

**MILWAUKEE TRANSPORT SERVICES, INC.**  
*Operator of the Milwaukee County Transit System*  
**1942 NORTH 17<sup>TH</sup> STREET**  
**MILWAUKEE, WI 53205**  
**PURCHASING AGENT: TELICE GILLOM**  
**(414) 937-3290 | (414) 344-7080 fax**  
[tgillom@mcts.org](mailto:tgillom@mcts.org) | [www.ridemcts.com](http://www.ridemcts.com)

**BID #2017-39: PURCHASE OF DRIVE BELTS**

Milwaukee Transport Services (MTS), operator of the Milwaukee County Transit System (MCTS), is a quasi-governmental instrumentality of Milwaukee County. MTS is seeking qualified vendors to provide Heavy Duty Drive Belts for transit coaches. Bids will be received by the MTS Materials Management Department at the above address until **JANUARY 19, 2018 at 2:00 P.M. CST.**

Bids will be publicly opened and read at the above opening date and time in Room 104 of the Administration Building- Materials Management Department. Late bids will not be opened or accepted for evaluation. Any bids received after the established due date and time at the place designated for receipt of bids is late, without exception.

**Requirements:**

To supply MTS with New Flyer, Cummins, Dayco, Goodyear, Gates or approved equal Heavy-Duty Accessory Drive Belts where specified on an as required basis. Sample belts may be required by MTS. This is a two (2) year fixed price contract. **NOTE: No private label v-belts will be accepted.**

**Specifications:**

To comply with Specification No. FM-09-17, revised November 15, 2017, which is included in this solicitation document.

**How to Bid and Award of Contract:**

Bid a unit price per each belt. Award will be based on Items 1 thru 9, less invoice discount of 30 days (if any). Prices to remain firm for two (2) years from date of award.

Award will be made to the lowest responsible bidder complying with the specifications, & will be based on what is deemed in the best interest of MTS. Every bid must be made upon the block form of the bid attached hereto; must give the price of each and every item bid in figures, and must contain the full name of every person, firm or corporation interested in the bid, the address of the person, firm or the President and Secretary of the corporation bidding; and if a corporation, the bid must give the name of the state in which it is incorporated. (In case of a partnership, the firm name and address, and name and address of each individual partner must be given.)

All responses must be returned in a sealed envelope provided by the vendor with bid number **2017-39** for **THE PURCHASE OF DRIVE BELTS** clearly marked on the outside of the envelope and received by **JANUARY 19, 2018 – 2:00PM CST.** If bids are returned via Federal Express or UPS, the outer envelope must also be clearly identified with the bid number & title as stated above. Faxed or emailed bids shall not be allowed or accepted.

Bidders will not be permitted to withdraw the bid after it has been deposited with the Materials Management Department. Written changes will be accepted up to the bid opening time, but only if submitted in a sealed envelope and plainly marked **“CHANGE TO BID #2017-39 THE PURCHASE OF DRIVE BELTS”**.

Bidders shall be responsible to obtain all documents pertaining to the bid via the website:

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

**Qualifying of Approved Equal:**

All items must be furnished as specified unless a proposer requests and receives permission to substitute an approved equal. Vendors requesting that other products be approved equal to the specified product(s) must submit their request in writing accompanied by the physical characteristics, specifications of the product proposed.

Bidders seeking approved equal status shall submit the following information no later than JANUARY 5, 2018 – 4:30 p.m. CST.

- a. Specification Data Sheet showing the product meets or exceeds OEM quality and performance specifications.
- b. A list of two (2) transit properties (minimum) that have used the item you are proposing to furnish, for a least two (2) years. Provide name, phone number and contact person.
- c. A copy of the warranty for the proposed item(s).

**Vendors may be required to submit an actual sample of equal quality to that being proposed upon request from MTS.**

If a vendor's request for approved equal is granted, ALL bidders will be notified through written addendum of the product(s) that have been approved equal to the specified products. Notice shall be deemed given with a faxed notification of the addendum's publishing to MTS' website. Failure to receive such notice shall not affect any bid or any contract award.

Questions regarding this solicitation document, and/or any requests for approved equal(s) MUST be submitted to Telice Gillom via e-mail to [tgillom@mcts.org](mailto:tgillom@mcts.org) and received no later than JANUARY 5, 2018 – 4:30 p.m. CST.

**Manufacturers Name:**

Bidders shall state in their bids the Manufacturer or Trade name and part number of the items they propose to furnish. The name of any manufacturer or trade name in the specifications is only for the purpose of specifying a standard quality and type and for no other purpose.

Line items bid without listing manufacturer and part number will be considered nonresponsive.

**Right to Reject:**

MTS reserves the right to make an award based on its own determination, or to reject and or all bids or portions of same, if in the opinion of MTS, the best interest of MTS will be served thereby. In awarding a contract, MTS reserves the right to consider all elements entering into the determination of the responsibility of the bidder. Any bid which is incomplete, conditional, obscure, or which contains additions not required, or irregularities of any kind, may be deemed non-responsive. In case of any discrepancy between the price written in the bid and that given in figures for any item, the price in writing will be considered as the bid.

**Waiver of Informalities:**

In its sole discretion, MTS may waive informalities and minor irregularities in bids received.

**Binding Contract:**

A bid received in response to this solicitation is an offer that can be accepted by MTS to create a binding contract without negotiation with any Firm.

**Order of Precedence:**

An order of precedence is hereby formally established and will be used to form a binding contract. The order is as follows:

1. Purchase Order.
2. All documents contained within and related to Bid #2017-39.
3. Bid from the successful vendor.

The order of precedence establishes that, in any conflict between the bid and the Purchase Order and/or Bid Documents, the Purchase Order and/or Bid Documents take precedence and control.

**Tax Exemption:**

MTS is an agency of Milwaukee County and is exempt from Wisconsin Sales Tax under Section 77.54 (9a) (b) of the Wisconsin Statutes, and is exempt from the Federal Excise Tax, and has been granted Exempt No. 39-73-0429K. Wisconsin Exempt No. CES014818. Bids shall be submitted excluding any of these taxes.

**Bid in Effect:**

All bids shall remain in effect for not less than sixty (60) days from the bid opening date. Any bid submitted pursuant to this solicitation shall constitute an offer based on the terms included herein and upon acceptance by MTS shall become the contract under which MTS and the Contractor shall perform, unless otherwise modified by mutual agreement of the parties. In no event will changes, amendments, modifications or addendums, written or oral be considered after the contractor's submission of his/her bid without the express consent of MTS' Director of Materials Management.

**Specifications to be Part of Contract:**

Specifications, statements, and the requirements which accompany the bids, which are accepted therewith, and which do not conflict with the provisions herein contained, shall be part of any contract that is entered into for the purchase of any material or work, or both, herein anticipated by MTS.

**Prices Bid:**

The prices shall be unit prices and shall be stated in figures in the appropriate places shown on the bid form for the various items. Where the bidder desires to make this quotation by filing his catalogue, accompanied by his price list and discount sheet, if any, you may do so by attaching such documents to the bid and making them a part thereof, but such documents shall all be separately signed in the same manner and by the same person as the bid.

**Method of Award:**

MTS reserves the right to make an award based upon the lowest, responsive, responsible bid or to reject any or all bids. MTS shall award the contract for the items on the Bid Sheet by line item. The lowest bid will be determined as follows: unit price plus core charge (if any).

**Net Price Used to Determine Lowest and Responsive Bid:**

Discounts offered by bidders should be reflected as a net price. Terms of payment required must be as identified on the Bid Form under Terms of Payment.

**Single Bid, If Received:**

If only a single bid is received, MTS may require that the Bidder provide the necessary cost or pricing data to enable MTS to perform a cost or price analysis to ensure that the bid price is fair and reasonable. If requested, the Bidder shall provide the cost or price data within five (5) working days of the date requested. MTS reserves the right to reject or accept the bid on the basis of the cost or pricing data. Where only one responsive and responsible bid is received, MTS may also negotiate price with the sole responsive bidder.

**Estimated Quantities:**

Quantities listed are MTS' best estimate and do not obligate MTS to order or accept more than MTS' actual requirements during the period of this contract, as determined by actual needs and availability of appropriated funds.

It is expressly understood and agreed that the resulting contract is to supply MTS with its complete actual requirements for the contract period, except that the estimated quantity shown for each bid item shall not be exceeded by 10% without the express written approval of the Director of Materials Management or his/her designee. Any demand or order made by an employee or officer of MTS, other than the Director of Materials Management or his/her designee, for dollar amounts in excess of the estimated dollar amounts shall be void if the written approval of the Director of Materials Management or his/her designee was not received prior to the contractor's performance.

**Curtailment of Quantities:**

MTS reserves the right to reduce the total quantities of supplies purchased under the contract by such amount as the requirements of MTS may be reduced by reason of retrenchment in the operation of MTS or other good cause.

**Amendments to Bid Document:**

Any clarifications or further instructions to bidders will be sent to all prospective offerors in addendum form. All questions and comments regarding this solicitation must be submitted via e-mail to Telice Gillom at [tgillom@mcts.org](mailto:tgillom@mcts.org) on or before **JANUARY 5, 2018 – 4:30 p.m. CST.**

- a. If the solicitation is amended, then all terms and conditions which are not modified remain unchanged.
- b. Bidders shall acknowledge receipt of any amendment to this solicitation:
  - i. By signing and returning the ACKNOWLEDGEMENT OF ADDENDUM. MTS must receive the acknowledgement by the time and at the place specified for receipt of the bid.
- c. If an Addendum is issued within 72 hours prior to the published time for the opening of Bids (excluding Saturdays, Sundays, and legal holidays) then the time for opening of Bids shall be extended one week with no further advertising of Bids required.

Any interpretation or clarification of the Contract Documents made in any manner other than a written Addendum shall not be binding and the Bidder shall not rely upon the interpretation or clarification that is not made in the form of a written Addendum.

**Evidence of Ability to do Work:**

MTS reserves the right to award a Contract to the lowest, responsive and responsible bidder(s) it deems responsive and responsible. The bidder(s) may be required, upon request, to prove to the satisfaction of MTS that the bidder(s) have the skill and experience and the necessary facilities and financial resources to perform the Contract in a responsible and satisfactory manner.

**References:**

MTS may require the lowest bidder(s) to furnish a list of at least three (3) references of who are currently, or within the past year have been customers of the Bidder and who have been provided similar amounts of the requirements being bid upon. The list shall include the following:

- a) Name of Customer
- b) Contact Person
- c) Complete Address of Customer
- d) Telephone Number
- e) Email Address

If such references are requested, the list must be communicated via email or fax, and received by the Supply Management Department within three (3) working days (Monday through Friday) from the date the request is made by MTS. Failure to comply with this requirement will eliminate the bid from further consideration.

**Requirements Contract:**

Any award of Contract made under this bid will be termed a requirement Contract.

**Requirements Contract Defined:**

A requirements Contract shall be deemed to mean a Contract under which the purveyor of commodities agrees to furnish all of the needs of MTS for the commodities set forth in the bid, during the period of the Contract at the unit price bid and as required from time to time by MTS, whether such needs are in excess of or less than the estimated quantities set forth in the invitation to bid. Such Contract will provide that MTS will purchase such commodities solely from such purveyor to whom the requirements Contract is awarded.

**Inspection:**

Materials or equipment purchased are subject to inspection and approval at MTS' destination. MTS reserves the right to reject and refuse acceptance of items which are not in accordance with the instructions, specifications, drawings or a part of the contractor's warranty (express or implied). Rejected materials or equipment shall be removed by, or at the expense of the contractor promptly after rejection.

**Inspection of Services:**

"Services" as used in this clause includes services performed, workmanship, and material furnished or utilized in the performance of services.

If any of the services do not conform to the contract requirements, MTS may require the Contractor to perform the services again in conformity with contract requirements, at no increase in contract amount. When the defects in services cannot be corrected by re-performance, MTS may (1) require the Contractor to take necessary action to ensure that future performance conforms to contract requirements and (2) reduce the Contract price to reflect the reduced value of the services performed.

If the Contractor fails to promptly perform the services again or to take the necessary action to ensure future performance in conformity with contract requirements, MTS may, by Contract or otherwise,

perform the services and charge the Contractor any cost incurred by MTS that is directly related to the performance of such service.

**Failure to Meet Specifications:**

The delivery of any supplies hereunder which does not in all respects conform to these specifications will be rejected and the Contractor will be notified at once of such rejection and the reason therefore, which notice shall be confirmed in writing. If the Contractor fails to effect immediate replacement of rejected supplies meeting the requirements of the order and of the specifications, MTS may purchase replacements in the open market, and the Contractor and his surety shall be liable to MTS for any excess cost and expense.

**Compliance with Laws:**

The Contractor agrees that it will comply with all Federal, State, Municipal, and local laws, rules, and regulations that may be applicable to this contract.

**Buy America Requirement:**

The Bidders shall comply with the federal statute set out below, and complete the Buy America Certification, included in the Bid Forms.

Section 165

- A) Notwithstanding any other provision of law, the Secretary of Transportation shall not obligate any funds authorized to be appropriated by this Act or by any Act amended by this Act or, after the date of enactment of this act, any funds authorized to carry out this Act, Title 23, United States Code, the Urban Mass Transportation Act of 1964, or the Surface Transportation Assistance Act of 1978 and administered by the Department of Transportation, unless steel, cement, and manufactured products used in such project are produced in the United States.
  
- B) The provisions of subsection (A) of this section shall not apply where the Secretary finds:
  - i) That their application would be inconsistent with the public interest;
  - ii) That such materials and products are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality.
  - iii) In the case of the procurement of bus and other rolling stock (including train control, communication, and tractor power (A) equipment) under the Urban Mass Transportation Acts of 1964, that the cost of components/subcomponents which are produced in the United States is more than 65 per centum of the cost of all components/subcomponents of the vehicle or equipment described in this paragraph, and (B) final assembly of the vehicle or equipment described in this paragraph has taken place in the United States, and;
  - iv) That inclusion of domestic material will increase the cost of the overall project contract by more than 25 per centum in the case of projects for the acquisition of rolling stock, and 25 per centum in the case of all other projects.
  
- C) For purposes of this Section, including calculating components/subcomponents costs, labor costs involved in final assembly shall not be included in the calculation.
  
- D) The Secretary of Transportation shall not impose any limitation or condition on assistance provided under this Act, the Urban Mass Transportation Act of 1964, the Surface Transportation

Assistance Act of 1978, or Title 23, United States Code, which restricts any state from imposing more stringent requirements than this Section on the use of articles, materials, and supplies mined, produced, or manufactured in foreign countries in projects carried out with such assistance or restricts any recipient of such assistance from complying with such state imposed requirements.

E) Section 401 of the Surface Transportation Assistance Act of 1978 is repealed.

**Contract Continuation:**

Contractor recognizes that the services under this contract are vital to MTS and to the public and must be continued without interruption. Contractor agrees that MTS, in its sole discretion, and by written notice to Contractor at least 90 days prior to contract expiration, may extend this Agreement for up to an additional 90 days. If so extended by MTS, Contractor shall continue to provide services under this Agreement, on the same terms as set forth in this Agreement. MTS may terminate any such extension by providing Contractor with 90 days' notice. Contractor further agrees to exercise its best efforts and cooperation to affect an orderly and efficient transition to any successor Contractor.

**Contract/Contract Documents:**

Contract Documents consist of the contract, the invitation to bid, the definitions, the information to bidders, the specifications, the exhibits and the bid forms including any modifications thereof incorporated in the documents prior to the contract award.

**Equal Employment Opportunity:**

In connection with the carrying out of any contract, the Contractor hereby certifies that it shall not discriminate against any employee or applicant for employment because of sex, handicap, religion, race, color or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their sex, handicap, religion, race, color or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor shall at all times, comply with the provisions of Executive Order 11246, as amended, entitled "Equal Employment Opportunity".

**Deadline for Questions:**

Any questions and/or comments regarding the information contained within this solicitation must be submitted via e-mail to Telice Gillom at [tgillom@mcts.org](mailto:tgillom@mcts.org) on or before 4:30 p.m. CST on JANUARY 5, 2018.

**Enclosures:**

1. Specification No. FM-09-17, Revised November 15, 2017
2. Bid Sheet
3. Signature Sheet
4. Requirements/Certification Package

**PROSPECTIVE OFFERORS ARE STRONGLY ADVISED TO INCLUDE EACH OF THE FOLLOWING ITEMS IN THEIR BID SUBMISSION; FAILURE TO COMPLETE & INCLUDE ALL OF THESE ITEMS WILL RESULT IN YOUR BID BEING DEEMED NON-RESPONSIVE.**

**Documents to be returned with bid:**

1. Bid Sheet
2. Signature Sheet
3. EEO Certificate
4. Anti-Lobbying Form
5. Certification Regarding Debarment and Other Responsibility Matters
6. Buy America Certification
7. Conflict of Interest Statement
8. Copy of Published Warranty for proposed items



**SPECIFICATION NO. FM-09-17**  
**DRIVE BELTS**

**1. SCOPE AND CLASSIFICATION**

1 Scope

- a It is the intent of this specification to describe the minimum requirements for the purchase of various engine related heavy duty drive belts for use on Milwaukee County Transit system's transit coaches. All items or features not specifically mentioned which are necessary or which are regularly furnished to provide complete service shall be furnished by the successful bidder(s) at the bid price and shall conform in quality of material and service to that usually provided by the engineering practice indicated in this specification. The Milwaukee County Transit System is managed and operated by Milwaukee Transport Services, Inc., and shall be referred to as MTS hereinafter.
- b All belts shall be new and include packaging that is clearly labeled with the manufacturers' information that is specified in this document, or an approved equal. It is the bidders' responsibility to provide the necessary information to demonstrate the product proposed is an equal to the product specified.
- c Requests for approved equals shall be submitted in writing prior to the deadline for questions. (See section 3 of this specification.) Requests that are not timely or fail to provide the necessary information will not be considered.

2 Classification

- a The agreement shall require the successful bidder(s) to supply and deliver heavy duty drive belts as required.

## 2. REQUIREMENTS

- 1 General
  - a To provide MTS with the drive belts as specified, or approved equals. The performance of each unit must meet or exceed the Manufacturer's performance specifications.
- 2 Detail to Specifications – Drive belts
  - a The performance of each drive belt must meet or exceed the OEM Manufacturer's performance specifications.
  - b Drive belts shall be designed for severe-duty transit type environment.
  - c Drive belts shall meet or exceed all current SAE standards including J636b/J637 V-belts and J1459/J1596 for serpentine belts or latest revision.
  - d Serpentine belts shall utilize EPDM technology.
  - e All belts shall be heavy duty or premium version; examples include Gates Green Stripe or Dayco Gold Label, which are considered approved equals.

## 3. SAMPLES, INSPECTIONS, TESTING

- 1 Bidders seeking approved equal status for products not already approved shall submit the following information prior to the Deadline for Questions established in the first section of this solicitation document, JANUARY 5, 2018 at 4:30PM CST:
  - a Specification Data Sheet showing the product meets or exceeds OEM quality and performance specifications.
  - b A list of three (3) *transit* properties (minimum) that have used the drive belt you are proposing to furnish, for a least two (2) years. Provide name, phone number and contact person.
  - c A copy of manufacturer's warranty. Also, see section 5 of this specification which outlines additional warranty requirements.
  - d MTS may request samples during the approved equal process.
  - e MTS reserves the right to conduct tests before and after the award of the bid to determine compliance with this specification and to determine the suitability of the drive belt(s) for the use intended.

2 Bid Rejection

- a MTS reserves the right to reject any and all bids which have not been subjected to the required qualifications under the terms, regulations and conditions as specified.

**4. PREPARATION AND DELIVERY**

- 1 An estimated annual usage is supplied for bidding purposes only and is not guaranteed by award of this contract.
- 2 Standard orders shall be shipped within 72 hours of receiving verbal or written release from MTS-Materials Management Department. Bidder(s) shall pay all freight charges to MTS and all freight charges necessary to return incorrect orders.
- 3 Emergency orders shall be shipped within 24 hours of receiving verbal or written release from the Materials Management Department. Additional freight costs deemed necessary by MTS shall be borne by MTS.
- 4 Failure to deliver stock orders or to promptly replace rejected material within 15 working days, shall render the bidder(s) liable for the difference in replacement cost between the open market price and the contract price, where emergency procurement is necessary.
- 5 The Shipping/Receiving address is:

Milwaukee County Transit System – Fleet Maintenance Facility  
Attn: Receiving  
1525 West Vine Street  
Milwaukee, Wisconsin 53205  
(414) 937-3351

- 6 All deliveries shall be completed between the hours of 7:00 AM and 2:00 PM, Monday through Friday.

**5. WARRANTY**

- 1 The successful bidder(s) shall be responsible for ALL warranty claims filed by MTS. The successful bidder(s) shall act as an agent for the part manufacturer and shall agree to reimburse MTS for claims promptly, prior to its reimbursement from the manufacturer, if necessary.
- 2 In the event the bidder(s) fails to comply with a request from MTS to repair, replace

materials, correct defective work, equipment and accessories, MTS shall, upon written notice to the bidder(s), have authority to deduct the cost(s) from the next payment due under the contract.

## 6. NOTES

### 1 Award

- a Awards will be made to the lowest responsible bidder(s) complying with the specification.

### 2 Contractual Provisions

- a The agreement shall run for two (2) year from the initial contract date.
- b This agreement may be extended by mutual consent of both parties. The extension(s) shall be in the best interests of MTS.
- c This agreement may be canceled by either party for cause, with a thirty (30) day written notice. NOTE: MTS will invoke this option if minimum requirements of this specification are not met.
- d MTS shall NOT pay any penalties in case of cancellation.

### 3 Clarification to Bid/Specifications

- a No verbal responses from any agent of MTS shall be acted upon. For clarification, submit questions in writing prior to the established deadline to:

Telice Gillom, Purchasing Agent  
Milwaukee Transport Services, Inc.  
1942 North 17<sup>th</sup> Street  
Milwaukee, WI 53205  
(414) 937-3290 | (414) 344-7080 FAX  
[tgillom@mcts.org](mailto:tgillom@mcts.org)

**BID SHEET**

The undersigned bidder proposes to furnish the materials and services herein described at and for the prices hereinafter named, according to specification on file in the office of the Director of Materials Management, and, if successful, hereby agrees to enter into an agreement with Milwaukee Transport Services, Inc.

**ITEM 1 MTS LOT # 379-52-030 A/C BELT - NEW FLYER # 382777 OR APPROVED EQUAL**

Bid price in Words \_\_\_\_\_ Each

Bid price in Figures \$ \_\_\_\_\_ **Each**

Manufacturer & Part # \_\_\_\_\_

**Estimated Annual Usage: 200**

**ITEM 2 MTS LOT #141-47-000 ALTERNATOR BELT - GATES, DAYCO/CARLISLE # 5080495, CUMMINS # 3288634, NEW FLYER #6336455 OR APPROVED EQUAL**

Bid price in Words \_\_\_\_\_ Each

Bid price in Figures \$ \_\_\_\_\_ **Each**

Manufacturer & Part # \_\_\_\_\_

**Estimated Annual Usage: 226**

**ITEM 3 MTS LOT #141-47-004 WATER PUMP BELT - DAYCO/CARLISLE #5080580, CUMMINS # 3937660, NEW FLYER #6336456, GATES #5080580HD OR APPROVED EQUAL**

Bid price in Words \_\_\_\_\_ Each

Bid price in Figures \$ \_\_\_\_\_ **Each**

Manufacturer & Part # \_\_\_\_\_

**Estimated Annual Usage: 60**

**ITEM 4 MTS LOT #130-17-083 A/C BELT - DAYCO # R5VX830-2, NEW FLYER #086724, GATES OR APPROVED EQUAL**

Bid price in Words \_\_\_\_\_ Each

Bid price in Figures \$ \_\_\_\_\_ **Each**

Manufacturer & Part # \_\_\_\_\_

**Estimated Annual Usage: 60**

**ITEM 5 MTS LOT #373-63-014 ISL 9 WATER PUMP BELT - #3289124 OR GT4080663DF OR APPROVED EQUAL**

Bid price in Words \_\_\_\_\_ Each

Bid price in Figures \$ \_\_\_\_\_ **Each**

Manufacturer & Part # \_\_\_\_\_

**Estimated Annual Usage: 135**

**ITEM 6 MTS LOT #415-12-019 BELT - DAYCO #2/5VX850, GOODYEAR, GATES OR APPROVED EQUAL**

Bid price in Words \_\_\_\_\_ Each

Bid price in Figures \$ \_\_\_\_\_ **Each**

Manufacturer & Part # \_\_\_\_\_

**Estimated Annual Usage: 75**

**ITEM 7 MTS LOT #141-48-004 BELT - CUMMINS #3288812 , NEW FLYER #6346454, GATES #K080575HD, DAYCO 5080575 OR APPROVED EQUAL**

Bid price in Words \_\_\_\_\_ Each

Bid price in Figures \$ \_\_\_\_\_ **Each**

Manufacturer & Part # \_\_\_\_\_

**Estimated Annual Usage: 74**

**ITEM 8 MTS LOT #604-25-001, WATER PUMP BELT - CUMMINS # 4933315, NEW FLYER #6400896, DAYCO 5080675, GATES #K080675HD OR APPROVED EQUAL**

Bid price in Words \_\_\_\_\_ Each

Bid price in Figures \$ \_\_\_\_\_ **Each**

Manufacturer & Part # \_\_\_\_\_

**Estimated Annual Usage: 50**

**ITEM 9 MTS LOT #415-12-019, A/C COMPRESSOR BELT-2/5V GROOVE - DAYCO, NEW FLYER, GOODYEAR & GATES ONLY: NF # 024598, GOODYEAR # 2/5VX850**

Bid price in Words \_\_\_\_\_ Each

Bid price in Figures \$ \_\_\_\_\_ **Each**

Manufacturer & Part # \_\_\_\_\_

**Estimated Annual Usage: 72**

**SIGNATURE SHEET**

**CASH DISCOUNT:**

Cash invoice discount for payment of invoices following receipt and acceptance of goods or services \_\_\_\_\_% 30 days.

**DELIVERY:**

Price shall include delivery, FOB destination freight prepaid to Milwaukee Transport Services, Inc., 1525 W. Vine St., Milwaukee, WI 53205, unless otherwise noted in this bid.

**BY SIGNING THIS BID, YOU ARE AGREEING WITH THE FOLLOWING STATEMENTS:**

1. This bid has been made without any connection with any other bidder and is in all respects fair and without collusion or fraud.
2. This bid has been made with the understanding that no elected officer/employee of Milwaukee Transport Services, Inc., or Milwaukee County is interested therein, directly or indirectly.
3. The specifications for this bid have been read and understood.
4. Your company has never defaulted on any contract with Milwaukee Transport Services, Inc., or Milwaukee County.

In signing and submitting this quote, the proposer assures Milwaukee Transport Services, Inc., that the furnishing of the subject materials, services or equipment is under his/her control and accepts and has read all the Terms and Conditions of MTS, of this quote and all of its documents. If the proposer's performance, in the event he/she is successful is contingent upon the act of another party, the proposer assures MTS that he/she has the necessary commitments to complete the contract which may be awarded him/her.

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

Submitted by: \_\_\_\_\_

Name of firm: \_\_\_\_\_

Address of firm: \_\_\_\_\_

Signed per: \_\_\_\_\_

(Manual signature required)

Print name: \_\_\_\_\_

Title: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

DUNS #: \_\_\_\_\_

\_\_\_\_ No bid at this time

\_\_\_\_ Please retain on bidder list



**TABLE OF CONTENTS  
FOR  
BID REQUIREMENTS  
REQUIREMENTS/CERTIFICATIONS  
PACKAGE**

A. Certifications

**THE FOLLOWING MUST BE SIGNED AND RETURNED WITH ALL BIDS:**

1. Equal Employment Opportunity Certificate
2. Designation of Confidential and Proprietary Information
3. Buy America Certificate
4. Certification of Restrictions on Lobbying
5. Certification Regarding Debarment and Other Responsibility Matters
6. Conflict of Interest Statement

**THE SUBSTANCE ABUSE CERTIFICATION MUST BE SIGNED AND RETURNED WITH BIDS FOR SAFETY-SENSITIVE FUNCTIONS**

1. Substance Abuse Certification

B. General Directions/Terms and Conditions for Bidding

C. Federal Transit Administration (FTA) - Required Third-Party Contract Clauses for Non-Rolling Stock

**EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATE  
FOR  
MILWAUKEE COUNTY CONTRACTS**

In accordance with Section 56.17 of the Milwaukee County General Ordinances and Title 41 of the Code of Federal Regulations, Chapter 60, SELLER or SUCCESSFUL BIDDER or CONTRACTOR or LESSEE or (other-specify \_\_\_\_\_) (henceforth referred to as **VENDOR**), certifies to MILWAUKEE COUNTY as to the following and agrees that the terms of this certificate are hereby incorporated by reference into any contract awarded.

**Non-Discrimination**

**VENDOR** certifies that it will not discriminate against any employee or applicant for employment because of race, color, national origin, age, sex or disability, which includes, but is not limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship.

**VENDOR** will post, in conspicuous places available to its employees, notices to be provided by the County setting forth the provisions of the non-discriminatory clause.

A violation of this provision shall be sufficient cause for the County to terminate the contract without liability for the uncompleted portion or for any materials or services purchased or paid for by the contractor for use in completing the contract.

**Affirmative Action Program**

**VENDOR** certifies that it will strive to implement the principles of equal employment opportunity through an effective affirmative action program, which shall have as its objective to increase the utilization of women, minorities, and persons with disabilities and other protected groups, at all levels of employment in all divisions of the seller, successful respondent or contractor's work force, where these groups may have been previously under-utilized and under-represented

**Non-Segregated Facilities**

**VENDOR** certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not permit its employees to perform their services at any location under its control where segregated facilities are maintained.

**Subcontractors**

**VENDOR** certifies that it has obtained or will obtain certifications regarding non-discrimination, affirmative action program and non-segregated facilities from proposed subcontractors that are directly related to any contracts with Milwaukee County, if any, prior to the award of any sub-contracts, and that it will retain such certifications in its files.

## Reporting Requirements

Where applicable, **VENDOR** certifies that it will comply with all reporting requirements and procedures in Title Code 41 Code of Federal Regulations, Chapter 60.

## Affirmative Action Plan

**VENDOR** certifies that, if it has 50 or more employees, it has filed or will develop and submit (within 120 days of contract award) for each of its establishments a written affirmative action plan. Current affirmative action plans, if required, must be filed with ANY one of the following: The Office of Federal Contract Compliance Programs, or the State of Wisconsin, or the Milwaukee County Department of Audit, Milwaukee County - City Campus, 9<sup>th</sup> Floor, 2711 W. Wells Street, Milwaukee, Wisconsin 53208. If a current plan has been filed, indicate where filed \_\_\_\_\_ and the year covered \_\_\_\_\_. Please provide proof of your AA Plan approval.

**VENDOR** will also require its lower-tier subcontractors who have 50 or more employees to establish similar written affirmative action plans.

## Employees

**VENDOR** certifies that it has \_\_\_\_\_ employees in the Standard Metropolitan Statistical

(No. of Employees)

Area (Counties of Milwaukee, Waukesha, Ozaukee and Washington, Wisconsin)

and \_\_\_\_\_ employees in total.

(Total No. of Employees)

## Compliance

**VENDOR** certifies that it is not currently in receipt of any outstanding letters of deficiencies, show cause, probable cause, or other notification of noncompliance with EEO regulations.

Executed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by:

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

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

City/State/Zip \_\_\_\_\_

Telephone: \_\_\_\_\_  
(Title)

**WARNING:** An unsigned form shall be considered as a negative response.

By \_\_\_\_\_  
(Signature)

**DESIGNATION OF  
CONFIDENTIAL AND PROPRIETARY  
INFORMATION**

The attached material submitted in response to Proposal No. \_\_\_\_\_ includes proprietary and confidential information which qualifies as a trade secret, as provided in Section 19.36(5), Wis. Stats., or is otherwise material that can be kept confidential under the Wisconsin Open Records Law. As such, we ask that certain pages, as indicated below, of this proposal response be treated as confidential material and not be released without our written approval.

We request that the following pages not be released:

Section	Page #	Topic
_____	_____	_____
_____	_____	_____
_____	_____	_____

IN THE EVENT THE DESIGNATION OF CONFIDENTIALITY OF THIS INFORMATION IS CHALLENGED, THE UNDERSIGNED HEREBY AGREES TO PROVIDE LEGAL COUNSEL OR OTHER NECESSARY ASSISTANCE TO DEFEND THE DESIGNATION OF CONFIDENTIALITY.

This does not apply to proposal prices. Prices are always open. Other information usually cannot be kept confidential unless it is a trade secret. Trade secret is defined in s.134.90(1)(c), Wis. Stats. as follows: "Trade secret" means information, including a formula, pattern, compilation, program, device, method, technique or process to which all of the following apply: 1. The information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use. 2. The information is the subject of efforts to maintain its secrecy that are reasonable under the circumstances.

Failure to include this form in the proposal response may mean that all information provided as part of the proposal response will be open to examination and copying. Milwaukee Transport Services, Inc., considers other markings of confidential in the proposal document to be insufficient. The undersigned agrees to hold Milwaukee Transport Services, Inc., harmless for any damages arising out of the release of any materials unless they are specifically identified above.

\_\_\_\_\_  
Name-Authorized Representative

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

\_\_\_\_\_  
Signature-Authorized Representative

\_\_\_\_\_  
Date

**BUY AMERICA REQUIREMENTS (Non-Rolling)**

**49 U.S.C. 5323(j)**

**49 CFR Part 661**

The contractor agrees to comply with 49 U.S.C. 5323(j) and 49 C.F.R. Part 661, which provide that Federal funds may not be obligated unless steel, iron, and manufactured products used in FTA-funded projects are produced in the United States, unless a waiver has been granted by FTA or the product is subject to a general waiver. General waivers are listed in 49 C.F.R. 661.7, and include final assembly in the United States for 15 passenger vans and 15 passenger wagons produced by Chrysler Corporation, and microcomputer equipment and software. Separate requirements for rolling stock are set out at 49 U.S.C. 5323(j)(2)(C) and 49 C.F.R. 661.11. Rolling stock must be assembled in the United States and have a 60 percent domestic content.

A bidder or offeror must submit to the FTA recipient the appropriate Buy America certification (below) with all bids or offers on FTA-funded contracts, except those subject to a general waiver. Bids or offers that are not accompanied by a completed Buy America certification must be rejected as nonresponsive. This requirement does not apply to lower tier subcontractors.

**Certification requirement for procurement of steel, iron, or manufactured products.**

*Certificate of Compliance with 49 U.S.C. 5323(j)(1)*

The bidder or offeror hereby certifies that it will comply with the requirements of 49 U.S.C. 5323(j) and the applicable regulations in 49 CFR Part 661.5

Date \_\_\_\_\_

Signature \_\_\_\_\_

Company \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

**Certification requirement for procurement of service contracts.**

*Certificate of Non-Compliance with 49 U.S.C. 5323(j)(1)*

The bidder or offeror hereby certifies that it cannot comply with the requirements of 49 U.S.C. 5323(j), but it may qualify for an exception pursuant to 49 U.S.C. 5323(j)(2), as amended, and the applicable regulations in 49 CFR Part 661.7.

Date \_\_\_\_\_

Signature \_\_\_\_\_

Company \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

**LOBBYING**  
**31 U.S.C. 1352**  
**49 CFR Part 19 & 49 CFR Part 20**

Lobbying Certification and Disclosure of Lobbying Activities for third party contractors are mandated by 31 U.S.C. 1352(b)(5), as amended by Section 10 of the Lobbying Disclosure Act of 1995, and DOT implementing regulation, "New Restrictions on Lobbying," at 49 CFR § 20.110(d). Language in Lobbying Certification is mandated by 49 CFR Part 19, Appendix A, Section 7, which provides that contractors file the certification required by 49 CFR Part 20, Appendix A.

Use of "Disclosure of Lobbying Activities," Standard Form-LLL set forth in Appendix B of 49 CFR Part 20, as amended by "Government wide Guidance For New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96) is mandated by 49 CFR Part 20, Appendix A.

Byrd Anti-Lobbying Amendment, 31 U.S.C. 1352, as amended by the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, et seq.]

Contractors who apply or bid for an award of \$100,000 or more shall file the certification required by 49 CFR Part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract, grant or award covered by 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the recipient.

APPENDIX A, 49 CFR PART 20 – CERTIFICATION REGARDING LOBBYING

**Certification for Contracts, Grants, Loans, and Cooperative Agreements**

(continued on next page)

The undersigned Contractor certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form—LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions [as amended by “Government wide Guidance for New Restrictions on Lobbying,” 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, *et seq.*)]
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 for each such expenditure or failure and not more than \$100,000 for each such expenditure or failure.]

The Contractor, \_\_\_\_\_, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.* apply to this certification and disclosure, if any.

\_\_\_\_\_ Signature of Contractor’s Authorized Official

\_\_\_\_\_ Name of Contractor’s Authorized Official

\_\_\_\_\_ Title of Contractor’s Authorized Official

\_\_\_\_\_ Date

## Substance Abuse Certifications

The Milwaukee County Transit System adheres to the Federal Transit Administration's (FTA) regulations which requires any contractor of MCTS that is involved in safety sensitive functions must annually submit the following Substance Abuse Certifications:

### A. Drug-Free Workplace Agreement

As required by U.S. DOT regulations, "Drug-Free Workplace Requirements (Grants)," 49 CFR part 29, Subpart F, and as modified by 41 U.S.C. 702, the Applicant agrees that it will provide a drug-free workplace by:

- (1) Publishing a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against its employees for violation of that prohibition;
- (2) Establishing an ongoing drug-free awareness program to inform its employee about:
  - (a) The dangers of drug abuse in the workplace;
  - (b) Its policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon its employees for drug abuse violations occurring in the workplace;
- (3) Making it a requirement that each of its employees to be engaged in the performance of the grant or cooperative agreement be given a copy of the statement required by paragraph (1) of this certification;
- (4) Notifying each of its employees in the statement required by paragraph (1) of this certification that, as a condition of employment financed with Federal assistance provided by the grant or cooperative agreement, the employee will be required to:
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer (Applicant) in writing of any conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after that conviction;
- (5) Notifying FTA in writing, within ten (10) calendar days after receiving notice required by paragraph (4)(b) above from an employee or otherwise receiving actual notice of that conviction. The Applicant, as employer of any convicted employee, must provide notice, including position title, to every project officer or other designee on whose project activity the convicted employee was working. Notice shall include the identification number(s) of each affected grant or cooperative agreement;
- (6) Taking one of the following actions within thirty (30) calendar days of receiving notice under paragraph (4)(b) of this agreement with respect to any employee who is so convicted:
  - (a) Taking appropriate personnel action against that employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring that employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, state, or local health, law enforcement, or other appropriate agency; and
- (7) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (1), (2), (3), (4), (5), and (6) of this agreement. The Applicant agrees to maintain a list identifying its headquarters location and each



workplace it maintains in which project activities supported by FTA are conducted, and make that list readily accessible to FTA.

**B. Prevention of Alcohol Misuse and Prohibited Drug Use Certification**

If the Applicant is required by Federal regulations to provide the following certification concerning its activities to prevent alcohol misuse of prohibited drug use in its transit operations, FTA may not provide Federal assistance to that Applicant until it provides this certification by selecting Category "10".

As required by FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations", at 49 CFR part 655, subpart I, the Applicant certifies that it has established and implemented an anti-drug and alcohol misuse program, and has complied with or will comply with applicable requirements of FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations", at 49 CFR part 655.

All contractors who perform safety-sensitive functions for the Milwaukee County Transit Systems (e.g. overhaul and or rebuild engines, parts and vehicles) are required to certify. (Detailed information regarding the substance abuse certification can be obtained at [www.fta.dot.gov](http://www.fta.dot.gov).)

The undersigned contractor hereby certifies that it will comply with the requirements.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(Company)

By \_\_\_\_\_  
(Authorized Signature) (Print/type Name)

\_\_\_\_\_  
(Title)

**CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND  
OTHER RESPONSIBILITY MATTERS**

**A. The Proposer certifies to the best of its knowledge and belief that it and its principals:**

1. Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a ten-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (A)(2) of this certification; and
4. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

**B. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.**

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

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

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

DUNS #: \_\_\_\_\_

Name and Title of Authorized Representative: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

## Conflict of Interest Statement

\_\_\_\_\_ hereby certifies that our Firm's officers and personnel that will be assigned to the contract resulting from this solicitation, and/or their immediate family members do not have a Conflict of Interest performing the duties outlined in this solicitation document. To the best of our knowledge, no officer and personnel assigned or their immediate family members have a material financial interest in any commercial entity which may provide products or services as a part of a conflicting contract with MTS, or to Milwaukee County, Milwaukee County Transit System (MCTS), or Milwaukee Transport Services, Inc. (MTS). If our Firm's officers and personnel that are assigned to this contract becomes aware of any development that may create a conflict of interest and compromise the integrity of this contract, they shall notify MTS immediately and take the necessary action to address the conflict.

*Conflict of Interest:* A situation in which professional judgment or behavior concerning a primary interest of MTS or MCTS on this contract has been improperly influenced by a different interest (such as for financial gain).

*Immediate Family Member:* Spouse/partner or son or daughter.

*Material Financial Interest:* Ownership or beneficial ownership of more than \$10,000 worth of equity or one percent (1%) of the stock in a commercial entity.

---

(Name of Company)

---

(Authorized Name, Print)

---

(Title)

---

(Authorized Name, Signature)

---

(Date)

**MILWAUKEE COUNTY TRANSIT SYSTEM  
IS OPERATED AND MANAGED BY  
MILWAUKEE TRANSPORT SERVICES, INC.**

**GENERAL DIRECTIONS FOR SUBMITTING BIDS**

**1. How to Bid**

All bids shall be in writing (PRINTED) or typed and all prices and amounts stated in words and figures. All bids shall be submitted on the official form furnished by Materials Management and signed with the firm's name and manually signed by an officer or employee authorized to sign bids. Unsigned bids shall not be considered. If this form does not provide sufficient space, bidders may attach a sheet supplying the additional information. This sheet shall also be signed as described above in order to properly identify attachments to bid.

**2. How to Amend a Bid Before Due Date and Time**

After a bid has been filed with Materials Management Department and the bidder desires to amend his/her bid, he/she may do so before the due date and time by filing an amendment, fully identified with the original bid submitted by number, commodity and opening date. All of the conditions and provisions of the original bid will be in effect. This must be submitted before the date and time for receipt of bids as set forth in the bid documents. No bids or amendments will be accepted after the bid opening date and time specified.

**3. Facsimile Response Not Allowed**

Proposals will not be accepted in response to this Bid, by facsimile, modem, telephone or other electronic means. Furthermore, no proposal will be accepted that is not legible and clear.

**TERMS AND CONDITIONS OF BID**

**Calculation of time in days and hours shall exclude Saturdays, Sundays and major holidays.**

**1. Award**

Award will be made to the lowest responsive, responsible bidder meeting specifications. MTS reserves the right to award a separate contract for each item unless otherwise specified in the bid; any group of items.

MTS reserves the right to make an award based on its own determination, or to reject any or all bids or portions of same, if in the opinion of MTS, the best interest of MTS will be served thereby.

**2. Tie Bids**

If there are tie bids, award will be made in accordance with tie bid provisions as outlined in Chapter 32 of the Milwaukee County General Ordinances.

**3. Changes in Specifications**

Changes to specifications are not permitted. Bids not meeting the minimum requirements specified shall be rejected. All merchandise shall be new and unused unless otherwise specified in the specifications.

**4. Defaulting Bidders Excluded**

No bids will be accepted from any person, firm or corporation that has failed to perform faithfully any previous contract with MTS unless said person, firm or corporation has been reinstated on the eligible list of bidders by the Director of Materials Management.

**5. Delays in Delivery**

Delays in delivery caused by bona fide strikes, government priority or requisition, riots, fires, sabotage, acts of God or any other delays deemed by the Director of Materials Management to be clearly and unequivocally beyond the contractor's control, will be recognized. The vendor may be relieved of meeting the delivery time specified if vendor files with the Director of Materials Management a request for extension of time, signed by a responsible official, giving in detail all the essential circumstances which upon verification by Director of Materials Management justifies such extension.

**6. Delivery Terms**

Bids shall include delivery costs to the specified delivery point, all transportation charges prepaid and borne by you.

**7. Taxes**

MTS is exempt from Federal Excise Taxes and Wisconsin State Sales Tax. Bids shall be submitted without such taxes.

**8. Code of Ethics**

The Milwaukee County Code of Ethics states in part, "No person may offer to give to any Public official or employee or his immediate family, and no Public official or employee or his immediate family may solicit or receive anything of value pursuant to an understanding that such officers or employees' vote, official actions or judgment would be influenced thereby."

No person(s) with a personal financial interest in the approval or denial of a contract being considered by a County department or with an agency funded and regulated by a County department, may make a campaign contribution to any County official who has approval authority over that contract during its consideration. Contract consideration shall begin when a contract is submitted directly to a County department or to an agency until the contract has reached final disposition, including adoption, county executive action, proceedings on veto (if necessary) or departmental approval. This provision does not apply to those items covered by Section 9.15 unless an acceptance by an elected official would conflict with this section. The language in Section 9.05(2)(1) shall be included in all Request for Proposals (RFP) and bid documents.

**9. Funds**

If funds are not appropriated for payment of this contract, Purchaser may terminate contract at the end of any fiscal year upon 30 days written notice.

MTS operates the transit system for, and under an agreement with, Milwaukee County, Wisconsin. All multi-year contracts / agreements with MTS are contingent upon Milwaukee County retaining MTS as the operator of the transit system. The continuation of this agreement beyond December 31 of any given year, shall be contingent upon MTS receiving the necessary funding from the government agency.

**10. Insurance**

The successful bidder agrees to evidence and maintain proof of financial responsibility to cover costs as may arise from claims of torts, statutes and benefits under Workers' Compensation claims as required by the State of Wisconsin, including Employers' Liability and insurance covering General and Automobile Liability coverages in the following minimum amounts.

Type of Coverage	Minimum Limits
<b>Wisconsin Workers' Compensation</b>	Statutory or Proof of all States Coverage
<b>Employers' Liability</b> United States Longshoreman and Harbor Workers Compensation Act Coverage	\$100,000/\$500,000/\$100,000 If required by law
<b>Commercial General Liability</b> Bodily Injury & Property Damage	\$1,000,000 Per Occurrence
(Incl. Personal, Injury, Fire, Legal Contractual & Products/Completed Operations	\$1,000,000 General Aggregate
<b>Automobile Liability</b> Bodily Injury & Property Damage All autos-owned, non-owned and/or hired Uninsured Motorists	\$1,000,000 Per Occurrence   Per Wisconsin Statutes

MILWAUKEE TRANSPORT SERVICES, INC AND MILWAUKEE COUNTY , AS ITS INTEREST MAY APPEAR, SHALL BE NAMED AS AN ADDITIONAL INSURED FOR GENERAL & AUTOMOBILE LIABILITY, AND BE AFFORDED A THIRTY DAY (30) WRITTEN NOTICE OF CANCELLATION OR NON-RENEWAL. DISCLOSURE MUST BE MADE OF ANY NON STANDARD OR RESTRICTIVE ADDITIONAL INSURED ENDORSEMENT, AND ANY USE OF THE NON STANDARD OR RESTRICTIVE ADDITIONAL INSURED ENDORSEMENT WILL NOT BE ACCEPTABLE. A CERTIFICATE INDICATING THE ABOVE COVERAGES SHALL BE SUBMITTED TO 1942 N. 17<sup>TH</sup> STREET, MILWAUKEE, WI 53205, FOR REVIEW AND APPROVAL BY MTS INC. FOR THE DURATION OF THIS AGREEMENT.

Coverages shall be placed with an insurance company approved by the State of Wisconsin and rated "A" or better per Best's Key Rating Guide. Additional Information as to policy form, retroactive date, discovery provisions and applicable retentions, shall be submitted to MTS Inc., if requested, to obtain approval of insurance requirements. Any deviations, including the use of purchasing groups, risk retention groups, etc., or requests for waiver from the above requirements shall be submitted in writing to MTS Inc. for approval prior to the commencement of activities under this agreement.

**11. Indemnification Agreement**

The successful bidder shall indemnify and hold harmless Milwaukee Transport Services, Milwaukee County, their employees, agents and assigns, from any and all liability for damages on account of injury, including death, to persons, including employees of Milwaukee Transport Services or Milwaukee County, or for damage to property which actually or allegedly results from or actually or allegedly arises in connection with the performance of services or the furnishing of goods or products provided in connection with this bid. In addition, the successful bidder shall reimburse Milwaukee Transport Services, Inc. and Milwaukee County for all costs, expenses, including all costs of defense attorneys fees, and all other losses incurred by Milwaukee Transport Services, Inc. or Milwaukee County in connection with any claims, demands and causes of action, whether meritorious or not, which may be brought against Milwaukee Transport Services, Inc., Milwaukee County or their employees, agents or assigns, arising in whole or in part from goods, services or products provided or furnished for this bid.

**12. Intellectual Property Indemnification**

The successful bidder shall defend, at its expense, any action brought against MTS or Milwaukee County or their employees to the extent that it is based on a claim that the goods, services, or products provided in connection with this purchase order infringes any patent, trade secret, trademark, copyright, or other proprietary right. Successful bidder shall indemnify MTS and Milwaukee County for any costs, damages, and fees, including any costs, damages, and fees finally awarded against MTS and Milwaukee County, which are attributable to such claim, provided that MTS or Milwaukee County notifies successful bidder of the claim. MTS and Milwaukee County shall permit successful bidder, at successful bidder's sole discretion, to defend, compromise or settle the claim. MTS and Milwaukee County shall provide all available information, assistance and authority to enable Vendor to do so, provided successful bidder reimburses MTS and Milwaukee County for such activity.

**13. Independent Contractor**

Nothing contained in the Agreement shall constitute or be construed to create a partnership or joint venture between MTS, Inc. or its successors and the Contractor or its successors or assigns. In entering into this Agreement, and in acting in compliance herewith, Contractor is at all times acting and performing as an independent Contractor, duly authorized to perform the acts required of it hereunder.

**14. Retention of Records**

Contractor agrees to retain all records related to this contract for a period of at least three years from final date of payment of this contract

**15. Audit of Records**

Contractor shall permit the authorized representative of the Milwaukee County Auditor, after reasonable notice, the right to inspect and audit all data and records of Contractor related to carrying out the contract for a period of up to three years after completion of the contract. If subcontracts and/or associates are utilized, prime contractor shall have a written contractual agreement with County approved subcontractors

and/or associates which bind the subcontractor to the same audit contract terms and conditions as the prime Contractor.

**16. Non-Discrimination**

The contractor, lessee, offeror, supplier, purchaser, etc., agrees not to discriminate against any employee or applicant for employment because of race, religion, color, national origin, age, sex, or handicap, which includes, but not limited to: recruitment or recruitment advertising; employment; upgrading; demotion or transfer, layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship. A violation of this provision shall be sufficient cause for MTS to terminate the contract, lease, order, etc. pursuant to County Ordinance 56.17 - Non Discriminatory Contracts.

**17. Disadvantaged Business Enterprise**

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

Milwaukee County has assigned an overall annual goal for participation of certified disadvantaged business enterprises (DBE) contracts. All bidders/proposers are hereby directed to consider certified DBE subcontractors when carrying out the requirements of this contract.

The directory of firms can be obtained by contacting Community Business Development Partners (CBDP) at (414) 278-4747 or by visiting the following Internet site: <https://app.mylcm.com/wisdot/Reprts/WisDotUCPDirectory.aspx>

**For additional certified firms or understanding Milwaukee County procedures regarding the DBE Program, contact CBDP at (414) 278-5248.**

**18. Termination for Convenience**

MTS may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in MTS's best interest. The Contractor shall be paid its cost, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to MTS to be paid the Contractor. If the Contractor has any property in its possession belonging to MTS, the Contractor will account for the same and dispose of it in the manner MTS directs.

**19. Termination for Default**

If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, MTS may terminate this contract for default. Termination shall be effected by serving a notice of termination on the Contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract. If it is later determined by MTS that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, MTS after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

**20. Opportunity to Cure**

MTS in its sole discretion may, in the case of a termination for default, allow the Contractor thirty (30) days to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions.

If Contractor fails to remedy to MTS' satisfaction the default or any other terms covenants, or conditions of this Contract within the thirty (30) days after receipt by the Contractor of written notice from MTS setting forth the nature of said default, MTS shall have the right to terminated the Contract without any further obligation to the Contractor. Any such termination for default shall not in any way operate to preclude MTS from also pursuing all available remedies against the Contractor and its sureties for said default.

**21. Employee's Right to Know**

It is a direct condition of the terms of this proposal that if there be any toxic substances, materials, or infectious agents, the offeror shall supply copies of material safety data sheets in accordance with Wisconsin Statutes, Chapter 364.

**22. Brand Names**

In all cases materials must be furnished as specified, but where brand names are used, consider the term "approved equal" to follow. However, if an approved equal is requested the bidder shall request consideration for approved equal status by submitting the appropriate documentation demonstrating equal status a minimum of ten (10) working days prior to the time scheduled for bid opening. Requests submitted without adequate documentation and/or less than 10 working days prior to the time scheduled for bid opening will not be considered.

**23. Price and Cost Analysis**

In the event a single bid is received, MTS will conduct a price and/or cost analysis of the bid based on data which shall be provided by the bidder. A cost analysis is the process of examining the bid and evaluating the separate cost elements. It should be recognized that a price analysis through comparison to other similar procurement must be based on an established or competitive price of the elements used in the comparison. The comparison must be made to a purchase of similar quantity and involving similar specifications. Where a difference exists, a detailed analysis must be made of this difference and costs attached thereto. Where it is impossible to obtain a valid price analysis, it may be necessary for MTS to conduct a cost analysis of the bid price. The price and/or cost analysis shall be made by competent and experienced auditors or price analysts. An engineer's estimate or comparison of the prices involved is insufficient for cost analysis purposes.

**24. Written Change Orders**

Oral change orders are not permitted. No change in this contract shall be made unless the contracting officer gives his prior written approval therefore. The contractor shall be liable for all costs resulting from and/or for satisfactorily correcting, any specification change not properly ordered by written modification to the contract and signed by the contracting officer.

**25. Waiver of Irregularities**

MTS may waive informalities and minor irregularities in bids received.

**26. PROTESTS AND APPEALS**

**Protest Policy for Sealed Bids:**

Calculation of time in days and hours shall exclude Saturdays, Sundays and major holidays.

**A. Prior to sealed bid opening:**

1. Protests to form and content of bid documents shall be received by the Director of Materials Management not less than five (5) days prior to the time scheduled for bid opening. Protests shall be in writing and state the reason for it.
2. The Director of Materials Management shall review protests and if modification is necessary, the bid opening date shall be extended and addenda containing the changes shall be sent to each bidder. If the modification is rejected, the protestor shall be notified. The decision of the Director of Materials Management is final.

**B. After sealed bid opening:**

1. Protests concerning irregularities on sealed bid opening procedures or compliance by bidders with bid documents shall be received by the Director of Materials Management within seventy-two (72) hours after time of bid opening.



2. When a sealed bid is awarded to other than the lowest bidder, all bidders shall be notified in writing by certified mail, return receipt requested, or by fax machine transmission of the proposed award. Protest to the award must be delivered to the Director of Materials Management within seventy-two (72) hours after receipt of notice. A copy of the fax transmission cover sheet, or the department's fax log, shall be conclusive proof of the time and date of receipt by a bidder.
3. A protest under either (B.1.) or (B.2.) above must be in writing and state the reason for it. The Director of Materials Management shall review the protest and notify the protestor of a decision in writing by certified mail return receipt requested, or by fax machine transmission, within five (5) days. No contract shall be awarded while a protest is pending. A protest that is untimely or fails to clearly state the reason for it or shall have been made prior to bid opening is invalid. The decision of the Director of Materials Management disqualifying the protest for these reasons is final and cannot be appealed. A copy of the fax transmission cover sheet, or the department's fax log, shall be conclusive proof of the time and date of receipt by a bidder.

#### **C. Appeals to the Purchasing Appeals Committee:**

1. Protest from the decision of the Director of Materials Management shall be made to the Purchasing Appeals Committee by delivering a written request for appeal hearing both to the Materials Management Department and the Purchasing Appeals Committee within seventy-two (72) hours after the receipt of the Director of Materials Management's decision.
2. Written appeals to the Purchasing Appeals Committee shall be addressed as follows:  
**Purchasing Appeals Committee**  
**C/O MTS Materials Management Department**  
**1942 North 17<sup>th</sup> Street**  
**Milwaukee, WI 53205**
3. The request shall state the grounds upon which the protest is based and shall request an appeal hearing. No contract shall be awarded until the final disposition of the protest.
4. The Chairperson of the Purchasing Appeals Committee shall notify all interested persons of the time and place of the hearing.
5. The Purchasing Appeals Committee shall affirm, reverse or modify the decision of the Director of Materials Management and its' decision shall be final. Milwaukee Transport Services (MTS) reserves the right to immediately act on the decision of the Purchasing Appeals Committee regardless of a potential appeal to the FTA.

#### **D. Appeals To FTA**

A protest may be filed with FTA following an adverse decision by the Purchasing Appeals Committee. The protest must be filed in accordance with procedures set forth in FTA Circular 4220.IF. Any protest must be filed with FTA in writing not later than five days of notification of an adverse decision by the Purchasing Appeals Committee. Protest should be filed with FTA, Region V, 200 West Adams Street, Suite 320, Chicago, IL 60606 and a concurrent copy sent to Milwaukee Transport Services, Inc. FTA's review of any protests will be limited to:

1. Alleged failure of Milwaukee Transport Services to have a written protest procedure.
2. Alleged failure of Milwaukee Transport Services to follow such procedure or its' failure to review a complaint or protest.
3. Alleged violation of a specific Federal requirement that provides an applicable complaint procedure shall be submitted and processed in accordance with that Federal regulation.

Protests filed with FTA shall:

1. Include name and address of the protestor.
2. Identify the Milwaukee Transport Services' solicitation number.
3. Contain a statement of the grounds for protest and any supporting documentation. This statement shall detail the alleged failure to follow protest procedures or the alleged failure to have procedures and be fully supported to the extent possible.
4. Include a copy of the local protest filed with Milwaukee Transport Services and a copy of the Purchasing Appeals Committee decision.

**E. Contract Continuation Clause:**

Contractor recognizes that the services under this contract are vital to MTS and to the public and must be continued without interruption. Contractor agrees that MTS, in its sole discretion, and by written notice to Contractor at least 30 days prior to contract expiration, may extend this Agreement for up to an additional 90 days. If so extended by MTS, Contractor shall continue to provide services under this Agreement, on the same terms as set forth in this Agreement. MTS may terminate any such extension by providing Contractor with 30-day notice. Contractor further agrees to exercise its best efforts and cooperation to affect an orderly and efficient transition to any successor Contract.

**THIS  
PAGE  
INTENTIONALLY  
LEFT  
BLANK**

## *FTA Required Third-Party Contract Clauses*

### **SPECIAL NOTIFICATION REQUIREMENTS FOR STATES**

#### **FTA Master Agreement**

Federal grant monies fund this contract, in whole or in part (Section 53XX – CFDA 20.5XX). As such, agencies receiving such funds and contractors awarded contracts that use such funds must comply with certain Federal certifications and clause requirements. This includes, for purchases of rolling stock over \$100,000, compliance with Buy America Act requirements, including pre-award and post-delivery audit requirements and certifications, as well as requirements and certifications applicable under the Federal Motor Vehicle Safety Standard (FMVSS). It is the contractor's responsibility to be aware of the pertinent certifications and contract clauses, as identified by the Issuing Agency for the instant procurement and ensure compliance with such requirements prior to award and throughout the term of any resultant contract. The full text of these clauses is available at the National Rural Transit Assistance Program (RTAP) website under "ProcurementPro." The website address is: <http://www.nationalrtap.org/home.aspx>.

### **NO GOVERNMENT OBLIGATION TO THIRD PARTIES**

(1) The Purchaser and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the Purchaser, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

(2) The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

### **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS AND RELATED ACTS**

**31 U.S.C. 3801 et seq.  
49 CFR Part 31 18 U.S.C. 1001  
49 U.S.C. 5307**

(1) The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.

(2) The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

(3) The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

## ***FTA Required Third-Party Contract Clauses***

### **PRIVACY ACT** **5 U.S.C. 552**

Contracts Involving Federal Privacy Act Requirements - The following requirements apply to the Contractor and its employees that administer any system of records on behalf of the Federal Government under any contract:

(1) The Contractor agrees to comply with, and assures the compliance of its employees with, the information restrictions and other applicable requirements of the Privacy Act of 1974, 5 U.S.C. § 552a. Among other things, the Contractor agrees to obtain the express consent of the Federal Government before the Contractor or its employees operate a system of records on behalf of the Federal Government. The Contractor understands that the requirements of the Privacy Act, including the civil and criminal penalties for violation of that Act, apply to those individuals involved, and that failure to comply with the terms of the Privacy Act may result in termination of the underlying contract.

(2) The Contractor also agrees to include these requirements in each subcontract to administer any system of records on behalf of the Federal Government financed in whole or in part with Federal assistance provided by FTA.

### **FEDERAL CHANGES** **49 CFR Part 18**

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between Purchaser and FTA, as they may be amended or promulgated from time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

### **CIVIL RIGHTS REQUIREMENTS** **29 U.S.C. § 623, 42 U.S.C. § 2000** **42 U.S.C. § 6102, 42 U.S.C. § 12112** **42 U.S.C. § 12132, 49 U.S.C. § 5332** **29 CFR Part 1630, 41 CFR Parts 60 et seq.**

#### **Civil Rights - The following requirements apply to the underlying contract:**

The following requirements apply to the underlying contract:

(1) Nondiscrimination - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

(2) Equal Employment Opportunity - The following equal employment opportunity requirements apply to the underlying contract:

(a) Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for

## ***FTA Required Third-Party Contract Clauses***

training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(b) Age - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(c) Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(3) The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

### **INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS** **FTA Circular 4220.1F**

The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1F, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any Milwaukee County requests that would cause Milwaukee County to be in violation of the FTA terms and conditions.

### **ENERGY CONSERVATION REQUIREMENTS** **42 U.S.C. 6321 et seq.** **49 CFR Part 18**

The contractor agrees to comply with mandatory standards and policies relating to energy efficiency, which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

### **TERMINATION** **49 U.S.C. Part 18** **FTA Circular 4220.1F**

**a. Termination for Convenience (General Provision)** Milwaukee County may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in the Government's best interest. The Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to Milwaukee County to be paid the Contractor. If the Contractor has any property in its possession belonging to Milwaukee County, the Contractor will account for the same and dispose of it in the manner Milwaukee County directs.

**b. Termination for Default [Breach or Cause] (General Provision)** If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, Milwaukee County may terminate this contract for default. Termination shall be effected by serving a notice of

## *FTA Required Third-Party Contract Clauses*

termination on the contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

If it is later determined by Milwaukee County that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, Milwaukee County, after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

**c. Opportunity to Cure (General Provision)** Milwaukee County in its sole discretion may, in the case of a termination for breach or default, allow the Contractor appropriately thirty (30) days in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions.

If Contractor fails to remedy to Milwaukee County's satisfaction the breach or default or any of the terms, covenants, or conditions of this Contract within thirty (30) days after receipt by Contractor of written notice from Milwaukee County setting forth the nature of said breach or default, Milwaukee County shall have the right to terminate the Contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude Milwaukee County from also pursuing all available remedies against Contractor and its sureties for said breach or default.

**d. Waiver of Remedies for any Breach** In the event that Milwaukee County elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Contract, such waiver by Milwaukee County shall not limit Milwaukee County's remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.

**e. Termination for Convenience (Professional or Transit Service Contracts)** Milwaukee County by written notice, may terminate this contract, in whole or in part, when it is in the Government's interest. If this contract is terminated, Milwaukee County shall be liable only for payment under the payment provisions of this contract for services rendered before the effective date of termination.

**f. Termination for Default (Supplies and Service)** If the Contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension or if the Contractor fails to comply with any other provisions of this contract, Milwaukee County may terminate this contract for default. Milwaukee County shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of Milwaukee County.

**g. Termination for Default (Transportation Services)** If the Contractor fails to pick up the commodities or to perform the services, including delivery services, within the time specified in this contract or any extension or if the Contractor fails to comply with any other provisions of this contract, Milwaukee County may terminate this contract for default. Milwaukee County shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of default. The Contractor will only be paid the contract price for services performed in accordance with the manner of performance set forth in this contract.

If this contract is terminated while the Contractor has possession of Recipient goods, the Contractor shall, upon direction of Milwaukee County, protect and preserve the goods until surrendered to the Recipient or its agent. The Contractor and Milwaukee County shall agree on payment for the preservation and protection of goods. Failure to agree on an amount will be resolved under the Dispute clause.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of Milwaukee County.

## *FTA Required Third-Party Contract Clauses*

**h. Termination for Default (Construction)** If the Contractor refuses or fails to prosecute the work or any separable part, with the diligence that will insure its completion within the time specified in this contract or any extension or fails to complete the work within this time, or if the Contractor fails to comply with any other provisions of this contract, Milwaukee County may terminate this contract for default. Milwaukee County shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. In this event, the Recipient may take over the work and complete it by contract or otherwise, and may take possession of and use any materials, appliances, and plant on the work site necessary for completing the work. The Contractor and its sureties shall be liable for any damage to the Recipient resulting from the Contractor's refusal or failure to complete the work within specified time, whether or not the Contractor's right to proceed with the work is terminated. This liability includes any increased costs incurred by the Recipient in completing the work.

The Contractor's right to proceed shall not be terminated nor the Contractor charged with damages under this clause if:

1. The delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor. Examples of such causes include: acts of God, acts of the Recipient, acts of another Contractor in the performance of a contract with the Recipient, epidemics, quarantine restrictions, strikes, freight embargoes; and
2. The Contractor, within ten (**10**) days from the beginning of any delay, notifies Milwaukee County in writing of the causes of delay. If in the judgement of Milwaukee County, the delay is excusable, the time for completing the work shall be extended. The judgement of Milwaukee County shall be final and conclusive on the parties, but subject to appeal under the Disputes clauses.

If, after termination of the Contractor's right to proceed, it is determined that the Contractor was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if the termination had been issued for the convenience of the Recipient.

**i. Termination for Convenience or Default (Architect and Engineering)** Milwaukee County may terminate this contract in whole or in part, for the Recipient's convenience or because of the failure of the contractor to fulfill the contract obligations. Milwaukee County shall terminate by delivering to the Contractor a Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to the Contracting Officer all data, drawings, specifications, reports, estimates, summaries, and other information and materials accumulated in performing this contract, whether completed or in process.

If the termination is for the convenience of the Recipient, the Contracting Officer shall make an equitable adjustment in the contract price but shall allow no anticipated profit on unperformed services.

If the termination is for failure of the Contractor to fulfill the contract obligations, the Recipient may complete the work by contract or otherwise and the Contractor shall be liable for any additional cost incurred by the Recipient.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the Recipient.

**j. Termination for Convenience of Default (Cost-Type Contracts)** Milwaukee County may terminate this contract, or any portion of it, by serving a notice of termination on the Contractor. The notice shall state whether the termination is for convenience of Milwaukee County or for the default of the Contractor. If the termination is for default, the notice shall state the manner in which the contractor has failed to perform the requirements of the contract. The Contractor shall account for any property in its possession paid for from funds received from Milwaukee County, or property supplied to the Contractor by Milwaukee County. If the termination is for default, Milwaukee County may fix the fee, if the contract provides for a fee, to be paid the contractor in proportion to the value, if any, of work performed up to the time of termination. The Contractor shall promptly submit its termination claim to Milwaukee County and the parties shall negotiate the termination settlement to be paid the Contractor.

If the termination is for the convenience of Milwaukee County, the Contractor shall be paid its contract close-out costs, and a fee, if the contract provided for payment of a fee, in proportion to the work performed up to the time of termination.



## ***FTA Required Third-Party Contract Clauses***

If, after serving a notice of termination for default, Milwaukee County determines that the Contractor has as excusable reason for not performing, such as strike, fire, flood, events which are not the fault of and are beyond the control of the contractor, Milwaukee County, after setting up a new work schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

### **GOVERNMENT-WIDE DEBARMENT AND SUSPENSION (NON-PROCUREMENT)**

#### **49 CFR Part 29**

#### **Executive Order 12549**

#### **Executive Order 12689**

#### **31 USC 6101 note (Section 2455, Public Law 103-355, 108 Stat. 3327)**

This contract is a covered transaction for purposes of 49 CFR Part 29. As such, the contractor is required to verify that none of the contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.

The contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into.

The contractor is required to review the “Excluded Parties Listing System” at <http://sam.gov> before entering into any subagreement, lease, third party contract, or other arrangement in connection with the Project and must include this review requirement in any lower tier covered transaction it enters into.

By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by Milwaukee County and Milwaukee County Transit System. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to Milwaukee County and Milwaukee County Transit System, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

### **BREACHES AND DISPUTE RESOLUTION**

#### **49 CFR Part 18**

#### **FTA Circular 4220.1F**

**Disputes** – Disputes arising in the performance of this Contract which are not resolved by agreement of the parties shall be decided in writing by the authorized representative, Director of Materials Management, Milwaukee County Transit System (MCTS). This decision shall be final and conclusive unless within *ten (10)* days from the date of receipt of its copy, the Contractor mails or otherwise furnishes a written appeal to the Director of Materials Management, Milwaukee County Transit System (MCTS). In connection with any such appeal, the Contractor shall be afforded an opportunity to be heard and to offer evidence in support of its position. The decision of the Director of Materials Management, Milwaukee County Transit System (MCTS) shall be binding upon the Contractor and the Contractor shall abide by the decision.

**Performance During Dispute** – Unless otherwise directed by Milwaukee County, Contractor shall continue performance under this Contract while matters in dispute are being resolved.

**Claims for Damages** – Should either party to the Contract suffer injury or damage to person or property because of any act or omission of the party or of any of his employees, agents or others for whose acts he is legally liable, a claim for damages therefor shall be made in writing to such other party within a reasonable time after the first observance of such injury or damage.

## ***FTA Required Third-Party Contract Clauses***

**Remedies** – Unless this contract provides otherwise, all claims, counterclaims, disputes and other matters in question between Milwaukee County and the Contractor arising out of or relating to this agreement or its breach will be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction within Wisconsin.

**Rights and Remedies** – The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by Milwaukee County, or Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

### **CLEAN AIR**

**42 U.S.C. 7401 et seq**

**40 CFR 15.61**

**49 CFR Part 18**

- (1) The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 et seq. The contractor agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.
- (2) The Contractor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.

### **CLEAN WATER REQUIREMENTS**

**33 U.S.C. 1251**

- (1) The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. The Contractor agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.
- (2) The Contractor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.

### **RECYCLED PRODUCTS**

**42 U.S.C. 6962**

**40 CFR Part 247**

**Executive Order 12873**

**Recovered Materials** - The contractor agrees to comply with all the requirements of Section 6002 of the Resource Conservation and Recovery Act (RCRA), as amended (42 U.S.C. 6962), including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12873, as they apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.

## *FTA Required Third-Party Contract Clauses*

### **DISADVANTAGED BUSINESS ENTERPRISE (DBE)** **49 CFR Part 26**

- a. This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, *Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs*. The national goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. The agency's overall goal for DBE participation is 5.7%. A separate contract goal has **not** been established for this procurement.
- b. The contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as Milwaukee Transport Services deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).
- c. Bidders/offerors are required to document sufficient DBE participation to meet these goals or, alternatively, document adequate good faith efforts to do so, as provided for in 49 CFR 26.53. Award of this contract is conditioned on submission of the completed DBE-14 or DBE GFE forms, that will be approved by the local Milwaukee County Business Development Partners (CBDP) office.
  1. The names and addresses of DBE firms that will participate in this contract;
  2. A description of the work each DBE will perform;
  3. The dollar amount of the participation of each DBE firm participating;
  4. Written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal;
  5. Written confirmation from the DBE that it is participating in the contract as provided in the prime contractor's commitment; and
  6. If the contract goal is not met, evidence of good faith efforts to do so.

Responses to this quote must present the information required above as a matter of responsiveness (see 49 CFR 26.53(3)). Because no separate contract goal has been established for this particular solicitation, the following applies:

The successful bidder/offeror will be required to report its DBE participation obtained through race-neutral means throughout the period of performance.

- d. The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 10 calendar days after the contractor's receipt of payment for that work from the Milwaukee Transport Services. In addition, is required to return any retainage payments to those subcontractors within 10 calendar days after incremental acceptance of the subcontractor's work by Milwaukee Transport Services and contractor's receipt of the partial retainage payment related to the subcontractor's work.

The contractor must promptly notify Milwaukee Transport Services, whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of Milwaukee Transport Services.

### **ASSIGNABILITY**

Milwaukee County reserves the right to assign all or a portion of the specified deliverables of this contract under the terms originally advertised, competed, evaluated and awarded. Such assignment shall be limited to another FTA grantee. The assignment, should it occur, will be honored by the contractor and will be in force through the duration of the contract.