



**CITY OF GREENFIELD, a/k/a TOWN OF GREENFIELD
GREENFIELD, MASSACHUSETTS**

RFQ TITLE: MOBILE STAGE UNIT FOR SEPCIAL EVENTS

RFQ #: 15-05

DATE OF ISSUANCE: Monday, November 17, 2014 at 10:00 a.m.

RESPONSE DATE: Wednesday, December 3, 2014 at 2:00 p.m.

**SUBMIT TO: PURCHASING DEPARTMENT
TOWN OF GREENFIELD
14 COURT SQUARE
GREENFIELD, MA 01301**

Advertisement for Bidders
Mobile Stage Unit for Special Events

The Town of Greenfield's Recreation Department through the Procurement Office is soliciting quotes for the delivery of a mobile stage unit approximately 24 feet long by 24 feet deep for special events.

As of 10:00 a.m., Monday, November 17, 2014, copies of this RFQ 15-05 for "Mobile Stage Unit" showing the specifications may be obtained from the Town of Greenfield website at www.greenfield-ma.gov under "Departments", "Finance", "Purchasing", "Active Bids/RFQ/RFP" or from the Purchasing Department, Town of Greenfield, 14 Court Square, Greenfield, MA 01301, attn: A. LaBonté.

Bids will be due on Wednesday, December 3rd, 2014 by 2 p.m. in the Office of the Mayor, Greenfield Town Hall, 14 Court Square, Greenfield, MA 01301.

REQUEST FOR QUOTES FOR MOBILE STAGE UNIT

1. The Town of Greenfield's Recreation Department through the Procurement Office is soliciting quotes for the purchase and delivery of a mobile stage unit approximately 24 feet long by 24 feet deep for special events.
2. The RFQ consists of a base bid and two (2) alternates.
3. The Town will select a vendor who can match the specifications as listed on "Attachment A -Specifications".
4. Envelopes/packaging must be clearly marked on the outside "Mobile Stage Bid."
5. Each proposal shall be made on the bid form marked "Attachment B" and must include all documents requested in this bid package.
6. The Town reserves the right to reject any and all proposals in whole or in part; to waive any technicalities and informalities; to amend and/or cancel the RFQ prior to the time of submission; and to correct any proposal erroneously made as a result of a clerical error on the part of the Town. The Town reserves the right to make such selection, as in its judgment, is best suited for the purpose intended.
7. The Town assumes no liability for any costs incurred by Proponents in responding to this RFQ or in responding to any further requests for interviews, additional information, etc. prior to the issuance of the contract.
8. Questions regarding the RFQ must be submitted before 5:00 pm on Monday, November 24, 2014. They may be sent electronically via e-mail and directed to the Recreation Director, Christy Moore, at christym@greenfield-ma.gov. In the subject line of the e-mail put "Question- Mobile Stage Unit". Alternatively, they may be faxed to 413-773-0115 Attn: C. Moore. Failure to provide the correct information in the email will deem the question unanswerable, and it will not be considered as part of any addenda.
9. All equipment and accessories shall be inspected and any items found not in conformance with the intent of contract and the quality specified shall be repaired or replaced promptly without additional charge. All workmanship and products shall be guaranteed against defective parts, materials, and finish under normal usage for a period of no less than one (1) year from date of final acceptance. Any defective materials or faulty workmanship occurring within that time shall be replaced or corrected promptly, without charge, upon notification by the Owner. Product warranties and guarantees of manufacturers exceeding one (1) year shall remain effective for their expressed duration.

10. All bidders are required to complete the Tax Compliance Certification (Attachment "C") and Certificate of Non-Collusion (Attachment "D") included in the RFQ.
11. Minority and Women Business Enterprises are strongly encouraged to submit responses to this RFQ, either as prime vendors, joint venture partners or other type of business partnerships.
12. The Town reserves the exclusive right to accept any, any part of, or reject any or all bids received, as deemed to be in the best interests of the Owner, and the Owner's decision shall be final.
13. A copy of the Owner's purchase contract (the "Contract") that the vendor selected will be required to sign is included as "Attachment "E". Please review the Contract carefully and take the terms of the Contract into account as you prepare your proposal. Only minor modifications of the Contract will be considered by the Owner, and any proposed modifications must be clearly identified in your proposal.

MOBILE STAGE UNIT SPECIFICATIONS

The mobile stage is a professional outdoor covered staging for concerts and special events.

General specifications:

- Stage shall feature fast set-up with minimal labor.
- Stage shall open in one continuous motion, raising and extending the roof canopy, and lowering two stage deck sections, by push-button hydraulic actuation.
- Audience sightlines shall be open and unobstructed through the elimination of corner support columns and an open doorway roof support structure.
- Stage deck size shall be 24ft long by 24ft deep.
- Roof canopy shall extend beyond main stage edges on all sides. Roof canopy shall be pitched away from audience for controlled rain water run-off.
- Roof shall be capable of rapid lowering in the event of sudden severe weather. A simplified operation design shall provide faster raising and lowering times.
- Stage actuation shall be electrically powered for quiet, environmentally friendly and safe operation.
- Stage shall not require a noise and exhaust generating combustion engine for stage operation.
- Weather-resistant materials shall be used throughout the stage, including a galvanized steel and marine alloy aluminum structure; heat welded one piece roof top, and rugged renewable surface stage deck.
- Stage shall meet IBC stage codes and DOT public highway transport requirements.
- Stage is to include standard stairs with hand rail, breaker panel 220V 125 amp capacity load center, LED lights, storage areas, two 8' x 8' monitor mix platforms attached to main deck system and exterior DOT required lights.

Construction & Materials

- Main trailer frame shall be welded aluminum truss construction.
- Stage shall be equipped with four (4) corner mounted leveling/support jacks. Jacks shall be manual crank with drop legs for fast, precise leveling and lifting of stage. Mid-frame jacks shall also be provided for load distribution on soft surfaces, and to absorb live stage loads.
- Precision bubble-type levels shall be attached to the stage frame to expedite accurate leveling. A total of four (4) levels shall be installed - two (2) sets of two (2) at opposite stage frame corners.

- Stage decks shall be comprised of three sections, (2) two hydraulic folding, and one fixed at center to form a flat stage deck area. Once fixed center deck is leveled, hydraulic folding decks shall hydraulically power down and lock into position.
- Each folding deck section shall be equipped with an automatically deploying full-length welded aluminum support truss with drop-leg crank support jacks. Each support truss provides for quick, easy two-point leveling, ensuring a straight and level stage deck. Trusses are equipped with crank/drop-leg support jacks for fast, accurate leveling. Concealed deck hinge system eliminates the need to insert hinge-line gap filler strips after decks are lowered.
- Stage deck shall be comprised of 3/4" MDO Plywood with renewable stage surface finish, fastened to welded aluminum stage support structure with no above deck fasteners. Stage finish shall be renewable flat neutral gray.
- Stage perimeter shall be extruded aluminum beam designed to attach stairs, guardrails, and optional stage extension sections.
- Folding load-bearing roof canopy shall rise as it opens. Canopy shall offer open, uncluttered audience sightlines. Corner support columns shall not be required to achieve rated equipment or wind loads.
- Doorway roof support columns shall be configured to provide unobstructed view and access at each end of stage deck while in use as a stage, eliminating the maintenance requirements of telescoping supports. Doorway support columns offer easy access for equipment loading while in trailer mode. Utility, hydraulic, and electric lines to the roof shall be routed inside the steel tube doorway columns for protection from damage and present an uncluttered appearance. End column structure shall be steel construction, galvanized for weather resistance after fabrication.
- Roof Canopy shall consist of three sections, one (1) center, and two (2) folding. For appearance and proper drainage; center roof and each roof awning shall slope at the same angle, away from audience, directing rain water to rear of stage.
- Roof structure shall consist of four (4) support trusses with 2" aluminum pipe rafters 48" OC. Roof structure shall be welded and bolted marine aluminum construction.
- Roof Covering shall be 18oz flame retardant PVC coated polyester tightly stretched and bolted to the aluminum structure. Canopy is reinforced with PVC coated polyester webbing. Canopy is all welded one piece to prevent leak points. Hinge lines shall be continuous and of the same flexible material as throughout the top to prevent leaks and eliminate hinge seal maintenance. Roof covering shall be securely attached to canopy structure. Covering shall be resistant to yellowing, offer impact resistance, and provide enhanced stage acoustics.
- Roof structure shall be equipped with safety lock bars as a back-up to the hydraulic safety check valves, preventing canopy collapse in the event of a hydraulic cylinder or line failure. Roof canopy systems requiring view obstructing corner support columns shall be deemed unacceptable. Roof canopy systems without safety backup locks shall be deemed unacceptable.
- Operation of the roof canopy and stage decks shall be accomplished by a self-contained 12VDC powered hydraulic system controlled by a wireless remote control. Folding roof canopy and stage decks shall open simultaneously in one continuous motion. Opening shall be a one-person operation.

- Stage operation shall be accomplished by a wireless remote control offering optimum operator visual vantage and safety during stage deployment. Stage shall permit lowering of roof canopy while stage decks are extended.
- Mechanical Components shall include a deep-cycle battery, 120V battery charger, hydraulic pump, with fluid reservoir, lines and fittings. Components shall be securely enclosed in a lockable, frame mounted aluminum compartment.
- Stage actuation cylinders shall be collapsed (retracted) during stage transport and storage. The use of a combustion engine for stage actuation shall be deemed unacceptable.
- A Towing Hitch for highway towing, stage shall be equipped with a pintle ring coupler attached to a galvanized “A” frame hitch that folds below stage deck level to reduce overall stage length. Stage shall be equipped with safety chains, emergency breakaway system, and 7,000 lb. drop leg tongue jack. Hitch will be removable for storage.
- Suspension System (24ft) - stage shall be equipped with a heavy-duty, low-maintenance equalizer tandem-axle suspension for stable highway towing, plus off-road and curb-climbing capability. Stage to have two (2) 7,000-lb leaf spring axles (14,000-lb total) suspension with equalizer system, electric brakes on all wheels, and four (4) ST235/80R16, 6-ply, load range E, highway rated tires. Suspension is secured by galvanized steel brackets bolted to the stage’s aluminum mainframe. Galvanized fenders with mudflaps shall be installed over the tires.
- Note - RV style torsion beam suspension shall not be acceptable due to lack of equalization capability for towing over rough terrain and curbs.
- Stage Stairs - one (1) welded aluminum stairs with fully enclosed risers between diamond-plate treads shall be included. Adjustable footpads at the bottom of stairs to accommodate uneven ground. Stairs shall attach to optional stage sections and to the perimeter of the main stage deck. Removable handrails shall be aluminum construction.
- Stage shall be equipped with 8 foot long aluminum guardrail sections with posts and 2” horizontal pipes for full-length of rear stage deck. Each section to clip-on and hand-tighten securely to stage perimeter rail without the need for tools.
- MONITOR MIX PLATFORM DECK – two (2) shall be hinged from main-stage deck for easy deployment (stage left or stage right). Platform shall be equipped with gas strut assist to allow one-person operation. Nominal 8ft x 8ft platform shall have weather-resistant 3/4" MDO deck with renewable top surface texture, rated at 100 lbs./sq. ft. Platform includes adjustable outboard legs, and perimeter rail for attachment of stairs, additional stage sections and stage accessories.
- LOCKABLE STORAGE COMPARTMENTS – two (2) - 42” long x 14” deep x 14” tall welded aluminum storage compartment mounted to mainframe.
- 110V/60Hz ELECTRICAL SYSTEM: Stage shall be equipped with a 125 Amp./220/110V load center with three (3) 20 Amp. breakers and 50' 10/3 W power entry cord with 15 Amp. U-ground plug connector. Interior Lighting - doorway column mounted LED directed flood lights illuminate stage interior area.
- ELECTRICAL - Receptacle and breaker panel capacity includes Standard Electrical Package as above plus the following:
 - Main Breaker and ten (10) additional circuit breakers in panel.
 - Sixteen (16) receptacles mounted in canopy front over eight (8) circuits.
 - Two (2) Duplex receptacles mounted in canopy rear over two (2) circuits.
 - Power cord, upgrade to 50'6/4 W.

- **EXTERIOR LED FLOOD LIGHTS** - provides light for safety and working during set up and tear-down. Lights have a shock-absorbing weatherproof body that will not rust, dent, or scratch. Lights are fully adjustable for aiming. 12VDC/3.2 Amps. Switch controlled, self-contained operation provides light when stage is not connected to an AC power source. Lights are mounted on stage curbside and hitch end to allow safe nighttime loading and towing hook-up. Set of (2) lights.
- **12VDC Electrical** - The stage shall be equipped with all ICC road lights and license plate bracket with light. Marker lights shall have rugged die-cast aluminum housing for protection. Stage shall have connector cable, connector, and towing vehicle receptacle (Town will install). All 12VDC wiring shall be run in protective loom. All DOT required lights shall be LED for longevity & low maintenance. 12VDC marker lights shall be protected by rugged die cast aluminum housings.
- **D.O.T. Requirements** - The stage shall comply with all current D.O.T. regulations established for over-the-road vehicles.
- **CLEANING** - interior and exterior of stage may be completely hosed out for easy maintenance.

DESIGN STANDARDS:

The stage shall be engineered to the following codes and regulations:

- **Department of Transportation**
- **OSHA**
- **IBC**

A sealed professional engineer's letter shall be required with bid certifying the stage's deck and wind load capability.

Drawings and dimensions of the stage, deck, road height and width and all options must be submitted with bid.

OPERATION MANUAL: Two (2) operation manuals shall be supplied at time of delivery.

ON-SITE TRAINING: On-site training on all stage operations shall be provided by a Factory Authorized Representative within two (2) weeks of stage delivery within Continental United States.

WARRANTY: Warranty certificate, for a minimum of one (1) year, shall be supplied bound with manuals with terms and conditions of warranty stated on certificate.

SERVICE: Warranty service provided by manufacturer shall be through on-site factory service or contract service through a local contractor at the discretion of the manufacturer. Regular scheduled maintenance shall be provided by owner through local resources. Standard wear components such as tires, brakes, bearings, light bulbs, hydraulic fluid, batteries, electric system components, and hydraulic system components, shall be locally available through automotive or industrial supply houses. Manufacturer shall maintain availability of all standard wear components or alternatives for a period of ten (10) years for supply to the customer.

Deck panels shall be repairable by owner/operator and most automotive or truck body shops if ever damaged. Repair kit must be available from manufacturer.

All equipment offered under these specifications to be new. **USED, SHOPWORN, DEMONSTRATOR, PROTOTYPE, OR DISCONTINUED MODELS ARE NOT ACCEPTABLE.**

NOTE:

Stage shall require no hand tools or involve loose nuts & bolts during set-up or take down for transport.

Attachment B
RFQ: Mobile Stage Unit
RFQ#: 15-05

Town of Greenfield
Mobile Stage Unit for Special Events
BID FORM

Signature of bidder indicates that the bidder understands and will comply with all terms and conditions and all other specifications made a part of this invitation for Bid and any subsequent award or contract. All terms, conditions and representations made in this invitation will become an integral part of the contract.

In compliance with this invitation to Bid and to all conditions imposed herein, then undersigned offers and agrees to furnish and deliver one (1) mobile stage unit to the Town of Greenfield as per the bid price(s) as indicated hereafter.

Year, Make and Model Unit of Bid:

Base Bid Price for Mobile Stage: (Write in words and numbers)

\$ _____

Delivery to Town of Greenfield: (Write in words and numbers)

\$ _____

(To include all shipping, handling, fuel charges, etc)

Total Bid Price: (Write in words and numbers)

\$ _____

Number of Days needed for Delivery to Town of Greenfield:

Alternate #1: Windwall & Backdrop– Provides weather protection and a visual backdrop for the rear and both sides of the concert stage. Fabric must be weatherproof, fire retardant, and match roof canopy. During high winds, wall shall be released to lower. Bottom of curtain must secure to stage perimeter.

Alternate #1 Bid: (Write in words and numbers)

\$ _____

Alternate #2: Professional LED Theatre Lights –

- Theater-style, DMX controller designed to control LED Par fixtures as well as relay and dimmer packs.
- (16) Tri 24 LED Light Fixtures - outdoor-rated, tri-color LED wash light designed for any outdoor event.
- Weatherproof fixtures whose housing will repel water, snow, dirt, sand and salt for all-weather applications.
- (16) Fixture Clamps,
- (16) Safety Cables,
- (7) Meter Power Extensions,
- (7) Meter Data Extensions,
- (1) 3-Pin DMX Cable 50’.
- Include Theatrical Light Support Bars if necessary.

Alternate #2 (Write in words and numbers) Bid:

\$ _____

Company: _____

Signature: _____

Address: _____

Print Name: _____

City: _____

Title: _____

State/Zip: _____

Phone Number: _____

Tax ID Number: _____

Date: _____

Seal if by corporation.

Attachment C
RFQ: Mobile Stage Unit
RFQ#: 15-05

TAX COMPLIANCE CERTIFICATION

Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature of person submitting bid or proposal

Name of business

Attachment D
RFQ: Mobile Stage Unit
RFQ#: 15-05

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

(Signature of individual submitting bid or proposal)

(Name of business)

Attachment F
RFQ: Mobile Stage Unit
RFQ#: 15-05

CONTRACT FOR PURCHASE OF GOODS

PURCHASE CONTRACT made and entered into as of the ___ day of ____, 2014 by and between the Buyer and the Vendor in connection with the Goods, all as defined below.

Buyer: The Town of Greenfield, a municipality of the Commonwealth established in 1753, having its usual place of business at 14 Court Square, Greenfield, MA 01301 (referred to hereinafter as the “Owner”)

Vendor: _____, having its principal place of business at _____, _____, _____

Goods: Mobile Stage Unit

RFQ: 15-05

Contract Sum: _____

Exhibits and Attachments:

Request for Quotes RFQ 15-05

Notice of Award dated _____

Exhibit A: Vendor’s Proposal dated _____, including submitted Cost Proposal Form

The Owner and the Vendor enter into this contract for purchase and sale of certain goods and for support services (hereinafter the “Purchase Contract”) on the terms and conditions hereinafter set forth and specifically incorporate into this Purchase Contract the Attachments and Exhibits referenced above.

TERMS AND CONDITIONS OF PURCHASE CONTRACT **BETWEEN OWNER AND VENDOR**

1. Purchase and Sale of Products. The Vendor shall sell, deliver to the Owner the merchandise described in **Attachments A** and shall provide other necessary services in connection therewith, and the Owner shall purchase and pay for the merchandise, all in accordance with the terms and provisions of this Purchase Contract.
2. Product Quality and Specifications. All Goods sold to the Owner by the Vendor shall be new, of first quality, and shall meet the product specifications set forth in the Owner's Request for Proposal, **Attachment A**, including any Addenda thereto, and in the Vendor's Proposal, **Exhibit A**. The Vendor hereby warrants that the Goods shall be fit for the particular purpose contemplated by the RFQ.
3. Price. The price to be paid for the Goods purchased by the Owner shall be as set forth in **Attachment B**, as accepted by the Owner.
4. Owner's Sales Tax Exemption Number. The Owner shall provide to the Vendor its sales tax exemption number for use in connection with this Purchase Contract.
5. Delivery of Goods. The Vendor shall, at its sole cost and expense, deliver all Goods purchased by the Owner to the Project premises. Delivery shall take place during normal business hours, unless specifically approved by the Owner and the Contractor, in writing and in advance, and shall be fully coordinated with the Contractor and the Owner. The Owner shall have no liability to the Vendor for any delays, hindrances, or disruptions incurred by Vendor during the delivery and installation of the Goods.
6. Materials. All Goods shall be new, unused, and of recent manufacture, unless otherwise approved by the Owner in advance and in writing.
7. References. Each bidder shall include at least three (3) references with the bid form. References shall be from work of similar type and include the name, address, phone number, and e-mail address of a contact person.
8. Indemnification. To the fullest extent provided by law, the Vendor shall indemnify and hold harmless the Owner, the Town of Greenfield, including their respective members and trustees, consultants, agents, officers, and employees against any and all liability, loss, damages, penalties, costs (including reasonable attorneys' fees) or expenses for personal injury or damage to real or tangible personal property which the Owner may sustain, incur, or be required to pay, resulting from, arising out of, or in connection with the services performed or goods delivered under this Purchase Contract by reason of acts, inactions, omissions, negligence, reckless or intentional misconduct of the Contractor, its agent(s), officers, employees or subcontractors.
9. Owner's Inspection. All Goods supplied hereunder shall be delivered subject to the Owner's examination and right of rejection for a reasonable period, notwithstanding any prior payment if the Goods are not in conformity with the specifications set forth in **Attachment A**. All expenses incurred by the Owner as a result of rejection(s) hereunder shall be for the Vendor's account, and the Owner may return rejected merchandise at the Vendor's expense. Upon rejection by the Owner, the Vendor shall have (ten) 10 days to provide acceptable evidence of arrangements to remedy the basis for rejection.

10. Title and Risk of Loss. The Vendor shall bear the risk of any and all loss or damage to the Goods occurring prior to their delivery as herein provided and the Owner's acceptance thereof and payment in full to the Vendor. The Owner shall be under no obligation to insure Goods that do not conform to the Contract Documents or that the Owner has rejected. Under such circumstances, the risk of loss shall remain with the Vendor. Title of Goods shall pass to Owner upon full payment to Vendor.
11. Invoices and Payment. The Vendor shall submit complete an itemized invoice, upon delivery. The Vendor shall provide to the Owner two (2) copies of an original invoice indicating the Purchase Contract Number, Item Number, and Unit and Total Prices for each item furnished hereunder, and said invoice prices shall be in accordance with the prices set forth in the Vendor's Cost Proposal Form, submitted as a part of its proposal. The Owner shall pay for the Goods purchased within thirty (30) days after the receipt of said complete invoice from the Vendor or thirty (30) days after receipt and acceptance of all merchandise to which the invoice applies, whichever date is later.
12. Modification of Purchase Contract. The terms of this Purchase Contract cannot be modified, altered or amended without the prior written consent of the Owner, which consent the Owner shall have no obligation to provide.
13. Additional Warranties. The Vendor expressly warrants to the Owner that the Work complies with the requirements of the Purchase Contract and all attachments and exhibits. The Vendor further warrants that the Owner shall receive the benefit of standard manufacturer's warranties and guarantees applicable to the Goods. The Vendor provides to the Owner all warranties relating to the Goods implied by law, including but not limited to the warranty of merchantability.
14. Applicable Law. This Purchase Contract shall be governed by the laws of the Commonwealth of Massachusetts and shall be considered to be for sale of goods and shall be governed by the Uniform Commercial Code (UCC) as adopted in the Commonwealth.
15. Insurance. The Vendor shall purchase and maintain the required insurance coverage limit as outlined in "Attachment C" during the life of the Agreement:

Copies of such certificates and policies shall be delivered at the upon the execution of the Purchase Contract to the Owner, who shall be designated as a certificate holder.
16. Default. In the event of default by the Vendor, including failure to deliver the Goods at the time or times set forth herein, or if the Owner rightfully rejects the merchandise or revokes acceptance, the Owner may without waiving any other remedy permitted by law, make covering purchases and hold the Vendor liable for all additional costs incurred. Furthermore, in such event, the Owner may, at its option, elect not to accept such items as are subsequently delivered by the Vendor pursuant to this Purchase Contract.
17. Termination. This Agreement may be terminated, as follows:
 - (a) by the Owner without cause effective upon a date specified in a written notice to the Vendor given at least ten (10) days' prior to the effective date of termination;

(b) by the Owner or the Vendor for cause in the event of the other party's failure to perform its obligations hereunder, which failure is not cured within ten (10) days after written notice is sent to the non-performing party;

(c) by the Owner in the event that the Vendor sells or transfers a substantial portion of its assets to or merges with an unaffiliated third party; and

(d) by the Owner should the Vendor file a voluntary petition in bankruptcy, make an assignment for the benefit of its creditors, enter into a compromise of its obligations with substantially all of its creditors, have a trustee, receiver or liquidator appointed for a substantial portion of its property, or be the subject of an involuntary petition in bankruptcy not dismissed within thirty (30) days after its filing.

18. Assignment. The Vendor shall not assign this Purchase Contract without the prior written consent or the Owner, which consent the Owner shall have no obligation to provide.

19. No Additional Terms. The terms and provisions of this Purchase Contract, including the Attachments and the Exhibits hereto represent the entire understanding between the parties and supersede all prior discussions, negotiations and proposals of the parties other than the IFB. Acceptance of the offer contained in the Notice of Award is expressly limited to the terms and conditions contained in the IFB, the Notice of Award and this Contract, and no provision of Vendor's Proposal that is inconsistent therewith shall form a part of this Contract.

This Purchase Contract is entered into as of the day and year first written above.

OWNER:

VENDOR:

TOWN OF GREENFIELD

By: _____

William Martin
Mayor

By: _____

In accordance with Section 31 of Chapter 44 of the General Laws (Ter. Ed.) the undersigned as Town Accountant of the Town of Greenfield hereby certifies that the appropriation in the amount of _____ has been made subject of the contract and that no portion thereof has heretofore been expended or encumbered.

TOWN ACCOUNTANT

**Certificate of Acknowledgment of Contractor if a Corporation
For AGREEMENT**

State of _____)

SS:

County of _____)

On this _____ day of _____, 20____,

before me personally came _____

to me known, who being by me duly sworn, did depose and say as follows:

That he resides at _____

and is the _____

of _____

the corporation described in and which executed the foregoing instrument; that he knows the corporate seal of said corporation; that the seal affixed to the foregoing instrument is such corporate seal and it was so affixed by order of the Board of Directors of said corporation; and that by the like order he signed thereto his name and official designation.

Notary Public (Seal)

My commission expires: _____

Attachment E
RFQ: Mobile Stage Unit
RFQ#: 15-05

BIDDERS CHECKLIST

- Submitted all information as requested
- Submitted signed proposal in sealed envelope duly marked
- Received _____ number of addendum(s).
- No conditions or restrictions have been placed by the company on this proposal that would declare it non-responsive.
- Prepared to provide insurance if required.

Signature of Authorized Official Date

Company Name