she has been specifically authorized to offer a proposal in full compliance with all requirements and conditions, as set forth in this Proposal, other than those deviations noted above. He/she has fully read and understands the Proposal and has full knowledge of the scope, nature, quantity, and quality of work to be performed and that he/she has carefully examined and checked the materials, equipment, labor, service, and cost thereof, and hereby states that the amount or amounts set forth in the proposal is or are correct. The bidder further agrees not to make claim for reformation, modification, or correction of this proposal after the scheduled closing time for receipt of proposal bids.



## TABLE OF CONTENTS

| <i>Page Title</i>                                      | <i>Page No.</i>     |
|--------------------------------------------------------|---------------------|
| <b><i>Proposer's Warranty &amp; Bid Total.....</i></b> | <b><i>1</i></b>     |
| <b><i>Invitation and Instructions To Bid.....</i></b>  | <b><i>3</i></b>     |
| <b><i>General Conditions.....</i></b>                  | <b><i>4 - 7</i></b> |
| ○ <i>Scope of Work</i>                                 |                     |
| ○ <i>Questions regarding Specifications</i>            |                     |
| ○ <i>Tax</i>                                           |                     |
| ○ <i>Finance Charges</i>                               |                     |
| ○ <i>Price</i>                                         |                     |
| ○ <i>Duration of Proposal Offer</i>                    |                     |
| ○ <i>Method of Award</i>                               |                     |
| ○ <i>Acceptance or Rejection</i>                       |                     |
| ○ <i>Completion Date &amp; Delivery Schedule</i>       |                     |
| ○ <i>Time Is Of The Essence</i>                        |                     |
| ○ <i>Notice of Delay</i>                               |                     |
| ○ <i>Guarantee/Warranty</i>                            |                     |
| ○ <i>Insurance</i>                                     |                     |
| ○ <i>Contract Termination</i>                          |                     |
| ○ <i>Limitations</i>                                   |                     |
| ○ <i>General</i>                                       |                     |
| ○ <i>Literature</i>                                    |                     |
| ○ <i>Protest and Appeal Procedures</i>                 |                     |
| ○ <i>Proposal Guarantee (Bid Bond)</i>                 |                     |
| ○ <i>General Municipal Law</i>                         |                     |
| ○ <i>Minority Business Enterprise Participation</i>    |                     |
| ○ <i>Responsible Bidder</i>                            |                     |
| <b><i>Deviations Sheet.....</i></b>                    | <b><i>8</i></b>     |
| <b><i>Non-Collusive Bidding Certificate.....</i></b>   | <b><i>9</i></b>     |
| <b><i>Bidders Checklist.....</i></b>                   | <b><i>10</i></b>    |
| <b><i>Technical Specifications.....</i></b>            | <b><i>11</i></b>    |
| <b><i>Bid Total Itemization Sheet.....</i></b>         | <b><i>12</i></b>    |



### **INVITATION AND INSTRUCTIONS TO BID**

The City of Rome, New York invites your firm to participate in the enclosed Request For Bid for:

**BID NUMBER: RFB-2025-010**

**BID TITLE: ROME POLICE DEPARTMENT CARGO TRAILER**

This sealed bid will be publicly opened and read in the Common Council Chambers on  
**06/19/2025 at 11:00 AM (local time)**

Bid must be covered by Money Order, Certified Check, or Bid Bond in the amount of 5% of the amount of the total bid.

Sealed bids must be clearly marked with the bid number and title and sent to the address below, where they will be time-stamped, local time to:

**Office of the City Clerk  
RFB-2025-010 RPD Cargo Trailer  
198 North Washington Street  
Rome, NY 13440**

### **BID ADVERTISEMENT NOTES**

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises (MWBEs). All qualified MWBE suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability, or sexual preference.

The City of Rome reserves the right to reject any or all proposals or to accept any proposals deemed to be in its best interest.

If additional information is required, please contact:

**Jennifer Gleasman, Purchasing Agent  
City of Rome  
198 North Washington Street  
Suite 1-C  
Rome, NY 13440  
Phone: 315-339-7665  
Fax: 315-838-1165**

Email: [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

Bid is available electronically at <http://www.BIDNETDIRECT.com>



## **GENERAL CONDITIONS**

### **SCOPE OF WORK:**

Work shall include supply of (1) 8.5' x 16' Cargo Trailer for the Rome Police Department. Please See Technical Specifications on page

### **QUESTIONS REGARDING SPECIFICATIONS:**

Any questions relative to interpretation of specifications may be directed to the Purchasing Agent, Jennifer Gleasman @ 315-339-7665 or by e-mail to [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

### **TAX:**

Purchases by the City of Rome, New York, are not subject to any sales tax, federal excise tax or transportation tax. City of Rome Federal ID No: 15-6000414

### **FINANCE CHARGES:**

The City of Rome will not be subjected to finance or late charges under this contract.

### **PRICE:**

Best and final price shall be offered. Prices shall include shipping and handling. All pricing shall remain firm for the term of the contract. The Consumer Price Index will be the standard for any price adjustments requested for fuel and/or commodities. Such request must be submitted in writing to be considered for approval by the City.

### **DURATION OF PROPOSAL OFFER:**

Proposals are irrevocable for a period of sixty (60) calendar days following the closing date of this bid proposal.

### **METHOD OF AWARD:**

The contract shall be awarded to the lowest responsible and responsive bidder whose proposal meets the requirements set forth herein. Final determination will be made by the City as deemed to be in its best interests. Taken into consideration will be the reliability of the bidder, the quality of the materials/services offered, their level of quality and conformity with the specifications, and the terms of delivery.

### **ACCEPTANCE OR REJECTION:**

The City of Rome Board of Estimate and Contract reserves the right to accept or reject any or all bids received.

### **COMPLETION DATE & DELIVERY SCHEDULE:**

Each bidder must include in the proposal an approximate delivery date from contract award. Delivery time may or may not be considered at the time of bid consideration.

### **TIME IS OF THE ESSENCE:**

All times stated herein are of the essence.

### **NOTICE OF DELAY:**

If the successful bidder encounters difficulty in meeting performance requirements or has knowledge of a possible delay, the vendor shall immediately notify the Director of Parks and Recreation, preferably in writing. A slippage will require the vendor to demonstrate an alternate means of recovering the anticipated or actual delay in contract performance.

### **GUARANTEE/WARRANTY**

The bidder must guarantee that the equipment offered is a model of regular stock product, with parts regularly used for this type of equipment offered; also, that no

attachment or part has been substituted or applied contrary to manufacturer's recommendations or standard practices. The unit delivered must be warranted against faulty materials and workmanship for a period that should such faults develop, the bidder agrees to replace/repair the unit or part affected without cost to the City of Rome, New York, with all replacement parts paid for by the contractor.

### **INSURANCE**

The contractor (vendor) shall maintain such insurance as will protect him from all claims under the Workers' Compensation Act and all other causes of action for personal injury and property damage, naming the City of Rome as an additional insured. The requirements that need to be on a Certificate of Insurance are:

#### ***Workers' Compensation***

- *Vendor must supply proof of their Workers' Compensation insurance and should generally be reported on a separate page.*
- *If they are not required to carry it, then they must supply a letter stating that they are a sole proprietor and/or have no employees and are not required to carry Workers' compensation.*

#### ***General Liability***

- **\$2,000,000** for each occurrence of property damage and bodily injury, and not less than
- **\$4,000,000** aggregate
- **\$1,000,000** auto liability, if vehicles are used.

#### ***Description Section***

- *Should read "The City of Rome is included as additional insured".*

#### ***Certificate Holder and Additional Insured***

- *Should read the City of Rome only. It should not include an individual department or the name of an individual person.*

#### ***Cancellation Section***

- *Should read "30 days written notice".*

### **CONTRACT TERMINATION:**

The City may terminate for cause if the vendor fails to perform any material condition of the contract and such failure continues unremedied for thirty (30) days after receipt of notice from the City.

### **LIMITATIONS:**

Neither the vendor nor its affiliates shall be liable in any way for delay, failure in performance, loss damage due to any of the following conditions: fire, explosion, power blackout, earthquake, flood, the elements, civil or military authority, or acts of God. The vendor shall be liable for any delay, loss, and property damage attributable to any service or actions of any of its employees or agents.

### **GENERAL:**

Any modification or waiver of any provision of the Contract must be in writing and signed by authorized representatives of both parties. If any term or provision of the contract shall be held invalid or unenforceable, the remainder of the contract shall not be affected.

The waiver by either party of any breach of the Contract by the other party will not operate as a waiver of subsequent breaches of the same or different kind.

**LITERATURE:**

Each bidder shall include product or equipment literature as available.

**PROTEST AND APPEAL PROCEDURES:**

Protests regarding the validity or appropriateness of the specifications or of the Request for proposal shall be filed in writing with the City Treasurer no later than two (2) days prior to the closing of the bids. The address to submit the protest is:

City Clerk  
City of Rome  
198 N. Washington St.  
Rome, New York 13440

Such protests will not be considered if received later than the date established in paragraph above. Protests shall be explicit and in sufficient detail to stand on their own record. Post-award protests shall be in writing in a diligent and timely fashion and to be received in the City Clerk's Office no later than five (5) days after receipt of the award notice.

**PROPOSAL GUARANTEE (BID BOND):**

Each proposal bid must be guaranteed by cash, certified check, or bid bond in the amount of 5% of the amount of the bid total. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal.

**GENERAL MUNICIPAL LAW COMPLIANCE:**

STATE OF NEW YORK, Section 103-a  
Effective: July 1, 1959

"Upon the refusal of a person, when called before a Grand Jury to testify concerning any transaction or contract had with the State, any political subdivision thereof, a public authority or with any public department, agency or an official of the state or any political subdivision thereof or of a public authority, to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant questions concerning such transaction or contract, (a) such person, and any firm, partnership or corporation of which he is a member, partner, or director or officer shall be disqualified from thereafter selling to or submitting bids to or receiving awards from or entering into any contracts with any municipal corporation or any public department, agency or official thereof for goods, work or services, for a period of five years after such refusal, and (b) any and all contract made with any municipal corporation or any public department, agency or official thereof, since the effective date of this law, by such person, and by any firm, partnership or corporation of which he is a member, partner, director or officer may be cancelled or terminated by the municipal corporation without incurring any penalty or damages on account of such cancellations or termination, by any monies owing by the municipal corporation for goods delivered or work done prior to the cancellation or termination shall be

paid all pursuant to Section 103-a of the General Municipal Law of the State of New York."

**MINORITY BUSINESS ENTERPRISE PARTICIPATION:**

Minority and women-owned business enterprises are encouraged in the performance of all City material, supply, professional and construction contracts and sub-contracts;

A "minority business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by minority group members. The minority ownership must exercise actual day-to-day management and control of the business. "Minority" means Blacks, Hispanics, American Indians, Alaskan Natives, Asians and Pacific Islanders.

A "women-owned business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by women. The women ownership must exercise actual day-to-day management and control of business.

Bidders are requested to provide the following:

- a. Is your company 51% or more women owned?      ☐ yes    ☒ no
- b. Is your company 51% or more minority owned?      ☐ yes    ☒ no
- c. If you answer YES to Number 2, check one of the following:  
     ☐ Black    ☐ Hispanic    ☐ Alaskan Native  
     ☐ Asian/Pacific Islands    ☐ American Indian

**RESPONSIBLE BIDDER**

Each bidder will complete the following to enable the City to determine a Responsible Bidder.

- A. Is your firm presently engaged in actions which will lead to a merger, consolidation, or other form of reorganization?      ☐ yes    ☒ no
- B. Has your firm filed for bankruptcy?      ☐ yes    ☒ no

In determining the "lowest responsible bidder," in addition to price, the purchasing authority shall consider the ability, capacity and skill of the bidder to perform the contract or provide the service required; whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the bidder; the quality of performance or previous contracts or services; the and existing compliance by the bidder with laws and ordinances relating to the contract or service; the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service; the quality, availability and adaptability of the supplies or contractual services to the particular use required; the ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and the number and scope of conditions attached to the bid.

## DEVIATIONS SHEET

### **DEVIATIONS FROM SPECIFICATIONS:**

Bidders must itemize all deviations to the specifications on Deviations Sheet. If this is not sufficient space, attach additional sheets as required. A statement referring to manufacturer's literature or specifications without stating the actual deviation thereon will be cause for disqualification. Unless otherwise stated by the bidder on the attached sheet provided, the proposal will be considered as being in strict accordance with the specifications outlined herein, even though the manufacturer's literature indicated deviations from the City's specifications.



## **NON-COLLUSIVE BIDDING CERTIFICATE**

Pursuant to Chapter 675, Laws of 1966

- (a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:
- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such process with any other bidder or with any competitor;
  - (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
  - (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not submit a bid for the purposes of restricting competition.

MGS, Inc.

(Name of Bidder)

Sales Specialist: Madessa Hoffer-Dye

(Official capacity)

## **BIDDERS CHECKLIST**

This bid may not be acceptable without completing the following information. For your protection, please review your bid and indicate by a check mark that all requested information has been included and/or read:

|                                                |                    |
|------------------------------------------------|--------------------|
| (✓) PROPOSER'S WARRANTY                        | Ref Page 1         |
| (✓) INSTRUCTIONS TO BIDDERS                    | Ref Page 3         |
| (✓) PREVAILING WAGE RATE CASE NUMBER           | Ref Page 4         |
| (✓) MINORITY BUSINESS ENTERPRISE PARTICIPATION | Ref Page 9         |
| (✓) RESPONSIBLE BIDDER                         | Ref Page 9         |
| (✓) DEVIATIONS SHEET                           | Ref Page 10        |
| (✓) NON-COLLUSIVE BIDDING CERTIFICATE          | Ref Page 11        |
| (N/A) BIDDERS LIST OF REFERENCES               | Supplied By Bidder |

*Do not separate or remove any pages from this bid package. Doing so may render your bid invalid. Please return the checklist with your bid*



**TECHNICAL SPECIFICATIONS**  
**8.5' x 16' Cargo Trailer**

**TRAILER CONSTRUCTION**

- X8.5x16 Enclosed trailer
- X7' interior height
- XRear man door centered on back wall
- Xpassenger side man door located between the wheel well and the front cabinet [OBJ]
- Triple Tube 60" Extended tongue
- X16 inch on center roof, wall, and floor crossmembers
- polycore exterior sheathing
- XRubber diamond floor
- X1 Roof vent.
- XExterior Silver Aluminum trim.
- Xexterior 50 amp RV electrical connection
- Xgenerator platform
- XExterior LED lighting
- X14' rollout awning

**INTERIOR FINISH**

- X100 amp electrical service W/ 5 independent [OBJ] electrical outlets [OBJ]
- Two 48" LED strip lights on ceiling
- Xinterior walls covered with gloss finish aluminum panels [OBJ]
- counter space installed across the front of the trailer with Aluminum worktop, and cabinet doors below.
- counter space installed on the driver side over the wheel well approximately 72 inches long, with Aluminum work top and cabinets below.



12



Quote : DQT308247  
 Entry Date : 06/12/2025  
 Sales Rep : Erik Beatty  
 Email : ebeatty@mgsmail.com

#### Quote By

MGS Incorporated  
 178 Muddy Creek Church Rd  
 Denver PA, USA 17517  
 F: null  
 P: null

#### Quote To

Erik Beatty  
 MGS Inc.  
 ebeatty@mgsmail.com  
 P: 717-336-7528

| Item                                    | Model          | Qty |
|-----------------------------------------|----------------|-----|
| 8.5 x 16 XL SE Round Top Round Front 7K | K-SEO10216-070 | 1   |

#### Standard Features

|                                            |                                             |                                                |
|--------------------------------------------|---------------------------------------------|------------------------------------------------|
| Frame : 6" x 2" Steel Tube                 | Vents : Sidewall Airflow                    | Exterior Trim : Color Matching Rear Hoop       |
| Crossmembers : Formed Steel, 16" On-Center | Fenders : Smooth Aluminum                   | Stone Guard : 24" ATP                          |
| Tongue : 6" x 2" Steel Triple Tube         | Axle : (2) 3500 lb. Drop Spring Brake       | Roof : Round Top Seamless Aluminum             |
| Integrated Step(s) : Interior Recessed     | Hubs : Easy Lube                            | Roof Cap : TPO                                 |
| Coupler : 2-5/16" A-Frame                  | Breakaway : Battery, Switch, and Lanyard    | Interior Walls : Engineered Wood               |
| Safety Chains : Holders on Tongue          | Tires : ST205/75R15C 6-PR                   | Interior Trim : Vinyl Wall Transitions         |
| Safety Chains : DOT Compliant              | Wheels : 15", 5-Hole Steel                  | Ceiling : Lauan Strip                          |
| Tongue Jack : 2K Coupler Mounted           | Exterior Finish : .030" Aluminum            | Flooring : 3/4" Engineered Wood                |
| Wall Studs : Steel Tube, 16" On-Center     | Undercoating : Automotive                   | Interior Lights : (1) LED                      |
| Roof Bows : Steel Tube, 16" On-Center      | Exterior Fastening : VHB Bonded (Screwless) | Switches : (1) Dome Light, 12V                 |
| Front Profile : Round                      | Exterior Trim : ATP Radius Front Corners    | Connector Plug : Round 7-pin Blade             |
| Ramp(s) : 4000 lb. with Assist             | Exterior Trim : .080 Aluminum Roof Cove     | Exterior Lights : Integrated Backup/Taillights |
| Ramp(s) : 12" Extension                    | Exterior Trim : 2.7" Bottom Extrusion       | Exterior Lights : Full LED, DOT Compliant      |
| Side Door : 36" Wide Flush Lock            |                                             | Warranty : Limited 3-Year Warranty             |
| Side Door : Wire Holdback                  |                                             |                                                |

#### Selected Options

|                                                       |            |    |
|-------------------------------------------------------|------------|----|
| Additional 6in Extra Height                           | KUPGEN1087 | 16 |
| Interior 110V Receptacle 2 Gan (15A)                  | KUPGEN1195 | 1  |
| Nonpowered 14in x 14in Roof Vent with Screen (No Fan) | KUPGEN1154 | 1  |
| Light Package 50 amp - Ceiling Liner Required         | KUPGEN1545 | 1  |
| Light Package-50amp Includes                          |            |    |
| Panel Box                                             |            |    |
| Male Motorbase                                        |            |    |
| 25ft Shoreline with Female Motorbase Plug/Boot        |            |    |
| (4) 4ft 110V LED Lights w/Diffuser                    |            |    |
| (2) Wall Switches (3-Way)                             |            |    |
| (4) 15amp Receptacles                                 |            |    |
| Color, White                                          | KUPGEN1567 | 16 |
| Black Rubber Tread Flooring in Trailer                | KUPGEN1263 | 1  |
| Configuration 2: Straight Base Cabinet - White        | KUPGEN1518 | 2  |

1 Across the front wall, and 1 on roadside wall over the wheel well approximately 72"L

|                                                                                     |            |    |
|-------------------------------------------------------------------------------------|------------|----|
| Manual Awning 14ft - Black Fade Black Head Black Shield (85" Wall Height and Under) | KUPGEN1655 | 1  |
| Hitch - 12in Extended Tongue                                                        | KUPGEN1710 | 1  |
| Side Entry Door 32in Wide                                                           | KUPGEN1532 | 1  |
| In rear wall. Is 36" available?                                                     |            |    |
| White Aluminum Ceiling Liner                                                        | KUPGEN1725 | 16 |
| Aluminum Wall Liner                                                                 | KUPGEN1842 | 16 |
| Upgrade to Composite Exterior from .030 Metal Exterior - STANDARD Colors Only       | KUPGEN1849 | 16 |
| Solid Rear Wall ILO Ramp Door                                                       | KUPGEN1858 | 1  |
| CD-000001 - Tongue Mount Generator Tray Steel Mesh                                  |            | 1  |
| Surcharge                                                                           |            |    |

---

Quote is Valid for 30 Days

June 11, 2025

**ADDENDUM NO. 1 TO  
RFB-2025-010**

**ROME POLICE DEPARTMENT CARGO TRAILER**

**BID OPENING**

**June 19, 2025 @ 11:00 AM AT ROME CITY HALL**

---

**NOTE:** This amendment shall be attached to and become a part of the Proposal for **RFB-2025-010** as outlined below:

**This Addendum contains vendor questions and answers and an updated Bidder's Checklist**

**Question:** Do you want a liner on the ceiling?

**Response:** Yes.

**Question:** The Bidders Checklist contains a Bidders List of References to be supplied by the bidder but there is no References Sheet to list them in the bid package. Do we create our own Reference List?

**Response:** No. Please disregard the Bidders List of References referred to on page 10.

**Question:** Bidders checklist references a Prevailing Wage Case Number.

**Response:** Please disregard the Prevailing Wage Case Number on the checklist. New checklist included with this addendum

**Question:** What **GVW** do you need.

**Response:** I do not have a GVW requirement in mind. During transport the only added contents will be mountain bikes, folding tables/chairs, small tent, generator on rack, gasoline can. I'm picturing maybe 700 lbs above trailer's own weight during transport so nothing extreme. Once parked, we may have 2,000 lbs above trailers own weight to account for occupants.

**Question:** I see a reference to Cabinets. Do you want **just a Base Cabinet** or **Base Cabinet and an Overhead Cabinet**?

**Response:** Base cabinets alone. No overhead cabinets

**Question:** What color would you like for your Polycore exterior sheathing?

**Response:** I do not have a color in mind for exterior since we will need to get it vinyl wrapped if not painted afterward. Use whatever you prefer for your quote as long as it's a solid color.

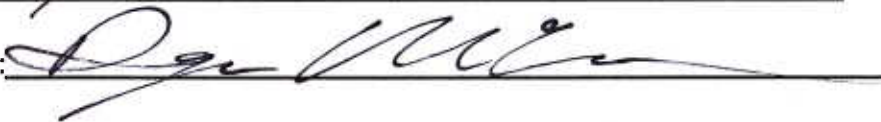
PLEASE BE GOVERNED ACCORDINGLY WHEN SUBMITTING BIDS.

Company Name: Mohawk Valley welding (DBA) Mowtrailers.

Address: 1300 Broad St

Date: 6/18/25

Contact Name: Ryan McEwen

Contact Signature: 

END ADDENDUM NO. 1

JEFFREY LANIGAN  
MAYOR



JENNIFER GLEASMAN  
PURCHASING AGENT

**PURCHASING DEPARTMENT**

ROME CITY HALL ♦ 198 N. WASHINGTON STREET

ROME, NEW YORK 13440-5815

(315) 339-7665 ♦ FAX (315) 838-1165

[jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

[www.romenewyork.com](http://www.romenewyork.com)

**BID NUMBER:** RFB-2025-010

**BID TITLE:** ROME POLICE DEPARTMENT CARGO TRAILER

**BID OPENING:** 06/19/2025 at 11:00 AM (local time)

**COMPANY NAME:** Alphaville welding

**MAILING ADDRESS:** 1300 Broad St Wata NY 13501

**PHONE:** 315 542 7669

**FAX:** \_\_\_\_\_

**EMAIL:** MVW.Trailers@yahoo.com

**WEBSITE:** MVWTrailers.com

**SIGNATURE:** [Signature]

**PRINTED NAME/TITLE:** Ryan McEwen Partner

**TOTAL OF BID: \$** 25,575.00

PROPOSER'S WARRANTY: The above-signed person by his/her affixed signature certifies that he/she is an officer of the organization. He/she has been specifically authorized to offer a proposal in full compliance with all requirements and conditions, as set forth in this Proposal, other than those deviations noted above. He/she has fully read and understands the Proposal and has full knowledge of the scope, nature, quantity, and quality of work to be performed and that he/she has carefully examined and checked the materials, equipment, labor, service, and cost thereof, and hereby states that the amount or amounts set forth in the proposal is or are correct. The bidder further agrees not to make claim for reformation, modification, or correction of this proposal after the scheduled closing time for receipt of proposal bids.



## TABLE OF CONTENTS

| <b>Page Title</b>                                          | <b>Page No.</b>     |
|------------------------------------------------------------|---------------------|
| <b><i>Proposer's Warranty &amp; Bid Total.....</i></b>     | <b><i>1</i></b>     |
| <b><i>Invitation and Instructions To Bid.....</i></b>      | <b><i>3</i></b>     |
| <b><i>General Conditions.....</i></b>                      | <b><i>4 - 7</i></b> |
| ◻ <b><i>Scope of Work</i></b>                              |                     |
| ◻ <b><i>Questions regarding Specifications</i></b>         |                     |
| ◻ <b><i>Tax</i></b>                                        |                     |
| ◻ <b><i>Finance Charges</i></b>                            |                     |
| ◻ <b><i>Price</i></b>                                      |                     |
| ◻ <b><i>Duration of Proposal Offer</i></b>                 |                     |
| ◻ <b><i>Method of Award</i></b>                            |                     |
| ◻ <b><i>Acceptance or Rejection</i></b>                    |                     |
| ◻ <b><i>Completion Date &amp; Delivery Schedule</i></b>    |                     |
| ◻ <b><i>Time Is Of The Essence</i></b>                     |                     |
| ◻ <b><i>Notice of Delay</i></b>                            |                     |
| ◻ <b><i>Guarantee/Warranty</i></b>                         |                     |
| ◻ <b><i>Insurance</i></b>                                  |                     |
| ◻ <b><i>Contract Termination</i></b>                       |                     |
| ◻ <b><i>Limitations</i></b>                                |                     |
| ◻ <b><i>General</i></b>                                    |                     |
| ◻ <b><i>Literature</i></b>                                 |                     |
| ◻ <b><i>Protest and Appeal Procedures</i></b>              |                     |
| ◻ <b><i>Proposal Guarantee (Bid Bond)</i></b>              |                     |
| ◻ <b><i>General Municipal Law</i></b>                      |                     |
| ◻ <b><i>Minority Business Enterprise Participation</i></b> |                     |
| ◻ <b><i>Responsible Bidder</i></b>                         |                     |
| <b><i>Deviations Sheet.....</i></b>                        | <b><i>8</i></b>     |
| <b><i>Non-Collusive Bidding Certificate.....</i></b>       | <b><i>9</i></b>     |
| <b><i>Bidders Checklist.....</i></b>                       | <b><i>10</i></b>    |
| <b><i>Technical Specifications.....</i></b>                | <b><i>11</i></b>    |
| <b><i>Bid Total Itemization Sheet.....</i></b>             | <b><i>12</i></b>    |



### **INVITATION AND INSTRUCTIONS TO BID**

The City of Rome, New York invites your firm to participate in the enclosed Request For Bid for:

**BID NUMBER: RFB-2025-010**

**BID TITLE: ROME POLICE DEPARTMENT CARGO TRAILER**

This sealed bid will be publicly opened and read in the Common Council Chambers on  
**06/19/2025 at 11:00 AM (local time)**

Bid must be covered by Money Order, Certified Check, or Bid Bond in the amount of 5% of the amount of the total bid.

Sealed bids must be clearly marked with the bid number and title and sent to the address below, where they will be time-stamped, local time to:

**Office of the City Clerk  
RFB-2025-010 RPD Cargo Trailer  
198 North Washington Street  
Rome, NY 13440**

#### **BID ADVERTISEMENT NOTES**

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises (MWBEs). All qualified MWBE suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability, or sexual preference.

The City of Rome reserves the right to reject any or all proposals or to accept any proposals deemed to be in its best interest.

If additional information is required, please contact:

**Jennifer Gleasman, Purchasing Agent  
City of Rome  
198 North Washington Street  
Suite 1-C  
Rome, NY 13440  
Phone: 315-339-7665  
Fax: 315-838-1165**

Email: [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

Bid is available electronically at <http://www.BIDNETDIRECT.com>



## **GENERAL CONDITIONS**

### **SCOPE OF WORK:**

Work shall include supply of (1) 8.5' x 16' Cargo Trailer for the Rome Police Department. Please See Technical Specifications on page

### **QUESTIONS REGARDING SPECIFICATIONS:**

Any questions relative to interpretation of specifications may be directed to the Purchasing Agent, Jennifer Gleasman @ 315-339-7665 or by e-mail to [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

### **TAX:**

Purchases by the City of Rome, New York, are not subject to any sales tax, federal excise tax or transportation tax. City of Rome Federal ID No: 15-6000414

### **FINANCE CHARGES:**

The City of Rome will not be subjected to finance or late charges under this contract.

### **PRICE:**

Best and final price shall be offered. Prices shall include shipping and handling. All pricing shall remain firm for the term of the contract. The Consumer Price Index will be the standard for any price adjustments requested for fuel and/or commodities. Such request must be submitted in writing to be considered for approval by the City.

### **DURATION OF PROPOSAL OFFER:**

Proposals are irrevocable for a period of sixty (60) calendar days following the closing date of this bid proposal.

### **METHOD OF AWARD:**

The contract shall be awarded to the lowest responsible and responsive bidder whose proposal meets the requirements set forth herein. Final determination will be made by the City as deemed to be in its best interests. Taken into consideration will be the reliability of the bidder, the quality of the materials/services offered, their level of quality and conformity with the specifications, and the terms of delivery.

### **ACCEPTANCE OR REJECTION:**

The City of Rome Board of Estimate and Contract reserves the right to accept or reject any or all bids received.

### **COMPLETION DATE & DELIVERY SCHEDULE:**

Each bidder must include in the proposal an approximate delivery date from contract award. Delivery time may or may not be considered at the time of bid consideration.

### **TIME IS OF THE ESSENCE:**

All times stated herein are of the essence.

### **NOTICE OF DELAY:**

If the successful bidder encounters difficulty in meeting performance requirements or has knowledge of a possible delay, the vendor shall immediately notify the Director of Parks and Recreation, preferably in writing. A slippage will require the vendor to demonstrate an alternate means of recovering the anticipated or actual delay in contract performance.

### **GUARANTEE/WARRANTY**

The bidder must guarantee that the equipment offered is a model of regular stock product, with parts regularly used for this type of equipment offered; also, that no

attachment or part has been substituted or applied contrary to manufacturer's recommendations or standard practices. The unit delivered must be warranted against faulty materials and workmanship for a period that should such faults develop, the bidder agrees to replace/repair the unit or part affected without cost to the City of Rome, New York, with all replacement parts paid for by the contractor.

### **INSURANCE**

The contractor (vendor) shall maintain such insurance as will protect him from all claims under the Workers' Compensation Act and all other causes of action for personal injury and property damage, naming the City of Rome as an additional insured. The requirements that need to be on a Certificate of Insurance are:

#### ***Workers' Compensation***

- *Vendor must supply proof of their Workers' Compensation insurance and should generally be reported on a separate page.*
- *If they are not required to carry it, then they must supply a letter stating that they are a sole proprietor and/or have no employees and are not required to carry Workers' compensation.*

#### ***General Liability***

- *\$2,000,000 for each occurrence of property damage and bodily injury, and not less than*
- *\$4,000,000 aggregate*
- *\$1,000,000 auto liability, if vehicles are used.*

#### ***Description Section***

- *Should read "The City of Rome is included as additional insured".*

#### ***Certificate Holder and Additional Insured***

- *Should read the City of Rome only. It should not include an individual department or the name of an individual person.*

#### ***Cancellation Section***

- *Should read "30 days written notice".*

### **CONTRACT TERMINATION:**

The City may terminate for cause if the vendor fails to perform any material condition of the contract and such failure continues unremedied for thirty (30) days after receipt of notice from the City.

### **LIMITATIONS:**

Neither the vendor nor its affiliates shall be liable in any way for delay, failure in performance, loss damage due to any of the following conditions: fire, explosion, power blackout, earthquake, flood, the elements, civil or military authority, or acts of God. The vendor shall be liable for any delay, loss, and property damage attributable to any service or actions of any of its employees or agents.

### **GENERAL:**

Any modification or waiver of any provision of the Contract must be in writing and signed by authorized representatives of both parties. If any term or provision of the contract shall be held invalid or unenforceable, the remainder of the contract shall not be affected.

The waiver by either party of any breach of the Contract by the other party will not operate as a waiver of subsequent breaches of the same or different kind.

**LITERATURE:**

Each bidder shall include product or equipment literature as available.

**PROTEST AND APPEAL PROCEDURES:**

Protests regarding the validity or appropriateness of the specifications or of the Request for proposal shall be filed in writing with the City Treasurer no later than two (2) days prior to the closing of the bids. The address to submit the protest is:

City Clerk  
City of Rome  
198 N. Washington St.  
Rome, New York 13440

Such protests will not be considered if received later than the date established in paragraph above. Protests shall be explicit and in sufficient detail to stand on their own record. Post-award protests shall be in writing in a diligent and timely fashion and to be received in the City Clerk's Office no later than five (5) days after receipt of the award notice.

**PROPOSAL GUARANTEE (BID BOND):**

Each proposal bid must be guaranteed by cash, certified check, or bid bond in the amount of 5% of the amount of the bid total. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal.

**GENERAL MUNICIPAL LAW COMPLIANCE:**

STATE OF NEW YORK, Section 103-a  
Effective: July 1, 1959

"Upon the refusal of a person, when called before a Grand Jury to testify concerning any transaction or contract had with the State, any political subdivision thereof, a public authority or with any public department, agency or an official of the state or any political subdivision thereof or of a public authority, to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant questions concerning such transaction or contract, (a) such person, and any firm, partnership or corporation of which he is a member, partner, or director or officer shall be disqualified from thereafter selling to or submitting bids to or receiving awards from or entering into any contracts with any municipal corporation or any public department, agency or official thereof for goods, work or services, for a period of five years after such refusal, and (b) any and all contract made with any municipal corporation or any public department, agency or official thereof, since the effective date of this law, by such person, and by any firm, partnership or corporation of which he is a member, partner, director or officer may be cancelled or terminated by the municipal corporation without incurring any penalty or damages on account of such cancellations or termination, by any monies owing by the municipal corporation for goods delivered or work done prior to the cancellation or termination shall be

paid all pursuant to Section 103-a of the General Municipal Law of the State of New York."

**MINORITY BUSINESS ENTERPRISE PARTICIPATION:**

Minority and women-owned business enterprises are encouraged in the performance of all City material, supply, professional and construction contracts and sub-contracts;

A "minority business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by minority group members. The minority ownership must exercise actual day-to-day management and control of the business. "Minority" means Blacks, Hispanics, American Indians, Alaskan Natives, Asians and Pacific Islanders.

A "women-owned business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by women. The women ownership must exercise actual day-to-day management and control of business.

Bidders are requested to provide the following:

- a. Is your company 51% or more women owned?      ☐ yes      ☐ no
- b. Is your company 51% or more minority owned?      ☒ yes      ☐ no
- c. If you answer YES to Number 2, check one of the following:
- ☒ Black      ☐ Hispanic      ☐ Alaskan Native
- ☐ Asian/Pacific Islands      ☐ American Indian

**RESPONSIBLE BIDDER**

Each bidder will complete the following to enable the City to determine a Responsible Bidder.

- A. Is your firm presently engaged in actions which will lead to a merger, consolidation, or other form of reorganization?      ☐ yes      ☒ no
- B. Has your firm filed for bankruptcy?      ☐ yes      ☒ no

In determining the "lowest responsible bidder," in addition to price, the purchasing authority shall consider the ability, capacity and skill of the bidder to perform the contract or provide the service required; whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the bidder; the quality of performance or previous contracts or services; the and existing compliance by the bidder with laws and ordinances relating to the contract or service; the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service; the quality, availability and adaptability of the supplies or contractual services to the particular use required; the ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and the number and scope of conditions attached to the bid.

## **DEVIATIONS SHEET**

### **DEVIATIONS FROM SPECIFICATIONS:**

Bidders must itemize all deviations to the specifications on Deviations Sheet. If this is not sufficient space, attach additional sheets as required. A statement referring to manufacturer's literature or specifications without stating the actual deviation thereon will be cause for disqualification. Unless otherwise stated by the bidder on the attached sheet provided, the proposal will be considered as being in strict accordance with the specifications outlined herein, even though the manufacturer's literature indicated deviations from the City's specifications.



## **NON-COLLUSIVE BIDDING CERTIFICATE**

Pursuant to Chapter 675, Laws of 1966

(a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such process with any other bidder or with any competitor:
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not submit a bid for the purposes of restricting competition.

  
\_\_\_\_\_  
(Name of Bidder)

  
\_\_\_\_\_  
(Official capacity)

## **BIDDERS CHECKLIST**

This bid may not be acceptable without completing the following information. For your protection, please review your bid and indicate by a check mark that all requested information has been included and/or read:

- |                                                |                    |
|------------------------------------------------|--------------------|
| ( ) PROPOSER'S WARRANTY                        | Ref Page 1         |
| ( ) INSTRUCTIONS TO BIDDERS                    | Ref Page 3         |
| ( ) PREVAILING WAGE RATE CASE NUMBER           | Ref Page 4         |
| ( ) MINORITY BUSINESS ENTERPRISE PARTICIPATION | Ref Page 9         |
| ( ) RESPONSIBLE BIDDER                         | Ref Page 9         |
| ( ) DEVIATIONS SHEET                           | Ref Page 10        |
| ( ) NON-COLLUSIVE BIDDING CERTIFICATE          | Ref Page 11        |
| ( ) BIDDERS LIST OF REFERENCES                 | Supplied By Bidder |

*Do not separate or remove any pages from this bid package. Doing so may render your bid invalid. Please return the checklist with your bid*



## **TECHNICAL SPECIFICATIONS**

### **8.5' x 16' Cargo Trailer**

#### **TRAILER CONSTRUCTION**

- 8.5x16 Enclosed trailer
- 7' interior height
- Rear man door centered on back wall
- passenger side man door located between the wheel well and the front cabinet [OBJ]
- Triple Tube 60" Extended tongue
- 16 inch on center roof, wall, and floor crossmembers
- polycore exterior sheathing
- Rubber diamond floor
- 1 Roof vent.
- Exterior Silver Aluminum trim.
- exterior 50 amp RV electrical connection
- generator platform
- Exterior LED lighting
- 14' rollout awning

#### **INTERIOR FINISH**

- 100 amp electrical service W/ 5 independent [OBJ] electrical outlets [OBJ]
- Two 48" LED strip lights on ceiling
- interior walls covered with gloss finish aluminum panels [OBJ]
- counter space installed across the front of the trailer with Aluminum worktop, and cabinet doors below.
- counter space installed on the driver side over the wheel well approximately 72 inches long, with Aluminum work top and cabinets below.



June 11, 2025

**ADDENDUM NO. 1 TO  
RFB-2025-010**

**ROME POLICE DEPARTMENT CARGO TRAILER**

**BID OPENING**

**June 19, 2025 @ 11:00 AM AT ROME CITY HALL**

---

**NOTE:** This amendment shall be attached to and become a part of the Proposal for **RFB-2025-010** as outlined below:

**This Addendum contains vendor questions and answers and an updated Bidder's Checklist**

**Question:** Do you want a liner on the ceiling?

**Response:** *Yes.*

**Question:** The Bidders Checklist contains a Bidders List of References to be supplied by the bidder but there is no References Sheet to list them in the bid package. Do we create our own Reference List?

**Response:** *No. Please disregard the Bidders List of References referred to on page 10.*

**Question:** Bidders checklist references a Prevailing Wage Case Number.

**Response:** *Please disregard the Prevailing Wage Case Number on the checklist. New checklist included with this addendum*

**Question:** What **GVW** do you need.

**Response:** *I do not have a GVW requirement in mind. During transport the only added contents will be mountain bikes, folding tables/chairs, small tent, generator on rack, gasoline can. I'm picturing maybe 700 lbs above trailer's own weight during transport so nothing extreme. Once parked, we may have 2,000 lbs above trailers own weight to account for occupants.*

**Question:** I see a reference to Cabinets. Do you want **just a Base Cabinet** or **Base Cabinet and an Overhead Cabinet**?

**Response:** *Base cabinets alone. No overhead cabinets*

**Question:** What color would you like for your Polycore exterior sheathing?

**Response:** *I do not have a color in mind for exterior since we will need to get it vinyl wrapped if not painted afterward. Use whatever you prefer for your quote as long as it's a solid color.*

All Bidders **MUST** complete acknowledging receipt of this amendment and attached to their respective bids. If the Bidder fails to complete the 'Amendment Acknowledgement' below, his bid could be declared informal thereby delaying award of the contract.

### BIDDERS CHECKLIST

This bid may not be acceptable without completing the following information. For your protection, please review your bid and indicate by a check mark that all requested information has been included and/or read:

- |     |                                            |            |
|-----|--------------------------------------------|------------|
| (✓) | PROPOSER'S WARRANTY                        | Ref Page 6 |
| (✓) | INSTRUCTIONS TO BIDDERS                    | Ref Page 3 |
| (✓) | MINORITY BUSINESS ENTERPRISE PARTICIPATION | Ref Page 7 |
| (✓) | RESPONSIBLE BIDDER                         | Ref Page 7 |
| (✓) | DEVIATIONS SHEET                           | Ref Page 8 |
| (✓) | NON-COLLUSIVE BIDDING CERTIFICATE          | Ref Page 9 |

*Do not separate or remove any pages from this bid package. Doing so may render your bid invalid. Please the checklist with your bid*

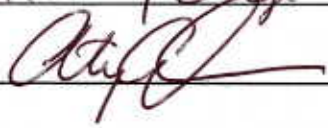
PLEASE BE GOVERNED ACCORDINGLY WHEN SUBMITTING BIDS.

Company Name: Paul Congelosi Sales Inc

Address: 2201 State Rt 17K Montgomery, NY 12549

Date: 6/10/25

Contact Name: Anthony Congelosi

Contact Signature: 

END ADDENDUM NO. 1



1355 Oak Hill Rd  
Mountain Top, PA 18707  
P: 570-474-1280  
F: 570-474-1285

## Quote

|                         |              |
|-------------------------|--------------|
| <b>Quote #:</b>         | QT541769     |
| <b>Entry Date:</b>      | 06/04/25     |
| <b>Completion Date:</b> | 06/04/25     |
| <b>Customer PO:</b>     |              |
| <b>Sales Rep:</b>       | cbedene      |
| <b>Payment Terms:</b>   | Net 30 Days  |
| <b>Product:</b>         | ENCLOSED-LMT |
| <b>CONFIG:</b>          | Engineering  |

### Sold To

Paul Congelosi Sales Inc  
2201 Rt 17K  
Montgomery, NY 12549  
P: (845)361-2246  
F: (845)361-2141

### Ship To

Paul Congelosi Sales Inc  
2201 Rt 17K  
Montgomery, NY 12549  
P: (845)361-2246  
F: (845)361-2141

| Item                                       | Model            | Qty |
|--------------------------------------------|------------------|-----|
| 8.5 X 16 Flat Top Flat Front TA 10K(White) | Y10216HLF-TA-100 | 1   |

### Standard Features Per Trailer:

|                                           |                                                            |                                            |
|-------------------------------------------|------------------------------------------------------------|--------------------------------------------|
| Crossmembers: Formed Steel, 16" On-Center | Side Door: Wire Holdback                                   | Exterior Fastening: VHB Bonded (Screwless) |
| Tongue: 6" x 2" Steel Triple Tube         | Vents: Sidewall Airflow                                    | Exterior Trim: 1.5" Bottom Extrusion       |
| Integrated Step(s): Interior Recessed     | Fenders: Smooth Aluminum                                   | Exterior Trim: 2.7" Top Extrusion          |
| Coupler: 2-5/16" A-Frame                  | Axle: (2) 5200 lb. Drop Spring Brake                       | Stone Guard: 24" ATP                       |
| Safety Chains: DOT Compliant              | Hubs: Easy Lube                                            | Roof: Flat Top Seamless Aluminum           |
| Tongue Jack: 2K Coupler Mounted           | Breakaway: Battery, Switch, and Lanyard                    | Interior Walls: Engineered Wood            |
| Wall Studs: Steel Tube, 16" On-Center     | Tires: ST225/75R15D 8-PR                                   | Interior Trim: Vinyl Wall Transitions      |
| Roof Bows: Steel Tube, 16" On-Center      | Wheels: 15", 6-Hole Steel                                  | Interior Lights: (2) LED                   |
| Front Profile: Flat                       | Exterior Finish: .030" Aluminum                            | Switches: (1) Dome Light, 12V              |
| Ramp(s): 4000 lb. with Assist             | Undercoating: Automotive                                   | Connector Plug: Round 7-pin Blade          |
| Ramp(s): 12" Extension (Rear Ramp Only)   | Protective Coating(s): Polyethylene Vapor Barrier          | Exterior Lights: Full LED, DOT Compliant   |
| Side Door: 36" Wide Flush Lock            | Protective Coating(s): Textured Polyurea all Exposed Steel |                                            |

| Standard Interior Height | Interior Width | Rear Opening Height | Rear Opening Width |
|--------------------------|----------------|---------------------|--------------------|
| 78.00                    | 97.00          | 75.00               | 92.50              |

**Selected Options Per Trailer:**

|                                                                               |              |    |
|-------------------------------------------------------------------------------|--------------|----|
| Color Option, White Enclosed - (Enclosed)                                     | YUPGEN300001 | 16 |
| Tongue Extension - 12in Additional                                            | YUPGEN3028   | 1  |
| Black Raised Diamond Tread Rubber Flooring                                    | YUPGEN3109   | 16 |
| 14 x 14 Roof Vent, Non-Powered                                                | YUPGEN3159   | 1  |
| Motor Base Plug (Shore) - 50 Amp with Panel<br>wired to 50 Amp MotorBase Plug | YUPGEN3231   | 1  |
| 14 FT Roll Up Awning                                                          | YUPGEN3262   | 1  |
| Receptacle, 120 Volt Interior Duplex                                          | YUPGEN3233   | 5  |
| Light, 48IN Wraparound LED Fixture (CUSTOM)                                   | YUPGEN3244   | 2  |
| 120V 3-Way Switches (2 Switches)                                              | YUPGEN3240   | 1  |
| 8FT Base Cabinet 23IN Deep x 34IN High<br>w/Countertop (CUSTOM)               | YUPGEN3293   | 2  |

NOTE: (1) CABINET FULL WIDTH ACROSS FRONT WALL, (1)  
CABINET FULL LENGTH OF R/S WHEELBOX (APPROX 72"  
LONG)

|                                                                                            |            |   |
|--------------------------------------------------------------------------------------------|------------|---|
| WELDING NOTE: SINGLE REAR ENTRY DOOR,<br>36" WIDE FLUSH LOCK DOOR - CENTERED ON REAR WALL. | YUPGEN1081 | 1 |
|--------------------------------------------------------------------------------------------|------------|---|

IN PLACE OF RAMP DOOR - INSTALL SINGLE REAR DOOR 36"  
WIDE CENTERED ON REAR WALL.

|                                                                                             |              |    |
|---------------------------------------------------------------------------------------------|--------------|----|
| Upgrade to Composite Exterior from .030 Metal<br>Exterior on 7w-8.5w - STANDARD Colors Only | YUPGEN3418   | 16 |
| WHITE ALUMINUM SIDEWALL LINER.                                                              | YUPGEN1081   | 16 |
| WHITE ALUMINUM CEILING LINER                                                                | YUPGEN1081   | 16 |
| Steel Tread Plate (1/8") Welded-On Tongue                                                   | YUPGEN1081   | 1  |
| Enclosed Promotional Package - COMPOSITE                                                    | PROMO-YT     | 1  |
| Surcharge - ITI (8%)                                                                        | SURCHARGE-YT |    |

x

Signature Required. Please sign and fax back to indicate order confirmation and acceptance of all terms and conditions as outlined in the 'Dealer Agreement'. Lead time for due date is initiated from date of signed customer order confirmation. Prices are subject to change.



**TECHNICAL SPECIFICATIONS**  
**8.5' x 16' Cargo Trailer**

**TRAILER CONSTRUCTION**

- 8.5x16 Enclosed trailer
- 7' interior height
- Rear man door centered on back wall
- passenger side man door located between the wheel well and the front cabinet [OBJ]
- Triple Tube 60" Extended tongue
- 16 inch on center roof, wall, and floor crossmembers
- polycore exterior sheathing
- Rubber diamond floor
- 1 Roof vent.
- Exterior Silver Aluminum trim.
- exterior 50 amp RV electrical connection
- generator platform
- Exterior LED lighting
- 14' rollout awning

**INTERIOR FINISH**

- 100 amp electrical service W/ 5 independent [OBJ] electrical outlets [OBJ]
- Two 48" LED strip lights on ceiling
- interior walls covered with gloss finish aluminum panels [OBJ]
- counter space installed across the front of the trailer with Aluminum worktop, and cabinet doors below.
- counter space installed on the driver side over the wheel well approximately 72 inches long, with Aluminum work top and cabinets below.

JEFFREY LANIGAN  
MAYOR



JENNIFER GLEASMAN  
PURCHASING AGENT

**PURCHASING DEPARTMENT**

ROME CITY HALL ♦ 198 N. WASHINGTON STREET  
ROME, NEW YORK 13440-5815  
(315) 339-7665 ♦ FAX (315) 838-1165  
[jgleasman@romecity.gov](mailto:jgleasman@romecity.gov)  
[www.romenewyork.com](http://www.romenewyork.com)

**BID NUMBER:** RFB-2025-010

**BID TITLE:** ROME POLICE DEPARTMENT CARGO TRAILER

**BID OPENING:** 06/19/2025 at 11:00 AM (local time)

**COMPANY NAME:** Paul Congelosi Sales Inc

**MAILING ADDRESS:** 2201 State Rt 17K  
Montgomery, NY 12549

**PHONE:** 845-361-2246

**FAX:** 845-361-2141

**EMAIL:** Anthony@CongelosiTrailerSales.com

**WEBSITE:** www.CongelosiTrailerSales.com

**SIGNATURE:** [Signature]

**PRINTED NAME/TITLE:** Anthony Congelosi Manager

**TOTAL OF BID: \$** 19,946 -

PROPOSER'S WARRANTY: The above-signed person by his/her affixed signature certifies that he/she is an officer of the organization. He/she has been specifically authorized to offer a proposal in full compliance with all requirements and conditions, as set forth in this Proposal, other than those deviations noted above. He/she has fully read and understands the Proposal and has full knowledge of the scope, nature, quantity, and quality of work to be performed and that he/she has carefully examined and checked the materials, equipment, labor, service, and cost thereof, and hereby states that the amount or amounts set forth in the proposal is or are correct. The bidder further agrees not to make claim for reformation, modification, or correction of this proposal after the scheduled closing time for receipt of proposal bids.



## TABLE OF CONTENTS

| <b>Page Title</b>                                      | <b>Page No.</b>     |
|--------------------------------------------------------|---------------------|
| <b><i>Proposer's Warranty &amp; Bid Total.....</i></b> | <b><i>1</i></b>     |
| <b><i>Invitation and Instructions To Bid.....</i></b>  | <b><i>3</i></b>     |
| <b><i>General Conditions.....</i></b>                  | <b><i>4 - 7</i></b> |
| ○ <i>Scope of Work</i>                                 |                     |
| ○ <i>Questions regarding Specifications</i>            |                     |
| ○ <i>Tax</i>                                           |                     |
| ○ <i>Finance Charges</i>                               |                     |
| ○ <i>Price</i>                                         |                     |
| ○ <i>Duration of Proposal Offer</i>                    |                     |
| ○ <i>Method of Award</i>                               |                     |
| ○ <i>Acceptance or Rejection</i>                       |                     |
| ○ <i>Completion Date &amp; Delivery Schedule</i>       |                     |
| ○ <i>Time Is Of The Essence</i>                        |                     |
| ○ <i>Notice of Delay</i>                               |                     |
| ○ <i>Guarantee/Warranty</i>                            |                     |
| ○ <i>Insurance</i>                                     |                     |
| ○ <i>Contract Termination</i>                          |                     |
| ○ <i>Limitations</i>                                   |                     |
| ○ <i>General</i>                                       |                     |
| ○ <i>Literature</i>                                    |                     |
| ○ <i>Protest and Appeal Procedures</i>                 |                     |
| ○ <i>Proposal Guarantee (Bid Bond)</i>                 |                     |
| ○ <i>General Municipal Law</i>                         |                     |
| ○ <i>Minority Business Enterprise Participation</i>    |                     |
| ○ <i>Responsible Bidder</i>                            |                     |
| <b><i>Deviations Sheet.....</i></b>                    | <b><i>8</i></b>     |
| <b><i>Non-Collusive Bidding Certificate.....</i></b>   | <b><i>9</i></b>     |
| <b><i>Bidders Checklist.....</i></b>                   | <b><i>10</i></b>    |
| <b><i>Technical Specifications.....</i></b>            | <b><i>11</i></b>    |
| <b><i>Bid Total Itemization Sheet.....</i></b>         | <b><i>12</i></b>    |



### **INVITATION AND INSTRUCTIONS TO BID**

The City of Rome, New York invites your firm to participate in the enclosed Request For Bid for:

**BID NUMBER: RFB-2025-010**

**BID TITLE: ROME POLICE DEPARTMENT CARGO TRAILER**

This sealed bid will be publicly opened and read in the Common Council Chambers on  
**06/19/2025 at 11:00 AM (local time)**

Bid must be covered by Money Order, Certified Check, or Bid Bond in the amount of 5% of the amount of the total bid.

Sealed bids must be clearly marked with the bid number and title and sent to the address below, where they will be time-stamped, local time to:

**Office of the City Clerk  
RFB-2025-010 RPD Cargo Trailer  
198 North Washington Street  
Rome, NY 13440**

#### **BID ADVERTISEMENT NOTES**

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises (MWBEs). All qualified MWBE suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability, or sexual preference.

The City of Rome reserves the right to reject any or all proposals or to accept any proposals deemed to be in its best interest.

If additional information is required, please contact:

**Jennifer Gleasman, Purchasing Agent  
City of Rome  
198 North Washington Street  
Suite 1-C  
Rome, NY 13440  
Phone: 315-339-7665  
Fax: 315-838-1165  
Email: [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)**

Bid is available electronically at <http://www.BIDNETDIRECT.com>

*Captain Bryan Zoehler  
315-339-7796*



## **GENERAL CONDITIONS**

### **SCOPE OF WORK:**

Work shall include supply of (1) 8.5' x 16' Cargo Trailer for the Rome Police Department. Please See Technical Specifications on page

### **QUESTIONS REGARDING SPECIFICATIONS:**

Any questions relative to interpretation of specifications may be directed to the Purchasing Agent, Jennifer Gleasman @ 315-339-7665 or by e-mail to [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

### **TAX:**

Purchases by the City of Rome, New York, are not subject to any sales tax, federal excise tax or transportation tax. City of Rome Federal ID No: 15-6000414

### **FINANCE CHARGES:**

The City of Rome will not be subjected to finance or late charges under this contract.

### **PRICE:**

Best and final price shall be offered. Prices shall include shipping and handling. All pricing shall remain firm for the term of the contract. The Consumer Price Index will be the standard for any price adjustments requested for fuel and/or commodities. Such request must be submitted in writing to be considered for approval by the City.

### **DURATION OF PROPOSAL OFFER:**

Proposals are irrevocable for a period of sixty (60) calendar days following the closing date of this bid proposal.

### **METHOD OF AWARD:**

The contract shall be awarded to the lowest responsible and responsive bidder whose proposal meets the requirements set forth herein. Final determination will be made by the City as deemed to be in its best interests. Taken into consideration will be the reliability of the bidder, the quality of the materials/services offered, their level of quality and conformity with the specifications, and the terms of delivery.

### **ACCEPTANCE OR REJECTION:**

The City of Rome Board of Estimate and Contract reserves the right to accept or reject any or all bids received.

### **COMPLETION DATE & DELIVERY SCHEDULE:**

Each bidder must include in the proposal an approximate delivery date from contract award. Delivery time may or may not be considered at the time of bid consideration.

### **TIME IS OF THE ESSENCE:**

All times stated herein are of the essence.

### **NOTICE OF DELAY:**

If the successful bidder encounters difficulty in meeting performance requirements or has knowledge of a possible delay, the vendor shall immediately notify the Director of Parks and Recreation, preferably in writing. A slippage will require the vendor to demonstrate an alternate means of recovering the anticipated or actual delay in contract performance.

### **GUARANTEE/WARRANTY**

The bidder must guarantee that the equipment offered is a model of regular stock product, with parts regularly used for this type of equipment offered; also, that no

attachment or part has been substituted or applied contrary to manufacturer's recommendations or standard practices. The unit delivered must be warranted against faulty materials and workmanship for a period that should such faults develop, the bidder agrees to replace/repair the unit or part affected without cost to the City of Rome, New York, with all replacement parts paid for by the contractor.

### **INSURANCE**

The contractor (vendor) shall maintain such insurance as will protect him from all claims under the Workers' Compensation Act and all other causes of action for personal injury and property damage, naming the City of Rome as an additional insured. The requirements that need to be on a Certificate of Insurance are:

#### ***Workers' Compensation***

- *Vendor must supply proof of their Workers' Compensation insurance and should generally be reported on a separate page.*
- *If they are not required to carry it, then they must supply a letter stating that they are a sole proprietor and/or have no employees and are not required to carry Workers' compensation.*

#### ***General Liability***

- *\$2,000,000 for each occurrence of property damage and bodily injury, and not less than*
- *\$4,000,000 aggregate*
- *\$1,000,000 auto liability, if vehicles are used.*

#### ***Description Section***

- *Should read "The City of Rome is included as additional insured".*

#### ***Certificate Holder and Additional Insured***

- *Should read the City of Rome only. It should not include an individual department or the name of an individual person.*

#### ***Cancellation Section***

- *Should read "30 days written notice".*

### **CONTRACT TERMINATION:**

The City may terminate for cause if the vendor fails to perform any material condition of the contract and such failure continues unremedied for thirty (30) days after receipt of notice from the City.

### **LIMITATIONS:**

Neither the vendor nor its affiliates shall be liable in any way for delay, failure in performance, loss damage due to any of the following conditions: fire, explosion, power blackout, earthquake, flood, the elements, civil or military authority, or acts of God. The vendor shall be liable for any delay, loss, and property damage attributable to any service or actions of any of its employees or agents.

### **GENERAL:**

Any modification or waiver of any provision of the Contract must be in writing and signed by authorized representatives of both parties. If any term or provision of the contract shall be held invalid or unenforceable, the remainder of the contract shall not be affected.

The waiver by either party of any breach of the Contract by the other party will not operate as a waiver of subsequent breaches of the same or different kind.

**LITERATURE:**

Each bidder shall include product or equipment literature as available.

**PROTEST AND APPEAL PROCEDURES:**

Protests regarding the validity or appropriateness of the specifications or of the Request for proposal shall be filed in writing with the City Treasurer no later than two (2) days prior to the closing of the bids. The address to submit the protest is:

City Clerk  
City of Rome  
198 N. Washington St.  
Rome, New York 13440

Such protests will not be considered if received later than the date established in paragraph above. Protests shall be explicit and in sufficient detail to stand on their own record. Post-award protests shall be in writing in a diligent and timely fashion and to be received in the City Clerk's Office no later than five (5) days after receipt of the award notice.

**PROPOSAL GUARANTEE (BID BOND):**

Each proposal bid must be guaranteed by cash, certified check, or bid bond in the amount of 5% of the amount of the bid total. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal.

**GENERAL MUNICIPAL LAW COMPLIANCE:**

STATE OF NEW YORK, Section 103-a  
Effective: July 1, 1959

"Upon the refusal of a person, when called before a Grand Jury to testify concerning any transaction or contract had with the State, any political subdivision thereof, a public authority or with any public department, agency or an official of the state or any political subdivision thereof or of a public authority, to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant questions concerning such transaction or contract, (a) such person, and any firm, partnership or corporation of which he is a member, partner, or director or officer shall be disqualified from thereafter selling to or submitting bids to or receiving awards from or entering into any contracts with any municipal corporation or any public department, agency or official thereof for goods, work or services, for a period of five years after such refusal, and (b) any and all contract made with any municipal corporation or any public department, agency or official thereof, since the effective date of this law, by such person, and by any firm, partnership or corporation of which he is a member, partner, director or officer may be cancelled or terminated by the municipal corporation without incurring any penalty or damages on account of such cancellations or termination, by any monies owing by the municipal corporation for goods delivered or work done prior to the cancellation or termination shall be

paid all pursuant to Section 103-a of the General Municipal Law of the State of New York."

**MINORITY BUSINESS ENTERPRISE PARTICIPATION:**

Minority and women-owned business enterprises are encouraged in the performance of all City material, supply, professional and construction contracts and sub-contracts;

A "minority business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by minority group members. The minority ownership must exercise actual day-to-day management and control of the business.

"Minority" means Blacks, Hispanics, American Indians, Alaskan Natives, Asians and Pacific Islanders.

A "women-owned business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by women. The women ownership must exercise actual day-to-day management and control of business.

Bidders are requested to provide the following:

- a. Is your company 51% or more women owned?      ☐ yes      ☒ no
- b. Is your company 51% or more minority owned?      ☐ yes      ☒ no
- c. If you answer YES to Number 2, check one of the following:
- ☐ Black      ☐ Hispanic      ☐ Alaskan Native
- ☐ Asian/Pacific Islands      ☐ American Indian

**RESPONSIBLE BIDDER**

Each bidder will complete the following to enable the City to determine a Responsible Bidder.

- A. Is your firm presently engaged in actions which will lead to a merger, consolidation, or other form of reorganization?      ☐ yes      ☒ no
- B. Has your firm filed for bankruptcy?      ☐ yes      ☒ no

In determining the "lowest responsible bidder," in addition to price, the purchasing authority shall consider the ability, capacity and skill of the bidder to perform the contract or provide the service required; whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the bidder; the quality of performance or previous contracts or services; the and existing compliance by the bidder with laws and ordinances relating to the contract or service; the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service; the quality, availability and adaptability of the supplies or contractual services to the particular use required; the ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and the number and scope of conditions attached to the bid.

## DEVIATIONS SHEET

### **DEVIATIONS FROM SPECIFICATIONS:**

Bidders must itemize all deviations to the specifications on Deviations Sheet. If this is not sufficient space, attach additional sheets as required. A statement referring to manufacturer's literature or specifications without stating the actual deviation thereon will be cause for disqualification. Unless otherwise stated by the bidder on the attached sheet provided, the proposal will be considered as being in strict accordance with the specifications outlined herein, even though the manufacturer's literature indicated deviations from the City's specifications.

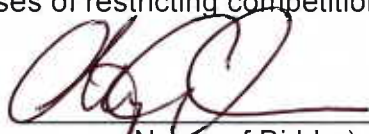
- Added Aluminum Ceiling liner
- Changed to 50 Amp Service  
as discussed w/ Captain Zoekler

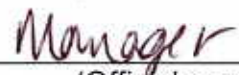


## **NON-COLLUSIVE BIDDING CERTIFICATE**

Pursuant to Chapter 675, Laws of 1966

- (a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:
- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such process with any other bidder or with any competitor:
  - (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
  - (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not submit a bid for the purposes of restricting competition.

  
\_\_\_\_\_  
(Name of Bidder)

  
\_\_\_\_\_  
(Official capacity)



**BID TOTAL ITEMIZATION SHEET (IF NEEDED)**

See Attached for Specs

**GRAND TOTAL**

\$19,946-



## WARRANTY

Your new ITI™ Cargo trailer is warranted by Novae LLC to be free from defects in material or workmanship for 3 years, with reasonable limitations.

### Additional Warranties

- **1 Year Tire Hazard and Abuse Protection:** All tires provided with ITI Cargo trailers come with hazard and abuse protection for 1 year, starting on your purchase date. Should you encounter any issue with your tire, including road hazard damage, blowout, flat tire etc. our tire supplier will, without question, replace the tire at no charge, freight paid to the dealer or owner along with a preset installation labor reimbursement.
- **5 Year Standard Tire Warranty:** All tires are covered under the original manufacturer's 5 year limited warranty against defects in material and workmanship. See [www.iticargo.com](http://www.iticargo.com) for tire warranty details.
- **5 Year Axle and Suspension Warranty:** ITI Cargo provides only premium axles that are warranted by the manufacturer for 5 years for leaf spring and 10 years for torsion axles. See [www.iticargo.com](http://www.iticargo.com) for axle warranty details.
- **1 Year Hydraulic Pump and Cylinder Warranty:** ITI Cargo provides hydraulic pumps and cylinders warranted by the original manufacturer for 1 year from your purchase date. See [www.iticargo.com](http://www.iticargo.com) for hydraulic component warranty details.

### To Obtain Service

Contact an authorized ITI Cargo dealer to open a warranty claim. Your dealer will contact Novae LLC to obtain authorization prior to any work being done. Novae LLC will service all claims but will not accept liability for repairs made without approval.

### Registration

Your trailer must be registered to validate your purchase date and process any warranty request. You may register at any time, however, if we cannot validate your purchase date, your warranty period will commence on the date of manufacture. Warranty registration is available through your dealer or on the web at [www.iticargo.com](http://www.iticargo.com). Another benefit of timely registration is to be sure you receive safety and other notices.

### Limitations

Items NOT Covered Under This Warranty:

1. Maintenance items worn through normal use like bearings, brakes, tires, lumber, batteries, etc.
2. Hydraulic pumps and cylinders, axles and suspensions, wheels and tires covered under the original manufacturer's warranty. See additional warranties above and [www.iticargo.com](http://www.iticargo.com) for details.
3. Paint.
4. Damage or failure resulting from: a) any misuse including, overloading, improper loading, negligence, alteration, or accidents, b) inadequate maintenance including loose nuts, bolts, screws, or improperly torqued wheel lug nuts, c) use of underrated or incorrect hitch equipment including the hitch ball, pintle, or improper hitching, d) towing a trailer that exceeds the tow vehicle manufacturer's specific towing limitations.
5. Inconvenience, loss of time, loss of trailer use, loss of revenue, rental or substitute equipment costs or any other loss or cost including travel time and expenses, such as food, fuel, lodging, etc., incurred to obtain warranty service.
6. Overtime labor rates, service calls, towing charges, expediting, freight or transportation costs.

### Limitation of Remedies

UNDER NO CIRCUMSTANCES WILL NOVAE LLC BE LIABLE TO A PURCHASER OR ANY OTHER PERSON FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, OR PUNITIVE DAMAGES ARISING OUT OF OR RELATING TO THE SALE OF GOODS BY NOVAE LLC, WHETHER UNDER A THEORY OF CONTRACT, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE. THE OBLIGATION OF NOVAE LLC UNDER THIS WARRANTY IS LIMITED TO REPAIR OR REPLACEMENT OF ANY PART OR PARTS WHICH, IN THE OPINION OF NOVAE LLC IS/ARE DEFECTIVE IN MATERIAL OR WORKMANSHIP UNDER NORMAL USE AND SERVICE. IN NO EVENT WILL NOVAE LLC'S TOTAL LIABILITY TO A PURCHASER UNDER THIS LIMITED WARRANTY EXCEED THE PURCHASE PRICE OF THE PRODUCT(S).

### Disclaimers

THIS LIMITED WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, OR ANY IMPLIED WARRANTIES ARISING FROM COURSE OF PERFORMANCE, COURSE OF DEALING OR USAGE OF TRADE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED. THERE ARE NO OTHER WARRANTIES, AGREEMENTS OR UNDERSTANDING WHICH EXTEND BEYOND THOSE SET FORTH IN THIS DOCUMENT. NO OTHER WARRANTY, ORAL OR WRITTEN, IS AUTHORIZED OR HAS BEEN GIVEN BY NOVAE LLC TO PURCHASER. THIS WARRANTY IS EXTENDED TO THE ORIGINAL REGISTERED OR CONSUMER OWNER AND IS NOT TRANSFERABLE.

# Tire Safety: Everything Rides On It

The National Traffic Safety Administration (NHTSA) has published a brochure (DOT HS 809 361) that discusses all aspects of Tire safety, as required by CFR 575.6. This brochure is reproduced in part below. It can be obtained and downloaded from NHTSA, free of charge, from the following web site:

[http://www.nhtsa.gov/cars/rules/tiresafety/ridesonit/tires\\_index.html](http://www.nhtsa.gov/cars/rules/tiresafety/ridesonit/tires_index.html)

Studies of tire safety show that maintaining proper tire pressure, observing tire and vehicle load limits (not carrying more weight in your vehicle than your tires or vehicle can safely handle), avoiding road hazards, and inspecting tires for cuts, slashes, and other irregularities are the most important things you can do to avoid tire failure, such as tread separation or blowout and flat tires. These actions, along with other care and maintenance activities, can also:

- Improve vehicle handling
- Help protect you and others from avoidable breakdowns and accidents
- Improve fuel economy
- Increase the life of your tires

The following information presents a comprehensive overview of tire safety, including information on the following topics:

- Basic tire maintenance
- Uniform Tire Quality Grading System
- Fundamental characteristics of tires
- Tire safety tips

Use this information to make tire safety a regular part of your vehicle maintenance routine. Recognize that the time you spend is minimal compared with the inconvenience and safety consequences of a flat tire or other tire failure.

## Safety First—Basic Tire Maintenance

Properly maintained tires improve the steering, stopping, traction, and load-carrying capability of your vehicle. Underinflated tires and overloaded vehicles are a major cause of tire failure. Therefore, as mentioned above, to avoid flat tires and other types of tire failure, you should maintain proper tire pressure, observe tire and vehicle load limits, avoid road hazards, and regularly inspect your tires.

## Finding Your Vehicle's Recommended Tire Pressure and Load Limits

Tire information placards and vehicle certification labels contain information on tires and load limits. These labels indicate the vehicle manufacturer's information including:

- Recommended tire size
- Recommended tire inflation pressure
- Vehicle capacity weight (VCW—the maximum occupant and cargo weight a vehicle is designed to carry)
- Front and rear gross axle weight ratings (GAWR—the maximum weight the axle systems are designed to carry).

Both placards and certification labels are permanently attached to the trailer near the left front.

## Understanding Tire Pressure and Load Limits

Tire inflation pressure is the level of air in the tire that provides it with load-carrying capacity and affects the overall performance of the vehicle. The tire inflation pressure is a number that indicates the amount of air pressure—measured in pounds per square inch (psi)—a tire requires to be properly inflated. (You will also find this number on the vehicle information placard expressed in kilopascals (kPa), which is the metric measure used internationally.)

Manufacturers of passenger vehicles and light trucks determine this number based on the vehicle's design load limit, that is, the greatest amount of weight a vehicle can safely carry and the vehicle's tire size. The proper tire pressure for your vehicle is referred to as the "recommended cold inflation pressure." (As you will read below, it is difficult to obtain the recommended tire pressure if your tires are not cold.)

Because tires are designed to be used on more than one type of vehicle, tire manufacturers list the "maximum permissible inflation pressure" on the tire sidewall. This number is the greatest amount of air pressure that should ever be put in the tire under normal driving conditions.

## Checking Tire Pressure

It is important to check your vehicle's tire pressure at least once a month for the following reasons:

- Most tires may naturally lose air over time.
- Tires can lose air suddenly if you drive over a pothole or other object or if you strike the curb when parking.
- With Radial tires, it is usually not possible to determine under inflation by visual inspection.

For convenience, purchase a tire pressure gauge to keep in your vehicle. Gauges can be purchased at tire dealerships, auto supply stores, and other retail outlets.

The recommended tire inflation pressure that vehicle manufacturers provide reflects the proper psi when a tire is cold. The term cold does not relate to the outside temperature. Rather, a cold tire is one that has not been driven on for at least three hours. When you drive, your tires get warmer, causing the air pressure within them to increase. Therefore, to get an accurate tire pressure reading, you must measure tire pressure when the tires are cold or compensate for the extra pressure in warm tires.

## Steps for Maintaining Proper Tire Pressure

- Step 1: Locate the recommended tire pressure on the vehicle's tire information placard or certification label.
- Step 2: Record the tire pressure of all tires.
- Step 3: If the tire pressure is too high in any of the tires, slowly release air by gently pressing on the tire valve stem with the edge of your tire gauge until you get to the correct pressure.
- Step 4: If the tire pressure is too low, note the difference between the measured tire pressure and the correct tire pressure. These "missing" pounds of pressure are what you will need to add.
- Step 5: At a service station, add the missing pounds of air pressure to each tire that is underinflated.
- Step 6: Check all the tires to make sure they have the same air pressure (except in cases in which the front and rear tires are supposed to have different amounts of pressure).

If you have been driving your vehicle and think that a tire is underinflated, fill it to the recommended cold inflation pressure indicated on your vehicle's tire information placard or certification label. While your tire may still be slightly underinflated due to the extra pounds of pressure in the warm tire, it is safer to drive with air pressure that is slightly lower than the vehicle manufacturer's recommended cold inflation pressure than to drive with a significantly underinflated tire. Since this is a temporary fix, don't forget to recheck and adjust the tire's pressure when you can obtain a cold reading.

## Tire Size

To maintain tire safety, purchase new tires that are the same size as the vehicle's original tires or another size recommended by the manufacturer. Look at the tire information placard or the sidewall of the tire you are replacing to find this information. If you have any doubt about the correct size to choose, consult with the tire dealer.

## Tire Tread

The tire tread provides the gripping action and traction that prevent your vehicle from slipping or sliding, especially when the road is wet or icy. In general, tires are not safe and should be replaced when the tread is worn down to 1/16 of an inch. Tires have built-in tread wear indicators that let you know when it is time to replace your tires. These indicators are raised sections spaced intermittently in the bottom of the tread grooves. When they appear "even" with the outside of the tread, it is time to replace your tires. Another method for checking tread depth is to place a penny in the tread with Lincoln's head upside down and facing you. If you can see the top of Lincoln's head, you are ready for new tires.

## Tire Balance and Wheel Alignment

To avoid vibration or shaking of the vehicle when a tire rotates, the tire must be properly balanced. This balance is achieved by positioning weights on the wheel to counterbalance heavy spots on the wheel-and-tire assembly. A wheel alignment adjusts the angles of the wheels so that they are positioned correctly relative to the vehicle's frame. This adjustment maximizes the life of your tires and prevents your car from veering to the right or left when driving on a straight, level road. These adjustments require special equipment and should be performed by a qualified technician.

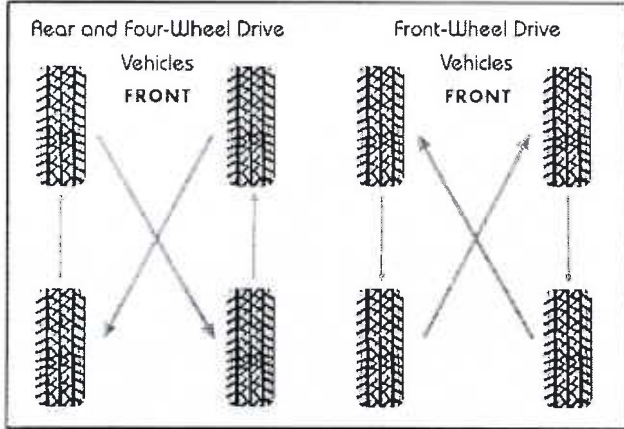
## Tire Rotation

Rotating tires from front to back and from side to side can reduce irregular wear (for vehicles that have tires that are all the same size.) Look in your owner's manual for information on how frequently the tires on your vehicle should be rotated and the best pattern for rotations.

Be aware that some tires may have a on-directional tread pattern that requires them to be operated in one-direction. Therefore, these tires should only be rotated from front to back on the same side of the vehicle.

### A Tire Rotation Example

For maximum mileage, rotate your tires every 5,000 miles. Follow correct rotation patterns.



## Tire Repair

The proper repair of a punctured tire requires a plug for the hole and a patch for the area inside the tire that surrounds the puncture hole. Punctures through the tread can be repaired if they are not too large, but punctures to the sidewall should not be repaired. Tires must be removed from the rim to be properly inspected before being plugged and patched.

## Uniform Tire Quality Grading System (UTQGS)

To help consumers compare a passenger car tire's tread wear rate, traction performance, and temperature resistance, the federal government requires tire manufacturers to grade tires in these three areas. This grading system, known as the Uniform Tire Quality Grading System, provides guidelines for making relative comparisons when purchasing new tires. You also can use this information to inquire about the quality of tires placed on new vehicles.

Although this rating system is very helpful when buying new tires, it is not a safety rating or guarantee of how well a tire will perform or how long it will last. Other factors such as personal driving style, type of car, quality of the roads, and tire maintenance habits have a significant influence on your tire's performance and longevity.

### Treadwear Grade

Tread wear grades are an indication of a tire's relative wear rate. The higher the tread wear number is, the longer it should take for the tread to wear down. For example, a tire grade of 400 should wear twice as long as a tire grade of 200.

### Traction Performance Grade

Traction grades are an indication of a tire's ability to stop on wet pavement. A higher graded tire should allow you to stop your car on wet roads in a shorter distance than a tire with a lower grade. Traction is graded from highest to lowest as "AA", "A", "B", and "C".

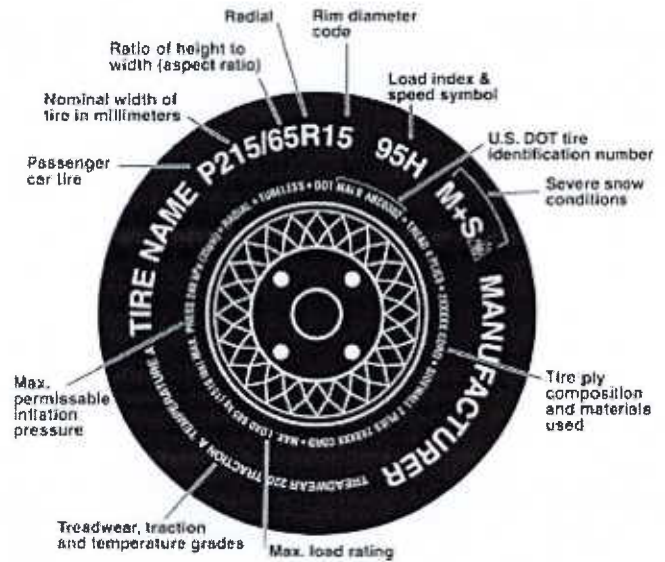
### Temperature Resistance Grade

Temperature grades are an indication of a tire's resistance to heat. Sustained high temperature (for example, driving long distances in hot weather), can cause a tire to deteriorate, leading to blowouts and tread separation. From highest to lowest, a tire's resistance to heat is graded as "A", "B", or "C".

## Tire Fundamentals

Federal law requires tire manufacturers to place standardized information on the sidewall of all tires. This information identifies and describes the fundamental characteristics of the tire and also provides a tire identification number for safety standard certification and in case of a recall.

## Information on Passenger Vehicle Tires (Please refer to the diagram below.)



### P

The "P" indicates the tire is for passenger vehicles.

### Nominal Width

This three-digit number gives the width in millimeters of the tire from sidewall edge to sidewall edge. In general, the larger the number, the wider the tire.

### Aspect Ratio

This two-digit number, known as the aspect ratio, gives the tire's ratio of height to width. Numbers of 70 or lower indicate a short sidewall for improved steering response and better overall handling on dry pavement.

### R

"R" stands for radial. Radial ply construction of tires has been the industry standard for the past 20 years.

### Rim Diameter Code

This two-digit number is the wheel or rim diameter in inches. If you change your wheel size, you will have to purchase new tires to match the new wheel diameter.

### Load Index

This two- or three-digit number is the tire's load index. It is a measurement of how much weight each tire can support. Note: You may not find this information on all tires because it is not required by law.

### Severe Snow Conditions

The "M+S" or "M/S" indicates that the tire has some mud and snow capability. Most radial tires have these markings; hence, they have some mud and snow capability.

### Speed Rating

The speed rating denotes the speed at which a tire is designed to be driven for extended periods of time. Please remember, no trailer is to be hauled at speeds exceeding 60MPH.

### U.S. DOT Tire Identification Number

This begins with the letters "DOT" and indicates that the tire meets all federal standards. The next two numbers or letters are the plant code where it was manufactured, and the last four numbers represent the week and year the tire was built. For example, the numbers 3197 means the 31st week of 1997. The other numbers are marketing codes used at the manufacturer's discretion. This information is used to contact consumers if a tire defect requires a recall.

## **Tire Ply Composition and Materials Used**

The number of plies indicates the number of layers of rubber-coated fabric in the tire. In general, the greater the number of plies, the more weight a tire can support. Tire manufacturers also must indicate the materials in the tire, which include steel, nylon, polyester, and others.

## **Maximum Load Rating**

This number indicates the maximum load in kilograms and pounds that can be carried by the tire.

## **Maximum Permissible Inflation Pressure**

This number is the greatest amount of air pressure that should ever be put in the tire under normal driving conditions.

# **UTQGS Information**

## **Tread wear Number**

This number indicates the tire's wear rate. The higher the tread wear number is, the longer it should take for the tread to wear down. For example, a tire graded 400 should last twice as long as a tire graded 200.

## **Traction Letter**

This letter indicates a tire's ability to stop on wet pavement. A higher graded tire should allow you to stop your car on wet roads in a shorter distance than a tire with a lower grade. Traction is graded from highest to lowest as "AA", "A", "B", and "C".

## **Temperature Letter**

This letter indicates a tire's resistance to heat. The temperature grade is for a tire that is inflated properly and not overloaded. Excessive speed, under inflation or excessive loading, either separately or in combination, can cause heat build-up and possible tire failure. From highest to lowest, a tire's resistance to heat is graded as "A", "B", or "C".

# **Tire Safety Tips**

## **Preventing Tire Damage**

- Slow down if you have to go over a pothole or other object in the road.
- Do not run over curbs, and try not to strike the curb when parking

## **Tire Safety Checklist**

- Check tire pressure regularly (at least once a month), including the spare.
- Inspect tires for uneven wear patterns on the tread, cracks, foreign objects, or other signs of wear or trauma. Remove bits of glass and other foreign objects wedged in the tread.
- Make sure your tire valves have valve caps.
- Check tire pressure before going on a long trip.
- Do not overload your vehicle. Check the tire information placard for the maximum recommended load for the vehicle.
- If you are towing a trailer, remember that some of the weight of the loaded trailer is transferred to the towing vehicle.

## **Reporting Safety Defects**

If you believe that your vehicle has a defect that could cause a crash or could cause injury or death, you should immediately inform the National Highway Traffic Safety Administration (NHTSA) in addition to notifying Novae LLC at 1-800-372-1755.

If NHTSA receives similar complaints, it may open an investigation, and if it finds that a safety defect exists in a group of vehicles, it may order a recall and remedy campaign. However, NHTSA cannot become involved in individual problems between you, your dealer, or Novae LLC.

To contact NHTSA, you may either call the Vehicle Safety Hotline toll-free at 1-888-327-4236

(TTY: 1-800-424-9153), go to <http://www.safecar.gov> or write to:

Administrator  
NHTSA

1200 New Jersey Avenue S.E.  
Washington, DC 20590

You can also obtain information about motor vehicles safety from <http://www.safecar.gov>.

**ITI Cargo Trailer Warranty Registration Form**

Trailer Model: \_\_\_\_\_ Date: \_\_\_\_\_

Vehicle Identification Number (VIN): \_\_\_\_\_

Owners Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Street: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Primary Use: \_\_\_\_\_

Store and Location where purchased: \_\_\_\_\_ Delivery Date: \_\_\_\_\_

Store Representative: \_\_\_\_\_ Signature: \_\_\_\_\_

(Fold to conceal information, tape closed, affix postage and mail)



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

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

City, State Zip: \_\_\_\_\_



**ITI Cargo Division  
Novae LLC  
50 Enterprise Dr  
Carbondale, PA 18407**

June 11, 2025

**ADDENDUM NO. 1 TO  
RFB-2025-010**

**ROME POLICE DEPARTMENT CARGO TRAILER**

**BID OPENING  
June 19, 2025 @ 11:00 AM AT ROME CITY HALL**

---

**NOTE:** This amendment shall be attached to and become a part of the Proposal for **RFB-2025-010** as outlined below:

**This Addendum contains vendor questions and answers and an updated Bidder's Checklist**

**Question:** Do you want a liner on the ceiling?

**Response:** Yes.

**Question:** The Bidders Checklist contains a Bidders List of References to be supplied by the bidder but there is no References Sheet to list them in the bid package. Do we create our own Reference List?

**Response:** No. Please disregard the Bidders List of References referred to on page 10.

**Question:** Bidders checklist references a Prevailing Wage Case Number.

**Response:** Please disregard the Prevailing Wage Case Number on the checklist. New checklist included with this addendum

**Question:** What **GVW** do you need.

**Response:** I do not have a GVW requirement in mind. During transport the only added contents will be mountain bikes, folding tables/chairs, small tent, generator on rack, gasoline can. I'm picturing maybe 700 lbs above trailer's own weight during transport so nothing extreme. Once parked, we may have 2,000 lbs above trailers own weight to account for occupants.

**Question:** I see a reference to Cabinets. Do you want **just a Base Cabinet** or **Base Cabinet and an Overhead Cabinet**?

**Response:** Base cabinets alone. No overhead cabinets

**Question:** What color would you like for your Polycore exterior sheathing?

**Response:** I do not have a color in mind for exterior since we will need to get it vinyl wrapped if not painted afterward. Use whatever you prefer for your quote as long as it's a solid color.

**PLEASE BE GOVERNED ACCORDINGLY WHEN SUBMITTING BIDS.**

Company Name: PHOENIX CONTRACTING

Address: 9915 SMARTY JONES DR, RUSKIN, FLORIDA

Date: 6/11/2025

Contact Name: CLAYTON HALL, SALES

Contact Signature: 

**END ADDENDUM NO. 1**

JEFFREY LANIGAN  
MAYOR



JENNIFER GLEASMAN  
PURCHASING AGENT

**PURCHASING DEPARTMENT**  
ROME CITY HALL ♦ 198 N. WASHINGTON STREET  
ROME, NEW YORK 13440-5815  
(315) 339-7665 ♦ FAX (315) 838-1165  
[jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)  
[www.romenewyork.com](http://www.romenewyork.com)

**BID NUMBER:** RFB-2025-010

**BID TITLE:** ROME POLICE DEPARTMENT CARGO TRAILER

**BID OPENING:** 06/19/2025 at 11:00 AM (local time)

**COMPANY NAME:** Phoenix Contracting

**MAILING ADDRESS:** 9915 Smarty Jones Dr, Ruskin, Florida 33573

**PHONE:** 651-321-3701

**FAX:** \_\_\_\_\_

**EMAIL:** clayton@phxcontracting.com

**WEBSITE:** phxcontracting.com

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

**PRINTED NAME/TITLE:** Clayton Hall, Sales

**TOTAL OF BID: \$** \$35,000

PROPOSER'S WARRANTY: The above-signed person by his/her affixed signature certifies that he/she is an officer of the organization. He/she has been specifically authorized to offer a proposal in full compliance with all requirements and conditions, as set forth in this Proposal, other than those deviations noted above. He/she has fully read and understands the Proposal and has full knowledge of the scope, nature, quantity, and quality of work to be performed and that he/she has carefully examined and checked the materials, equipment, labor, service, and cost thereof, and hereby states that the amount or amounts set forth in the proposal is or are correct. The bidder further agrees not to make claim for reformation, modification, or correction of this proposal after the scheduled closing time for receipt of proposal bids.



## TABLE OF CONTENTS

| <b>Page Title</b>                                          | <b>Page No.</b>     |
|------------------------------------------------------------|---------------------|
| <b><i>Proposer's Warranty &amp; Bid Total.....</i></b>     | <b><i>1</i></b>     |
| <b><i>Invitation and Instructions To Bid.....</i></b>      | <b><i>3</i></b>     |
| <b><i>General Conditions.....</i></b>                      | <b><i>4 - 7</i></b> |
| ◦ <b><i>Scope of Work</i></b>                              |                     |
| ◦ <b><i>Questions regarding Specifications</i></b>         |                     |
| ◦ <b><i>Tax</i></b>                                        |                     |
| ◦ <b><i>Finance Charges</i></b>                            |                     |
| ◦ <b><i>Price</i></b>                                      |                     |
| ◦ <b><i>Duration of Proposal Offer</i></b>                 |                     |
| ◦ <b><i>Method of Award</i></b>                            |                     |
| ◦ <b><i>Acceptance or Rejection</i></b>                    |                     |
| ◦ <b><i>Completion Date &amp; Delivery Schedule</i></b>    |                     |
| ◦ <b><i>Time Is Of The Essence</i></b>                     |                     |
| ◦ <b><i>Notice of Delay</i></b>                            |                     |
| ◦ <b><i>Guarantee/Warranty</i></b>                         |                     |
| ◦ <b><i>Insurance</i></b>                                  |                     |
| ◦ <b><i>Contract Termination</i></b>                       |                     |
| ◦ <b><i>Limitations</i></b>                                |                     |
| ◦ <b><i>General</i></b>                                    |                     |
| ◦ <b><i>Literature</i></b>                                 |                     |
| ◦ <b><i>Protest and Appeal Procedures</i></b>              |                     |
| ◦ <b><i>Proposal Guarantee (Bid Bond)</i></b>              |                     |
| ◦ <b><i>General Municipal Law</i></b>                      |                     |
| ◦ <b><i>Minority Business Enterprise Participation</i></b> |                     |
| ◦ <b><i>Responsible Bidder</i></b>                         |                     |
| <b><i>Deviations Sheet.....</i></b>                        | <b><i>8</i></b>     |
| <b><i>Non-Collusive Bidding Certificate.....</i></b>       | <b><i>9</i></b>     |
| <b><i>Bidders Checklist.....</i></b>                       | <b><i>10</i></b>    |
| <b><i>Technical Specifications.....</i></b>                | <b><i>11</i></b>    |
| <b><i>Bid Total Itemization Sheet.....</i></b>             | <b><i>12</i></b>    |



### **INVITATION AND INSTRUCTIONS TO BID**

The City of Rome, New York invites your firm to participate in the enclosed Request For Bid for:

**BID NUMBER: RFB-2025-010**

**BID TITLE: ROME POLICE DEPARTMENT CARGO TRAILER**

This sealed bid will be publicly opened and read in the Common Council Chambers on **06/19/2025 at 11:00 AM (local time)**

Bid must be covered by Money Order, Certified Check, or Bid Bond in the amount of 5% of the amount of the total bid.

Sealed bids must be clearly marked with the bid number and title and sent to the address below, where they will be time-stamped, local time to:

**Office of the City Clerk  
RFB-2025-010 RPD Cargo Trailer  
198 North Washington Street  
Rome, NY 13440**

#### **BID ADVERTISEMENT NOTES**

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises (MWBEs). All qualified MWBE suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability, or sexual preference.

The City of Rome reserves the right to reject any or all proposals or to accept any proposals deemed to be in its best interest.

If additional information is required, please contact:

**Jennifer Gleasman, Purchasing Agent  
City of Rome  
198 North Washington Street  
Suite 1-C  
Rome, NY 13440  
Phone: 315-339-7665  
Fax: 315-838-1165**

Email: [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

Bid is available electronically at <http://www.BIDNETDIRECT.com>



## **GENERAL CONDITIONS**

### **SCOPE OF WORK:**

Work shall include supply of (1) 8.5' x 16' Cargo Trailer for the Rome Police Department. Please See Technical Specifications on page

### **QUESTIONS REGARDING SPECIFICATIONS:**

Any questions relative to interpretation of specifications may be directed to the Purchasing Agent, Jennifer Gleasman @ 315-339-7665 or by e-mail to [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

### **TAX:**

Purchases by the City of Rome, New York, are not subject to any sales tax, federal excise tax or transportation tax. City of Rome Federal ID No: 15-6000414

### **FINANCE CHARGES:**

The City of Rome will not be subjected to finance or late charges under this contract.

### **PRICE:**

Best and final price shall be offered. Prices shall include shipping and handling. All pricing shall remain firm for the term of the contract. The Consumer Price Index will be the standard for any price adjustments requested for fuel and/or commodities. Such request must be submitted in writing to be considered for approval by the City.

### **DURATION OF PROPOSAL OFFER:**

Proposals are irrevocable for a period of sixty (60) calendar days following the closing date of this bid proposal.

### **METHOD OF AWARD:**

The contract shall be awarded to the lowest responsible and responsive bidder whose proposal meets the requirements set forth herein. Final determination will be made by the City as deemed to be in its best interests. Taken into consideration will be the reliability of the bidder, the quality of the materials/services offered, their level of quality and conformity with the specifications, and the terms of delivery.

### **ACCEPTANCE OR REJECTION:**

The City of Rome Board of Estimate and Contract reserves the right to accept or reject any or all bids received.

### **COMPLETION DATE & DELIVERY SCHEDULE:**

Each bidder must include in the proposal an approximate delivery date from contract award. Delivery time may or may not be considered at the time of bid consideration.

### **TIME IS OF THE ESSENCE:**

All times stated herein are of the essence.

### **NOTICE OF DELAY:**

If the successful bidder encounters difficulty in meeting performance requirements or has knowledge of a possible delay, the vendor shall immediately notify the Director of Parks and Recreation, preferably in writing. A slippage will require the vendor to demonstrate an alternate means of recovering the anticipated or actual delay in contract performance.

### **GUARANTEE/WARRANTY**

The bidder must guarantee that the equipment offered is a model of regular stock product, with parts regularly used for this type of equipment offered; also, that no

attachment or part has been substituted or applied contrary to manufacturer's recommendations or standard practices. The unit delivered must be warranted against faulty materials and workmanship for a period that should such faults develop, the bidder agrees to replace/repair the unit or part affected without cost to the City of Rome, New York, with all replacement parts paid for by the contractor.

### **INSURANCE**

The contractor (vendor) shall maintain such insurance as will protect him from all claims under the Workers' Compensation Act and all other causes of action for personal injury and property damage, naming the City of Rome as an additional insured. The requirements that need to be on a Certificate of Insurance are:

#### ***Workers' Compensation***

- *Vendor must supply proof of their Workers' Compensation insurance and should generally be reported on a separate page.*
- *If they are not required to carry it, then they must supply a letter stating that they are a sole proprietor and/or have no employees and are not required to carry Workers' compensation.*

#### ***General Liability***

- **\$2,000,000** for each occurrence of property damage and bodily injury, and not less than
- **\$4,000,000** aggregate
- **\$1,000,000** auto liability, if vehicles are used.

#### ***Description Section***

- *Should read "The City of Rome is included as additional insured".*

#### ***Certificate Holder and Additional Insured***

- *Should read the City of Rome only. It should not include an individual department or the name of an individual person.*

#### ***Cancellation Section***

- *Should read "30 days written notice".*

### **CONTRACT TERMINATION:**

The City may terminate for cause if the vendor fails to perform any material condition of the contract and such failure continues unremedied for thirty (30) days after receipt of notice from the City.

### **LIMITATIONS:**

Neither the vendor nor its affiliates shall be liable in any way for delay, failure in performance, loss damage due to any of the following conditions: fire, explosion, power blackout, earthquake, flood, the elements, civil or military authority, or acts of God. The vendor shall be liable for any delay, loss, and property damage attributable to any service or actions of any of its employees or agents.

### **GENERAL:**

Any modification or waiver of any provision of the Contract must be in writing and signed by authorized representatives of both parties. If any term or provision of the contract shall be held invalid or unenforceable, the remainder of the contract shall not be affected.

The waiver by either party of any breach of the Contract by the other party will not operate as a waiver of subsequent breaches of the same or different kind.

**LITERATURE:**

Each bidder shall include product or equipment literature as available.

**PROTEST AND APPEAL PROCEDURES:**

Protests regarding the validity or appropriateness of the specifications or of the Request for proposal shall be filed in writing with the City Treasurer no later than two (2) days prior to the closing of the bids. The address to submit the protest is:

City Clerk  
City of Rome  
198 N. Washington St.  
Rome, New York 13440

Such protests will not be considered if received later than the date established in paragraph above. Protests shall be explicit and in sufficient detail to stand on their own record. Post-award protests shall be in writing in a diligent and timely fashion and to be received in the City Clerk's Office no later than five (5) days after receipt of the award notice.

**PROPOSAL GUARANTEE (BID BOND):**

Each proposal bid must be guaranteed by cash, certified check, or bid bond in the amount of 5% of the amount of the bid total. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal. The City may hold the proposal guarantee until the execution of the contract. All other proposal guarantees will be returned within thirty (30) days after proposal opening. The proposal guarantee of any proposer who withdraws a proposal after proposals are opened shall be forfeited to the City, irrespective of the reason for such withdrawal.

**GENERAL MUNICIPAL LAW COMPLIANCE:**

STATE OF NEW YORK, Section 103-a  
Effective: July 1, 1959

"Upon the refusal of a person, when called before a Grand Jury to testify concerning any transaction or contract had with the State, any political subdivision thereof, a public authority or with any public department, agency or an official of the state or any political subdivision thereof or of a public authority, to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant questions concerning such transaction or contract, (a) such person, and any firm, partnership or corporation of which he is a member, partner, or director or officer shall be disqualified from thereafter selling to or submitting bids to or receiving awards from or entering into any contracts with any municipal corporation or any public department, agency or official thereof for goods, work or services, for a period of five years after such refusal, and (b) any and all contract made with any municipal corporation or any public department, agency or official thereof, since the effective date of this law, by such person, and by any firm, partnership or corporation of which he is a member, partner, director or officer may be cancelled or terminated by the municipal corporation without incurring any penalty or damages on account of such cancellations or termination, by any monies owing by the municipal corporation for goods delivered or work done prior to the cancellation or termination shall be

paid all pursuant to Section 103-a of the General Municipal Law of the State of New York."

**MINORITY BUSINESS ENTERPRISE PARTICIPATION:**

Minority and women-owned business enterprises are encouraged in the performance of all City material, supply, professional and construction contracts and sub-contracts;

A "minority business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by minority group members. The minority ownership must exercise actual day-to-day management and control of the business.

"Minority" means Blacks, Hispanics, American Indians, Alaskan Natives, Asians and Pacific Islanders.

A "women-owned business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by women. The women ownership must exercise actual day-to-day management and control of business.

Bidders are requested to provide the following:

a. Is your company 51% or more women owned?      ☐ yes      ☒ no

b. Is your company 51% or more minority owned?      ☐ yes      ☒ no

c. If you answer YES to Number 2, check one of the following:

☐ Black      ☐ Hispanic      ☐ Alaskan Native

☐ Asian/Pacific Islands      ☐ American Indian

**RESPONSIBLE BIDDER**

Each bidder will complete the following to enable the City to determine a Responsible Bidder.

A. Is your firm presently engaged in actions which will lead to a merger, consolidation, or other form of reorganization?      ☐ yes      ☒ no

B. Has your firm filed for bankruptcy?      ☐ yes      ☒ no

In determining the "lowest responsible bidder," in addition to price, the purchasing authority shall consider the ability, capacity and skill of the bidder to perform the contract or provide the service required; whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the bidder; the quality of performance or previous contracts or services; the and existing compliance by the bidder with laws and ordinances relating to the contract or service; the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service; the quality, availability and adaptability of the supplies or contractual services to the particular use required; the ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and the number and scope of conditions attached to the bid.

## **DEVIATIONS SHEET**

### **DEVIATIONS FROM SPECIFICATIONS:**

Bidders must itemize all deviations to the specifications on Deviations Sheet. If this is not sufficient space, attach additional sheets as required. A statement referring to manufacturer's literature or specifications without stating the actual deviation thereon will be cause for disqualification. Unless otherwise stated by the bidder on the attached sheet provided, the proposal will be considered as being in strict accordance with the specifications outlined herein, even though the manufacturer's literature indicated deviations from the City's specifications.

Deviations: NONE

Detailed Trailer specification comparison and factory build ticket included.  
Trailer to be custom manufactured to provided Rome, NY Specifications



## **NON-COLLUSIVE BIDDING CERTIFICATE**

Pursuant to Chapter 675, Laws of 1966

(a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such process with any other bidder or with any competitor:
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not submit a bid for the purposes of restricting competition.

Clayton Hall, Phoenix Contracting

(Name of Bidder)

Sales

(Official capacity)

## **BIDDERS CHECKLIST**

This bid may not be acceptable without completing the following information. For your protection, please review your bid and indicate by a check mark that all requested information has been included and/or read:

- |                                                |                    |
|------------------------------------------------|--------------------|
| (✓) PROPOSER'S WARRANTY                        | Ref Page 1         |
| (✓) INSTRUCTIONS TO BIDDERS                    | Ref Page 3         |
| (✓) PREVAILING WAGE RATE CASE NUMBER           | Ref Page 4         |
| (✓) MINORITY BUSINESS ENTERPRISE PARTICIPATION | Ref Page 9         |
| (✓) RESPONSIBLE BIDDER                         | Ref Page 9         |
| (✓) DEVIATIONS SHEET                           | Ref Page 10        |
| (✓) NON-COLLUSIVE BIDDING CERTIFICATE          | Ref Page 11        |
| (✓) BIDDERS LIST OF REFERENCES                 | Supplied By Bidder |

*Do not separate or remove any pages from this bid package. Doing so may render your bid invalid. Please return the checklist with your bid*



## **TECHNICAL SPECIFICATIONS**

### **8.5' x 16' Cargo Trailer**

#### **TRAILER CONSTRUCTION**

- 8.5x16 Enclosed trailer
- 7' interior height
- Rear man door centered on back wall
- passenger side man door located between the wheel well and the front cabinet
- Triple Tube 60" Extended tongue
- 16 inch on center roof, wall, and floor crossmembers
- polycore exterior sheathing
- Rubber diamond floor
- 1 Roof vent.
- Exterior Silver Aluminum trim.
- exterior 50 amp RV electrical connection
- generator platform
- Exterior LED lighting
- 14' rollout awning

#### **INTERIOR FINISH**

- 100 amp electrical service W/ 5 independent electrical outlets
- Two 48" LED strip lights on ceiling
- interior walls covered with gloss finish aluminum panels
- counter space installed across the front of the trailer with Aluminum worktop, and cabinet doors below.
- counter space installed on the driver side over the wheel well approximately 72 inches long, with Aluminum work top and cabinets below.





# **PHOENIX CONTRACTING PROPOSAL**

## **Rome Police Department**

### **Cargo Trailer**

Prepared for City of Rome, NY  
SOLICITATION RFB-2025-010



**Date: 6/5/2025**

### **Introduction**

Phoenix Contracting is pleased to submit this proposal in response to Solicitation RFB-2025-010 for the procurement of a Custom Enclosed Cargo Trailer to support operations at the Rome, NY Police Department.

### **Scope of Work**

We are proposing a high quality, all aluminum construction trailer, custom built at the factory, to the provided specifications with our industry leading partners at EZHauler Trailers.

Phoenix Contracting will furnish and deliver, Quantity 1, EZHauler 8.5x16 Enclosed Cargo trailer that shall meet or exceed the specifications detailed below, in accordance with the solicitation requirements.

**Pricing: \$35,000 FOB DELIVERED 60 DAYS ARO**

**Delivery Address: 301 N JAMES ST, ROME, NY 13440**

**Warranty: 4 Year Limited Factory Warranty**

### **Past Performance**

We are proud of our record, successfully providing trailers for government entities since 2019. We invite you to review our included Past Performance documents and reach out to our listed references. We are confident that their positive experiences will highlight the efficiency, professionalism, and dedication of our team.

### **Conclusion**

Phoenix Contracting is committed to providing a high quality custom trailer, that will meet the needs of the Rome Police Department. We encourage you to reach out to our responsive sales team for any queries, clarifications, or further discussions regarding this proposal. We look forward to the opportunity to work with you. Thank you for time and consideration.

Sincerely,



Clayton Hall, Sales

clayton@phxcontracting.com

651-321-3701

## Specification Comparison

| TRAILER CONSTRUCTION                                                                                                                        | Response | Proposed Trailer Specifications                                                                                                                                                                                                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| -8.5x16 Enclosed trailer                                                                                                                    | meets    | EZHauler 8.5x16 Enclosed Trailer                                                                                                                                                                                                                                                                                       |
| -7' interior height (84 inch)                                                                                                               | exceeds  | Upgraded interior Height, 85 inches                                                                                                                                                                                                                                                                                    |
| -Rear man door centered on back wall                                                                                                        | meets    | **DELETE THE REAR RAMP AND WALL IN REAR OF TRAILER **<br>Additional 32" x 72" Access Door w/ Paddle Handle and Piano Hinge<br>CENTERED IN THE REAR WALL                                                                                                                                                                |
| -passenger side man door located between the wheel well and the front cabinet                                                               | meets    | Upgrade to 32" x 72" Paddle Handle & Piano Hinge Side Access Door (From 66")<br>SIDE DOOR: CURBSIDE BETWEEN THE WHEEL WELL AND THE FRONT CABINET<br>COLOR: SILVER .078 POLY CORE SKIN                                                                                                                                  |
| -Triple Tube 60" Extended tongue                                                                                                            | meets    | Triple Tube Tongue Upgrade<br>16" Extended Tongue                                                                                                                                                                                                                                                                      |
| -16 inch on center roof, wall, and floor crossmembers                                                                                       | meets    | 16" O/C Floor, Roof and Wall Studs                                                                                                                                                                                                                                                                                     |
| -polycore exterior sheathing                                                                                                                | meets    | Upgrade to PolyCOR Exterior .078 Sheeting<br>(PBF, 76" Box Height Max, (Available in<br>BLACK, WHITE and CHARCOAL)                                                                                                                                                                                                     |
| -Rubber diamond floor                                                                                                                       | similar  | Upgrade to TPO Coin Flooring, Black                                                                                                                                                                                                                                                                                    |
| -1 Roof vent.                                                                                                                               | meets    | Add 14" x 14" Manual Roof Vent (Installed)                                                                                                                                                                                                                                                                             |
| -Exterior Silver Aluminum trim.                                                                                                             | meets    | 3" Exterior Aluminum Trim                                                                                                                                                                                                                                                                                              |
| -exterior 50 amp RV electrical connection                                                                                                   | meets    | 50A Motorbase Plug                                                                                                                                                                                                                                                                                                     |
| -generator platform                                                                                                                         | exceeds  | 32" x 28" x 28" Generator Compartment,<br>Tongue Mounted (Diamond Plate, w/Paddle Handle Door and Salem Vent)                                                                                                                                                                                                          |
| -Exterior LED lighting                                                                                                                      | meets    | All DOT Required Lighting, LED                                                                                                                                                                                                                                                                                         |
| -14' rollout awning                                                                                                                         | meets    | **ADD 14' (FT) ACRYLIC FABRIC (ELECTRIC) AWNING**<br>Placement: CURBSIDE                                                                                                                                                                                                                                               |
|                                                                                                                                             |          | Upgrade to 2-5k Leaf Spring Braked Axles & Subframe<br>(From 2-3k Leaf Spring Braked Axles),..<br>** Includes 2x6 Frame Upgrade and Upgrade to 15" 225 6lug tires **                                                                                                                                                   |
| INTERIOR FINISH                                                                                                                             |          |                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                             |          | 110V Power Package #5<br>(1) 60A Breaker Panel w/ 60A Converter and<br>50A Motorbase Plug<br>(2) 3-Way Wall Switches<br>(1) Standard Wall Receptacle<br>(1) USB Wall Receptacle<br>(1) GFI Wall Receptacle<br>(2) 4' LED Wraparound Lights<br>12v Deep Cycle Battery & Box<br>(2) Additional 110 Volt Wall Receptacles |
| -100 amp electrical service W/ 5 independent electrical outlets                                                                             | meets    | 4' LED Wrap Around Light Location:<br>SPACED EVENLY IN THE CEILING                                                                                                                                                                                                                                                     |
| -Two 48" LED strip lights on ceiling                                                                                                        | meets    |                                                                                                                                                                                                                                                                                                                        |
| -interior walls covered with gloss finish aluminum panels                                                                                   | meets    | Upgrade to .030" Bonded Aluminum Side Walls, Interior                                                                                                                                                                                                                                                                  |
| -counter space installed across the front of the trailer with Aluminum worktop,<br>and cabinet doors below.                                 | similar  | V-Nose Base Cabinet, 4 Door 99" Wide COLOR: BLACK<br>Upgrade V-Nose Base Cabinet to Full<br>Width/Depth of V-Nose (90", & 99" Wide Models)                                                                                                                                                                             |
| -counter space installed on the driver side over the wheel well<br>approximately 72 inches long, with Aluminum work top and cabinets below. | similar  | 6' Wheel Well Cabinet, 2 Doors 3 Shelves<br>COLOR: BLACK<br>LOCATION: DRIVERS SIDE                                                                                                                                                                                                                                     |



## ENCLOSED 8.5-WIDE

### STANDARD FEATURES

- All-Aluminum Construction, Integrated Frame Design
- One-Piece Aluminum Roof
- V-Nose Construction
- 24" Stoneguard
- Leaf Spring Axle w/ 4" Drop
- HD Rear Ramp w/ Spring Assist & Aluminum Hardware
- Plastic Salem Vents
- (2) Interior Dome Lights w/ Switch
- Exterior LED Lighting
- 3/4" Water Resistant Decking
- 3/8" Water Resistant Interior Walls
- Interior Cove Trim
- 2-5/16" Coupler w/ Safety Chains
- Screwless .030 Bonded Sides
- 3" Exterior Trim
- 4-Year Limited Warranty



\*Image shown may contain add'l options

| TRAILER MODEL            | Cargo 8.5x16       |
|--------------------------|--------------------|
| Item Number              | EZEC8.5x16-IF      |
| Subframe                 | 2" x 5"            |
| Floor & Roof Studs       | 16" O/C            |
| Wall Studs               | 16" O/C            |
| Box WxLxH                | 99" x 16' x 81"    |
| Interior WxLxH           | 96" x 15'10" x 79" |
| Overall WxLxH            | 102" x 20' x 100"  |
| Deck Height              | 19"                |
| Hitch Height             | 18"                |
| Rear Door Opening WxH    | 91" x 75"          |
| V-Nose                   | 36"                |
| Axle(s) - Qty/Rating     | 2-3500# Braked     |
| GVWR                     | 7000#              |
| Wheels                   | 15" Silver Mods    |
| Tires                    | 205/75R15          |
| Side Door                | 32" x 66"          |
| Coupler Rating/Ball Size | / 2-5/16"          |
| Jack                     | 2000# Center Jack  |
| Safety Chains            |                    |
| Curb Weight              | 2035#              |
| Payload                  | 4965#              |

### Factory Build Configuration for RFB-2025-010 ROME POLICE DEPARTMENT CARGO TRAILER

| # | Qty | UN   | Item                  | Description                                                                                                                                                                               | List Price | Disc. % | Net Price  | Amount     |
|---|-----|------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------|------------|------------|
| 1 | 1   | EACH | WORK-INSTRUCTI<br>ONS | **DELETE THE REAR RAMP AND WALL IN REAR OF TRAILER **                                                                                                                                     | \$395.00   | 0%      | \$395.00   | \$395.00   |
| 2 | 1   | EACH | SPECIAL               | **ADD 14' (FT) ACRYLIC FABRIC (ELECTRIC) AWNING**<br><br>(Requires Door Roller Option if installed over Side Access Door)<br>Color: BLACK<br>Placement: CURBSIDE<br>Hardware Color: BLACK | \$3,254.00 | 0%      | \$3,254.00 | \$3,254.00 |
| 3 | 1   | EACH | DOORROL<br>LER        | Door Roller for Awning                                                                                                                                                                    | \$20.00    | 0%      | \$20.00    | \$20.00    |

|    |    |      |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |            |    |            |            |
|----|----|------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----|------------|------------|
| 4  | 1  | EACH | EZEC8.5X16-IF           | EZEC 8.5X16 Integrated Frame<br>V-Nose Construction (36" Wedge)<br>.030 Screwless Skin, 3M Bonded on Seams<br>2"x5" Subframe Tubing<br>16" O/C Floor Studs<br>16" O/C Wall & Roof Studs<br>Box Length: 16'<br>Box Width: 99"<br>Interior Height: 79"<br>Rear Door Opening: 75"<br>Axles: 2-3k Braked Leaf Spring Axles, 4" Drop<br>2 5/16" Coupler<br>2000# Center Jack<br>24" Stoneguard<br>Tire: 15" Silver Mods<br>GVW: 7000#<br>3/8" Water Resistant Interior Walls<br>3/4" Water Resistant Decking<br>3" Exterior Trim<br>Interior Cove Trim<br>Exterior LED Lighting<br>Plastic Salem Vents<br>(2) Dome Lights w/ Switch<br>Car Hauler Grade Rear Ramp w/Spring Assist, Starter Flap & Aluminum Hardware<br>32"x66" Side Access Door w/ Paddle Handle & Piano Hinge<br><b>SIDE DOOR: CURBSIDE BETWEEN THE WHEEL WELL AND THE FRONT CABINET</b><br><b>COLOR: SILVER .078 POLY CORE SKIN</b> | \$9,990.00 | 0% | \$9,990.00 | \$9,990.00 |
| 5  | 1  | EACH | TONGUET RIPLETUBE       | Cargo-Only Triple Tube Upgrade (Not for Snow Models)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$166.00   | 0% | \$166.00   | \$166.00   |
| 6  | 1  | EACH | TONGUE16 EXTCH          | 16" Extended Tongue (For 5k Tandem Axle Enclosed; Trailer Must have 2"x6" Frame or Larger) ** CANNOT DO WITH ALL SPORTS, SNOW TRAILERS OR 7' WIDE TRAILERS W/60" V-NOSE **                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$525.00   | 0% | \$525.00   | \$525.00   |
| 7  | 1  | EACH | AXLELS6B RTOLS10B RFRCH | <b>** NEW **</b> Upgrade to 2-5k Leaf Spring Braked Axles & Subframe (From 2-3k Leaf Spring Braked Axles)..** Includes 2x6 Frame Upgrade and Upgrade to 15" 225 6lug tires **<br>(Tandem axle trailers get center beam in tongue)<br><b>**TRAILER SHIP WEIGHT REQUIRED**</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$1,327.00 | 0% | \$1,327.00 | \$1,327.00 |
| 8  | 1  | EACH | GEN32282 8COMTM         | 32" x 28" x 28" Generator Compartment; Tongue Mounted (Diamond Plate; w/Paddle Handle Door and Salem Vent)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$632.00   | 0% | \$632.00   | \$632.00   |
| 9  | 16 | EACH | SKINPOLY UP             | Upgrade to PolyCOR Exterior .078 Sheeting (PBF, 7'6" Box Height Max, (Available in BLACK, WHITE and CHARCOAL)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$34.00    | 0% | \$34.00    | \$544.00   |
| 10 | 16 | EACH | HEIGHT6                 | Add 6" to Box Height (PBF)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$33.00    | 0% | \$33.00    | \$528.00   |
| 11 | 1  | EACH | DOOR3272                | Additional 32" x 72" Side Access Door w/ Paddle Handle and Piano Hinge..                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | \$445.00   | 0% | \$445.00   | \$445.00   |
| 12 | 1  | EACH | DOOR3272 UP             | <b>Location: CENTERED IN THE REAR WALL</b><br>Upgrade to 32" x 72" Paddle Handle & Piano Hinge Side Access Door (From 66") (Minimum 6'4" Interior Height Required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | \$44.00    | 0% | \$44.00    | \$44.00    |

|    |    |      |                |                                                                                                                                                                                                                                                                                                                                                       |            |    |            |            |
|----|----|------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----|------------|------------|
| 13 | 1  | EACH | VENTROOF       | Add 14" x 14" Manual Roof Vent (Installed)                                                                                                                                                                                                                                                                                                            | \$76.00    | 0% | \$76.00    | \$76.00    |
| 14 | 1  | EACH | 110VPACK5      | 110V Power Package #5<br>(1) 60A Breaker Panel w/ 60A Converter and 50A Motorbase Plug<br>(2) 3-Way Wall Switches<br>(1) Standard Wall Receptacle<br>(1) USB Wall Receptacle<br>(1) GFI Wall Receptacle<br>(2) 4' LED Wraparound Lights<br>12v Deep Cycle Battery & Box<br><b>4' LED Wrap Around Light Location:<br/>SPACED EVENLY IN THE CEILING</b> | \$1,507.00 | 0% | \$1,507.00 | \$1,507.00 |
| 15 | 2  | EACH | 110VWALLRECEPT | 110 Volt Wall Receptacle (Installed; Requires 110V Pkg #2 for more than (2) Receptacles)<br><br><b>Location: TBD</b>                                                                                                                                                                                                                                  | \$66.00    | 0% | \$66.00    | \$132.00   |
| 16 | 16 | EACH | WALL030BONDED  | Upgrade to .030" Bonded Aluminum Side Walls, Interior (PBF)<br><br><b>COLOR: WHITE</b>                                                                                                                                                                                                                                                                | \$33.00    | 0% | \$33.00    | \$528.00   |
| 17 | 19 | EACH | FLOORTPOCOIN   | Upgrade to TPO Coin Flooring (Black, PLF)<br><br><b>** INCLUDE V-NOSE, RAMP AND STARTER FLAP IF NEEDED **</b>                                                                                                                                                                                                                                         | \$38.00    | 0% | \$38.00    | \$722.00   |
| 18 | 1  | EACH | CABBSV994D     | V-Nose Base Cabinet, 4 Door 99" Wide Models<br><br><b>COLOR: BLACK</b>                                                                                                                                                                                                                                                                                | \$919.00   | 0% | \$919.00   | \$919.00   |
| 19 | 1  | EACH | CABBSV758WUP   | Upgrade V-Nose Base Cabinet to Full Width/Depth of V-Nose (90", & 99" Wide Models)                                                                                                                                                                                                                                                                    | \$277.00   | 0% | \$277.00   | \$277.00   |
| 20 | 1  | EACH | CABWW72        | 6' Wheel Well Cabinet, 2 Doors 3 Shelves<br><br><b>COLOR: BLACK<br/>LOCATION: DRIVERS SIDE</b>                                                                                                                                                                                                                                                        | \$1,259.00 | 0% | \$1,259.00 | \$1,259.00 |



Phoenix Contracting  
9915 Smarty Jones Dr  
Ruskin, Florida 33575

phxcontracting.com  
813-293-306

## Phoenix Contracting - Recent Past Performance - Trailers

**Contract: PO000040295**

Agency: City of Winston Salem, NC

Date: 7/29/2024

Item: Tilting Equipment Trailers, Quantity 3

Contract Value: \$31,500

Contact: Angus E Thomas, Director Fleet Services  
(336)748-3899, anguset@cityofws.org

**Contract: 70FB8024P000000015**

Agency: FEMA

Date: 7/26/2024

Item: 24' Cargo Trailers Quantity 2

Contract Value: \$21,800

Contact: Bernetta Burton, Contracting Officer  
(202)880-5882, Bernetta.Burton@fema.dhs.gov

**Contract: PO00191295**

Agency: Ohio Department of Corrections, Lebanon  
Correctional Institution

Date: 9/24/2024

Item: 16' Dump Trailer

Contract Value: \$15,790

Contact: Laura Orahoske, Business Administrator  
513.409.8022, Laura.Orahoske@drc.ohio.gov

**Contract: PO 0020136575**

Agency: State of Indiana Department of Transportation

Date: 10/7/2024

Item: 16' Enclosed Trailer

Contract Value: \$10,099

Contact: Ben Auten, Fleet Manager  
312-657-1353, Cauten@indot.in.gov

**Contract: 2024-00003552**

Agency: Chautauqua County New York

Date: 10/10/2024

Item: 22' Equipment Trailer

Contract Value: \$9,966

Contact: Rebecca A. Anderson, Purchasing Manager  
(716) 661-8836, andersob@chqgov.com

**Contract: BPO 01A 20241022\*0551**

Agency: State of Maine, Bureau of Parks & Lands

Date: 10/22/2024

Item: Big Tex Dump Trailers

Current Contract Value: \$24,980

Contact: Tom Paquette, Procurement Analyst II,  
207-624-7890

Thomas.Paquette@maine.gov

**Contract: BPO 16A 202408200000000000190**

Agency: State of Maine, Dept of Public Safety

Date: 8/20/2024

Item: 24' Enclosed Trailer

Current Contract Value: \$16,350

Contact: Bill Allen - Senior Procurement Manager  
WJE.Allen@maine.gov, 207-624-7871

**Contract: PO0020139342**

Agency: Indiana DOT

Date: 11/20/2024

Item: Tilting Equipment Trailer

Contract Value: \$14,245

Contact: Kelly Land - Procurement Supervisor  
kland2@indot.in.gov

**Contract: DPTMSWTB2508**

Agency: United States Army, Ft Riley

Date: 10/28/2024

Item: Tilting Equipment Trailer and Trade In

Contract Value: \$12,980

Contact: William Brown, william.t.brown.civ@army.mil  
7852399852

**Contract: PO 55269**

Agency: State of Wyoming DOT

Date: 11/21/24

Item: Gooseneck Equipment Trailers

Contract Value: \$52,280

Contact: Erin Pendleton, 307-777-4398,  
erin.pendleton1@wyo.gov

6/19

Verde Inc.

JEFFREY LANIGAN  
MAYOR



JENNIFER GLEASMAN  
PURCHASING AGENT

**PURCHASING DEPARTMENT**

ROME CITY HALL ♦ 198 N. WASHINGTON STREET  
ROME, NEW YORK 13440-5815  
(315) 339-7665 ♦ FAX (315) 838-1165  
[jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)  
[www.romenewyork.com](http://www.romenewyork.com)

**BID NUMBER:** RFB-2025-010

**BID TITLE:** ROME POLICE DEPARTMENT CARGO TRAILER

**BID OPENING:** 06/19/2025 at 11:00 AM (local time)

**COMPANY NAME:** \_\_\_\_\_ Verde, Inc.

**MAILING ADDRESS:** \_\_\_\_\_ 2300 N Scenic Highway  
Lake Wales FL 33898

**PHONE:** \_\_\_\_\_ 803-559-3434

**FAX:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_ VERDEINC@EARTHLINK.NET

**WEBSITE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ [Signature]

**PRINTED NAME/TITLE:** \_\_\_\_\_ J.T. SHORTLY PRESIDENT

**TOTAL OF BID: \$** \_\_\_\_\_ \$ 17,895

ESTIMATE DELIVERY 8-10 WEEKS ARO.

PROPOSER'S WARRANTY: The above-signed person by his/her affixed signature certifies that he/she is an officer of the organization. He/she has been specifically authorized to offer a proposal in full compliance with all requirements and conditions, as set forth in this Proposal, other than those deviations noted above. He/she has fully read and understands the Proposal and has full knowledge of the scope, nature, quantity, and quality of work to be performed and that he/she has carefully examined and checked the materials, equipment, labor, service, and cost thereof, and hereby states that the amount or amounts set forth in the proposal is or are correct. The bidder further agrees not to make claim for reformation, modification, or correction of this proposal after the scheduled closing time for receipt of proposal bids.



Verbeke

### INVITATION AND INSTRUCTIONS TO BID

The City of Rome, New York invites your firm to participate in the enclosed Request For Bid for:

**BID NUMBER: RFB-2025-010**

**BID TITLE: ROME POLICE DEPARTMENT CARGO TRAILER**

This sealed bid will be publicly opened and read in the Common Council Chambers on **06/19/2025 at 11:00 AM (local time)**

Bid must be covered by Money Order, Certified Check, or Bid Bond in the amount of 5% of the amount of the total bid.

Sealed bids must be clearly marked with the bid number and title and sent to the address below, where they will be time-stamped, local time to:

**Office of the City Clerk  
RFB-2025-010 RPD Cargo Trailer  
198 North Washington Street  
Rome, NY 13440**

### **BID ADVERTISEMENT NOTES**

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises (MWBEs). All qualified MWBE suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability, or sexual preference.

The City of Rome reserves the right to reject any or all proposals or to accept any proposals deemed to be in its best interest.

If additional information is required, please contact:

**Jennifer Gleasman, Purchasing Agent  
City of Rome  
198 North Washington Street  
Suite 1-C  
Rome, NY 13440  
Phone: 315-339-7665  
Fax: 315-838-1165**

Email: [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

Bid is available electronically at <http://www.BIDNETDIRECT.com>

Bid Bond

895-

ATTACHED



Upride Inc.

## GENERAL CONDITIONS

### **SCOPE OF WORK:**

Work shall include supply of (1) 8.5' x 16' Cargo Trailer for the Rome Police Department. Please See Technical Specifications on page

### **QUESTIONS REGARDING SPECIFICATIONS:**

Any questions relative to interpretation of specifications may be directed to the Purchasing Agent, Jennifer Gleasman @ 315-339-7665 or by e-mail to [jgleasman@romecitygov.com](mailto:jgleasman@romecitygov.com)

### **TAX:**

Purchases by the City of Rome, New York, are not subject to any sales tax, federal excise tax or transportation tax. City of Rome Federal ID No: 15-6000414

### **FINANCE CHARGES:**

The City of Rome will not be subjected to finance or late charges under this contract.

### **PRICE:**

Best and final price shall be offered. Prices shall include shipping and handling. All pricing shall remain firm for the term of the contract. The Consumer Price Index will be the standard for any price adjustments requested for fuel and/or commodities. Such request must be submitted in writing to be considered for approval by the City.

### **DURATION OF PROPOSAL OFFER:**

Proposals are irrevocable for a period of sixty (60) calendar days following the closing date of this bid proposal.

### **METHOD OF AWARD:**

The contract shall be awarded to the lowest responsible and responsive bidder whose proposal meets the requirements set forth herein. Final determination will be made by the City as deemed to be in its best interests. Taken into consideration will be the reliability of the bidder, the quality of the materials/services offered, their level of quality and conformity with the specifications, and the terms of delivery.

### **ACCEPTANCE OR REJECTION:**

The City of Rome Board of Estimate and Contract reserves the right to accept or reject any or all bids received.

### **COMPLETION DATE & DELIVERY SCHEDULE:**

Each bidder must include in the proposal an approximate delivery date from contract award. Delivery time may or may not be considered at the time of bid consideration.

### **TIME IS OF THE ESSENCE:**

All times stated herein are of the essence.

### **NOTICE OF DELAY:**

If the successful bidder encounters difficulty in meeting performance requirements or has knowledge of a possible delay, the vendor shall immediately notify the Director of Parks and Recreation, preferably in writing. A slippage will require the vendor to demonstrate an alternate means of recovering the anticipated or actual delay in contract performance.

### **GUARANTEE/WARRANTY**

The bidder must guarantee that the equipment offered is a model of regular stock product, with parts regularly used for this type of equipment offered; also, that no

paid all pursuant to Section 103-a of the General Municipal Law of the State of New York."

**MINORITY BUSINESS ENTERPRISE PARTICIPATION:**

Minority and women-owned business enterprises are encouraged in the performance of all City material, supply, professional and construction contracts and sub-contracts;

A "minority business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by minority group members. The minority ownership must exercise actual day-to-day management and control of the business.

"Minority" means Blacks, Hispanics, American Indians, Alaskan Natives, Asians and Pacific Islanders.

A "women-owned business enterprise" is defined as a business firm which is at least fifty-one percent (51%) owned by women. The women ownership must exercise actual day-to-day management and control of business.

Bidders are requested to provide the following:

a. Is your company 51% or more women owned? ☐ yes ☒ no

b. Is your company 51% or more minority owned? ☐ yes ☒ no

c. If you answer YES to Number 2, check one of the following:

☐ Black ☐ Hispanic ☐ Alaskan Native

☐ Asian/Pacific Islands ☐ American Indian

**RESPONSIBLE BIDDER**

Each bidder will complete the following to enable the City to determine a Responsible Bidder.

A. Is your firm presently engaged in actions which will lead to a merger, consolidation, or other form of reorganization? ☐ yes ☒ no

B. Has your firm filed for bankruptcy? ☐ yes ☒ no

In determining the "lowest responsible bidder," in addition to price, the purchasing authority shall consider the ability, capacity and skill of the bidder to perform the contract or provide the service required; whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the bidder; the quality of performance or previous contracts or services; the and existing compliance by the bidder with laws and ordinances relating to the contract or service; the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service; the quality, availability and adaptability of the supplies or contractual services to the particular use required; the ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and the number and scope of conditions attached to the bid.

Verbsen

## DEVIATIONS SHEET

### **DEVIATIONS FROM SPECIFICATIONS:**

Bidders must itemize all deviations to the specifications on Deviations Sheet. If this is not sufficient space, attach additional sheets as required. A statement referring to manufacturer's literature or specifications without stating the actual deviation thereon will be cause for disqualification. Unless otherwise stated by the bidder on the attached sheet provided, the proposal will be considered as being in strict accordance with the specifications outlined herein, even though the manufacturer's literature indicated deviations from the City's specifications.

- Attached

VERDE Inc.



## **NON-COLLUSIVE BIDDING CERTIFICATE**

Pursuant to Chapter 675, Laws of 1966

- (a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:
- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such process with any other bidder or with any competitor:
  - (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
  - (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not submit a bid for the purposes of restricting competition.

VERDE Inc. / J.T. Shortt

(Name of Bidder)

President

(Official capacity)

Verbeke

## **BIDDERS CHECKLIST**

This bid may not be acceptable without completing the following information. For your protection, please review your bid and indicate by a check mark that all requested information has been included and/or read:

- |                                                |                          |
|------------------------------------------------|--------------------------|
| (✓) PROPOSER'S WARRANTY                        | Ref Page 1               |
| (✓) INSTRUCTIONS TO BIDDERS                    | Ref Page 3               |
| (✓) PREVAILING WAGE RATE CASE NUMBER           | Ref Page 4               |
| (✓) MINORITY BUSINESS ENTERPRISE PARTICIPATION | Ref Page <del>9</del> 7  |
| (✓) RESPONSIBLE BIDDER                         | Ref Page <del>9</del> 7  |
| (✓) DEVIATIONS SHEET                           | Ref Page <del>10</del> 8 |
| (✓) NON-COLLUSIVE BIDDING CERTIFICATE          | Ref Page <del>11</del> 9 |
| ( ) BIDDERS LIST OF REFERENCES                 | Supplied By Bidder ✓     |

*Do not separate or remove any pages from this bid package. Doing so may render your bid invalid. Please return the checklist with your bid*

DISCOVERY TRAILERS  
MODEL SE 85 X16TAZ  
(SEE SPECS/BROCHURE ATTACHED)

- 8.5x16 Enclosed trailer
- 7' interior height
- Rear man door centered on back wall
- passenger side man door located between the wheel well and the front cabinet
- Triple Tube 60" Extended tongue
- 16 inch on center roof, wall, and floor crossmembers
- polycore exterior sheathing
- Rubber diamond floor
- 1 Roof vent.
- Exterior Silver Aluminum trim.
- exterior 50 amp RV electrical connection
- generator platform
- Exterior LED lighting
- 14' rollout awning

- 100 amp electrical service W/ 5 independent <sup>[OB]</sup>electrical outlets <sup>[OB]</sup>
- Two 48" LED strip lights on ceiling
- interior walls covered with gloss finish aluminum panels <sup>[OB]</sup>
- counter space installed across the front of the trailer with Aluminum worktop, and cabinet doors below.
- counter space installed on the driver side over the wheel well approximately 72 inches long, with Aluminum work top and cabinets below.

U-275/16



# Discovery ET / SE

SE 85X16TAZ

## Standard Features

### Frame

2" x 6" Tube Steel Main Rails (7G on 26' & Above)  
Steel Tube Roof Bows (24" O/C)

### Interior

3/4" Drymax Flooring  
3/8" Drymax Wall Liner

### Electrical

(2) 12V L.E.D. Dome Lights w/ Switch  
7 Way Electrical Plug  
L.E.D. Taillights & Bullet Marker Lights (4/Side)

### Safety/Warranty

1 Year Limited Warranty  
D.O.T / C.S.A Approved Safety Equipment

### Exterior

2-5/16" Coupler  
(4) 5000# Recessed D-Rings  
54" Triple Tube Tongue  
6" Barrier Tape  
Aluminum Door Holdbacks  
Aluminum Framed Doors  
Framed for Roof Vent  
Painted Tongue / Rear Sill-Black  
Ramp Door (4000# Capacity)  
Roof Vent or Flo-Thru Vents  
Smooth Aluminum Fenders  
Zinc Hardware Aluminum Hinges  
48" Side Door w/ Stepwell (Aluminum Framed)  
Brite Aluminum Front Corners (Brite Nose on Wedge Models)

## Size Features

3' Beavertail - 14' & 16' Models  
4' Beavertail - 18' - 24' Models  
6' Beavertail - 26' Models  
8' Beavertail - 28' - 32' Models

## Package Features

| ET                                                 | SE                                                |
|----------------------------------------------------|---------------------------------------------------|
| 24" Slanted or Straight Wedge Front                | 24" Slanted or Straight Wedge Front               |
| 3 Year Structural Warranty                         | 3 Year Structural Warranty                        |
| 1-1/2" Top & Bottom Trim                           | 3" Top & Bottom Trim                              |
| Color Matched Rear Corners                         | Color Matched Rear Corners                        |
| Preformed Crossmembers (24" O/C)                   | Preformed Crossmembers (16" O/C)                  |
| ST205/75R15"Radials on Silver Mod<br>Wheels        | ST205/75R15"Radials on Silver Mod<br>Wheels       |
| ST225/75R15"Radials on Silver Mod<br>Wheels (TA3)  | ST225/75R15"Radials on Silver Mod<br>Wheels (TA3) |
| Steel Tube Wall Posts (24" O/C)                    | Steel Tube Wall Posts (16" O/C)                   |
| Dexter Spring Axles w/ 4" Drop                     | Dexter Spring Axles w/ 4" Drop                    |
| Zinc Coated Door Hardware                          | -                                                 |
| Galvalume Roof                                     | 1 Pc. Aluminum Roof                               |
| 16" Stone Guard                                    | 24" Stone Guard                                   |
| (16" O/C Crossmembers on TA3 Models)               | -                                                 |
| .030 Semi-Screwless Exterior (Screwed<br>Seams)    | .030 Screwless Exterior                           |
| Painted Screws (Blk, Wht, Red, Charcoal<br>& Zinc) | -                                                 |
| Brite Aluminum Nose on Wedge                       | -                                                 |

Verde Inc.  
CAGE #4JAK9  
TPID #36-3783054  
ORCA Certifications on File  
UEI#X7MFAGDKKTE4  
DUNS: 180551801

2300 N. Scenic Hwy  
Lake Wales, FL 33898  
(863) 559-3434 Voice  
(863) 676-9120 Fax

[verdeinc@earthlink.net](mailto:verdeinc@earthlink.net)

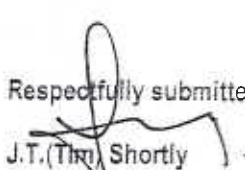
Dear Sirs

Verde Inc is a registered small business located in central Florida which specializes in design construction and delivery of customized trailer products for clients across the United States, Canada, and around the world. With over 12 years of experience and delivery of over 1000 unique units for every purpose Verde Inc has a broad clientele and solid performance as attested by numerous customer reviews and referrals. (see past performance examples attached below)

Verde Inc is an authorized dealer for the following national manufacturers;  
Forest River Inc (a Berkshire Hathaway company) representing cargo trailer brands such as Cargomate, Continental Cargo, Rance Aluminum, Haulin, US Cargo, and Lightning (2000 dealers Nationwide)  
Look Trailers representing cargo trailer brands including Look, Pace American, Cargo Express and Everlight (400 dealers)  
Big Tex Trailers representing utility, dump and equipment trailers (400 dealers)  
PJ Trailers representing utility, dump and equipment trailers (300 dealers)  
Aluma Trailers representing aluminum utility and cargo trailers (100 dealers)  
Polaris Industries representing ATV's and UTV's

Verde Inc provides a one stop solution from pricing bids-executing contracts/purchase orders-creating CAD drawings-project management-delivery and invoicing/paperwork. Ultimately Verde Inc - strives to provide the customer with the highest quality and most competitively priced product on the market. For further information do not hesitate to contact the undersigned.

Respectfully submitted

  
J.T. (Tim) Shortly  
Verde, Inc.

Verde Inc past performance includes:

ARMY: (1) trailer, Lincoln, Nebraska 72nd CST  
ARMY: (1) trailer, Phoenix, AZ 91st CST  
ARMY: (1) trailer, Boise, Idaho 101st CST  
ARMY: (1) trailer, Boise, Idaho 101st CST (Repeat customer)  
ARMY: (1) trailer, Boise, Idaho 101st CST (Repeat customer)  
ARMY: (1) trailer, Helena, Montana 83rd CST  
ARMY: (1) trailer, Helena, Montana (Repeat customer)  
ARMY: (1) trailer, Cheyenne, Wyoming 84th CST  
ARMY: (1) trailer, Cheyenne, Wyoming 84th CST (Repeat customer)  
ARMY: (1) trailer, Cheyenne, Wyoming 84th CST (Repeat customer)  
ARMY: (1) trailer, Montgomery, Alabama 46th CST  
ARMY: (1) trailer, Jefferson City, Missouri 7th CST  
ARMY: (1) trailer, Draper, Utah 85th CST  
ARMY: (4) trailers, Draper, Utah (Repeat customer)  
ARMY: (1) trailer, Clearwater, Florida 48th CST  
ARMY: (1) trailer, Clearwater, Florida 48th CST (Repeat customer)  
ARMY: (1) trailer, Sioux City, South Dakota  
ARMY: (11) trailers, Ft Huachuca, Arizona  
ARMY: (1) trailer, Dugway Proving Grounds, Utah  
ARMY: (1) trailer, Ft Campbell, Georgia  
ARMY: (1) trailer, Ft Belvoir, Virginia  
ARMY: (3) trailers and HMMWV customization for recruiting Ft Dix, New Jersey (USPFO, NJ)  
ARMY: (1) trailer, Ft. Lewis, Washington  
ARMY: (1) trailer, Corp. of Engineers, Marmet L&D, Belle, West Virginia  
ARMY: (1) trailer, Louisville, Kentucky (USPFO, KY)  
ARMY: (1) trailer, Lake Oswego, Oregon (USPFO, OR)  
ARMY: (1) trailer, Ft Gordon, Georgia  
ARMY: (1) trailer, Ft Benning, Georgia  
ARMY: (1) trailer, Ft Benning, Georgia (Repeat customer)  
ARMY: (1) trailer, Ft Benning, Georgia (Repeat customer)  
USAF: (1) trailer, Hill AFB, Utah (currently in production)  
USAF: (1) trailer, NAS Ft Worth, Texas  
USAF: (1) trailer, Tinker AFB, Oklahoma  
USAF: (1) trailer, Dyess AFB, Abilene, Texas  
USAF: (1) trailer, Edwards AFB, California  
USAF: (1) trailer, Edwards AFB, California (Repeat customer)  
USAF: (3) trailers, McChord AFB, Tacoma, Washington  
USAF: (2) trailers, Eielson AFB, Fairbanks, Alaska  
USAF: (1) trailer, Elmendorf AFB, Anchorage, Alaska  
USAF: (1) trailer, Elmendorf AFB, Anchorage, Alaska (repeat customer)  
USAF: (1) trailer, Mountain Home AFB, Mountain Home, Idaho  
USAF: (1) trailer, Malmstrom AFB, Montana  
USAF: (1) trailer, FE Warren AFB, Cheyenne, Wyoming  
USAF: (2) trailers, Lackland AFB, San Antonio, Texas  
USAF: (1) trailer, Lackland AFB, San Antonio, Texas (Repeat customer)  
USAF: (2) trailers, Lackland AFB, San Antonio, Texas (Repeat customer)

USAF: (1) trailer, Lackland AFB, San Antonio, Texas (Repeat customer)  
 USAF: (4) trailers, Lackland AFB, San Antonio, Texas (Repeat customer)  
 USAF: (1) trailer, Niagara Falls, New York  
 USAF: (1) trailer, Niagara Falls, New York (Repeat customer)  
 USAF: (1) trailer, Niagara Falls, New York (Repeat customer)  
 USAF: (1) trailer, MacDill AFB, Tampa, Florida ( EOD Comm Center)  
 USAF: (1) trailer, Hurlburt Field, Panama City, Florida  
 USAF: (1) trailer, Hurlburt Field, Panama City, Florida (Repeat customer)  
 USAF: (1) trailer, Tyndall AFB, Panama City, Florida  
 USAF: (1) trailer, Patrick AFB, Florida  
 USAF: (1) trailer, Hanscom AFB, Massachusetts  
 USAF: (1) trailer, Kirtland AFB, New Mexico  
 USAF: (1) trailer, Youngstown AFB, Vienna, Ohio  
 USAF: (1) trailer, Laughlin AFB, Del Rio, Texas  
 USAF: (1) trailer, Dover AFB, Dover, Delaware  
 USAF: (2) trailers, Lackland AFB, San Antonio, Texas  
 USAF: (1) trailer, Keesler AFB, Biloxi, Missouri  
 USAF: (1) trailer, Moody AFB, Georgia  
 NAVAL SURFACE WARFARE CENTER: (20) trailers, (5) year IDIQ, Crane, Indiana  
 US NAVY SURFACE WARFARE GROUP: (1) trailer, Dahlgren, Virginia  
 US NAVY SURFACE WARFARE GROUP: (1) trailer, Dahlgren, Virginia (Repeat customer)  
 US NAVY SURFACE WARFARE GROUP: (1) trailer, Dahlgren, Virginia (Repeat customer)  
 US NAVY SURFACE WARFARE GROUP: (1) trailer, Stennis Space Center Mississippi  
 US NAVY: (1) trailer, NAS Corpus Christi, Texas  
 US NAVY: (3) trailers, NAS Key West  
 US NAVY SEALS: (3) trailers, NAB Little Creek, Norfolk, Virginia  
 USMC: (1) trailer, Kaneohe Bay, Hawaii  
 USMC: (1) trailer, Marine Corp Air Station, Beaufort, South Carolina  
 USMC: (1) trailer, Marine Corp Air Station, Beaufort, South Carolina (repeat customer)  
 Special Operations Command: (6) trailers, Ft Bragg  
 Homeland Security/CBP BORSTAR: (3) trailers Del Rio Sector, Texas  
 Homeland Security/CBP BORSTAR: (1) trailer, Tucson Sector, Arizona  
 Homeland Security/CBP (1) trailer, Use of Force Advanced Training, Harpers Ferry, West Virginia  
 Homeland Security/CBP: (22) trailers, El Paso, Texas  
 Homeland Security/CBP: (1) trailer, El Paso, Texas (Repeat customer)  
 Homeland Security/CBP: (2) trailers, El Paso, Texas (Repeat customer)  
 Homeland Security/CBP: (2) trailers, Sanderson, Texas  
 Homeland Security/CBP: (1) trailer, Willcox, Arizona  
 Homeland Security/CBP: (1) trailer, Willcox, Arizona (Repeat customer)  
 Homeland Security/CBP: (1) trailer, Tucson, Arizona  
 Homeland Security/CBP: (1) trailer, Tucson, Arizona (Repeat customer)  
 Homeland Security/FEMA: (1) trailer, McClellan, California  
 Homeland security/FEMA: (BPA) trailer tire and wheel assemblies, Louisiana  
 Homeland Security/USCG: (2) Gooseneck trailers, Venice, Louisiana  
 Homeland Security/USCG: (2) trailers, Portsmouth and Miami  
 USDOT: (2) trailers, California and Arizona  
 NASA: (1) trailer Wallops IS, Virginia  
 NASA: (1) trailer Cape Canaveral Florida  
 FBI: (1) trailer, Anchorage, Alaska  
 Bureau of Indian Affairs: (2) trailers South Dakota  
 WAFAIR: (2) trailers, Fairchild AFB, Washington

ATF: (2) trailers, Huntsville, Alabama  
 USDA/NRCS: (1) trailer, Pendleton, Oregon  
 USDA/NRCS: (1) trailer, Redmond, Oregon (Repeat customer)  
 USDA: (4) trailers, Idaho Falls, Idaho  
 USGS: (1) trailer, La Cross, Wisconsin  
 Polaris Defense: Ongoing Relationship (In excess of fifty trailers)  
 Clemson University: (1) trailer, Clemson, South Carolina  
 Smyrna TN: (1) trailer, Fire department  
 Sarnia ON: (1) trailer, Fire department  
 Sedgwick County: (1) trailer, Wichita, Kansas  
 State of Tennessee: (12) trailers, Nashville, Tennessee (TN Bureau of Investigation)  
 City of Galveston: (3) Restroom trailers, Galveston, Texas  
 Texas Parks & Wildlife (2) trailers, Austin, TX  
 Texas Tech: (1) trailer Sweetwater, Texas  
 Texas Tech: (1) trailer Breckenridge, Texas  
 City of Coppell: (1) trailer, Coppell, Texas  
 County of Travis: (1) trailer, Austin, Texas  
 MCSO: (1) trailer Monroe County Sherriff's Office, Rochester, New York  
 Conroe School District: (1) trailer, Conroe, Texas  
 Conroe School District: (1) trailer, Conroe, Texas (Repeat customer)  
 DIA: (2) trailers, Denver International Airport  
 State of NH: (1) trailer, DEM, Concord, New Hampshire  
 State of Iowa: (1) trailer, Iowa State University  
 State of Iowa: (1) trailer, Iowa State University (Repeat Customer)  
 State of Iowa: (1) trailer  
 State of Iowa: (1) trailer (Repeat customer)  
 State of Iowa: (1) trailer (Repeat customer)  
 State of Illinois: (1) trailer, IEMA-Division of Nuclear Safety, Springfield, Illinois  
 State of Illinois: (1) trailer, IEMA-Division of Nuclear Safety, Springfield, Illinois  
 State of Illinois: (12) trailers, IEMA-Division of Nuclear Safety, Springfield, Illinois (Repeat customer)  
 Illinois MABAS: (14) trailers, Glenview, Illinois  
 Illinois MABAS: (24) trailers, Wheeling, Illinois (Repeat customer)  
 Illinois MABAS: (7) trailers, Wheeling, Illinois (Repeat customer)  
 Illinois MABAS: (5) trailers, Wheeling, Illinois (Repeat customer)  
 Illinois MABAS: (1) trailer, Wheeling, Illinois (Repeat customer)  
 Illinois MABAS: (18) trailers, Wheeling, Illinois (Repeat customer)  
 City of Riverton, Utah: (1) trailer  
 City of Riverton, Utah: (1) trailer (Repeat customer)  
 Sedgwick Co, (1) trailer, Kansas  
 Shawnee CO: (1) Restroom trailer, Topeka, Kansas  
 Arizona Dept. Emergency & Military Affairs (AZDEMA): (5) trailers, Phoenix, Arizona  
 City of Glendale: (1) trailer, Glendale Arizona  
 City of Salt Lake: (7) trailers, Salt Lake City, Utah  
 City of Salt Lake: (5) trailers, Salt Lake City, Utah (Repeat customer)  
 Missouri Department of Transportation: (2) trailers, Sikeston, Missouri  
 Missouri Department of Transportation: (1) trailer, Sikeston, Missouri (Repeat customer)  
 City of Huntsville: (2) trailers, Huntsville, Alabama  
 City of Huntsville: (8) trailers, Huntsville, Alabama (Repeat customer)  
 City of Huntsville: (5) trailers, Huntsville, Alabama (Repeat customer)  
 City of Huntsville: (1) trailer, Huntsville, Alabama (Repeat customer)  
 City of Huntsville: (1) trailer, Huntsville, Alabama (Repeat customer)

## REFERENCE #1

VERDE INC.  
9/10

a. Project Name:

OREGON DEPT OF HUMAN SERVICES

Location:

Salem OR

Owner:

AS ABOVE

Address:

3101 STATE ST.

City and State:

Salem OR 97303

Contact:

MICHAEL GOETTL

Phone &amp; Fax:

971-599-0518

\*Architect or Engineer:

Contact:

Phone &amp; Fax:

- b. The awarded bid amount and project start date. \$89K
- c. Final cost of project and completion date.
- d. Number of change orders. 0
- e. Contracted project completion in days. 10 WK
- f. Project completed on time. Yes ☒ No ☐ Days exceeded
- g. List previous contracts your company performed for Chatham County by Project Title, date and awarded/final cost.
- h. Has contractor ever failed to complete a project? If so, provide explanation. NO
- i. Have any projects ever performed by contractor been the subject of a claim or lawsuit by or against the contractor? If yes, please identify the nature of such claim or lawsuit, the court in which the case was filed and the details of its resolution. NO

## REFERENCE #2

a. Project Name:

VERMONT DEPT OF PUBLIC SAFETY (FIRE ACADEMY)

Location:

PITTSFORD VT.

Owner:

AS ABOVE

Address:

93 DAVISON DR

City and State:

PITTSFORD VT 05763

Contact:

MICHAEL SKAZA

Phone &amp; Fax:

802-483-2754

\*Architect or Engineer:

N/A

Contact:

Phone &amp; Fax:

- b. The awarded bid amount and project start date. \$X 24K
- c. Final cost of project and completion date. 100K
- d. Number of change orders.
- e. Contracted project completion in days. 75 DAYS
- f. Project completed on time. Yes ☒ No ☐ Days exceeded
- g. List previous contracts your company performed for Chatham County by Project Title, date and awarded/final cost. N/A
- h. Has contractor ever failed to complete a project? If so, provide explanation. NO
- i. Have any projects ever performed by contractor been the subject of a claim or lawsuit by or against the contractor? If yes, please identify the nature of such claim or lawsuit, the court in which the case was filed and the details of its resolution. NO

# REFERENCE #3

a. Project Name:

CITY OF MEMPHIS

Location:

MEMPHIS TN.

Owner:

AS ABOVE

Address:

671 ST. JUDE PLACE

City and State:

MEMPHIS TN 38105

Contact:

KEITH HOUSTON

Phone & Fax:

901-636-7511

\*Architect or Engineer:

N/A

Contact:

Phone & Fax:

+

b. The awarded bid amount and project start date.

4 X 45K

c. Final cost of project and completion date.

2125K

d. Number of change orders.

0

e. Contracted project completion in days.

100

f. Project completed on time. Yes ☒ No ☐ Days exceeded \_\_\_\_\_

g. List previous contracts your company performed for Chatham County by Project Title, date and awarded/final cost.

N/A

h. Has contractor ever failed to complete a project? If so, provide explanation.

NO

i. Have any projects ever performed by contractor been the subject of a claim or lawsuit by or against the contractor? If yes, please identify the nature of such claim or lawsuit, the court in which the case was filed and the details of its resolution.

NO

# REFERENCE #4

a. Project Name:

Location:

Owner:

Address:

City and State:

Contact:

Phone & Fax:

\*Architect or Engineer:

Contact:

Phone & Fax:

b. The awarded bid amount and project start date.

c. Final cost of project and completion date.

d. Number of change orders.

Verde, Inc.  
2300 N Scenic Highway  
Lake Wales FL 33898

June 11, 2025

**ADDENDUM NO. 1 TO  
RFB-2025-010**

**ROME POLICE DEPARTMENT CARGO TRAILER**

**BID OPENING  
June 19, 2025 @ 11:00 AM AT ROME CITY HALL**

---

**NOTE:** This amendment shall be attached to and become a part of the Proposal for **RFB-2025-010** as outlined below:

**This Addendum contains vendor questions and answers and an updated Bidder's Checklist**

**Question:** Do you want a liner on the ceiling?

**Response:** Yes. ✓

**Question:** The Bidders Checklist contains a Bidders List of References to be supplied by the bidder but there is no References Sheet to list them in the bid package. Do we create our own Reference List?

**Response:** No. Please disregard the Bidders List of References referred to on page 10. ✓

**Question:** Bidders checklist references a Prevailing Wage Case Number.

**Response:** Please disregard the Prevailing Wage Case Number on the checklist. New checklist included with this addendum ✓

**Question:** What GVW do you need.

**Response:** I do not have a GVW requirement in mind. During transport the only added contents will be mountain bikes, folding tables/chairs, small tent, generator on rack, gasoline can. I'm picturing maybe 700 lbs above trailer's own weight during transport so nothing extreme. Once parked, we may have 2,000 lbs above trailers own weight to account for occupants. ✓

**Question:** I see a reference to Cabinets. Do you want just a Base Cabinet or Base Cabinet and an Overhead Cabinet?

**Response:** Base cabinets alone. No overhead cabinets ✓

**Question:** What color would you like for your Polycore exterior sheathing?

**Response:** I do not have a color in mind for exterior since we will need to get it vinyl wrapped if not painted afterward. Use whatever you prefer for your quote as long as it's a solid color. ✓

Verde, Inc.  
2300 N Scenic Highway  
Lake Wales FL 33898

All Bidders **MUST** complete acknowledging receipt of this amendment and attached to their respective bids. If the Bidder fails to complete the 'Amendment Acknowledgement' below, his bid could be declared informal thereby delaying award of the contract.

### BIDDERS CHECKLIST

This bid may not be acceptable without completing the following information. For your protection, please review your bid and indicate by a check mark that all requested information has been included and/or read:

|                                                |                   |
|------------------------------------------------|-------------------|
| (✓) PROPOSER'S WARRANTY                        | Ref Page 6        |
| (✓) INSTRUCTIONS TO BIDDERS                    | Ref Page 3        |
| (✓) MINORITY BUSINESS ENTERPRISE PARTICIPATION | <u>Ref Page 7</u> |
| (✓) RESPONSIBLE BIDDER                         | <u>Ref Page 7</u> |
| (✓) DEVIATIONS SHEET                           | <u>Ref Page 8</u> |
| (✓) NON-COLLUSIVE BIDDING CERTIFICATE          | <u>Ref Page 9</u> |

INCLUDED  
IN  
ORIGINAL  
BID  
MAILED  
JUNE 4/25

*Do not separate or remove any pages from this bid package. Doing so may render your bid invalid. Please the checklist with your bid*

PLEASE BE GOVERNED ACCORDINGLY WHEN SUBMITTING BIDS.

Company Name: Verde, Inc.  
2300 N Scenic Highway

Address: Lake Wales FL 33898

Date: 6/12/25

Contact Name: J. J. SHORTLY

Contact Signature: 

END ADDENDUM NO. 1