

CITY OF CONWAY
CITY OF CONWAY STREET DEPARTMENT
BID INVITATION

Bid Number: 2013-16

BID OPENING LOCATION:
 City of Conway Mayor's Office
 1201 Oak Street
 Conway, AR 72032

MAIL TO:
 City of Conway Mayor's Office
 1201 Oak Street
 Conway, AR 72032

DELIVER TO:
 City of Conway Mayor's Office
 1201 Oak Street
 Conway, AR 72032

Bid Opening Date: June 5, 2013 Time: 10:00 AM

Sealed bids for furnishing the commodities and/or services described below, subject to the Conditions on the reverse hereof and as may be attached hereto will be received at the above-noted mail and delivery locations until the above-noted bid opening date and time, and then publicly opened at the above-noted bid opening location. **Bids must be submitted on this form, with attachments when appropriate, or bids will be rejected. Late bids and unsigned bids will not be considered.**

In compliance with this Bid Invitation and subject to all the Conditions thereof, the undersigned offers and agrees to furnish any and all items upon which prices are quoted, at the price set opposite each item.

Company Name: _____ Name (Type or Print): _____
 Address: _____ Title: _____
 _____ Phone: _____ Fax: _____
 City: _____ State: _____ Zip: _____ E-mail Address: _____
 Federal Tax ID or Social Security No.: _____ Signature: _____
 Signature must be original (not photocopied) and in ink. Unsigned bids will be rejected.

Item No.	Description	Quantity	Unit	Unit Price	Amount
1.	New 105 Min., Horsepower, Tractor (equal to John Deere 6330) with cab, air and an attached 50" Rotary Boom Mower (equal to Tiger- Bengal). Make _____ Model _____ NET AMOUNT BID FOR ITEM NO. 1	1	ea.	_____	_____
<p>For clarifications, questions and information contact Ben Brown at Conway Street Department, 100 East Robins, Conway, Arkansas.501-450-6165</p> <p>If any literature and/or specifications of items conflict with City of Conway specifications, the conflict(s) shall be specifically noted, corrected and submitted with the bid on a separate letterhead.</p> <p>The successful bidder will be required to complete delivery within 30 days after award. The amount bid shall include all applicable sales taxes.</p>					

CONDITIONS

1. **ACCEPTANCE AND REJECTION:** The City of Conway (reserves the right to reject any or all bids, to accept bids in whole or in part (unless otherwise indicated by bidder), to waive any informalities in bids received, to accept bids on materials or equipment with variations from specifications where efficiency of operation will not be impaired, and to award bids to best serve the interest of the City of Conway.
2. **PRICES:** Unless otherwise stated in the Bid Invitation, the following will apply: (1) unit prices shall be bid, (2) prices should be stated in units of quantity specified (feet, each, lbs., etc.), (3) prices must be F.O.B. destination specified in bid, (4) prices must be firm and not subject to escalation, (5) bid must be firm for acceptance for 30 days from bid opening date. In case of errors in extension, unit prices shall govern. Discounts from bid price will not be considered in making awards.
3. **BID BONDS AND PERFORMANCE BONDS:** If required, a **Bid Bond** in the form of a cashier's check, certified check, or surety bond issued by a surety company, in an amount stated in the Bid Invitation, must accompany bid. **Personal and company checks are not acceptable as Bid Bonds.** Failure to submit a Bid Bond as required will cause a bid to be rejected. The Bid Bond will be forfeited as liquidated damages if the successful bidder fails to provide a required Performance Bond within the period stipulated by CITY OF CONWAY or fails to honor their bid. Cashier's checks and certified checks submitted as Bid Bonds will be returned to unsuccessful bidders; surety bonds will be retained. The successful bidder will be required to furnish a **Performance Bond** in an amount stated in the Bid Invitation and in the form of a cashier's check, certified check, or surety bond issued by a surety company, unless otherwise stated in the Bid Invitation, as a guarantee of delivery of goods/services in accordance with the specifications and within the time established in the bid. **Personal and company checks are not acceptable as Performance Bonds.** In some cases, a cashier's check or certified check submitted as a Bid Bond will be held as the Performance Bond of the successful bidder. Cashier's checks or certified checks submitted as Performance Bonds will be refunded shortly after payment has been made to the successful bidder for completion of all terms of the bid; surety bonds will be retained. Surety bonds must be issued by a surety company authorized to do business in Arkansas, and must be signed by a Resident Local Agent licensed by the Arkansas State Insurance Commissioner to represent that surety company. Resident Agent's Power-of-Attorney must accompany the surety bond. Certain bids involving labor will require Performance Bonds in the form of surety bonds only (no checks of any kind allowed). In such cases, the company issuing the surety bond must comply with all stipulations herein and must be named in the U. S. Treasury listing of companies holding Certificates of Authority as acceptable sureties on Federal Bonds and as acceptable reinsuring companies. Any excess between the face amount of the bond and the underwriting limitation of the bonding company shall be protected by reinsurance provided by an acceptable reinsuring company.
4. **TAXES:** The CITY OF CONWAY is not exempt from Arkansas State Sales and Use Taxes, or local option city/City of Conway sales taxes, when applicable, and bidders are responsible to the State Revenue Department for such taxes. Certain equipment purchases may be exempt from Sales Tax. The vendor shall determine the tax liability and include any applicable taxes in the bid amount. The CITY OF CONWAY is exempt from Federal Excise Taxes on all commodities except motor fuels; and excise taxes should not be included in bid prices except for motor fuels. Where applicable, tax exemption certificates will be furnished by the CITY OF CONWAY.
5. **"ALL OR NONE" BIDS:** Bidders who wish to bid "All or None" on two or more items shall so stipulate on the face of bid sheet; otherwise, bid may be awarded on an individual item basis.
6. **SPECIFICATIONS:** Complete specifications should be attached for any substitution or alternate offered, or where amplification is necessary. Bidder's name must be placed on all attachments to the bid.
7. **EXCEPTIONS TO SPECIFICATIONS:** Any exceptions to the bid specifications must be stated in the bid. Any exceptions to manufacturer's published literature must be stated in the bid, or it will be assumed that bidder is bidding exactly as stated in the literature.
8. **BRAND NAME REFERENCES:** All brand name references in bid specifications refer to that commodity or its equivalent, unless otherwise stated in Bid Invitation. Bidder should state brand or trade name of item being bid, if such name exists.
9. **FREIGHT:** All freight charges should be included in bid price. Any change in common carrier rates authorized by the Interstate Commerce Commission will be adjusted if such change occurs after the bid opening date. Receipted common carrier bills that reflect ICC authorized rate changes must be furnished.
10. **SAMPLES AND LITERATURE:** Samples or technical literature must be provided within 14 days of CITY OF CONWAY request unless CITY OF CONWAY extends time. Failure to provide samples or literature within this period may cause bid to be rejected. When required, samples of items must be furnished free of charge, prior to or after the opening of bids, and, if not destroyed, will be returned upon request at the bidder's expense. Each individual sample must be labeled with bidder's name and item number. Request for return of samples must be made within 10 days following submission of sample. Samples from successful bidders will be retained for comparison with items actually furnished.
11. **GUARANTY:** Unless otherwise indicated in Bid Invitation, it is understood and agreed that any item offered or shipped on this bid shall be newly manufactured, latest model and design, and in first class condition; and that all containers shall be new, suitable for storage or shipment and in compliance with all applicable laws relating to construction, packaging, labeling and registration.
12. **BACKORDERS OR DELAY IN DELIVERY:** Backorders or failure to deliver within the time required may constitute default. Vendor must give written notice to the CITY OF CONWAY, as soon as possible, of the reason for any delay and the expected delivery date. The CITY OF CONWAY has the right to extend delivery if reasons appear valid. If reason or delivery date is not acceptable, vendor is in default.
13. **DEFAULT:** All commodities furnished will be subject to inspection and acceptance by CITY OF CONWAY after delivery. Default in promised delivery or failure to meet specifications authorizes the CITY OF CONWAY to cancel award or any portion of same, to reasonably purchase commodities or services elsewhere and to charge full increase, if any, in cost and handling to defaulting vendor. Applicable bonds may be forfeited.
14. **ETHICS:** *"It shall be a breach of ethical standards for a person to be retained, or to retain a person, to solicit or secure a State contract upon an agreement of understanding for a commission, percentage, brokerage, or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies maintained by the contractor for the purpose of securing business."* (Arkansas Code, Annotated, Section 19-11-708).

ACCEPTANCE (City of Conway Use Only)

Bid No. #2013-16_Accepted as to items numbered _____

Date _____ By _____

City of Conway Mayor's Officer

CITY OF CONWAY STREET DEPARTMENT

SPECIFICATIONS

FOR

TRACTOR with 50" ROTARY BOOM MOWER

1. General: This specification is covers a Utility Tractor with a hydraulically operated Boom Mower. The equipment shall be delivered with the mower fully attached and operational. The Tractor must be 2012 or later model built for the U.S. market. Machines manufactured for foreign markets will not be accepted. The Tractor shall conform to the specification, operating characteristics of a John Deere 6330. The tractor shall have a minimum weight without mower or counter weights of 9,400 lbs. The equipment shall be equal to the units listed herein.
2. UTILITY TRACTOR - John Deere 6330 or approved equal
 - A. Engine: Liquid cooled diesel developing no less than 105 SAE net horsepower at a governed speed of not more than 2,200 RPM with a minimum 85 PTO horsepower at 2300 RPM. Shall have electrical starting equipment including starter, battery, alternator and charge indicator. Shall have governor, oil pressure actuated electric hour meter, lube oil filters and fuel filters with replaceable elements, approved dry type air cleaner and pre-cleaner. Cooling system shall have anti-freeze protection to -20° F, or lower. All gauges or indicators, including temperature, oil pressure and charge, to be mounted in instrument panel in cab readily visible to operator from seat. Engine shall be TIER III EMISSION CERTIFIED
 - B. Hydraulic System: 21.1 GPM at 2,300 RPM minimum flow rate. Two dual Selective remote control valves with couplers. All circuits shall have safety relief valves to prevent overloading. Hydraulic system shall be equipped with filtration system with replaceable filter elements of adequate capacity.
 - C. Transmission and Drive Train: Shall have Power Quad Transmission with 16 forward and reverse speeds with a left hand mechanical reverser. Speed in highest gear at 2,300 RPM shall be 19 MPH. The tractor shall be two wheel drive.
 - D. Frame: Shall have full equipment length structural frame.
 - E. Special Shield: A 3/8" thickness right side protective shield having visibility by the operator to protect operator from side mounted mower debris installed in the right side cab door or window.
 - F. Operators Station: The tractor shall be equipped with a factory installed comfort Guard Cap with air condition and heat, air suspension seat, AM/FM radio, Front Windshield wiper
3. BOOM MOWER – Tiger Bengal or approved equal with a 50" Rotary Cutting Head operated powered by a hydraulic motor. The hydraulic pump, motor, fluid storage shall all be self contained on the boom mower unit and shall not be a part of the tractor hydraulic system.
 - A. Mower: The mower shall be mounted on a double boom system support and extension system capable of mowing at a distance of 22 feet horizontal to the tractor and 17 feet above. The mower and system shall be capable of cutting 6' diameter typical tree material with the rotary cutting head and up to 4" typical tree material with a hedge knife on a flail head. The mower shall mow to the right and in front of the right rear tire. The tractor hydraulic system may be used for the mower lift system.
 - B. Transport Position: In the transport mode the mower boom shall be maneuverable to position the mower to neat tight positioned behind the right rear of the tractor with a travel safety lock system to prevent operations during transport.
 - C. Counterweight: A left side counter weight total 2330 pounds shall be provided including tire filled calcium chloride solution and not less than 1,400 pounds Flush mounted cast iron wheel counter weights.
 - D. Controls: Mower controls shall be mounted inside the cab convenient to the operator without obstructing visibility or access to other tractor controls.
4. Units shall be assembled, adjusted and made ready for continuous operation at time of delivery. All parts, accessories and tools necessary for satisfactory operation of this unit shall be furnished whether or not they are specifically mentioned in these specifications (including standard equipment as regularly furnished by manufacturer as shown on printed literature and specifications - unless specifically excluded by this specification).

5. Training: The successful bidder shall furnish qualified personnel to instruct CITY OF CONWAY operators and service technicians on operation and maintenance of units purchased under this specification.

In addition, the successful bidder shall furnish information on any factory service schools which would be available for CITY OF CONWAY service technicians.

6. An important consideration in awarding the bid for this equipment is the ability of the bidder to demonstrate his firm is capable of providing convenient and readily available parts and service. The bidder shall maintain a representative inventory of replacement parts and experienced service personnel within a radius of 60 miles of Conway. The city will consider reliable service and parts as being a dealership which has been in operation a minimum of 5 years providing parts and service for the type and make equipment bid. The city will consider convenient a dealership within 60 miles of Conway, Arkansas.
7. City of Conway reserves the right to require a demonstration, under actual working conditions, of machine bid under this specification before award is made. City of Conway reserves the right to accept or reject any bid in the best interest of the City of Conway. The City may select the equipment deemed to be in the best interest of the City of Conway regardless of the order of the bid amount.