



Grant County
 Office of The
Board of County Commissioners
 P O Box 37
 Ephrata WA 98823
 (509) 754-2011

REQUEST FOR BIDS PACKET (Page 1 of 14)
GRANT COUNTY FAIRGROUNDS ARENA TRACTOR
 February 21, 2014

Grant County, Washington, by and through the Grant County Fair and Fairgrounds and the Board of County Commissioners, is seeking to purchase one (1) arena tractor with specifications patterned after the CASE Farmall 75C 4WD Tractor (specifications are set forth below).

Any vendor offering a bid for new equipment shall include in the submitted proposal an offer to purchase the equipment listed below as trade-ins. The County assumes the new equipment bidder's trade-in offer is a part of the bid including the new equipment.

1. Request For Bid (RFB) Submittal Requirements

A. Submittals must:

- (1) Include a Cover Letter that includes the company/agency name and mailing address, as well as the name, phone number, and e-mail address of the individual who will be serving as the contact for the bid;
- (2) Be comprised of one (1) original and one (1) copy in a sealed envelope clearly marked with the project title "GRANT COUNTY FAIRGROUNDS ARENA TRACTOR";
- (3) Be **received** by the County *via* mail, recognized carrier, or hand delivery on or before 4:00 p.m. on Friday, March 7, 2014 to:

June Strickler, Administrative Services Coordinator
Grant County Commissioners' Office
PO Box 37 / 35 C Street NW
Ephrata, WA 98823

- (4) Meet all requirements/minimum specifications and additional terms, conditions, etc. as set forth in Appendix A.
- (5) Be typed/computer generated, or written in such a manner as to be clearly legible; any bid that contains illegible information and/or dollar amounts subject to interpretation will render the entire bid to be designated "Non-responsive" as it will not allow the County to confidently compare bid prices; and

Richard Stevens
 District 1

Carolann Swartz
 District 2

Cindy Carter
 District 3

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- (6) Show numerical dollar amounts with decimal and commas (as appropriate). Any required pricing breakdown that indicates “No Bid” or is left blank will render the entire bid to be designated “Non-responsive” as it will not allow the County to confidently compare bid prices.

B. Submittals must not:

- (1) Be late; or
- (2) Be submitted *via* e-mail or facsimile.

- C. Mathematical calculations/totals on all bids will be checked by Grant County, and the County has the authority to correct any mathematical errors it identifies. For this reason, bids that appear to be higher or lower than others immediately upon bid opening may not be accurate. Grant County will not post the bid results until after the mathematical verification and totals check has been completed on each bid. Should any mathematical errors in submittals be identified, the County will notify the affected responders and the bid posting will reflect any necessary changes to the bid total(s).

- D. In the event of a low bid tie between bidders after verification of mathematical calculations/totals, a random method – such as a coin toss – to determine the low bidder will be utilized.

2. RFB Submittal Opening

RFB submittals will be opened on Friday, March 7th at 4:05 p.m. p.m. in the Commissioners’ Office located on the 2nd floor of the Grant County Courthouse at 35 C Street NW in Ephrata, Washington.

Please note that costs of preparation and/or delivery of the submittal will be borne by the submitting company/agency.

Should you have any questions about the RFB submittal process, please contact me at (509) 754-2011 ext. 637 or *via* e-mail at jstrickler@co.grant.wa.us.

Thank you in advance for your courtesies.

Sincerely,

BOARD OF COUNTY COMMISSIONERS

June Strickler

June Strickler
Administrative Services Coordinator

cc: Board of County Commissioners
Jerry Gingrich, Fairgrounds Manager

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APPENDIX A
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NOTICE TO EQUIPMENT DEALERS

Sealed bids, plainly marked "**Grant County Fairgrounds Arena Tractor**", will be received by Grant County at the County Commissioner's Office, 35 C Street NW, Ephrata, WA 98823, until **4:00 PM** on **7 March 2014** for furnishing and delivering:

<u>Item #</u>	<u>Quant.</u>	<u>Description</u>
1	1	Tractor

Submittal requirements for the Request for Bids, which includes the Grant County Fairground's requirements for the arena tractor, may be obtained at:

- (1) The office of the Grant County Board of County Commissioners located at 35 C Street NW in Ephrata, Washington; or
- (2) From the Grant County website at www.grantcountyweb.com; scroll to the bottom portion of the left sidebar entitled "Grant County Quick Links". Select the link entitled "Request for Bid"; this will bring you to a listing of current/recent Grant County RFBs listed by project title. Click on the .pdf you are interested in under *Grant County Fairgrounds Arena Tractor*.

Any vendor offering a bid for new equipment shall include in their proposal an offer to purchase the trade-in equipment. The County assumes the new equipment bidder's trade-in offer is a part of the bid including the new equipment. The bidders are advised that mileage/hours will continue to accumulate at the current usage rate until replacement vehicle is delivered. The County is offering the following trade-ins:

1. 1980 Massey Ferguson 285

Data: VIN#: 9A338577 LIC#: N/A Hours as of 01FEB14: Unknown
Engine: Diesel Powered Perkins 85 A4.318, 4 cylinder, 318 cubic inches (5.2L), 84 hp
Transmission: 8x2 manual transmission
Hitch: Rear three point hitch, Type II, 4,900lb lift capacity
Wheelbase: 88.25"
Power: Drawbar – 69.46hp, PTO – 81.96hp
ROPS: Open platform
Drive: 4X2, 2WD
Steering: Hydrostatic power steering
Brakes: Wet disk brakes

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2. Cherrington Mobile Screener 4500XL (Rock Picker)

Length:	16 ft, 8 in
Width:	8 ft, 2 in
Cleaning Width:	5 ft
Height:	Model 4500XL 7 ft, 2 in
Weight:	Model 4500XL 5,640 lbs
Hopper Capacity:	1.15 cubic yds or 1,300 lbs maximum
Cleaning Speed:	15 mph maximum
Cleaning Depth:	6 in maximum
Tractor Requirements:	45 hp to 70 hp Category II Three-point hitch

This tractor and mobile screener may be inspected at the Grant County Fairgrounds at 3953 Airway Drive NE, Moses Lake, WA. 98837-1029. Inspection hours are Monday through Friday between 8:00 am to 4:00 pm (closed 12 noon – 1 pm). Contact phone number is (509) 765-3581. Point of Contact is the Maintenance Supervisor.

All equipment is offered “AS IS”. Prospective buyers may view the equipment at the convenience of the operator. Please call the Fairgrounds office to make arrangements to inspect the trade-in equipment. Tractor is operating and currently in-service.

This Request For Bid (RFB) does not constitute an offer of employment or to contract for services.

The County reserves the option to reject any or all bid submittals, wholly or in part, received by reason of this request.

The County reserves the option to retain all bid submittals, whether selected or rejected. Once submitted, the bid submittals and any supplemental documents become the property of the County.

All bid submittals shall remain firm for ninety (90) days following the closing date for receipt of bid submittals.

RFB PROJECT NOTICES/POSTINGS

To locate RFB notices, postings, etc. on the County’s website for this proposal, access the County’s website at www.grantcountyweb.com, and scroll to the bottom portion of the left sidebar entitled “Grant County Quick Links”. Select the link entitled “Request for Bid”; this will bring you to a listing of current/recent Grant County RFBs listed by project title. Click on the .pdf you are interested in under the *Grant County Fairgrounds Arena Tractor*.

NOTE:

It is the responsibility of RFB respondents/vendors to access the County’s RFB website for any and all updates, addendums, corrections, or any other changes and/or other communications regarding this RFB/RFB Packet prior to the RFB deadline.

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GENERAL CONDITIONS

1. The attached specifications are for the purpose of providing details regarding the type of product desired by Grant County. Equal or similar products from reputable manufacturers and suppliers are permitted. Grant County shall be the final determiner of product equivalence.
2. The Bidder has 15 days from the date of award to sign and return the contracts. Failure to sign and return the contracts may result in the loss of the contract to the Bidder. No performance bond is required for this bid proposal.
3. Grant County shall pay State sales and use taxes on all products purchased. The Bidder shall not include taxes in the bid price and shall show state sales taxes as a separate item in the space provided.
4. Grant County is a political subdivision of the State of Washington and is exempt from paying all Federal excise taxes. The Bidder shall furnish Federal excise tax exemption certification when applicable. All other taxes and costs of business shall be borne by the Bidder and included in the base price.
5. All products shall conform to applicable Federal and State safety and health laws, rules and regulations.

BID EVALUATIONS

1. Bid evaluations shall include, but not be limited by, the following criteria:
 - a. Price (*may include life cycle*)
 - b. Quality of product
 - c. Conformance to specifications
 - d. Prompt service and parts availability
 - e. Training
 - f. Bidder's previous contract experience
 - g. Public's best interest.

SUBMISSIONS

1. Bidders are advised to submit the following with each bid item:
 - a. Descriptive literature.
 - b. Complete operating dimensions and sketches of the proposed unit.
 - c. Complete information detailing engines, engine accessories, transmissions, frame, axles, electrical components, cab, differentials, drivelines, hydraulic systems, and appurtenances for each unit bid.
2. The Bidder may submit any other information that may assist Grant County in evaluating the bid.

FULL SERVICE FACILITY

A full service facility is defined as the location with spare parts available to Grant County within 24 hours from 8:00 AM to 5:00 PM, Monday thru Friday.

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WARRANTY

The Bidder must state the warranty period on all items bid. Grant County may require a minimum warranty period. Within the warranty period the successful Bidder shall replace all parts and perform all repairs which are required or made necessary due to defective design, materials, workmanship, or non-conformance with the specifications. Unless otherwise noted, the Bidder shall perform all warranty repairs at the Bidder's place of business. Grant County shall deliver and retrieve defective equipment at the Bidder's place of business. All repairs shall have the warranty reinstated for the remaining period.

OPERATOR'S, PARTS AND SERVICE MANUALS

The Bidder shall furnish operator's manuals, service manuals and parts manuals as specified in the proposal. **Manuals must be delivered to Grant County before product delivery is considered complete.**

DELIVERY, INSPECTION AND ACCEPTANCE

All equipment shall be new and the manufacturer's latest model. All standard equipment shall be furnished with the unit. The unit and mounted equipment, if any, shall be serviced, comply with all specifications, and be in full working order for the purpose it was designed at the time of delivery. **Grant County will accept delivery between the hours of 8:00 AM to 3:30 PM, Monday thru Thursday only at the Public Works building (Ephrata, WA).** Unless otherwise noted, deliveries shall be F.O.B. Grant County. The Bidder will be required to obtain a delivery address and time from the County Engineer, or his designated representative, for each piece of equipment. The Bidder, or his representative, is requested to be present at the time of delivery.

TRAINING

1. The Bidder and manufacturer's representatives must be able to provide sufficient training to Grant County personnel to operate service and repair the equipment. The training should occur in Grant County. Training shall include all labor, equipment, materials, tools, travel and other expenses needed to provide a complete service. The Bidder may show a minimum number of training hours for each category. Failure to offer any training will be a consideration in the bid evaluation process.
2. The Bidder shall state the number of hours and the cost per hour for each category of training on the proposal form in the space provided.
3. Training is an additive cost to the contract. The Bidder shall not include training costs in the base bid of the proposal. Grant County is not obligated to use the training offered by the Bidder; however, should Grant County desire to utilize the training programs offered, those costs will be added to the contract.

LATE DELIVERY

No penalty for late delivery will be assessed against the Bidder. However, the Bidder is advised that the failure to deliver the equipment before the promised date will be a consideration used at succeeding bid proposal evaluations.

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TRADE-INS

Grant County is not obligated to accept the trade-in offer and may accept new equipment bid without the trade-in offer. The trade-in offer itself will be assumed to be a part of the whole item and will not be considered separately unless the Bidder clearly states the trade-in offer may be considered separately.

Bids for trade-ins only will be considered separately.

PROPOSAL Bid Forms Follow

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PROPOSAL Bid Item No. 1

BID ALTERNATE # _____

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Furnish and deliver TRACTOR F.O.B. Grant County, WA	1	\$ _____	\$ _____
		Tractor Trade-in:	(\$ _____)
		Rock Picker Trade-in:	(\$ _____)
		Subtotal	\$ _____
		_____% SST	\$ _____
		TOTAL BID	\$ _____

Make and Model: _____

Warranty Period: _____

Delivery: _____

Fairgrounds Arena Tractor

The successful bidder will furnish and deliver a tractor designed to groom arenas, operate PTO driven lawnmore.

Tractor: The following specifications are patterned after the CASE Farmall 75C 4WD Tractor:

General

List or confirm specifications & changes:

- \$ 2014 model year _____
- \$ 76 Gross Engine HP _____
- \$ 62 PTO HP @ 2300 engine RPM _____
- \$ 4 cylinder turbocharged aftercooled 195 cu.in. (3.2L) diesel engine _____
- \$ Bosch Fuel Injection Pump _____
- \$ Electric engine shutoff _____
- \$ Hand and foot throttle controls _____
- \$ Grid heater starting aid _____
- \$ Dual element Air Filter _____
- \$ 19.8 – gallon fuel tank with bottom protection shield _____
- \$ Underhood muffler with vertical exhaust _____
- \$ 2-post foldable ROPS _____
- \$ Tilt and telescoping steering wheel _____
- \$ Operator's seat presence sensor and retractable seatbelt _____
- \$ Analog instrument panel with hour meter, warning lights, engine temperature and fuel level gauges _____
- \$ Transmission: synchronized mechanical shuttle (16F x 16R) _____
- \$ 11" cerametallic traction clutch _____
- \$ Hydrostatic power steering _____
- \$ Hydraulically actuated wet disc brakes (self-equalizing and self-adjusting) _____
- \$ Independent parking brake _____
- \$ Dual rear remotes with kick out (one with kick-out and second with kick-out and float; requires coupler) _____
- \$ Quick release rear couplers _____
- \$ Dual gear pumps _____
- \$ MFD Front Axle (4WD), limited slip, mechanical engagement _____
- \$ Drive shaft shield _____
- \$ Front MFD tires 11.2R24 (R1W) _____
- \$ Foot pedal engaged differential locker rear axle _____
- \$ Rear tires 16.9R30 (R1W) _____

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General

List or confirm specifications & changes:

- \$ 3 point Category II hitch (convertible to category I) with telescoping lower links and telescoping stabilizers
- \$ 3,900 pound lift capacity minimum
- \$ Mechanical drive shaft control with two lever controls
- \$ Fast rise/lower control
- \$ Lower link draft sensing
- \$ Swinging drawbar
- \$ 540 RPM independent PTO
- \$ Single lever, hydraulic Servo-Assist engagement
- \$ Flip-up PTO shaft guard
- \$ 12-volt electrical system with 730 cca battery
- \$ 7-pin outlet for trailer/implement lighting and signals
- \$ 4-pin power outlet (40 amp)
- \$ Single pin (8 amp) accessory power outlet
- \$ Horn
- \$ Two halogen front headlamps
- \$ Two halogen wrap around hood corner worklights
- \$ One rear worklight
- \$ Turn signals/flasher/brake lights
- \$ Pivoting engine hood
- \$ Toolbox
- \$ Color: Manufacturer's standard
- \$ Written guarantee to cover all repairs, including parts, labor, materials, except transport, for a 12 month period after the date of delivery (please attach all warranty information)
- \$ List or attach other factory standard equipment or literature

Trade-Ins:

- **1980 Massey Ferguson 285**, VIN#: 9A338577 LIC#: N/A Hours as of 02/01/14: Unknown.
- **Cherrington Mobile Screener 4500 XL (Rock Picker)**

Nearest service outlet for warranty repairs:

Company: _____ Contact: _____
Street: _____ Phone: () _____
City: _____ Fax: () _____
State: _____ Zip: _____ E-mail: _____

Proposed customer training:

Operator..... hrs @ \$ ____/hr
Service..... hrs @ \$ ____/hr
Mechanical..... hrs@ \$ ____/hr
Location: Moses Lake, WA

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Non-Collusion Declaration

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association, or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.

2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.

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Proposal for New Equipment - Signature Page

The Bidder supplying new vehicles and trade-in offers is hereby advised that by signature of this proposal he/she is deemed to have acknowledged all requirements and signed all certificates contained herein.

No proposal guaranty is required for this bid proposal offering new vehicles and trade-in offers.

Receipt is hereby acknowledged of Appendix A, pages A-1 through A-12.

In compliance with Chapter 39.34.030(5)b RCW a public notice for this solicitation for bids has been posted on Grant County's website: at www.grantcountyweb.com; scroll to the bottom portion of the left sidebar entitled "Grant County Quick Links". Select the link entitled "Request for Bid"; this will bring you to a listing of current/recent Grant County RFBs listed by project title. Click on the .pdf you are interested in under *Grant County Fairgrounds Arena Tractor*.

- § The Bidder will allow Grant County to purchase additional contract items at the original bid prices offered: Yes___ No___
- § The Bidder will allow other public agencies to purchase additional contract items at the original prices offered (RCW 39.34):..... Yes___ No___
- § The Bidder will allow modifications on contract items for additional purchase requests (subject to wholesale price adjustments agreeable to each public agency):..... Yes___ No___
- § The Bidder agrees to provide extended purchase options thru April 15, 2014 Yes___ *No___
*If "No" is checked please show acceptable extended purchase period:
- § The Bidder understands Grant County accepts no responsibility for the payment of any additional purchase requests made by other public agencies:..... Yes___ No___
- § The Bidder understands Grant County is not required to purchase additional contract items:..... Yes___ No___

Signature of Authorized Official(s)

PROPOSAL MUST BE SIGNED → _____

Please Print Name of Authorized Official

Firm Name _____

Address _____

City, St, Zip _____

Voice (____) _____ Fax (____) _____

Email _____

State of Washington License No. _____

Federal ID No. _____

- Note:
- (1) This proposal form is not transferable and any alteration entered hereon without prior permission from the County Engineer will be cause for considering the proposal irregular and subsequent rejection of the bid.
 - (2) Should it be necessary to modify this proposal either in writing or by electronic means, please make reference to the following proposal in your communication: **Tractor**

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Proposal for Trade-ins - Signature Page

The Bidder for trade-in vehicles only (not including new vehicle dealers) is hereby advised that by signature of this proposal he/she is deemed to have acknowledged all requirements and signed all certificates contained herein.

A 5% proposal guarantee is required for the bid proposal for trade-ins.
(Please attach cashier's check or certified check.)

Receipt is hereby acknowledged of Appendix A, pages A-1 through A-12.

Additional terms:

- § If the Bidder's offer to purchase used equipment is accepted by the County, the bidder understands he/she has 30 days to complete the sale after notification of the delivery of new vehicle.
- § The Bidder may be allowed to withdraw his/her offer if the used vehicle is damaged or has become mechanically unreliable and the value of used vehicle is reduced. In the event this happens the County and the Bidder may negotiate a new purchase price.
- § The bidder will not be permitted to withdraw his/her offer due to increased mileage.

Signature of Authorized Official(s)

PROPOSAL MUST BE SIGNED → _____

Please Print Name of Authorized Official

Firm Name _____

Address _____

City, St, Zip _____

Voice (____) _____ Fax (____) _____

Email _____

- Note:
- (1) This proposal form is not transferable and any alteration entered hereon without prior permission from the County Engineer will be cause for considering the proposal irregular and subsequent rejection of the bid.
 - (2) Should it be necessary to modify this proposal either in writing or by electronic means, please make reference to the following proposal in your communication: **Tractor**

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CONTRACT

THIS AGREEMENT, made and entered into this _____ day of _____, 2014, between the Board of County Commissioners of Grant County, State of Washington, acting under and by virtue of Chapter 36.77 of the Revised Code of Washington, as amended, hereinafter called the County, and _____, for itself, its heirs, executors, administrators, successors and assigns, hereinafter called the Contractor.

WITNESSETH:

That in consideration of the payments, covenants, and agreements, hereinafter mentioned, and attached and made a part of this agreement, to be made and performed by the parties hereto, and the parties hereto covenant and agree as follows:

DESCRIPTION OF WORK:

1. The Contractor shall do all work and furnish all tools, materials, labor and equipment necessary to improve and complete **Grant County Fairgrounds Arena Tractor Contract**, located in Grant County, Washington, as proposed in a bid opened **4:05 PM, Friday, March 7, 2014** in accordance with and as described in the herein attached plans and standard specifications, and in full compliance with the terms, conditions, and stipulations herein set forth and attached, now referred to any by such reference incorporated herein and made part hereof as fully for all purposes as if here set forth at length, and shall perform any alterations in or additions to the work covered by this contract and every part thereof and any force account work may be ordered as provided in this contract and every part thereof.
2. The Contractor shall provide and be at the expense of all materials, labor, carriage, tools, implements and conveniences and things of every description that may be requisite for the transfer of materials and for constructing and completing the work provided for in this contract and every part thereof.
3. The County hereby promises and agrees with the Contractor to employ, and does employ the Contractor to provide the materials and to do and cause to be done the above described work and to complete and finish the same according to the attached plans and specifications and the terms and conditions herein contained, and hereby contracts to pay for the same according to the attached specifications and the schedule of unit or itemized prices hereto attached, at the time and in the manner and upon the conditions provided for in this contract and every part thereof. The County further agrees to employ the Contractor to perform any alterations in or additions to the work covered by this contract and every part thereof and any force account work that may be ordered and pay for same under the terms of this contract and the attached plans and specifications.
4. The Contractor for himself, and for his heirs, executors, administrators and assigns, and successors and assigns, does hereby agree to the full performance of all the covenants herein contained upon the part of the Contractor.

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5. It is further provided that no liability shall attach to the County by reason of entering into this contract, except as expressly provided herein.

IN WITNESS WHEREOF, the said Contractor has executed this instrument, and the said Board of County Commissioners of aforesaid County has caused this instrument to be executed by and in the name of said Board by its Members, duly attested by its Clerk, the day and year first above written, and the seal of said Board to be hereunto affixed on the date in this instrument first above written.

_____, 2014

Signature

Print Name

Firm Name

Address

City

State

Zip

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

____ day of _____, 2014

Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS
OF GRANT COUNTY, WASHINGTON

Chairman

Commissioner

Commissioner