



**ROCKY MOUNT**  
FINANCE  
THE CENTER OF IT ALL

## **PARKS AND RECREATION**

**Request for Quote #: 320-141123AG Re-bid**

**Miniature Train at Sunset Park Replacement**

**Date of Issue: 1/30/2024**

**Quote Due Date: 2/14/2024**

**2:30 P.M.**

**Direct all inquiries concerning this RFQ to:**

Alicia Gaines

Purchasing Associate III

Email: [Alicia.Gaines@rockymountnc.gov](mailto:Alicia.Gaines@rockymountnc.gov)

Phone: 252-972-1227



**ROCKY MOUNT**  
FINANCE  
THE CENTER OF IT ALL

## **Request for Quote # 320-141123AG Re-Bid**

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For purchasing division processing, please provide your company's Federal Employer Identification Number or alternate identification number (e.g. Social Security Number). Pursuant to North Carolina General Statute 132-1.10(b) this identification number shall not be released to the public. **This page will be removed and shredded, or otherwise kept confidential**, before the procurement file is made available for public inspection.

**This page is to be filled out and returned with your bid.  
Failure to do so may subject your bid to rejection.**

**ID Number:**

\_\_\_\_\_

Federal ID Number or Social Security Number

\_\_\_\_\_

Vendor Name

***Sealed, mailed responses ONLY will be accepted for this solicitation.***



# Parks and Recreation

Refer **ALL** Inquiries regarding this RFQ to:  
**Alicia Gaines**  
**Purchasing Associate III**

**Request for Quote # 320-141123AG Re-Bid**

**Quotes will be due: 2/14/2024 2:30 PM**

**Contract Type: Purchase**

### **EXECUTION**

In compliance with this Request for Quote, and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are quoted, at the prices set opposite each item within the time specified herein. By executing this quote, the undersigned Vendor certifies that this quote is submitted competitively and without collusion (G.S. 143-54), that none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that it is not an ineligible Vendor as set forth in G.S. 143-59.1. False certification is a Class I felony. Furthermore, by executing this quote, the undersigned certifies to the best of Vendor's knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or City department. As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-contractors for any Contract awarded as a result of this RFQ, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system. G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any City Employee associated with the preparing plans, specifications, estimates for public Contract; or awarding or administering public Contracts; or inspecting or supervising delivery of the public Contract of any gift from anyone with a Contract with the City, or from any person seeking to do business with the City. By execution of any response in this quote, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization. **Do you have a financial interest or tangible personal benefit with a city of Rocky Mount employee, officer, or agent?**  Yes  No **If yes note the employee, officer, or agent; department; and the perceived or actual conflict of interest.**

**Failure to execute/sign quote prior to submittal shall render quote invalid and it WILL BE REJECTED. Late quotes cannot be accepted.**

<b>VENDOR:</b>		
<b>STREET ADDRESS:</b>	<b>P.O. BOX:</b>	<b>ZIP:</b>
<b>CITY &amp; STATE &amp; ZIP:</b>	<b>TELEPHONE NUMBER:</b>	<b>TOLL FREE TEL. NO:</b>
<b>PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO VENDORS ITEM #11):</b>		
<b>PRINT NAME &amp; TITLE OF PERSON SIGNING ON BEHALF OF VENDOR:</b>	<b>FAX NUMBER:</b>	
<b>VENDOR'S AUTHORIZED SIGNATURE:</b>	<b>DATE:</b>	<b>EMAIL:</b>

Offer valid for at least 60 days from date of quote opening, unless otherwise stated here: \_\_\_\_\_ days.

### **ACCEPTANCE OF QUOTE**

If any or all parts of this quote are accepted by the City of Rocky Mount, an authorized representative of the City of Rocky Mount shall affix his/her signature hereto and this document and all provisions of this Request for Quote along with the Vendor response and the written results of any negotiations shall then constitute the written agreement between the parties. A copy of this acceptance will be forwarded to the successful Vendor(s).

**FOR CITY USE ONLY:** Offer accept and Contract awarded this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ as indicated on the attached certification, by \_\_\_\_\_

**(Authorized Representative of City of Rocky Mount)**

**PRE-AUDIT:** This instrument has been preaudited in the manner required by the Budget and Fiscal Control Act.

\_\_\_\_\_  
Finance Director

\_\_\_\_\_  
Date

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## 1.0 PURPOSE AND BACKGROUND

The Sunset Park miniature train is a cherished part of life in Rocky Mount. The city seeks to replace the 71-year-old G-16 miniature train. When practical, design and paint cues should be taken from the Atlantic Coastline 501 diesel locomotive, *The Champion*. See Sunset Park Train Purpose and Background for details.

Quotes shall be submitted in accordance with the terms and conditions of this RFQ and any addenda issued hereto.

## 2.0 GENERAL INFORMATION

### 2.1 REQUEST FOR QUOTE DOCUMENT

The RFQ is comprised of the base RFQ document, any attachments, and any addenda released before Contract award. All attachments and addenda released for this RFQ in advance of any Contract award are incorporated herein by reference. Vendor may attach its quote to this RFQ for submission; however, any and all additional, modified or conflicting terms and conditions submitted on or with Vendor’s quote shall be disregarded and shall not be considered a part of any contract arising from this RFQ. Any attempt to delete or avoid the force of the previous sentence shall render Vendor’s quote invalid, and it shall not be considered.

### 2.2 NOTICE TO VENDORS REGARDING TERMS AND CONDITIONS

It shall be the Vendor’s responsibility to read the Instructions, the Cities’ terms and conditions, all relevant exhibits and attachments, and any other components made a part of this RFQ and comply with all requirements and specifications herein. Vendors are also responsible for obtaining and complying with all Addenda and other changes that may be issued concerning this RFQ.

If Vendors have questions, issues, or exceptions regarding any term, condition, or other component within this RFQ (including proposed alternate language), those **must** be submitted as questions in accordance with the instructions in Section 2.4. QUESTIONS ABOUT QUOTE. If the City determines that any changes will be made resulting from the questions asked, then such decisions will be communicated in the form of an RFQ addendum. The City may also elect to leave open the possibility for post-contract negotiation and amendment of specific provisions of the Contract that have been addressed during the question and answer period. Other than through this process, the City rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with Vendor’s quote. This applies to any language appearing in or attached to the document as part of the Vendor’s quote that purports to vary any terms and conditions or Vendors’ instructions herein or to render the quote non-binding or subject to further negotiation. *Vendor’s quote shall constitute a firm offer.* **By execution and delivery of a quote in response to this RFQ, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposefully or inadvertently, shall have no force or effect, and will be disregarded. Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor’s quote as nonresponsive. Any quote that contains language that indicates the quote is non-binding or subject to further negotiation before a contractual document may be signed shall be rejected.**

Contact with anyone working for or with the City regarding this RFQ other than the City of Rocky Mount Purchasing Office Contract Lead named on the face page of this RFQ or in the manner specified by this RFQ shall constitute grounds for rejection of said Vendor’s offer, at the Cities election.

### 2.3 RFQ SCHEDULE

The table below shows the *intended* schedule for this RFQ. The City will make every effort to adhere to this schedule.

Action	Responsibility	Date/Time
Issue RFQ	City	Tuesday, 1/30/2024
Submit Written Questions/Question Deadline	Vendors	Friday, 2/2/2024
Provide Response to Questions/Addendum	City	Wednesday, 2/7/2024
Submit Bids	Vendors	Wednesday, 2/14/2024 2:30 PM

Award Contract	City	TBD
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## 2.4 QUESTIONS ABOUT QUOTE

**Purpose:** Upon review of the RFQ documents, Vendors may have questions to clarify or interpret the RFQ in order to submit the best quote possible. To accommodate the Quote Questions process, Vendors shall submit any such questions by the above due date.

**Instructions:** Written questions shall be emailed to [Alicia.Gaines@rockymountnc.gov](mailto:Alicia.Gaines@rockymountnc.gov) by the date and time specified above. Vendors should enter “RFQ #141123AG-Re-Bid – Questions” as the subject for the email. Questions submittals should include a reference to the applicable RFQ section and be submitted in a format shown below:

Reference	Vendor Question
RFQ Section, Page Number	Vendor question...?

Questions received prior to the submission deadline date, the City’s response, and any additional terms deemed necessary by the City will be posted in the form of an addendum, available on the City of Rocky Mount Purchasing webpage <http://www.rockymountnc.gov/services-finance-bids/> and/or the North Carolina’s Interactive Purchasing System (IPS), <http://www.ips.state.nc.us>, and shall become an Addendum to this RFQ. No information, instruction or advice provided orally or informally by any City personnel, whether made in response to a question or otherwise in connection with this RFQ, shall be considered authoritative or binding. Vendors shall be entitled to rely *only* on written material contained in an Addendum to this RFQ. The dated noted in the RFQ schedule for the City to provide responses to questions also serves as the addendum deadline. If you do not receive a courtesy email notification regarding the addendum by that date do check the City of Rocky Mount Purchasing webpage.

## 2.5 MAILING INSTRUCTIONS

**Instructions:** Quotes, subject to the conditions made a part hereof and the receipt requirements described below, shall be received at the address indicated in the table below, for furnishing and delivering those items as described herein.

MAILING ADDRESS FOR DELIVERY OF QUOTE VIA U.S. POSTAL SERVICE	OFFICE ADDRESS FOR DELIVERY BY ANY OTHER MEANS, SPECIAL DELIVERY, OVERNIGHT DELIVERY, OR BY ANY OTHER CARRIER
<p><i>QUOTE NUMBER: 320-141123AG – Re-Bid</i>                      Attn: Alicia Gaines, Purchasing Associate III                      Address: PO BOX 1180                      Rocky Mount, NC 27802</p>	<p><i>QUOTE NUMBER: 320-141123AG – Re-Bid</i>                      Attn: Alicia Gaines, Purchasing Associate III                      Address: 331 S. Franklin Street                      Rocky Mount, NC 27804</p>

For quotes submitted via U.S. mail, please note that the U.S. Postal Service generally does not deliver mail to a specified street address but to the City’s Mail Service Center. Vendors are cautioned that quotes sent via U.S. Mail, including Express Mail, may not be delivered by the Mail Service Center to the department’s purchasing office on the due date in time to meet the proposal deadline. All Vendors are urged to take the possibility of delay into account when submitting a proposal by U.S. Postal Service, courier, or other delivery service. **Attempts to submit a quote via facsimile (FAX) machine or telephone or email in response to this RFQ shall NOT be accepted.**

- a) Vendors shall deliver either **one (1)** signed original executed quote to the address identified in the table above.

- b) Submit your proposal in a sealed package. Clearly mark each package with: (1) Vendor name; (2) the RFQ number; and (3) the due date. Address the package(s) for delivery as shown in the table above. If Vendor is submitting more than one (1) proposal, each proposal shall be submitted in separate sealed envelopes and marked accordingly. For delivery purposes, separate sealed envelopes from a single Vendor may be included in the same outer package. Proposals are subject to rejection unless submitted with the information above included on the outside of the sealed proposal package.

**IMPORTANT NOTE:** It is the responsibility of the Vendor to have the signed quote physically in this Office by the specified time and date quotes are due, regardless of the method of delivery. **This is an absolute requirement.** The time of delivery will be marked on each quote when received, and any quote received after the submission deadline will not be accepted or evaluated.

All risk of late arrival due to unanticipated delay—whether delivered by hand, U.S. Postal Service, courier or other delivery service or method—is entirely on the Vendor. Note that the U.S. Postal Service generally does not deliver mail to the street address above, but to the City’s Mail Service Center. Vendors are cautioned that quotes sent via U.S. Mail, including Express Mail, may not be delivered to the purchasing office on the due date in time to meet the quote deadline. All Vendors are urged to take the possibility of delay into account when submitting a quote.

If quote is hand delivered please note that the Frederick E. Turnage Municipal Building requires all visitors to sign in with the guard stationed on the first floor. Visitors will only have access through the building accompanied with a City employee.

**Proposal Opening:**

Proposals will be opened and read aloud at the Frederick E. Turnage Administrative Services Complex, first floor atrium, 331 South Franklin Street, Rocky Mount, North Carolina 27804 at the date and time specified on the cover sheet and RFP schedule.

**2.6 QUOTE CONTENTS**

Vendor shall populate all attachments of this RFQ that require the Vendor to provide information and include an authorized signature where requested, as outlined below. Vendor Responses shall include the following items and they should be arranged in the following order:

- a) Completed and signed version of EXECUTION PAGE, along with the body of the RFQ, and signed receipt pages of any addenda released in conjunction with this RFQ.
- b) Completed version of ATTACHMENT A: PRICING FORM
- c) ATTACHMENT B: INSTRUCTIONS TO BIDDERS
- d) ATTACHMENT C: ACCEPTANCE OF TERMS AND CONDITIONS
- e) ATTACHMENT D: SUPPLEMENTAL VENDOR INFORMATION
- f) ATTACHMENT E: BUILD AMERICA, BUY AMERICA ACT

**2.7 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS**

- a) **BUYER:** The employee of the City Department that places an order with the Vendor.
- b) **CONTRACT LEAD:** Representative of the *City of Rocky Mount Purchasing Office* who corresponds with potential Vendors in order to identify and contract with that Vendor providing the greatest benefit to the City of Rocky Mount and who will administer the contract for the City.
- c) **FOB-DESTINATION:** Title changes hand from Vendor to purchaser at the destination point of the shipment; Vendor owns commodity in transit and files any claims, and Vendor pays all freight and any related transportation charges. A



solicitation may request Vendors to separately identify freight charges in their quote, but no amount or charge not included as part of the total quote price will be paid.

- d) **LOT:** A grouping of similar products within this RFQ.
- e) **ON-TIME DELIVERY:** The delivery of all items within a single order to the receiving point designated by the ordering entity within the delivery time required.
- f) **RFQ:** Request for Quote.
- g) **VENDOR:** Supplier, proposer, company, firm, corporation, partnership, individual or other entity submitting a response to a Request for Quote.

### 3.0 METHOD OF AWARD AND QUOTE EVALUATION PROCESS

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#### 3.1 METHOD OF AWARD

Contracts will be awarded in accordance with G.S. 143-129, 143-131 and the evaluation criteria set out in this solicitation. Prospective Vendors shall not be discriminated against on the basis of any prohibited grounds as defined by Federal and State law.

The City may obtain quotes from one or more potential Vendors. All quotes will be evaluated, and award will be based on lowest responsive quote meeting specifications.

**Local Preference Policy.** *The only exception to the lowest responsive, responsible bidder method of award will be the local preference policy. The preference will allow an Eligible Local Bidder to match the price and terms of the lowest responsible, responsive bidder who is a Non-Local Bidder, if the Eligible Local Bidder's price is within five percent (5%) or \$25,000, whichever is less, of the lowest responsible, responsive Non-Local Bidder's price .An eligible local vendor is one that is current on property taxes in the City of Rocky Mount and meets the qualifications set forth in the policy. An application can be found at <https://rockymountnc.gov/services-finance-vendor-registration/>*

#### 3.2 QUOTE EVALUATION PROCESS

- a) Quotes are requested for the items as specified, or item(s) equivalent in design, function and performance. The City reserves the right to reject any quote on the basis of fit, form and function as well as cost.
- b) The City shall review the responses to this RFQ to confirm that they meet the specifications and requirements. The City reserves the right to waive any minor informality or technicality.
- c) For all responses that pass the initial review process, the City will review and assess the Vendors' pricing. The City may request additional formal responses or submissions from any or all Vendors for the purpose of clarification or to amplify the materials presented in any part of the quote. Vendors are cautioned, however, that the City is not required to request clarification, and often does not. Therefore, all quotes should be complete and reflect the most favorable terms available from the Vendor. Prices quoted cannot be altered or modified as part of a clarification.
- d) Quotes will be evaluated, based on the award criteria identified in Section 3.1 METHOD OF AWARD.

Award of a Contract to one Vendor does not mean that the other quotes lacked merit, but that, all factors considered, the selected quote was deemed most advantageous and represented the best value to the City.

Vendors are cautioned that this is a request for quote, not a request or an offer to contract, and the City reserves the unqualified right to reject any and all offers at any time if such rejection is deemed to be in the best interest of the City .

**CONFIDENTIALITY DURING PROCESS:** During the evaluation period and prior to award, all information concerning the quote and evaluation is confidential, and possession of the quotes and accompanying information is limited to personnel of the issuing department and any third parties involved in this procurement process, and to the committee responsible for participating in the evaluation. Any attempt on behalf of a Vendor to gain such confidential information, or to influence the evaluation process (e.g., contact anyone involved in the evaluation, criticize another Vendor, offer any benefit or information not contained in the quote) in any way is a violation of North Carolina purchasing law and



regulations and shall constitute sufficient grounds for disqualification of Vendor's offer from further evaluation or consideration in the discretion of the City .

### **3.3 INTERPRETATION OF TERMS AND PHRASES**

This Request for Quote serves two functions: (1) to advise potential Vendors of the parameters of the solution being sought by the Department; and (2) to provide (together with other specified documents) the terms of the Contract resulting from this procurement. As such, all terms in the Request for Quote shall be enforceable as contract terms in accordance with the General Contract Terms and Conditions. The use of phrases such as "shall," "must," and "requirements" are intended to create enforceable contract conditions. In determining whether quotes should be evaluated or rejected, the Department will take into consideration the degree to which Vendors have proposed or failed to propose solutions that will satisfy the Department's needs as described in the Request for Quote. Except as specifically stated herein, no one requirement shall automatically disqualify a Vendor from consideration. However, failure to comply with any single requirement may result in the Department exercising its discretion to reject a quote in its entirety.

### **4.0 REQUIREMENTS**

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This Section lists the requirements related to this RFQ. By submitting a quote, the Vendor agrees to meet all stated requirements in this Section as well as any other specifications, requirements and terms and conditions stated in this RFQ. If Vendor is unclear or has any question about the specifications, requirements and terms and conditions herein, it is urged and cautioned to contact the issuing department Contract Lead as specified in this RFQ.

#### **4.1 PRICING**

Quote price shall constitute the total cost to Buyer for delivery fully assembled and ready for use, including all applicable charges for shipping, delivery, handling, administrative and other similar fees. Vendor shall not invoice for any amounts not specifically allowed for in this Quote. Complete ATTACHMENT A: PRICING FORM and include with Quote.

#### **4.2 TRANSPORTATION AND IDENTIFICATION**

The Vendor shall deliver Free-On-Board (FOB) Destination to the specified destination(s) with all transportation costs included in the quoted price.

When an order is placed using a purchase order, the purchase order number shall be shown on all packages and shipping manifests to ensure proper identification and payment of invoices. If an order is placed without using a purchase order, such as via phone, the Buyer's name shall be shown on all packages. A complete packing list shall accompany each shipment. Vendors shall not ship any products until they have received an order.

#### **4.3 DELIVERY**

**The Vendor shall deliver Free-On-Board (FOB) Destination in Rocky Mount, NC as arranged.**

#### **4.4 QUALITY ACCEPTANCE INSPECTION**

**It is the responsibility of the receiving department to inspect all materials, supplies and equipment upon delivery to ensure compliance with the contract requirements and specifications.**

**INVOICES MAY NOT BE PAID BY THE USING DEPARTMENT UNTIL AN INSPECTION HAS OCCURRED AND THE GOODS ACCEPTED.**

#### **4.5 WARRANTY**

Manufacturer's standard warranty shall apply. Vendors shall include a copy of the manufacturer's standard warranty with the quote response.

**4.6 INVOICES**

a) The Vendor must submit one monthly invoice within fifteen (15) calendar days following the end of each month in which work was performed.

b) Invoices must be submitted to the following address: Accounts Payable  
PO Box 1180  
Rocky Mount, NC 27802.

or  
[acctpayable@rockymountnc.gov](mailto:acctpayable@rockymountnc.gov)

Vendor shall invoice the City of Rocky Mount Accounting Department. The standard format for invoicing shall be Single Invoices meaning that the Vendor shall provide the Buyer with an invoice for each order. Invoices shall include detailed line item information to allow Buyer to verify pricing at point of receipt matches the correct price from the original date of order. At a minimum, the following fields shall be included on all invoices:

Vendor’s Billing Address, Customer Account Number, NC Contract Number, Order Date, Buyers Order Number, Manufacturer Part Numbers, Vendor Part Numbers, Item Descriptions, Price, Quantity, and Unit of Measure.

**4.9 MINORITY BUSINESS PARTICIPATION**

The Bidder has the responsibility to make a good faith effort to solicit minority proposals and to attain the aspirational ten percent (10%) goal. We encourage all Bidders even MWBE/HUBs to obtain the aspirational goal where sub-contracting and supplier opportunities exist.

MWBE FIRM	OWNERSHIP STATUS	ADDRESS	WORK TYPE

**4.10 REFERENCES**

Vendors shall provide at least three (3) different references for which your company has provided Services of similar size and scope to that proposed herein. The city of Rocky Mount may contact these users to determine the Services provided are substantially similar in scope to those proposed herein and Contractor’s performance has been satisfactory. The information obtained shall be considered in the evaluation of the quote. If city of Rocky Mount references are provided it cannot be counted towards your three (3) required references but may be included in addition to.

COMPANY NAME	CONTACT NAME	TELEPHONE NUMBER	EMAIL
<b>Optional:</b> City of Rocky Mount			

## 5.0 PRODUCT SPECIFICATIONS

### 5.1 GENERAL SPECIFICATIONS

#### Special Instructions to Bidders

The park renovation is State and Federal grant funded. A Federal requirement is the Build America, Buy America Act (BABAA). For full BABAA information, please refer to <https://www.whitehouse.gov/omb/management/made-in-america/build-america-buy-america-act-federal-financial-assistance/>

For bidders, BABAA can be summarized as the Federal Government requires contractors and vendors to ensure and document on the provided form:

- All iron and steel used in the project are produced in the United States.
- All manufactured products used are produced in the United States.
- All construction materials are manufactured in the United States.

The city can request a waiver in the following circumstances:

1. **Nonavailability.** Iron, steel or relevant manufactured goods or construction materials not produced or manufactured in sufficient and reasonably available commercial quantities of a satisfactory quality.
2. **Unreasonable cost.** The inclusion of domestic iron, steel, or relevant manufactured goods will increase the cost of the overall project by more than 25 percent.
3. **Inconsistent with public interest.** Application of BABAA elements would be considered inconsistent with the public interest.

**BABAA is a new process, and the city will work with vendors to ensure compliance. The city understands many items in the Renovation of Sunset Park are rare or custom and anticipates the need to request waivers based upon Nonavailability or Unreasonable cost. Please refer to Section 2.4 to email [alicia.gaines@rockymountnc.gov](mailto:alicia.gaines@rockymountnc.gov) with any quote-related BABAA questions.**

#### Sample Build America/Buy America Compliance Form

Components Fabricated or Manufactured Outside of the United States				
Component Description (ie. Nut/bolts/post/slide)	Component Materials (ie iron/steel/plastic/wood/vinyl)	Origin of the Raw Materials (ie USA/Canada/Mexico)	Component Quantity	Component Cost
Components Fabricated or Manufactured within the United States				
Component Description (ie. Nut/bolts/post/slide)	Component Materials (ie iron/steel/plastic/wood/vinyl)	Origin of the Raw Materials (ie USA/Canada/Mexico)	Component Quantity	Component Cost

#### Sunset Park Train Purpose and Background

In 1952, the Junior Chamber of Commerce (Jaycees) purchased an Allen Herschell Company Model G-16 miniature train for Sunset Park. The train is a one fifth model of a F7 General Motors locomotive. Powered by a 20 horsepower Wisconsin gasoline engine, the train carries 36 passengers at an operating speed of 8 miles per hour.

In 1999 Cummins Rocky Mount Engine Plant reconditioned the operating system of the train and refinished the body in purple and silver to match *The Champion*, an Atlantic Coastline 501 diesel locomotive. This well-known passenger

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Vendor:

train traveled from New York City to Miami, with regular stops in Rocky Mount. It tallied over 6 million miles to become the most traveled E unit and now resides at the North Carolina Transportation Museum in Spencer, North Carolina.

After 71 years of continuous operation serving multiple generations of Rocky Mount families, the G-16 is worn out and spends more time in repair than in operation.



Allen Herschell Company G-16  
Sunset Park, Rocky Mount, NC



Electro-Motive Corporation (EMC) E3  
North Carolina Transportation Museum, Spencer, NC



1978 Work on Train  
Rocky Mount Parks and Recreation file photo



Sunset Park Train Station, Late 1990's  
Rocky Mount Parks and Recreation file photo



Sunset Park train delivery, 1952



Sunset Park train, Circa 1952



Quote Number:320-141123AG- Re-Bid

Vendor:

Rocky Mount Junior Chamber of Commerce  
Scrapbook [1951-1952], Braswell Memorial  
Library, Rocky Mount, NC

Rocky Mount Junior Chamber of Commerce  
Scrapbook [1951-1952], Braswell Memorial  
Library, Rocky Mount, NC



Sunset Park Train Station, October 2006

Clocktower was relocated from Tarrytown Mall, by the Rocky Mount Rotary Club.

The Train Station is the former pool house. The door on the far left was the entrance to the ladies changing room; the door to the far right served the men. The Sunset Park pool was in the grass area in the foreground of the building.

## 5.2 CERTIFICATION

The Sunset Park Train is subject to inspection and regulations of the NC Department of Labor. The Sunset Train must be able to meet or exceed these requirements and pass initial NCDOL inspection. <https://www.labor.nc.gov/safety-and-health/amusement-device>

**PRODUCT SAFETY LISTING:** All manufactured items and/or fabricated assemblies subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be constructed and approved in a manner acceptable to the appropriate City inspector which customarily requires the label or re-examination listing or identification marking of the appropriate safety standard organization; such as the American Society of Mechanical Engineers for pressure vessels; the Underwriters Laboratories and /or National Electrical Manufacturers' Association for electrically operated assemblies; or the American Gas Association for gas operated assemblies, where such approvals of listings have been established for the type of device offered and furnished. A list of acceptable marks is available on the Division of Purchase and Contract website at: <https://ncadmin.nc.gov/search?keys=product+safety+listing>. The CE mark is not acceptable. Further, all items furnished shall meet all requirements of the Occupational Safety and Health Act (OSHA), and state and federal requirements relating to clean air and water pollution. Having the appropriate certification or safety label affixed to any device delivered

pursuant to this solicitation, under the conditions described above, is a material condition of any contract awarded as a result of this solicitation. All costs for product and industry certifications and listings required to supply conforming products to the City as described in this RFQ are the sole responsibility of the Vendor. The certification or safety label shall be affixed and be visible on the OUTSIDE of the all products that require a certification or safety label in order to pass the a Quality Acceptance Inspection.

### 5.3 VENDOR'S REPRESENTATION

- a) Vendor warrants that qualified personnel shall provide all services that may be required under The Contract in a professional manner. "Professional manner" means that the personnel performing the services shall possess the skill and competence consistent with at least the prevailing business standards in the industry. Vendor agrees that it shall not enter any agreement with a third party that may abridge any rights of the City under The Contract. Vendor shall serve as the prime contractor under The Contract and shall be responsible for the performance and payment of all subcontractor(s) that may be approved by the City. Names of any third-party Vendors or subcontractors of Vendor may appear for purposes of convenience in Contract documents; and shall not limit Vendor's obligations hereunder.
- b) If any goods, services, functions, or responsibilities not specifically described in The Contract are required for Vendor's proper performance, provision and delivery of the goods and services under The Contract, or are an inherent part of or necessary sub-requirement included within such goods and services, they will be deemed to be implied by and included within the scope of the contract to the same extent and in the same manner as if specifically described in the contract. Unless otherwise expressly provided herein, Vendor will furnish all of its own necessary management, supervision, labor, facilities, furniture, computer and telecommunications equipment, software, supplies and materials necessary for the Vendor to provide and deliver the goods and services.
- c) Vendor warrants that it has the financial capacity to perform and to continue perform its obligations under the contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of The Contract; and that entering into The Contract is not prohibited by any contract, or an order by any court of competent jurisdiction.

**Attachments to this RFQ begin on the next page.**

**ATTACHMENT A: PRICING FORM**

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**FURNISH AND DELIVER:**

Item #	QTY.	DESCRIPTION	EXTENDED PRICE
1	1	G-16 Miniature Train to include: <ul style="list-style-type: none"><li>• Locomotive with &gt; 1025 cc 3-cylinder diesel</li><li>• Hydrostatic drive system</li><li>• Improved engineer seating</li><li>• 2 Passenger coaches with improved seating and leg/foot space and one space per coach to accommodate a wheelchair as possible.</li><li>• 1 Passenger coach w/observation end with improved seating and leg/foot space</li><li>• Air brakes</li><li>• Bell, horn, headlights, lighted number boards. Stainless steel, chrome and aluminum trim and railings</li><li>• Improved trucks</li><li>• 3 color painting &amp; lettering</li><li>• Shipping and shipping crates</li></ul>	

**TOTAL PRICE: \$**





## **ATTACHMENT B: INSTRUCTIONS TO BIDDERS**

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City of Rocky Mount Instructions to Bidders Review <http://rockymountnc.gov/services-finance-vendor-registration/>

## **ATTACHMENT C: ACCEPTANCE OF GENERAL TERMS & CONDITIONS**

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Review Terms and Conditions: General at <https://rockymountnc.gov/services-finance-vendor-registration/> Terms and conditions on the vendor webpage that do not apply to this bid: [Federal UG Terms](#), [FEMA Contract Provisions](#), [Sample Contract Terms](#).

Check here to indicate that you have read and agree to the City of Rocky Mount General Terms & Conditions.

**ATTACHMENT D: SUPPLEMENTAL VENDOR INFORMATION**

**HISTORICALLY UNDERUTILIZED BUSINESSES**

Historically Underutilized Businesses (HUBs) consist of minority, women and disabled business firms that are at least fifty-one percent owned and operated by an individual(s) of the categories. Also included in this category are disabled business enterprises and non-profit work centers for the blind and severely disabled.

Pursuant to G.S. 143B-1361(a), 143-48 and 143-128.4, the City invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled. This includes utilizing subcontractors to perform the required functions in this IFB. Any questions concerning NC HUB certification, contact the [North Carolina Office of Historically Underutilized Businesses](#) at (919) 807-2330. The Vendor shall respond to question #1 and #2 below.

a) Is Vendor a Historically Underutilized Business?  Yes  No

b) Is Vendor Certified with North Carolina as a Historically Underutilized Business?  Yes  No

If so, state HUB classification: [Redacted]

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**NEW VENDOR REGISTRATION**

New vendors must complete a vendor registration form using the link below. If you are a current vendor that needs to update your vendor information you may also complete the online vendor registration form. Once registration is complete email a copy of your W9, an E-Verify Affidavit, to the contact person listed on the coversheet.

<https://rockymountnc.gov/services-finance-vendor-registration/>

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**SUSTAINABILITY**

According to G.S. 143-58.2, it is the policy of this State to encourage and promote the purchase of products with recycled content and to purchase items that are reusable, refillable, repairable, more durable and less toxic to the extent that the purchase or use is practicable and cost effective.

Do the items offered have any recycled content?  Yes  No

If yes, what is the post-consumer recycled content? [Redacted] % What is the total recycled content? [Redacted] %

**Other sustainable properties:**

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**HOW TO DO BUSINESS WITH THE CITY OF ROCKY MOUNT**

Becoming a Vendor <https://youtu.be/MGOjZxI4iQc>

Competing in the Bid Process <https://youtu.be/yy8dYzPOCUs>

Purchase Order, Payment and Performance <https://youtu.be/wA5zVTizZQM>

## **ATTACHMENT E: BUILD AMERICA, BUY AMERICA ACT**

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### **Advertisement for Bids**

This agreement is for services related to a project that is subject to the Build America, Buy America Act (BABAA) requirements under Title IX of the Infrastructure Investment and Jobs Act (“IIJA”), Pub. L. 177-58. Absent an approved waiver, all iron, steel, manufactured products, and construction materials used in this project must be produced in the United States, as further outlined by the Office of Management and Budget’s Memorandum M-22-11, Initial Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure, April 18,2022.

### **Instructions to Bidders**

Any request for substitute or “or equal” shall include the Manufacturer’s Certification of compliance with the Build America, Buy America Act (BABAA) requirements mandated by Title IX of the Infrastructure Investment and Jobs Act (“IIJA”), Pub. L. 177-58.

If the Instructions include a Federal requirements section, include the following: BABAA requirements apply to this project.

### **Bid Form**

Bidder’s representation section: Bidder is familiar with all laws and regulations that may affect cost, progress, and performance of the work, including BABAA requirements.

### **General or Supplemental Conditions**

Definitions section:

Build America, Buy America Act (BABAA) – Requirements instituted by the Bipartisan Infrastructure Law of 2021 mandating domestic preference that all iron and steel, manufactured products, and construction materials are produced in the United States.

Construction Materials – Those articles, materials, or supply – other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives – that are or consist primarily of: non-ferrous metals, plastic and polymer-based products, glass, lumber or drywall.

Manufactured Product – Items assembled out of components, or otherwise made or processed from raw materials into finished products. Manufactured products must be manufactured (assembled) in the United States, and the cost of components that were mined, produced, or manufactured in the United States must be greater than 55 percent of the total cost of all components of the project.

Manufacturer’s Certification – Documentation provided by a Manufacturer, certifying that the items provided by Manufacturer meet the domestic preference requirements of BABAA.

Contractor’s Responsibilities section:

All products must meet BABAA requirements.

Contractor shall include Manufacturer’s Certification for BABAA requirements with all applicable submittals. If a specific manufacture is used in the bidding, a statement that Manufacturer will comply with BABAA must be included with the bid submission.

Contractor shall comply with BABAA requirements, including coordination with manufacturers, distributors, and suppliers to correct deficiencies in any BABAA documentation.

Engineer/Architect approval of shop drawings or samples shall include review of BABAA documentation.

Contractor shall certify upon completion that all work and materials have complied with BABAA requirements.

For any change orders, Contractor shall provide BABAA documentation for any new products or materials required by the change. Installation of materials or products that are not compliant with BABAA requirements shall be considered defective work. Contractor should ensure that Engineer/Architect has an approved Manufacturer's Certification or waiver prior to items being delivered to the project site.

By submitting an application for payment, based in whole or in part on furnishing equipment or materials, Contractor certifies that such equipment and materials, to contractor's knowledge, are compliant with BABAA requirements.

Federal Requirements section:

Domestic Preference: Iron and steel products, Manufactured Products, and Construction Materials used in this project comply with the Build America, Buy America Act (BABAA) requirements mandated by Title IX of the Infrastructure Investment and Jobs Act ("IIJA"), Pub. L. 177-58.