



**Request for Proposal
4 Wheel Steer Tool Carrier
March 4, 2013**

City of Fargo

Request for Proposal

The City of Fargo is requesting proposals for one (1) 4 Wheel steer tool carrier. Sealed bids will be received by the City of Fargo Auditor's Office at 200 3rd Street North, Fargo, ND 58102, for the purpose of evaluating costs and operating parameters on a 4 Wheel steer tool carrier. Upon completion of the evaluation by the selection committee an order may be placed. Proposals will be received until **2:00 P.M. Central Standard Time, Friday, March 15, 2013.**

CITY OF FARGO RIGHTS

The City reserves the right to cancel this RFP in writing or postpone the date and time for submitting proposals at any time prior to the proposal due date. The City by this RFP does not promise to accept the lowest cost or any other proposal and specifically reserves the right to reject any or all proposals, to waive any formal proposal requirements, to investigate the qualifications and experience of any Proposer, to reject any provisions in any proposal, to modify RFP contents, to obtain new proposals, to negotiate the requested services and contract terms with any Proposer, or to proceed to do the work otherwise.

The City hereby notifies all proposers that it will affirmatively insure that in regard to any contract entered into, pursuant to this request, minority business enterprises will be afforded full opportunity and are encouraged to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award. The City reserves the right to accept or reject any and all proposals that is in the best interest of the City. All questions and inquiries will be addressed to:

Equipment Specifications

Allan Erickson
Fleet Management Specialist
Public Works Department
402 23rd St. N
Fargo, ND 58102

E-mail: aerickson@cityoffargo.com

Phone: (701) 241-1439

Fax: (701) 298-6971

Operational Questions

Ben Dow
Director of Operations
Public Works Department
402 23rd St. N
Fargo, ND 58102

bdow@cityoffargo.com

(701) 241-1453

(701) 241-8100

GENERAL SPECIFICATION

MODEL: Unit shall be a new, current year model.

WARRANTY: Shall be stated in writing on the form provided.

DELIVERY: Proposer must perform a complete pre-delivery service prior to delivery of equipment. All units are F.O.B., Fargo Central Garage.

Proposer must state the number of days for delivery from time of order. If the delivery date is not met, a \$150.00 per day may be accessed against the purchase price with the total not to exceed 2.5% of purchase price.

TRAINING Upon delivery to end-user the proposer will provide instruction to operators on proper operation and daily maintenance.

Training on repair procedures shall be provided by a factory qualified representative to the applicable city repair technician(s). A list of training courses shall be presented at the time of the RFP. The topic of training will be discussed and approved by the City of Fargo Staff. Onsite training (if applicable) at the City of Fargo Central Garage should be scheduled at time of order.

Proposer The proposer shall provide a certification of liability coverage with the proposal. The policy shall have a minimum general liability limit of \$500,000 with the City of Fargo listed as certificate holder.

A detailed specification must be included by the proposer when responding to the RFP. The RFP will not be accepted if this criteria is not met.

Preference may be given to Proposer who has a local dealer with a reasonable amount of parts inventory for the unit that has been proposed and a complete service facility. On new models or equipment not previously purchased by the City of Fargo, the selection committee may elect to have a demonstration of the models being considered.

4 Wheel steer tool carrier Bidding Specifications

1.0 INTENT

It is the intent of this specification to provide for the purchase of one (1) 4 Wheel steer tool carrier to be used by the City of Fargo Public Works Department.

The City of Fargo Public Works Department has evaluated different styles of 4 Wheel steer tool carriers and has determined that this published specification is best suited for the PWD needs in terms of quality and features. This specification shall not be interpreted as restrictive but rather as a measure of quality and performance against which all other 4 Wheel steer tool carriers will be compared.

In comparing proposals, comparison will not be confined to price only. The successful proposer will be one whose product is judged as best serving the interests of the PWD when price, product, quality and delivery are considered. The PWD also reserves the right to reject any or all proposals or any part thereof, and to waive any minor technicalities. A contract will be awarded to the proposer submitting the lowest responsible proposal meeting the requirements.

2.0 EQUIVALENT PRODUCT

Proposals will be accepted for consideration on any make or model that is equal or superior to the 4 Wheel steer tool carrier specified. Decisions of equivalency will be at the sole interpretation of the PWD. A blanket statement that equipment proposed will meet all requirements will not be sufficient to establish equivalence. An original manufacturer's brochure of the proposed product is to be submitted with proposal.

3.0 INTERPRETATIONS

In order to be fair to all proposers, no oral interpretations will be given to any proposer, as to the meaning of the specification documents or any part thereof. Every request for such a consideration shall be made in writing. Based on such inquiry, the PWD may choose to issue an Addendum in accordance with local state laws.

4.0 GENERAL

The specification herein states the minimum requirements of the PWD. All proposals must be regular in every respect. Unauthorized conditions, limitations, or provisions shall be cause for rejection. The PWD will consider as irregular or non-responsive any and all proposals that are not prepared and submitted in accordance with the proposal document and specification, or any proposal lacking sufficient technical literature to enable the PWD to make a reasonable determination of compliance to the specification. It shall be the proposer's responsibility to carefully examine each item of the specification. Failure to offer a completed proposal or failure to respond to each section of the technical specification (COMPLY: YES NO) will cause the proposal to be rejected without review as non responsive. All variances, exceptions and/or deviations shall be fully described in the appropriate section. Deceit in responding to the specification will be cause for rejection.

5.0 SPECIFICATIONS

	<u>YES</u>	<u>NO</u>
<u>General Requirements</u>		
A. Machine includes two forward facing seats.	_____	_____
B. Machine to include a front loader.	_____	_____
C. Front loader is capable of accepting quick-attach tools.	_____	_____
D. Rear of machine shall incorporate a hydraulic 3-point lifting mechanism.	_____	_____
E. Engine will be diesel, rated 59HP minimum.	_____	_____
<u>Drive System Requirements</u>		
A. Full-time four wheel drive system.	_____	_____
B. Limited slip differentials provided in both axles.	_____	_____
C. Transmission to be hydrostatic.	_____	_____
D. Machine equipped with separate controls for engine speed (hand lever) and travel speed (pedal).	_____	_____
E. Travel direction controlled by a shuttle lever which includes positions for forward, reverse, and park.	_____	_____
F. Placing the shuttle lever in the park position must engage the parking brake, and disable the drive controls.	_____	_____
G. A neutral start feature must be provided which requires machine be in the park position before engine can be started.	_____	_____
H. Two travel speed ranges are required. (low & high)	_____	_____
I. Must provide the ability to shift between travel speed ranges while moving.	_____	_____
J. Front and rear steering shall be controlled by steering wheel.	_____	_____
K. Must be able to disable rear steering, controlled by switch in cab.	_____	_____
	<u>YES</u>	<u>NO</u>

Suspension

- A. Front suspension shall consist of coil springs and shock absorbers. _____
- B. Rear suspension shall consist of leaf springs and shock absorbers. _____

Cab

- A. Glass must be tempered safety glass. _____
- B. Dual arm front windshield wipers with washer system. _____
- C. Factory installed heater and air conditioner. _____
- D. Cab shall have two lockable, steel doors and tethers to restrict door opening angle. _____
- E. Cab structure must be a 4-post design which is ROPS approved. _____
- F. Retractable seat belts shall be provided for operator and passenger. _____
- G. Must have forward facing halogen work lights. Lights must be adjustable and independent of each other. _____
- H. Unit shall have warning lights that indicate low engine oil pressure, high engine temperature, and low battery voltage. _____
- I. Gauges provided shall include the following:
 - Travel Speed
 - Engine RPM
 - Engine Hours
 - Engine Temperature
 - Fuel Level_____
- J. Engine will automatically shut down in the event of a system failure. _____

Loader

- A. Functions controlled by a single pilot operated joystick. _____
- B. Lift arm float feature must be provided, activated by the joystick. _____

YES **NO**

C. Lift arm support device must be provided on the machine to support the lift arm when raised for service work.

D. An interlock control system must be provided which automatically disables the loader lift and tilt, attached hydraulics, drive controls and engages the parking brake when the operator exits the machine.

Warranty

Please fill out all applicable lines. "See Enclosed" is not acceptable

Base Manufacture _____

Hydraulics

Other Warranties that apply:

Bid Tabulation

Make: _____

Model: _____

Price Bid Per Unit:

\$ _____

Total equipment price

\$ _____

Delivery Date

Number of days for delivery from date of order: _____

Company _____

By: _____
(Name)

(Title)