



# Memorandum

TO: Prospective Bidders  
CC:  
FROM: Southeastern Regional Transit Authority (SRTA)  
DATE: 03/16/2023  
RE: Acquisition of Maintenance Support Equipment – Forklift

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## Background:

The Southeastern Regional Transit Authority (SRTA) is responsible for public transit services in ten (10) communities within the Southeastern Massachusetts region, and is funded with Federal, State, and local subsidies, as well as farebox revenue. The SRTA was created pursuant to Commonwealth of Massachusetts General Laws, Chapter 161B, and thus is considered a political subdivision of the Commonwealth of Massachusetts. The SRTA is required to comply with the mandates of the Americans with Disabilities Act (ADA), as are the entities with which it contracts for transit.

The resultant contract is subject to financial assistance contracts between the SRTA and the U.S. Department of Transportation (DOT), Federal Transit Administration (FTA) and Massachusetts Department of Transportation (MA DOT). As such, all Contractors must comply with all applicable Equal Employment Opportunity laws and regulations.

This agreement is subject to any applicable guidelines for project administration issued by the Federal Transit Administration of the Department of Transportation of the U.S. Government and all other applicable laws, rules, and regulations. The SRTA reserves the right to reject any all proposals, or any part of any proposal that the SRTA deems it in its best interest to do so.

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700 Pleasant St., Suite 530, New Bedford, MA 02740  
srta.com, (P) 508-999-5211 (F) 508-993-9196



Scope of Work/ Specifications:

The SRTA is seeking quotes for the Acquisition or Purchase of one (1) **Maintenance Support Equipment –Forklift**. Specifications are outlined below:

Internal combustion (LPG) Sit-Down Counterbalanced 5000-pound rated Forklift

The forklift shall have side shift capability and fork positioner / 4-way Mast controls

The forklift shall have an overhead guard with a max overhead clearance with mast at rest of 85.5’’ or less

The forklift mast height shall not exceed 189’’

The forklift carriage width shall not exceed 41’’

The forklift shall be operated using propane fuel

The forklift shall be equipped with 42’’ forks

The forklift shall have the following options:

- 2 Front Headlights Attached to the Roll over protection
- The forklift shall be equipped with Power Steering
- Low Mount Audible Alarm- activated when in reverse
- Low Fuel Indicator on Dash
- Suspension style seat with seat belt
- Tilt steering wheel with horn
- Front Tires – 7.00x12x14PR
- Rear Tires – 6.00x9x10PR

Delivery to:

Fall River Maintenance Facility  
601 Brayton Avenue  
Fall River, MA 02721

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Submission Criteria:

Completed submissions should be submitted via email to [chebert@srtabus.com](mailto:chebert@srtabus.com) or faxed to (508) 993-9196 and should include or denote the following:

- Subject Line (Email Line or Cover Letter)
  - SRTA Acquisition of Maintenance Support Equipment – Forklift
- Submittal Package
  - Uniform Bid Sheet (Attachment)
  - Standard Company Quotation Form

Estimated Key Action Dates:

The dates in the following table are only estimates and are provided to illustrate the current expectations for the timing of actions related to this Project and the resultant Award:

| <b>Key Action</b>     | <b>Estimated Date</b> |
|-----------------------|-----------------------|
| Release               | March 16, 2023        |
| Submittal Package Due | April 6, 2023         |
| Award                 | April 20, 2023        |

Additional Information:

In compliance with the procurement guidelines set forth by the Federal Transit Administration (FTA), any Vendor looking to conduct business with the Southeastern Regional Transit Authority (SRTA) are required to demonstrate responsiveness, responsibility, and must sign off on applicable Federal Clauses.

Note: The relevant Federal Clauses and responsibility determination information will be forwarded to the selected Vendor, however, this information is available upon request.

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