

**CITY OF OPELIKA
PURCHASING DEPARTMENT**

INVITATION TO BID

**LILLIE FINLEY
PURCHASING-REVENUE MANAGER**
OFFICE: (334) 705-5120
FAX: (334) 705-5128

BID DATA

BID NUMBER: 16009
COMMODITY TITLE: Vertical Lift Path Skid Steer Loader
USER DEPARTMENT: Public Works Street Dept
BUYER: Lillie Finley
BUYER TELEPHONE: (334) 705-5120
ISSUE DATE: March 09, 2016

BID OPENING

DAY/DATE: March 28, 2016
TIME: 2:00PM
LOCATION: City Hall Conference Room
MAILING ADDRESS: City of Opelika
Purchasing Department
PO Box 390
Opelika, AL 36803-0390

The City of Opelika Purchasing Department will receive sealed bids for the purchase **ONE (1) VERTICAL LIFT PATH SKID STEER LOADER** as per attached specifications. Bids must be received by 2:00 PM on March 28, 2016. Late bids will not be opened nor returned.

BIDS MAY BE MAILED TO:
City of Opelika
Purchasing Department
PO Box 390
Opelika, AL 36803-0390

BIDS MAY BE DELIVERED TO:
City of Opelika
Purchasing Department
204 S. 7th Street
Opelika, AL 36801

PART ONE
GENERAL TERMS AND INSTRUCTIONS

SECTION I TERMS AND CONDITIONS

- 1.1 All bids submitted shall be firm for a minimum of 60 days, unless otherwise specified.
- 1.2 The City reserves the right to cancel or make null and void any purchase order, if delivery cannot be made on the specified delivery date.
 - 1.2.1 In case of default by the contractor, the City may procure the articles or services from other sources and hold the contractor responsible for any excess cost occasioned thereby.
- 1.3 Bid tabulations will not be given over the telephone. Vendors desiring a bid tabulation shall enclose a stamped and self-addressed envelope with their bid.
- 1.4 Bid awards are not official until a purchase order is issued or the Purchasing Department notifies the successful vendor in writing.
- 1.5 By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.
- 1.6 Vendors not listed on the City bid list shall submit with their bid a completed W-9 form (attached).

SECTION II SUBMISSION OF BID

- 2.1 Bids received after the designated date and time will not be opened nor returned.
- 2.2 All bids shall be submitted on and in accordance with forms for this purpose, which are available from the Purchasing Department. Additional supplementary documentation, when requested, shall be submitted on the bidder's letterhead.
- 2.3 All bids are to be submitted in sealed, plainly marked envelopes. Envelopes shall be marked in the bottom left corner with the Title of the Invitation to Bid, the Bid Number and the Opening Date. Facsimile and telephone bids will not be accepted.
- 2.4 All bids shall be typewritten or completed in black ink.

- 2.5 An authorized officer or agent of the company submitting the bid in order to be considered must sign all bids.
- 2.6 **Bid documents shall be submitted, in duplicate**, to the City of Opelika, Purchasing Department.
- 2.7 Bids, which show any omission, irregularity, alteration of forms, additions not called for, conditional or unconditional unresponsive bids may be rejected.
- 2.8 Any bid submitted with corrected errors shall have the correction initialed by the person signing the bid.
- 2.9 Bidder shall submit with bid, the latest printed literature and detailed specifications on equipment they propose to furnish. This literature is for informational purpose only, and shall be used to help determine a product's compliance with specifications.

SECTION III BID EVALUATION

- 3.1 The City reserves the right to evaluate all bids, waive any technical or informalities, reject any and/or all bids and proposals, and further specifically reserves the right to make the award and/or awards in the best interest of the City. The City also reserves the right to request additional information.
- 3.2 The bid evaluation will be made on the following criteria:
 - 3.2.1 Bid Price
 - 3.2.2 Compliance with specifications
 - 3.2.3 Ability to deliver product or service
 - 3.2.4 Prompt pay discount, if offered, and meeting requirements of **Section 3.4
 - 3.2.5 Availability of warranty service and parts
- 3.3 The City may waive minor differences in specifications, provided these differences do not violate the specification intent, materially affect the operation for which the item or items are being purchased nor increase the estimated maintenance and repair cost to the City.
- 3.4 In order for a prompt pay discount to be considered as a factor in the award of this bid, the minimum days allowed for payment to receive discount shall be 15 days after receipt of a correct invoice.
- 3.5 The City reserves the right to award all bids in their entirety or part, whichever, in its opinion, best serves the interest of the City.
- 3.6 Unless clearly shown on the bid that it is the intent that a reduced total price is being offered on the basis of receiving an award of all items covered by the total, any totals should be the actual sum of the extension of unit prices; otherwise, in the event of any discrepancy between a unit price(s), extended price(s) and/or total price(s), unit price shall govern and the bid will be refigured accordingly.
- 3.7 Alabama Bid Law allows a Local Preference to businesses located within the City of Opelika when their bid is within 3% of the lowest responsible bid. The City will extend that preference when applicable.
- 3.8 The City shall be sole judge as to an item meeting or exceeding the specifications.
- 3.9 NON-COLLUSION: Vendors, by submitting a signed bid, certify that the accompanying bid is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Alabama or United State law.

SECTION IV BILLING AND PAYMENT

4.1 The vendor shall submit an invoice to:

City of Opelika
Accounting Department
PO Box 390
Opelika, AL 36803-0390

4.2 Payment by the City shall be made within thirty days, unless otherwise specifically provided, subject to any discounts offered.

4.2.1 The City will make payment to the vendor, when an invoice is received and the City accepts the service or item(s).

4.2.2 Any prompt pay discount offered will be computed from the date of delivery of the equipment, supplies, or materials at destination, when final inspection and acceptance are at those points, or from the date the correct invoice is received, if the latter is later than the date of delivery.

**PART TWO
SPECIFICATIONS
ONE (1) VERTICAL LIFT PATH SKID LOADER
ITB #16009**

Bid Specification for Vertical Lift Path Skid Steer Loader

Compliance

Dimensional Specifications

Yes ___ no ___ Dump angle at maximum height shall be a minimum of 40 degrees

Yes ___ no ___ Dump height with standard bucket shall be a minimum of 96"

Yes ___ no ___ Reach at maximum height shall be a minimum of 31"

Yes ___ no ___ Height to hinge pin shall be a minimum of 124"

Yes ___ no ___ Length with standard bucket shall be a maximum of 147"

Yes ___ no ___ Turning radius shall be a maximum of 83"

Performance

Yes ___ no ___ Rated operating capacity shall be a minimum of 2600 lbs.

Yes ___ no ___ Tipping load per ISO 14397-1 shall be a minimum of 5300 lbs.

Yes ___ no ___ Operating weight shall be a maximum of 8500 lbs. without attachments

Yes ___ no ___ Travel speed in low range shall be a minimum of 6.5 mph

Yes ___ no ___ Travel speed in high range shall be a minimum of 10 mph

Yes ___ no ___ Lift breakout force shall be a minimum of 4800 lbs.

Yes ___ no ___ Tilt breakout force shall be a minimum of 5100 lbs.

Engine/Electrical

Yes ___ no ___ Loader shall be equipped with a four cylinder turbocharged minimum 74 gross horsepower diesel engine

Yes ___ no ___ Loader engine shall be certified to EPA Tier 4 non-road emission standards

Yes ___ no ___ Loader shall be equipped with a hydraulically driven, variable speed cooling fan

Yes ___ no ___ Loader shall limit engine RPM until specified engine operating temperature is attained to protect engine from premature wear due to cold temperatures

Yes ___ no ___ Battery shall be a 12 volt with a minimum of 750 cold cranking amps

Yes ___ no ___ Engine shutdown shall be provided as standard equipment and shall monitor engine coolant temperature, engine oil pressure and engine RPM to help prevent engine damage

Yes ___ no ___ Engine accessory belt shall not require any adjustments

Yes ___ no ___ Loader shall be equipped with a dual path cooling system which brings cool, clean air from above the machine for engine and hydraulic system cooling, while at the same time removing hot air from the engine and hydrostatic area

Drive System

Yes ___ no ___ Shall have a fully hydrostatic four-wheel drive

Yes ___ no ___ Transmission shall be infinitely variable tandem hydrostatic piston pumps, driving two fully reversing hydrostatic motors

Yes ___ no ___ Final drive chains shall not require adjustment

Yes ___ no ___ Final drive chains and sprockets shall be sealed in a chain case with oil lubrication

Yes ___ no ___ Tires shall be non-pneumatic, non-foam filled with R-4 traction tread design

Yes ___ no ___ Tire size shall be 12x16.5

Hydraulic System

Yes ___ no ___ Pump type shall be a gear type pump for standard and high flow hydraulics

Yes ___ no ___ Hydraulic pump capacity for standard flow shall be capable of providing a minimum of 20 gallons per minute for bucket, lift arm and attachment operation

Yes ___ no ___ Hydraulic pump capacity for high flow shall be capable of providing a minimum of 30 gallons per minute for high flow hydraulic attachment operation

Yes ___ no ___ System pressure at the quick couplers shall be a minimum of 3200 psi

Yes ___ no ___ A hydraulic oil cooler shall be standard equipment

Yes ___ no ___ Hydraulic oil level sight gauge shall be easily visible from the loader outside

Yes ___ no ___ Auxiliary hydraulic hoses shall be routed inside the lift arm

Yes ___ no ___ Auxiliary quick coupler block shall be integrated into the lift arm front and must be protected with steel guarding

Yes ___ no ___ Hydraulic system shutdown shall be provided as standard equipment and shall monitor hydraulic oil temperature and hydrostatic charge pressure

Operator Controls

Yes ___ no ___ Loader direction, steering, travel, lift and tilt functions shall be controlled by joystick controllers

Yes ___ no ___ Standard front auxiliary hydraulics shall be controlled by electrical switches located on the right hand joystick

Yes ___ no ___ Electrical switches on the joystick handles shall activate all attachment control functions, continuous flow control for auxiliary hydraulics, front horn and two-speed travel controls

Yes ___ no ___ Engine starting and shutdown functions shall be controlled with a key switch

Operator Station

Yes ___ no ___ A suspension seat shall be standard equipment

Yes ___ no ___ Arm rest shall be standard equipment

Yes ___ no ___ Front and rear operating lights shall be standard equipment

Yes ___ no ___ A rotating yellow beacon shall be standard equipment mounted on top of the cab

Yes ___ no ___ Clean out holes in the foot well shall be provided as standard equipment

Yes ___ no ___ The loader conditions shall be monitored by a combination of gauges and warning lights in the operator's line of sight that monitor the following functions: Engine Coolant Temp, Fuel Level, Engine Malfunction, General Warning, Hydraulic Malfunction, Parking Brake, 2-speed, Battery Voltage, Engine RPM, Hour Meter

Yes ___ no ___ The loader shall be equipped with a hand throttle control as well as a foot operated throttle control

Attachments

Yes ___ no ___ All attachments shall be mounted on a quick-change mechanism. No attachments will be considered unless it can be removed or mounted by an experienced operator in two minutes or less

Yes ___ no ___ The quick change mechanism shall be driven by hydraulics or electronics controlled by a two-way rocker switch to raise and lower the attachment levers

Yes ___ no ___ The loader shall be equipped with high-flow hydraulics

Yes ___ no ___ The loader bucket shall be equipped with a replaceable bolt on cutting edge

Yes ___ no ___ The loader bucket shall be a minimum of 74" wide

Yes ___ no ___ The loader bucket shall be of heavy duty design

Yes ___ no ___ The loader shall come equipped with a set of pallet forks that utilize the quick change mechanism. The forks shall be able to move independently in a lateral direction. The fork length shall be 48"

Yes ___ no ___ The loader shall be delivered with a high flow cold planer. The planer shall be attached by means of hydraulic couplers, electrical connector and mounting frame. The planer cutting width shall be 24". Planer ski depth and side shift functions will be operated by fingertip controls without requiring operator to remove his/her hands from the loader steering levers. The depth of the planer skis shall be indicated by a depth gauge and be visible from the operator's seat. Depth and side shift adjustments may be made while milling without interrupting planer drum operation. The planer must come equipped with a top access panel in a sufficient size to replace the cutting bits without raising the planer from the surface or removing the drum.

Serviceability

Yes ___ no ___ Access shall be available to the following through the rear door/tailgate and rear screen: Air Cleaner, Alternator, Battery, Engine Oil and Hydraulic Oil Coolers, Engine Oil and Fuel Filters, Engine Oil Drain and Dipstick, Starter

Yes ___ no ___ Tailgate shall have a lock for vandal proofing

Yes ___ no ___ Tip-up operator cab shall tilt backwards and give access to certain hydraulic system components when the lift arm is in the lowered position

Safety Equipment

Yes ___ no ___ A seat belt shall be standard equipment

Yes ___ no ___ Operator protection shall be provided by a seat bar or similar device which restricts lift arm operation when not in use

Yes ___ no ___ Loader shall be equipped with an interlock control system which requires that the operator be seated in the loader with the seat bar down in place and the engine running before the hydraulic lift, tilt and the traction drive system can be operated. The auxiliary hydraulics shall deactivate when the operator raises the seat bar. Should the engine not start or a system problem occur with the lift arms raised, the lift arms can be lowered by turning a lift arm by-pass control knob

Yes ___ no ___ A lift arm support device shall assist in servicing the loader and be provided

Yes ___ no ___ A fire extinguisher shall be mounted in reach of the operator while seated

Yes ___ no ___ The loader shall have a weather resistant operator handbook written in English attached to the loader

Yes ___ no ___ A comprehensive Skid Steer Loader Operator Training Kit shall be available. The kit shall include a video or DVD, classroom and hands-on training. This kit shall also be available in Spanish

Yes ___ no ___ A comprehensive Service Training Kit shall be available. The kit shall include a video or DVD, classroom and hand-on training

Warranty

Yes ___ no ___ All bids must include the standard warranty documentation

SECTION V DELIVERY

_____ The unit shall be delivered completely assembled, serviced, and ready to operate. The bidder shall have a qualified service representative in attendance with the sweeper during startup operations to make any adjustments needed and to give operator instruction on the proper operation of the sweeper.

_____ Bidder to state delivery date.

_____ The bidder shall supply a complete loader manual. Manual to include system/component descriptions, loader operation, maintenance, troubleshooting, illustrated parts listing with part numbers, and schematics for the loader. Shall also include reproducible periodic maintenance schedules.

_____ Auxiliary engine manuals to be provided. They are to consist of operations & maintenance, maintenance schedules, component technical manual, and an illustrated parts catalog.

SECTION VI MANUAL(S): Manual(s) containing illustrated parts list(s), operating and service instructions for unit and engine shall be delivered with unit.

- 4.1 The manual(s) shall be as detailed as possible outlining all necessary service and operating instructions. Part's list shall cover all components of the unit. Necessary warnings and safety precautions shall be included.

- 4.2 The following additional information shall be provided by the vendor at time of delivery if it is not included in the manual(s) required above.
 - 4.2.1 Manufacturer's recommended service/preventive maintenance intervals.
 - 4.2.2 Recommended fluids, lubricants and their SAE equivalents.
 - 4.2.3 Bidder to provide the location of the nearest parts facility and field service mechanics.

**PART THREE
BID FORM
ONE (1) VERTICAL LIFT PATH SKID STEER LOADER
ITB #16009**

The undersigned declares that before preparing their bid, they read carefully the specifications and requirements for Bidders and that their bid is made with full knowledge of the kind, quality and quantity of services and equipment to be furnished, and their said bid is as stated on these pages. The undersigned offers and agrees, if this bid is accepted within FORTY-FIVE (45) calendar days from date of opening, to furnish any or all of the items upon which prices are offered at the price set opposite each item, delivered at the designated point(s) within the specified time.

Item	Description	Price
1.	ONE (1) SKID STEER LOADER	\$ _____

Delivery Information: Delivery shall be made within _____ calendar days after receipt of purchase order.

Discounts will be allowed for prompt payment: _____percent, 10 calendar days
_____percent, 15 calendar days
_____percent, 20 calendar days
_____percent, 30 calendar days
_____Net 30

COMPANY SUBMITTING BID _____

ADDRESS _____

CITY, STATE, ZIP CODE _____

SIGNATURE OF PERSON AUTHORIZED TO SIGN BIDS

TYPED NAME AND TITLE OF SIGNER

TELEPHONE NUMBER

FAX NUMBER

FEDERAL ID NUMBER

E-MAIL ADDRESS

ANTI-COLLUSION STATEMENT

THE BELOW SIGNED QUOTER HAS NOT DIVULGED TO, DISCUSSED OR COMPARED HIS QUOTE WITH OTHER QUOTERS AND HAS NOT COLLUDED WITH ANY OTHER QUOTER OR PARTIES TO A QUOTE WHATSOEVER.

NOTE: NO PREMIUMS, REBATES OR GRATUITIES TO ANY EMPLOYEE ARE PERMITTED WITH, PRIOR TO, OR AFTER ANY DELIVERY OF MATERIALS. ANY SUCH VIOLATION WILL RESULT IN THE CANCELLATION AND/OR RETURN OF MATERIAL (AS APPLICABLE) AND THE REMOVAL FROM THE MASTER BIDDERS LIST.

FIRM NAME

BY (PRINTED)

BY (SIGNATURE)

TITLE

ADDRESS

PHONE NUMBER

FAX NUMBER

BID NO.: 16009
STATEMENT OF NO BID/PROPOSAL

NOTE: If you DO NOT intend to bid on this commodity or service, please complete and Return this form immediately. Your response will assist us in evaluating all responses for this important project and to improve our bid solicitation process.

The Purchasing Division of the City of Opelika wishes to keep its bid list file up-to-date. If, for any reason you cannot supply the commodity/service noted in this bid/proposal solicitation, this form must be completed and returned to remain on the particular bid list for future projects of this type.

If you do not respond to this inquiry within the time set for the proposal opening date and time noted, we will assume that you can no longer supply this commodity/service, and your name will be removed from this commodity/service list.

_____ Specifications too "tight", i.e. geared toward one brand or manufacturer only.

_____ Specifications are unclear (explain below)

_____ We are unable to meet specifications.

_____ Insufficient time to respond to the Request for Proposal.

_____ Our schedule would not permit us to perform.

_____ We are unable to meet bond requirements.

_____ We are unable to meet insurance requirements.

_____ We do not offer this product or service.

_____ Remove us from your proposers list for this commodity or service.

_____ Other (specify below).

REMARKS _____

SIGNED: _____ NAME: _____
(Type or Print)

TITLE: _____ DATE: _____

FIRM NAME: _____

PHONE: _____ FAX: _____

ADDRESS: _____
(Street address) (City) (State) (Zip)