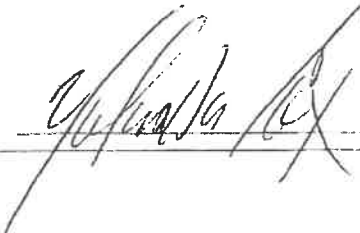



**CITY OF BIRMINGHAM-PURCHASING DIVISION
710 NORTH 20TH STREET
P-100 CITY HALL
BIRMINGHAM, AL 35203-2227
OFFICE: (205) 254-2265 / FAX: (205) 254-2484**

**YOLANDA COX, SENIOR BUYER
EDWARD WILLIAMS, ASSISTANT PURCHASING AGENT**

**JUNE 25, 2025
ITB: 25-61**

TO:	Prospective Bidders	
INVITATION TO BID NUMBER:	Bid #25-61 (A complete copy can be downloaded at www.birminghamal.gov)	
SEPARATE SEALED BIDS FOR:	AUTOMATIC TRANSMISSION REPAIR (AUTOMOTIVE)	
INVITATION TO BID RESPONSES WILL BE RECEIVED BY:	YOLANDA COX, SENIOR BUYER Purchasing Division 710 North 20 th Street, P-100 City Hall Birmingham, AL 35203-2227	
IMPORTANT SOLICITATION DATES		
BID DUE DATE:	BID OPENING DATE:	
July 15, 2025 BY 5:00 PM (CENTRAL STANDARD TIME)	July 16, 2025 AT 11:00 AM (CENTRAL STANDARD TIME)	
<p>Bidders wishing to bid can download the complete solicitation including the specifications and bid forms via the internet at www.birminghamal.gov (go to link titled Work, then click on Bidding Opportunities), or by visiting the Purchasing Office at the address shown above, or by calling (205) 254-2265 and requesting a copy be mailed to you.</p> <p align="center">BID OPENING WILL BE HELD AT: Purchasing Division 710 North 20th Street P-100 City Hall Birmingham, AL 35203-2227</p>		
TELEPHONE INQUIRIES – NOT ACCEPTED		
Telephone inquiries with questions regarding clarification of any and all specifications of the ITB will not be accepted. All questions must be e-mailed to Yolanda Cox at Yolanda.cox@birminghamal.gov .		
Submissions may be withdrawn, modified, and resubmitted prior to the formal bid opening due date. Any submission modification(s) submitted after the "Bid Opening Due Date" may not be considered.		
The City of Birmingham reserves the right to accept or reject any or all bids, or any part of any bid, and to waive any informalities or irregularities in the bid. The City of Birmingham may award contract in whole or in part based on the needs of the City of Birmingham.		
All costs incurred by the company to respond to this solicitation will be wholly the responsibility of the Bidder. All copies and contents of the bid, attachments, and explanations thereto submitted in response to this ITB, except copyrighted material, shall become the property of the City of Birmingham regardless of the bidder selected. Response to this solicitation does not constitute an agreement between the Bidder and the City of Birmingham.		
The City of Birmingham is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City of Birmingham or any other means of delivery employed by the bidder. Similarly, the City of Birmingham is not responsible for, and will not open, any bid responses which are received later than the date and time indicated above. Late bid responses will be retained in the bid file, unopened.		
Published – Alabama Messenger 6/28/2025		
RELEASED BY:		
 		

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YOLANDA COX, SENIOR BUYER
EDWARD WILLIAMS, ASSISTANT PURCHASING AGENT

JUNE 25, 2025
ITB: 25-61

INVITATION TO BID

Sealed bids marked "AUTOMATIC TRANSMISSION REPAIR (AUTOMOTIVE)" will be received by the assistant Purchasing Agent, P-100 First Floor of City Hall, 710 North 19th Street, Birmingham, Alabama 35203.

Bids will be accepted until 5:00 P.M. central time (standard or daylight savings time, as applicable) on Tuesday, July 15, 2025. Bids submitted after these dates and times will not be considered.

Bids will be publicly opened at 11:00 a.m. Central Time (Standard or Daylight Savings Time, as applicable) on Wednesday, July 16, 2025.

Bidders are required to provide an additional two (2) copies of their original bid with their package.

In the effort to decrease the spread of COVID-19, bid openings will be held in person and virtually via WebEx. Login information can be found on the City's website at www.birminghamal.gov (click on the link titled Work then click on Bidding Opportunities).

The City is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City, or any other means of delivery employed by the Bidder. Similarly, the City is not responsible for, and will not open, any bid/proposal responses, which are received later than the date and time, indicated above. Late bids/proposals will be retained in the bid/proposal file, unopened.

TERM OF CONTRACT

Any contract resulting from this ITB will become effective upon bid award. This contract will be in effect for a minimum of one (1) year guaranteed with the option to renew for a period of up to two (2) additional one (1) year terms not to exceed three (3) years, contingent upon Council approval. The life of this contract shall exist with the approval of both parties with the provision that no price increase in the original bid prices shall be allowed.

ADDENDA

Any addenda will be available on the internet. Bidder is responsible for checking the website for addenda until the bid opening date. Addenda will be mailed to only those vendors who were provided a copy in person or by mail.

CERTIFIED CHECK/BID BOND/CASHIER'S CHECK

It is required for any contract exceeding \$10,000.00 that the bidder submits with his bid a certified check, a cashier's check, in the amount of \$500.00 or a bid bond payable to the City of Birmingham. Bid bond checks will be returned to all unsuccessful bidders after the formal award is made and to the successful bidder after acceptance of award. Should the successful bidder fail to accept the award, the bid bond check shall be forfeited.

The City follows a policy of nondiscrimination. No contractor with the City should discriminate on the basis of race, sex, religion or national origin. Failure by the Vendor to carry out these requirements is a material breach of its obligations, which may result in its termination or such other remedy as the City deems appropriate.

No bid may be withdrawn for a period of sixty (60) days after the date of the bid opening. All bids are to be submitted on the bid form provided and all bids are to be f.o.b. Birmingham, Alabama delivered. The City reserves the right to reject any or all bids submitted, in whole or part, and to waive any informalities.

Bids must be submitted in a sealed envelope marked "25-61 - AUTOMATIC TRANSMISSION REPAIR (AUTOMOTIVE)", 5:00 PM, July 15, 2025. Bids may be hand delivered to Purchasing, Room P-100 First Floor, City Hall, Birmingham, Alabama or mailed to City of Birmingham, 710 North 20th Street, Birmingham, AL 35203. Bids mailed in (i.e. USPS, Federal Express, UPS, Airborne, etc.) must specify delivery to Room P-100, 1st Floor-City Hall.


EDWARD WILLIAMS, ASSISTANT PURCHASING AGENT

**CITY OF BIRMINGHAM-PURCHASING DIVISION
710 NORTH 20TH STREET
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BIRMINGHAM, AL 35203-2227
OFFICE: (205) 254-2265 / FAX: (205) 254-2484**

**YOLANDA COX, SENIOR BUYER
EDWARD WILLIAMS, ASSISTANT PURCHASING AGENT**

**JUNE 25, 2025
ITB: 25-61**

INVITATION TO BID

GENERAL

The City of Birmingham is seeking bids for **AUTOMATIC TRANSMISSION REPAIR (AUTOMOTIVE)** in its automobiles and light trucks. The basis of this contract shall consist primarily of any and all labor, parts, and fluids as may be required in the removing, rebuilding and installing of any automatic transmissions. This contract shall consist of two (2) groups of City owned vehicles. **Group One (1)** will include all public safety vehicles and **Group Two (2)** will include all general use fleet vehicles. The two groups will be considered separately and an award made in each group to the lowest priced responsive responsible bidder. All terms and conditions of the contract herein stated will apply to both groups except as may be noted within.

In the effort to decrease the spread of COVID-19, bid openings will be held virtually via WebEx. Login information can be found on the City's website at www.birminghamal.gov (click on the link titled **Work** then click on **Bidding Opportunities**).

CANCELLATION

The City reserves the right to cancel the contract, in whole or part, and seek new bids at any time the City determines that the services, item(s) and/or product lines(s) being supplied is/are failing to perform satisfactorily. Any bid that imposes a service fee or any other type of fee on any order not exceeding a minimum order quantity or minimum purchase order dollar amount, will be determined a non-responsive bid and will not be considered for award. Municipalities are not liable for sales tax: reference Code of Alabama Section 40-23-4. Costs normally considered pass through costs (property tax, use tax, delivery charge, etc.) to the customer by the provider must be included in any fee proposed (Code of Alabama 40-12-222). For the purchase of personal property, the City's policy is to apply a local preference option, as allowed by the State of Alabama Code, Section 41-16-50, in determining the low bidder.

AWARD

Contract will be awarded to the lowest most responsive and responsible bidder who meets all bid requirements and has a history of successfully completing like work. The award of any item specified with options will be made based on the base bid or alternate bid or any combination of the two. All items are to be new and unused.

PURCHASE ORDERS

The City will issue purchase order(s) to the successful bidder for the goods and/or services (bid items) that are the subject of the bid. Unless otherwise agreed in a writing that is signed by both parties, the entire agreement between the City and the successful bidder concerning the bid items is comprised of the terms, conditions, specifications and requirements stated in (a) the contemplated purchase order(s), (b) this Invitation to Bid and Specifications and (c) your bid (collectively, the "Contract Requirements"). These writings supersede all former proposals, offers, negotiations, representations or agreements, either written or oral, concerning the provision of vendor's goods and/or services. By acceptance of the City's purchase order(s), the successful vendor agrees to abide by and perform its responsibilities related to the bid items in compliance with the Contract Requirements.

Successful bidder shall not assign this contract to any other party without prior written approval of the City of Birmingham. Contract shall not be assigned to an unsuccessful bidder who was rejected because he was not a responsive or responsible bidder.

TERMINATION OF CONTRACT

Failure to adhere to any or all terms, conditions and specifications as set forth in the contract may result in the immediate termination of the contract. Should termination occur, the holder of the contract may be declared a "non-responsive vendor" This declaration may result in the rejection of any future bids submitted by the vendor for a period of time to be determined by the City.

All bids submitted are to be F.O.B. delivered, City of Birmingham, Birmingham AL 35203.

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**YOLANDA COX, SENIOR BUYER
EDWARD WILLIAMS, ASSISTANT PURCHASING AGENT**

**JUNE 25, 2025
ITB: 25-61**

INVITATION TO BID – *Continued*

CERTIFIED CHECK/BID BOND/CASHIER’S CHECK

Each bidder is to extend prices and provide a total for the bid being submitted. In order for any bid award to be considered that exceeds \$10,000.00 your bid must have been accompanied by an acceptable bid bond, certified check or cashier’s check in the amount of \$500.00. Bid bond checks will be returned to all unsuccessful bidders after the formal award is made and to the successful bidder after acceptance of award. Should the successful bidder fail to accept the award, the bid bond check shall be forfeited.

Contract award to purchase the materials covered in this bid document shall be construed under and governed by the laws of the State of Alabama and each party hereto irrevocably agrees to be subject to the jurisdictions of the courts of the State of Alabama.

PAYMENT TERMS

The City’s standard payment term is Net-30 Days from acceptance. Exception may be allowed for discounted early payment, such as 2%-10, Net-30 Days. The reference date for all such discounted early payment terms will be the date the invoice is received or the date the goods are received, whichever is later. In the event of a dispute the City’s records shall prevail. **The City will not consider any bids requiring C.O.D. payments.**

NON-COLLUSION

Contractor covenants and declares that it has not employed any person to solicit or procure this Agreement and that Contractor has not made, and will not make, any payment of any compensation for the procurement of this Agreement. The covenant contained herein shall survive the expiration or earlier termination of this Agreement.

PRICES

Include transportation (including fuel surcharge, if applicable).

PRE-PAYMENTS

No prepayments of any kind will be made prior to shipment.

TAX

The City of Birmingham is exempt from all Federal Tax, and sales and use tax, except Alabama tax on oils, lubricants and fuels specifically bought for over-the-road transportation use.

ADDITIONAL PURCHASES

The City has attempted to list all items for “AUTOMATIC TRANSMISSION REPAIR (AUTOMOTIVE)” required during the term of the contract, if mutually agreed upon, additional contracts may be executed, based upon this bid for the same item(s) or related types.

REDUCTION IN COST

Bidder agrees that the City of Birmingham will be charged no more for item(s) bid than the State of Alabama, and that in the event of a price reduction; the City will receive the benefit of such reduction on any undelivered portion of contract.

Successful bidder acknowledges and agrees that the City has the right to deduct from total amount of consideration to be paid, if any, to the successful bidder under this agreement all unpaid, delinquent, or overdue license fees, taxes, fines, penalties, and other amounts due the City from the successful bidder.

FORM W-9

Any successful bidder who is not currently set up as a vendor in the City of Birmingham vendor file will be required to submit a completed W-9 tax form prior to any award. The W-9 tax form may be submitted with your bid or no later than seven (7) working days of receipt of notice of intent to award.

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INVITATION TO BID – *Continued*

DISADVANTAGED BUSINESS ENTERPRISE (DBE)

Vendor acknowledges and agrees that, consistent with federal law and City’s public policy, it will encourage disadvantaged business enterprise (DBE) participation to the extent permitted by law. A “disadvantaged business enterprise” is a for-profit small business concern (i) at least 51% owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51% of the stock is owned by one or more such individuals; and (ii) whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it. In accordance with federal law, a “socially and economically disadvantaged individual” includes African-Americans, Hispanic Americans, Native Americans, Asian-Americans, women, and any additional groups designated as socially and economically disadvantaged by the federal Small Business Administration.

BUSINESS LICENSE

The City of Birmingham must have a copy of the successful bidder’s current City of Birmingham business license prior to formal award of contract. A copy of his/her license may be submitted along with his/her bid. In the event you receive a notification of intent to award letter, bidder must provide a copy of his/her current business license no later than seven (7) working days of receipt. Failure to submit the requested information will result in the notice of intent to award being revoked.

PUBLIC DISCLOSURE

Subject to applicable law or regulations, the content of each Bidder’s Proposal shall become public information upon the effective date of any resulting contract.

TELEGRAPHIC/ELECTRONIC BID RESPONSES

Bid responses sent by electronic devices (i.e., facsimile machines and email) are not acceptable and will be rejected upon receipt. Vendors will be expected to allow adequate time for delivery of their bid responses either by airfreight, postal services, or by other means.

E-VERIFY

Successful Vendor (located in the State of Alabama or located outside of the State of Alabama, but employs one or more employees within the State of Alabama) represents and warrants that it does not knowingly employ, hire for employment, or continue to employ an “unauthorized alien”, as defined by the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, Act No. 2011-535 (H.B.56) of the Alabama Legislature, as amended from time to time (the “Act”) and that, during the performance of this contract, Vendor shall participate in the E-Verify program as required under the term of the Act. Vendor agrees to comply with all applicable provisions of the Act. As a condition for the award of any contract, Vendor shall provide documentation establishing that the Vendor is enrolled in the E-Verify program, or a signed, written statement that the Vendor does not have a presence (one or more employees) in the State of Alabama. Vendor may submit applicable documentation with his/her bid or no later than seven (7) working days of receipt of notice of intent to award.

Bids may be solicited for the product included in this contract where an immediate/emergency need exists including large quantities. The decision of the Purchasing Agent as to what constitutes a biddable situation shall be final and shall not be construed as a breach of contract.

QUESTIONS

Questions in regard to procurement should be addressed in writing to Yolanda Cox, Purchasing Division, either by fax, (205) 254-2484, or by email, yolanda.cox@birminghamal.gov between the hours of 8:00 a.m. and 2:30 p.m. Monday through Friday.

Questions in regard to technical aspects should be addressed in writing to Cedric Roberts, Director of Equipment Management, either by fax, (205) 254-6578, or by email, cedric.roberts@birminghamal.gov between the hours of 8:00 a.m. and 2:30 p.m. Monday through Friday.

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**JUNE 25, 2025
ITB: 25-61**

INVITATION TO BID – *Continued*

SINGLE BID

If a single bid response is received for this ITB, the City reserves the option to award or negotiate for a lower price with the rejected Bidder and other Bidders by means of sealed quotes, upon department approval. The rejected Bidder's initial offer will not be disclosed to other Bidders, prior to the awarding of a contract. The award will be made to the company offering the lowest negotiated quotation, provided that all conditions and specifications required by the City are met.

NEGOTIATIONS

The City of Birmingham reserves the right to enter into contract negotiations with the selected Bidder. If the City and the selected Bidder cannot negotiate a successful contract, the City may terminate negotiations and begin negotiation with the next selected Bidder. This process will continue until a contract has been executed or all proposals have been rejected. No Bidder shall have any rights against the City arising from such negotiations.

PROHIBITION AGAINST BOYCOTTING

By signing this contract the Contractor certifies that it is not currently engaged in, and for the duration of this agreement will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state enjoys open trade.

HOLD HARMLESS AND INDEMNIFICATION

Vendor(s) shall defend, indemnify, and hold harmless the City of Birmingham, and its agents, employees and officials (hereinafter the "Indemnitees") from and against all demands, actions, damages, judgments, expenses (including but not limited to attorneys' fees, expert fees, court costs and other litigation costs), losses, and claims (including those for bodily injury, sickness, disease or death, or to injury to, destruction or loss of use of tangible property) (collectively hereinafter "Claims") by any third parties (including any employee, subcontractor or representative of the Vendor, hereinafter "Vendor Representative") that arises out of, relates to, results from, or is attributable to any of the following: (a) Vendor's performance or failure to perform its obligations hereunder; (b) any conditions in or about the work sites that the Vendor or any Vendor Representative may encounter; or (c) the use or occupancy of the work sites by Vendor or any Vendor Representatives. This indemnification obligation includes Claims that are caused in part by the negligence of an Indemnitee(s); provided nothing herein shall obligate Vendor to indemnify any of the Indemnitee(s) for Claims resulting from the sole negligence or from the willful misconduct of the Indemnitee(s).

GOVERNING LAW/DISPUTE RESOLUTION

Contract award to purchase the materials covered in this bid document shall be construed under and governed by the laws of the State of Alabama and each party hereto irrevocably agrees to be subject to the jurisdictions of the courts of the State of Alabama.

CONFLICT OF INTEREST

Contractor covenants and declares that it has not, and will not, acquire any interest, directly or indirectly, in any property acquired by the City during the term of this Agreement. Contractor warrants and covenants that it presently has no interest in, nor shall any interest be hereinafter acquired in, any matter that will render the services required under this Agreement a violation of any applicable Federal, State or local law. In the event that any conflict of interest should hereinafter arise, Contractor shall promptly notify the City in writing of the existence of such conflict of interest.

GUARANTEE

Bidder certifies by bidding, that he is fully aware of the conditions of service and purpose for which item(s) included in this bid are to be purchased and that his offering will meet these requirements of service and purpose to the satisfaction of the City of Birmingham Finance Purchasing Division and its agent.

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**YOLANDA COX, SENIOR BUYER
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**JUNE 25, 2025
ITB: 25-61**

INVITATION TO BID – *Continued*

CONFIDENTIALITY

Contractor agrees that such reports, information, opinions or conclusions shall not be made available to or discussed with any individual or organization, including the news media, without prior written approval of the City. Contractor shall exercise reasonable precautions to prevent the unauthorized disclosure and use of the City information whether deemed confidential or not.

NON-DISCRIMINATION POLICY

Vendor (and its employees, agents and any subcontractors) shall not discriminate on the basis of race, color, sex, gender identity, sexual orientation, disability, familial status, or national origin in the performance of the services contemplated hereunder. Failure by the bidder to carry out these requirements is a material breach of its obligations which may result in its termination or such other remedy as the City deems appropriate.

STATEMENT OF COMPLIANCE WITH ALABAMA CODE SECTION 31-13-9

Vendor shall participate in the E-Verify program as required under the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Vendor agrees to comply with all applicable provisions of the Act. As a condition for the award of any contract, Vendor shall provide documentation establishing that the Vendor is enrolled in the E-Verify program, or a signed, written statement that the Vendor does not have a presence (one or more employees) in the State of Alabama. Vendor may submit applicable documentation with his/her bid or no later than seven (7) working days of receipt of notice of intent to award.

UNIQUE ENTITY ID

The federal government has changed from the DUNS Number to the Unique Entity ID which is generated by going to SAM.gov. The Unique Entity ID is a 12-character alphanumeric ID assigned to an entity by SAM.gov. As part of this transition, the DUNS Number has been removed from SAM.gov.

INVOICING:

All invoices must agree with the purchase order in description and price and include the following information:

- Purchase Order Number
- Ship to Department Name and Address
- In order to ensure prompt payment, ALL **ORIGINAL INVOICES*** MUST BE SENT TO:

**CITY OF BIRMINGHAM
EQUIPMENT MANAGEMENT
515 6TH AVENUE SOUTH
BIRMINGHAM, AL 35205-4447**

***If invoice does not agree with purchase order, credits or a corrected invoice will be required in order for the City to process payment. Invoices that do not reference an authorized Purchase Order will be returned to the vendor.**

THIRD-PARTY “REMIT-TO”

If a Bidder has a third-party “remit-to” company, that information must appear on the Bidders response. The City of Birmingham will send payment to the company designated by the Bidder on its response but will not be responsible for resolving payment issues should the Bidder change payment processing companies after a payment has been mailed or without a 45-day written notification to the Community Development and Accounting division of the City of Birmingham.

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**JUNE 25, 2025
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INVITATION TO BID – *Continued*

LAWS, PERMITS

The bidder's attention is directed to the fact that all applicable state laws, municipal ordinances and rules and regulations of the authorities having jurisdiction over the work to be performed shall apply to the Contract throughout, and they will be deemed to be included in the Contract as though written out in full in the Contract.

NON-RESPONSIVE BIDDER

Three (3) failures by a vendor in a twelve (12) month period to complete awarded projects within the stated completion time frame will force the City to determine the vendor to be a non-responsible vendor, and that vendor will not have future bids considered for a period of twelve (12) months.

PRICING ESCALATION/DE-ESCALATION

The City of Birmingham may take into consideration an Economic Price Adjustment. All prices offered shall be firm against any increase for twelve (12) months from the effective date of the contract. Sixty (60) days prior to renewal, the City of Birmingham may entertain a request for escalation in accordance with the most recently published consumer price index. Each successive renewal option will be treated in the same manner. The City of Birmingham reserves the right to accept, reject, or negotiate the request for a price increase. If the price increase is approved, the price will remain firm for one (1) year from the date of the increase. This clause also enables the City of Birmingham to seek de-escalation on the same terms.

FORM OF CONTRACT

A standard form of contract has been included in this document for the provision of the services specified herein. If Bidder's find any term or condition of standard form contract is non-negotiable, such term or condition should be clearly identified. **The standard form of contract included herein is for review purposes only. Bidder must submit, as a part of its sealed bid, a sample copy of their agreement and/or terms and conditions.**

CONTRACT AWARD

The contract shall become effective from the date of final execution of a written agreement between the successful bidder and the City, attested by the City Clerk. Contract award to purchase the service covered in this bid document shall be construed under and governed by the law of the State of Alabama and each party thereto irrevocably agrees to be subject to the jurisdictions of the courts of the State of Alabama.

INSURANCE REQUIREMENTS

Liability Insurance: For the duration of this contract and for limits not less stated below, the Contractor shall carry (i) general liability insurance (either primary or a combination of primary and umbrella coverage) with limits of not less than \$1,000,000.00 total with a maximum of \$500,000.00 for each occurrence and shall include, but not be limited to, personal injury, property damage, vandalism, property loss and theft; (ii) comprehensive automobile liability insurance concerning owned and rented vehicles operated by the Contractor with limits of not less than \$500,000.00 bodily injury per occurrence, \$500,000.00 property damage or combined single limit of \$500,000.00; and (iii) Workman's Compensation coverage in an amount adequate to comply with the statutory requirements. The City's bid number **(25-61)** must appear on any/all copies of the certificate of insurance.

All such insurance shall be provided by a policy or policies issued by a company or companies qualified by law to engage in the insurance business in the State of Alabama with a rating of B+ or better according to the most current edition of Best's Insurance reports. Bidder is to provide written documentation of the company's rating with their bid.

The Contractor may use umbrella or excess liability insurance to achieve the required coverages, provided that such umbrella or excess insurance results in the same type of coverage as required for the individual policies. These insurance requirements are in addition to and do not affect any indemnification obligation of the Contractor herein.

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**JUNE 25, 2025
ITB: 25-61**

INVITATION TO BID – *Continued*

City Additional Named Insured: Except for Worker's Compensation coverage, all coverages shall contain endorsements naming the City, and its officers, employees and agents as additional named insured with respect to liabilities that arise out of and result from the operations of the Contractor or the performance of its work.

The additional named insured endorsement shall not limit the scope of coverage to the City to vicarious liability but shall allow coverage for the City to the fullest extent provided by the policies. Such additional insured coverage shall be at least as broad as Additional Insured endorsement from ISO, CG 2010.1185.

Policies Primary: All insurance policies required herein are to be primary and non-contributory with any insurance or self-insurance program administered by the City.

Waiver of Subrogation: Contractor shall require the carriers of the above-required insurance coverage to waive all rights of subrogation against the City, and its officers, employees, agents, contractors and subcontractors. Further, Contractor hereby waives any rights of subrogation against the City. All general or automotive liability coverage provided herein shall not prohibit the Contractor or its employees, agents or representatives from waiving the right of subrogation prior to loss or claim.

Proof of Coverage: Before the commencement of services or work hereunder, the Contractor shall provide the City a certificate(s) of insurance and endorsements (including the additional insured endorsements) evidencing compliance with the requirements in this section. Evidence of insurance will not be accepted on a per event basis. These certificates shall provide that such insurance shall not be terminated or expire without thirty (30) days advance notice to the City. In the event that the City is not notified that any of the coverage required herein is to be cancelled or changed in such a manner as not to comply with the requirements of this Contract, the Contractor shall, within fifteen (15) days prior to the effective date of such cancellation or change, obtain and provide the City with binder(s) of insurance evidencing the re-establishment of the insurance coverage required herein.

SPECIFICATIONS

Use of specific names and numbers is not intended to restrict the bidding of any seller and/or manufacturer but is solely for the purpose of indicating the type, size and quality of materials, products, service, or equipment considered best adapted to the City of Birmingham's intended use. Proprietary specifications may be waived for functional equivalents offered and approved by The City of Birmingham Department designee.

The manufacturer, model and/or series of each items listed reflects what the City has bought and has in use at the present time. Some items are somewhat unique in appearance, style and/or functionality and replacement items will need to match other existing items of the same kind in certain areas. For any item specified that has been discontinued, bidder should offer the manufacturer's proposed substitute or closest match available. Except the items which specifically state **NO SUBSTITUTE**, the City will consider manufacturers of brands other than those specified as long as they are comparable in appearance, quality, functionality, design and/or any other features, normally consider of a critical nature for the specific item being bid.

Equipment/Parts furnished shall carry the standard warranty offered to the general public. **PLEASE ATTACH A COPY OF YOUR WARRANTY AS PART OF YOUR BID SUBMISSION.**

Any bid submitted must be accompanied by catalogs, brochures, detailed specification sheets, photometric details and/or any other descriptive information normally considered critical in the evaluation of the items being bid. The City may require a sample of any item being bid. Bidder must be willing to provide the sample within a mutually agreed upon time frame determined at the time of the request to provide. Any sample submitted may be subjected to destructive testing in its evaluation.

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**YOLANDA COX, SENIOR BUYER
EDWARD WILLIAMS, ASSISTANT PURCHASING AGENT**

**JUNE 25, 2025
ITB: 25-61**

INVITATION TO BID – *Continued*

DETAILED SPECIFICATIONS

The City reserves the right to purchase new, remanufactured, or rebuilt transmission as it deems necessary or advantageous and have those transmissions installed by City personnel at the City's prerogative.

All public safety vehicle transmission repairs are to be completed and ready to return to active service within four (4) working days based on eight (8) hour days. All general use vehicle transmission repairs are to be completed and ready to return to active service within five (5) working days based on eight (8) hour days. The City recommends the successful vendor has in inventory certain high volume rebuilt transmissions to expedite turnaround time if necessary. Repeated failure to complete the repairs in the stated time frame will constitute grounds for the termination of this contract and/or the necessity to use a different vendor for repairs. This will also be a declaration of the vendor(s) as a "non-responsible vendor", which will result in the rejection of any future bids submitted by the vendor.

The City will supply delivery and pickup of vehicles to the successful vendor's repair facilities. For this reason, only vendors with repair shop facilities located in the City of Birmingham or Jefferson County will be eligible for consideration of award.

The successful vendor will be required to maintain a secure place for the storage of all City vehicles (i.e. fenced and locked lot or inside a locked garage building) while repair work is being completed. Failure to provide or maintained such secure storage facilities could result in the immediate termination of the contract and the declaration of the vendor as a "non-responsible" vendor. This declaration may result in the rejection of any future bids submitted by the vendor for a period of time to be determined by the City.

Prices bid for each type of transmission are to include labor for removal, rebuilding, installing, all fluids, a remanufactured torque converter, a new transmission filter, and any common hard parts such as drums, planetaries, etc. When vehicle's front sub-frame is to be removed for transmission repair the re-alignment of the front end will be the vendor's responsibility. The rebuilding of the unit will also include the flushing of all transmission coolers and the cooler lines on every vehicle submitted for repairs. All parts (hard and wear), assemblies and subassemblies used in the rebuilding of the transmission are to be of first line quality and meet OEM standards of performance and durability.

All transmissions rebuilt are to be identified with a rebuilder's tag or mark showing vendors name, and the date of the rebuild or rebuilder's serial number. Serial numbers are to be shown on billing invoice.

All transmissions are to have a minimum twelve (12) month, twenty- four thousand (24,000) mile warranty. Warranty shall cover all parts, fluids, and labor, for one hundred (100%) percent for the stated time. This warranty shall not be based on any contingencies such as fluid or filter changes, adjustments etc., for which the City would be invoiced. A copy of each bidder's warranty provisions and details must be furnished with bid. Failure to furnish this information may result in bid rejection.

QUALITY ASSURANCE

Use adequate numbers of skilled workmen, under proper supervision, who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work in these specifications.

Contractor will be responsible for any damage to property of the City or others caused by him, his employees or subcontractors, and will replace and make good such damage. The contractor will maintain adequate protection to prevent damage to his work and property of others and take all necessary precautions for the safety of his employees and others. The contractors will comply with all safety laws and regulations in effect in the locality.

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PRE-EXISTING CONDITIONS

All pre-existing conditions must be clearly documented (including but not limited to, photographs) to establish a clear definition of the work environment prior to commencing with any activities associated with this project. Vendor is responsible for correcting any defacement, damage or aesthetic appearance changes that occur beyond the point from the documentation of pre-existing conditions and any occurrences of damages during their contract.

SAFETY

The successful vendor(s) ("Vendor") warrants that it has inspected or will inspect the work sites before performing the services and work contemplated hereunder ("services"). Vendor(s) further warrants that it has not identified any condition or hazard that will prevent it from performing the services in a manner that does not endanger persons or property.

(THIS PORTING LEFT BLANK INTENTIONALLY)

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**JUNE 25, 2025
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BID FORM

Submitted below is my firm bid for Automatic Transmission Repair (Automotive) for the City of Birmingham. Per Section 3-3-7(7) of the General City Code for the City of Birmingham, the proposed contract shall be in effect for a minimum of one (1) year. Upon approval of both parties, the life of this contract shall exist with the provision that no price increase in the original bid prices shall be allowed, in accordance with your Invitation to Bid and Specifications dated JUNE 25, 2025. Prices quoted are f.o.b. Birmingham, AL, and I am bidding in exact accordance with the specifications except as listed below.

PUBLIC SAFETY & GENERAL USE VEHICLES

# NO	FORD TRANSMISSION PART NUMBER	EST. QTY	PUBLIC SAFETY		GENERAL USE	
			UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1	4R70W	10	\$	\$	\$	\$
2	4R75W	5	\$	\$	\$	\$
3	E40D	2	\$	\$	\$	\$
4	4R100	2	\$	\$	\$	\$
5	4R55E	4	\$	\$	\$	\$
6	4F50N	6	\$	\$	\$	\$
7	5R110W	2	\$	\$	\$	\$
8	6F50	5	\$	\$	\$	\$
9	6F55	5	\$	\$	\$	\$
10	6R80	5	\$	\$	\$	\$
11	6R140	5	\$	\$	\$	\$
GROUP TOTAL				\$		\$

#	GENERAL MOTORS TRANSMISSION PART NUMBER	EST. QTY	PUBLIC SAFETY		GENERAL USE	
			UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1	4T40E	5	\$	\$	\$	\$
2	4L60E	4	\$	\$	\$	\$
3	4T60E	6	\$	\$	\$	\$
4	4T65E	6	\$	\$	\$	\$
5	4L80E	4	\$	\$	\$	\$
6	6T40	4	\$	\$	\$	\$
7	6T70	4	\$	\$	\$	\$
8	6L80E	4	\$	\$	\$	\$
9	X23FHD	4	\$	\$	\$	\$
10	X13R	4	\$	\$	\$	\$
GROUP TOTAL				\$		\$

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BID FORM (CONT'D)

#	DODGE	EST. QTY	PUBLIC SAFETY		GENERAL USE	
	TRANSMISSION PART NUMBER		UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1	45RFE	4	\$	\$	\$	\$
2	46RE	4	\$	\$	\$	\$
3	47RE	4	\$	\$	\$	\$
GROUP TOTAL				\$		\$

#	FORD (General use vehicles only)	EST. QTY	UNIT PRICE	EXTENDED PRICE
1	Ford Transfer Case (Power Transfer Unit) L1MZ-7A195-A	10	\$	\$
LINE TOTAL				\$

Hourly Labor Rate \$ _____
Hourly Diagnostic Rate \$ _____
DISCOUNT: Percentage off parts not listed _____%
MAXIMUM DISCOUNT: Guaranteed discount if bid is renewed for 2 nd year: _____% Guaranteed discount if bid is renewed for 3 rd year: _____%

PLEASE INCLUDE WARRANTY WITH BID SUBMISSION.

NAME OF YOUR COMPANY _____

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**CERTIFICATION REGARDING DEBARMENT, SUSPENSIONS,
AND OTHER RESPONSIBILITY MATTERS
(Executive Order 12549, Debarment and Suspension, 34 CFR Part 85)**

Bidder/Offeror certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

- (b) Have have not within a three-year period preceding award of this contract been convicted of or had civil judgement 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;

- (c) Are are not presently indicted for or otherwise criminally charged by a governmental entity (Federal, State or Local) with commission on any of the offenses enumerated in Paragraph (b) above; and

- (d) Have have not within a three-year period preceding award of this contract had one or more public transactions (Federal, State or Local) terminated for cause of default.

- (e) **Unique Entity ID (UEI)**
UEI number must be provided on the signature page of this document before an award can be made to facilitate System Award Management (SAM) certification <https://www.sam.gov/SAM/>. Companies that do not have a free UEI number may visit <https://.dnd.com/duns-number/get-a-duns.html> for more information.
The City of Birmingham does not provide UEI numbers.

AUTHORIZED SIGNATURE

TITLE

PRINTED NAME

DATE

_____ I am unable to certify to the above statements. My explanation is attached.

NAME OF YOUR COMPANY _____

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**JUNE 11, 2025
ITB: 25-60**

City of Birmingham Transparency in City Government Disclosure and Certification Form

INSTRUCTIONS:

This form must be fully completed by any individual or entity (hereinafter referred to as "Vendor") seeking to enter into a contract or appointment, provide services, obtain funding or otherwise do business with the City of Birmingham with the express exclusion of persons or entities exclusively providing grant funding to the City, General Services Administration (GSA) vendors, national cooperatives approved by the Alabama Department of Examiners of Public Accounts and governmental entities to include City boards and agencies.

Submit completed forms to the appropriate City Department. All questions must be answered. Respond "Not applicable" or "NA" if a question does not apply. Attach additional pages if needed. Completed forms will be submitted to the Birmingham City Council or the appropriate Council Committee along with the Applicant's proposed contract, appointment and/or funding request.

For purposes of this Form, the following definitions apply:

Family Member of a Public Employee. The spouse, domestic partner or a dependent of the public employee.

Family Member of a Public Official. A spouse, domestic partner, dependent, adult child and his or her spouse, parent, spouse's parents, sibling and his or her spouse, of the public official.

Public Employee. Any person employed by the City of Birmingham or its instrumentalities, including governmental corporations and authorities.

Public Official. Any person elected to public office of the City of Birmingham, whether or not that person has taken office, by the vote of the people, and any person appointed to a position at the City of Birmingham or its instrumentalities, including governmental corporations and authorities.

This Form is a:

New Submission

Update to a Previous Submission

Section 1: VENDOR NAME AND CONTACT:

Vendor's Legal Name:

Physical Street Address:

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City of Birmingham Transparency in City Government Disclosure and Certification Form

Mailing Address:

Phone Number:

Contact Person:

Section 2: DISCLOSURES

(a) Identify all officers, directors, owners, members, partners and executive management of the Vendor.

(b) (PUBLIC OFFICIAL)

Are any of the persons identified in paragraph (a) above a Family Member of a Public Official of the City of Birmingham or do they have an employment or other business relationship with a Public Official of the City of Birmingham or a Family Member of a Public Official? If "yes", describe any family, employment or business relationship with the Public Official.

Yes Not Applicable

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City of Birmingham Transparency in City Government Disclosure and Certification Form

(c) (PUBLIC EMPLOYEE)

Are any of the persons identified in paragraph (a) above a Family Member of a Public Employee of the City of Birmingham or do they have an employment or other business relationship with a Public Employee of the City of Birmingham or a Family Member of a Public Employee? If "yes", describe any family, employment or business relationship with the Public Employee.

- Yes Not Applicable

SECTION 3. LOBBYISTS, CONSULTANTS & ATTORNEYS:

During the past three (3) years, has Vendor retained, hired or paid any person or entity including, but not limited to, a lobbyist, consultant or attorney, to assist Vendor in obtaining a City contract, appointment or funding? If "yes", identify by individual name, firm name, address and telephone number any such person or entity.

- Yes Not Applicable

SECTION 4: DISCLOSURE OF CONTRIBUTIONS:

During the past three (3) years, has the Vendor provided a campaign contribution, a contribution to a political action committee that provides funding to a Public Official's campaign or other funding to or performed services for a Public Official, or provided funding to or performed services for an individual or entity, including a charitable entity, at the request of a Public Official or Public Employee? If yes, identify the amount, date and recipient of any campaign contribution or other funding and/or the date, contract amount and nature of services performed.

- Yes Not Applicable

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City of Birmingham Transparency in City Government Disclosure and Certification Form

SECTION 5: CONTRACTS WITH THE CITY OF BIRMINGHAM:

Does the Vendor have any existing contracts with the City of Birmingham or contracts which have expired or been terminated within the past three (3) years?

Yes No

SECTION 6: CLAIMS AGAINST THE CITY OF BIRMINGHAM:

Does the Vendor have any pending claims against the City of Birmingham.

Yes No

SECTION 7: GOOD STANDING:

By signing this *Transparency in City Government Disclosure and Certification Form* Vendor affirms that it is current in regard to all required federal, state, and local business, tax and other filing requirements and licensure.

CERTIFICATION:

I, the undersigned, certify that I am authorized to execute this *Transparency in City Government Disclosure and Certification Form* on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the City of Birmingham is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the City to notify the City in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of my agreement(s) with the City, permitting the City to declare any contract(s) resulting from this certification void and unenforceable.

VENDOR SIGNATURE:

NAME:

DATE:

___ / ___ / _____

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**JUNE 25, 2025
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SIGNATURE PAGE

I hereby certify that we do not discriminate in employment of our personnel against any persons on account of race, creed, color, sex, or national origins, and acknowledges and agrees that the City encourages minority - and women – owned business participation to the maximum extent possible. This policy includes Historically Underutilized Business Enterprises such as architectural firms, engineering firms, investment banking firms, other professional service providers, and construction contractors as part of the City’s business, economic and community revitalization programs.

EXCEPTION TO SPECIFICATIONS: (use extra pages if necessary)

Bidder acknowledges receipt of _____ addenda(s).
 (addenda numbers)

This Page Must Be Returned With Your Bid.

Date of Bid

U.E.I.D. #

Company

Name (Print Legibly or Type)

Street Address

Title

City State Zip

Signature

Post Office Box

Tax ID Number

City State Zip

E-Mail Address

Terms of Payment

Telephone Number

Cell Phone

Fax Number

IF AVAILABLE, PLEASE SUBMIT COPY OF CURRENT CITY OF BIRMINGHAM BUSINESS LICENSE WITH THIS BID. INDICATE THE FOLLOWING ADDRESSES IF DIFFERENT FROM ABOVE:

1. **BID AWARD NOTICE ADDRESS:** _____
 2. **PURCHASE ORDER ADDRESS:** _____
 3. **REMITTANCE ADDRESS (and name if different than above):** _____
- _____
- _____