



## **TOWN OF WELLS INVITATION FOR BIDS**

Sealed bids will be received in the office of the Town Manager, 208 Sanford Road, Wells, Maine 04090 until 10:00 a.m. on Wednesday, April 8, 2026 when they will be publicly opened and read for:

### **Utility Terrain Vehicle Bid- EMS/Ocean Rescue**

Bid packages are available on the Town's website at [www.wellstown.org](http://www.wellstown.org).

Michael W. Pardue  
Town Manager

**TOWN OF WELLS, MAINE**  
**Utility Terrain Vehicle Bid- EMS/Ocean Rescue**  
**Instructions to Bidders and General Conditions**

**Equipment & Specifications:**

Proposals.

This UTV is for the Fire Department to be utilized for EMS, Ocean Rescue response and operations, and applicable Public Safety activities when necessary.

Item	Quantity
Utility Terrain Vehicle <ul style="list-style-type: none"> <li>• Engine- Minimum 970cc</li> <li>• Fuel Tank- minimum of 10 gallons</li> <li>• Seating Capacity- no less than 4 with max of 6</li> <li>• Width- 65 inches maximum</li> <li>• Ground clearance- 11-inch minimum</li> <li>• Dry Weight- less than 2,000 lbs.</li> <li>• Bed Capacity- minimum of 1,000 lbs.</li> <li>• Bed dimensions- Width - 47 5/8” minimum                          Length- 36” minimum                          Tailgate load capacity- 250 lbs minimum</li> <li>• Winch- Minimum 4,500 lbs.</li> <li>• Towing Capacity- 2,500 lbs.</li> <li>• 2” hitch receiver</li> <li>• Hard Roof</li> <li>• Color- Red or Black preferred</li> <li>• Minimum 1 year warranty with additional warranty options and pricing.</li> </ul>	

**GENERAL CONDITIONS**

**1. SUBMISSION OF PROPOSAL**

Proposals shall be submitted on vendor’s stationary and placed in a sealed envelope marked clearly on the outside “Town of Wells Fire Department UTV- EMS/Ocean Rescue”. The envelope shall be addressed to Michael Pardue, Town Manager, Town of Wells, 208 Sanford Road, Wells, ME 04090. Bid opening is **Wednesday, April 8, 2026, 10:00 a.m.**

## 2. WARRANTIES, BROCHURE, MANUALS

Minimum of 1-year standard warranty required for all applicable items. All equipment will come with maintenance and care instructions and manuals as provided by manufacturer. Additionally, the manufacturer or a trained representative of the manufacturer will provide applicable care, cleaning, and inspection training or instructions. Bidder will provide additional warranty options and pricing for each option.

## 3. STANDARDS

The bidder will meet or exceed manufacturers' requirements of assembly. The bidder will provide documentation of verification that the Utility Terrain Vehicle was assembled in accordance with those requirements and any additional inspection documentation.

## 4. DISCOUNTS

Pricing shall be provided on the attached Bid Form. The proposal shall denote the unit price for each item requested. Any additional costs shall be listed separately, including the warranty options. Proposal price shall include shipping costs. Bid prices shall include any applicable discounts for purchase of multiple units. Bid price shall be guaranteed for at least three (3) months from the bid opening date.

## 5. EXEMPTION FROM TAXES

The Town is exempt from payment of Federal Excise Taxes on articles not for resale, Federal Transportation Tax on all shipments, and Maine State Sales Tax and Use Taxes. All bidders should quote a net price exclusive of these taxes on services rendered. If requested, exemption certificates will be furnished with the Purchase Order.

Permanent Exemption Certificate Registration Number: E82602

## 6. DAMAGE REPAIR

Any item that is damaged upon inspection will be replaced at no cost to the Town of Wells.

## 7. TESTING

The Utility Terrain Vehicle products and parts will meet or exceed quality and performance standards as required by the manufacturers.

## 8. CERTIFICATIONS & ASSURANCES

Municipal, State, Federal and/or private funding or a combination thereof, may be used in this purchase. Bidders must comply with the following requirements. Submission of a bid will represent your company's attestation that it meets, agrees, and adheres to the provisions of this section.

A. Civil Rights Act of 1964-Title VI. Bidders must comply with the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance.

B. If any other funds that Federal appropriated funds have been paid or will be paid to any other person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or an employee of congress, or employee of a member of congress in conjunction with this federal grant or cooperative agreement the bidder shall complete and submit Stand Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

C. The bidder shall require the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

D. Independent Contractor Status. Vendor shall at all times during the term of the contract perform the services described as an independent contractor and, as such, is not an employee of the Town for any purpose whatsoever, including for the purposes of coverage under the Maine Workers Compensation Statute or any other benefits as afforded to town employees.

## 9. EXCEPTIONS

If any exceptions exist, they must be noted independently.

## 10. BID OPENINGS

All bids will be opened publicly, and bidders or their representatives may be present at the bid opening. The bids will be available for public inspection after opening, but abstracts will not be prepared for distribution by the Town at that time.

## 11. ADDENDA

Should a bidder find discrepancies in or omissions from the specifications or other contract documents, or should a bidder be in doubt as to their meaning, the bidder shall, at once, notify the Town Manager, who will send instructions in the form of written addenda to all bidders. Any questions concerning the bid should be addressed to Jonathan Gay, Assistant Fire Chief, 1563 Post Road, Wells, Maine, 04090, (207) 646-7912 or jgay@wellstown.org, during the hours of 8:00 a.m. to 4:00 p.m.

## 12. TERM OF BID

The bid shall be submitted and shall meet all of the listed specifications. The Town Manager shall award the bid following review by the Board of Selectmen.

## 13. DELIVERY DATE

The time of proposed delivery must be stated in definite terms in the bid. The delivery date shall be confirmed at the time of the order.

## 14. AWARD OF CONTRACT

Award will be made to the lowest responsible bidder on a complete basis considering the quality of the services, supplies, materials or equipment to be supplied their conformity with specifications, the purpose for which it is required, date of delivery and ultimate cost thereof to the Town, the intent being to purchase in a manner that will best secure the greatest possible economy consistent with the grade or quality of services, supplies, materials and equipment best adapted for the purpose for which needed. The Town reserves the right to award the bid on a turnkey package basis or on separate components based on the bids offered.

The Town of Wells reserves the right to reject any and all bids, add, delete or modify any specifications of bid requirements at any time and to accept the proposal, which it deems to be in the best interest of the Town.

### **Additional Terms and Conditions:**

Successful bidder must be an authorized dealer to sell the equipment specified within. Successful bidder must be within 50 miles to the Town of Wells, ME or within a reasonably acceptable distance as determined by the Wells Fire Department.

Michael W. Pardue  
Town Manager

**Utility Terrain Vehicle Bid- EMS/Ocean Rescue  
Bid Form  
Town of Wells**

Please provide an attachment with the proposed make and model with specifications and prices below for the equipment sought. All unit costs shall be in whole dollar amounts. If there is no charge enter \$0.00 under unit cost. If you are not bidding on an option enter N/A under unit cost. This form shall be included with your bid.

Item	Quantity	Price	Ext Price
Utility Terrain Vehicle <ul style="list-style-type: none"> <li>▪ Engine- Minimum 970cc</li> <li>▪ Fuel Tank- minimum of 10 gallons</li> <li>▪ Seating- fixed seating with capacity of no less than 4 with max of 6</li> <li>▪ Width- 65 inches maximum</li> <li>▪ Ground clearance- 11-inch minimum</li> <li>▪ Dry Weight- less than 2,000 lbs.</li> <li>▪ Bed Capacity- minimum of 1,000 lbs.</li> <li>▪ Bed dimensions- Width - 47 5/8" minimum Length- 36" minimum Tailgate load capacity- 250 lbs minimum</li> <li>▪ Winch- Minimum 4,500 lbs.</li> <li>▪ Towing Capacity- 2,500 lbs.</li> <li>▪ 2" hitch receiver</li> <li>▪ Hard Roof</li> <li>▪ Color- Red or Black preferred</li> <li>▪ Minimum 1 year warranty with additional warranty options and pricing.</li> </ul>	<b>1</b>		
Extended Warranty Options			
<b>Total</b>			

*Continued on next page*

Signature: \_\_\_\_\_

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

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

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

**Bids received after 10:00 a.m. on Wednesday, April 8, 2026 will not be considered.**  
**ALL BID PROPOSALS MUST BE SIGNED TO BE CONSIDERED.** Please complete and place this form on top of your written proposal or materials when submitting your bid proposals.