



DEPARTMENT OF PARKS AND RECREATION

515 WEST BOULEVARD
CITY OF RAPID CITY
RAPID CITY, SOUTH DAKOTA

One (1) New Current Year Model Rubber Tracked Mini Excavator

March 10, 2015
2:00 PM

Sam Kooiker
MAYOR

COUNCIL MEMBERS

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JEFF BIEGLER, DIRECTOR
DEPARTMENT OF PARKS AND RECREATION

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**NOTICE FOR BIDS
FOR ONE (1) CURRENT YEAR MODEL
RUBBER TRACKED MINI EXCAVATOR
FOR THE
CITY OF RAPID CITY**

Notice is hereby given that sealed bids will be received by the City of Rapid City until 2:00 PM, March 10, 2015 at the Rapid City Finance Office, 300 Sixth St, Rapid City, South Dakota 57701, and will be publicly opened and read for the FOLLOWING ITEM to be purchased by the City of Rapid City. All proposals shall be made on forms furnished by the City.

Specifications may be obtained at the Department of Parks and Recreation, 515 West Boulevard, or the City Finance Office, 300 Sixth Street, Rapid City, South Dakota. Bid Specifications are also available on our web site at the following location: <http://www.rcgov.org/Parks-and-Recreation/bids-and-proposals.html>

Questions should be directed to Parks Division Manager Lon Van Deusen, (605) 394-4175.

Bid Items are as follows:

1. One (1) New Current Year Model Rubber Tracked Mini Excavator for the City of Rapid City

Jeff Biegler, Director
Department of Parks and Recreation

**SPECIFICATIONS FOR
ONE (1) CURRENT YEAR MODEL
RUBBER TRACKED MINI EXCAVATOR
Rapid City, South Dakota**

Bids will be received at the Rapid City Finance Office, 300 Sixth Street, Rapid City, South Dakota on March 10, 2015 until 2:00 PM for furnishing One (1) Current Year Model Rubber Tracked Mini Excavator, which shall meet the following specifications:

SCOPE

It is the intent of these specifications to describe the One (1) Current Year Model Rubber Tracked Mini Excavator in sufficient detail to secure bids on comparable equipment. All parts not specifically mentioned, which are necessary in order to provide One (1) Current Year Model Rubber Tracked Mini Excavator shall be included in the bid and shall conform in strength, quality of material and workmanship to what is usually provided the trade in general.

The City's intent is to obtain a reasonable bid from all interested bidders. If for any reason bidders are unable to meet or equal the following specifications, the City will receive for consideration minor deviations of specifications. Deviations and variations of specifications must be fully detailed and explained by the bidder on the form provided and stapled to the BIDDER'S PROPOSAL.

All bids must be accompanied by literature completely describing the One (1) Current Year Model Rubber Tracked Mini Excavator to be furnished. Each bidder must be a certified dealer authorized by the Manufacturer he represents. Each bid shall contain a dealer and/or factory warranty as a guarantee of the product to be furnished. The guarantee shall be stated in the descriptive literature or by a letter.

GENERAL CONDITIONS

1) Bidders Information

Each bid envelope shall contain **ONLY ONE** (1) Bid Proposal and shall be marked with the words "**Sealed Bid – One (1) Current Year Model Rubber Tracked Mini Excavator**".

Each bid must be accompanied by a certified check, cashier's check or a bank draft for One Hundred Dollars (\$100), such check to be certified or issued by either a State or National Bank and payable to the City of Rapid City, South Dakota, or in lieu thereof, a Two Hundred Dollar (\$200) bid bond, such bond to be issued by a surety authorized to do business in this State, payable to the City of Rapid City, Rapid City, South Dakota, as a guarantee of the bidder entering into a contract to supply One (1) Current Year Model Rubber Tracked Mini Excavator for the City of Rapid City. After this has been accomplished, the bidder's check or bid bond will be returned; the checks or bonds of all the unsuccessful bidders will be returned within thirty (30) days after the bids have been opened.

Bids submitted by mail, express courier, or common carrier cannot be accepted unless received in the City Finance Officer prior to the time for the scheduled bid opening. Bids submitted by telefax cannot be accepted.

Each bid envelop shall contain the entire set of specifications. To save time for both the bidder and the City, the bidder shall fill out and complete "ARTICLE 5 CONTRACT DOCUMENT" upon submittal of the bid.

To the extent provided by statute, preference will be given to materials, products and supplies found or produced within the State of South Dakota. (SDCL Chapter 5-19; Residential Preference Statute.)

The City reserves the right to reject all bids and unless all bids presented are rejected, the lowest responsible bid, in all cases, will be accepted. In case the low bid is not responsible or the bid is not made in accordance with the requirements of SDL Chapter 5-19 or the low bid is withdrawn, the bid of the next lowest responsible bidder may be accepted; however, to the extent allowed by law the City reserves the right to accept the bid that is to the advantage of and is in the best interest of the City of Rapid City.

Payment for the One (1) Current Year Model Rubber Tracked Mini Excavator will be made BY CHECK, within a reasonable time after receipt and approval of the One (1) Current Year Model Rubber Tracked Mini Excavator, receipt of a City claim, and approval by the City Council.

The unit price of the bid must be stated on the Bidder's Proposal form, along with the extended price bid. Unit price shall take precedence over extended price; written figures shall take precedence over numerical figures.

The One (1) Current Year Model Rubber Tracked Mini Excavator is to be furnished with the Operator's Manual along with personal instructions on the proper operation and maintenance of said One (1) Current Year Model Rubber Tracked Mini Excavator.

The One (1) Current Year Model Rubber Tracked Mini Excavator is to be equipped with proper lights and safety equipment and shall meet all Local, State, and Federal laws and requirements.

The One (1) Current Year Model Rubber Tracked Mini Excavator is to be complete and ready for the use intended, and delivered F.O.B. PARKS DEPARTMENT, 2919 Canyon Lake Drive, Rapid City, South Dakota.

Detailed Specifications
One (1) Current Year Model Rubber Tracked Mini Excavator

		COMPLY	
		YES	NO
GENERAL: 01.01	It is the intent of these specifications to establish minimum requirements for One (1) Current Year Model Rubber Tracked Mini Excavator. This machine shall include all manufacture advertised standard equipment that meets or exceeds the following specifications unless otherwise specified.	_____	_____
01.02	Materials shall be of good commercial quality for the intended service and shall be produced by use of manufacturing processes. Material shall be treated to resist rust and corrosion.	_____	_____
01.03	The design of the mechanical members shall be such that the stress imposed through normal use shall not cause rupture or permanent deformation on any member.	_____	_____
01.04	Bidders must submit with their bid the latest printed specifications and advertising literature on the models they propose to furnish.	_____	_____
01.05	It will be necessary for the successful bidder to furnish all necessary and desirable information and instructions for the proper operation of the equipment by the employees of the City of Rapid City, including but not limited to operational manual, parts manual, shop repair, electrical diagram, service manual and two legible copies of the manufacturer's line sheets.	_____	_____
01.06	The quality of the articles to be supplied, their conformity with the specifications, their suitability to requirements, delivery terms and guarantee clauses, shall be taken into consideration.	_____	_____
01.07	Bidders shall submit a synopsis of non-compliant issues with their respective bid.	_____	_____
01.08	The City of Rapid City has evaluated different types of equipment and has determined that this product is best suited for its needs in safety, quality, performance and standardization This specification is not to be interpreted as restrictive, but rather as a measure of the safety, quality and performance against which all equipment bids will be compared. In comparing proposals,	_____	_____

consideration will not be confined to price only. Contract will be awarded for the product which best serves the interests of the City of Rapid City when cost, product, safety, quality and delivery are considered. The City of Rapid City reserves the right to reject any or all bids or any part thereof, and to waive any minor technicalities. A Contract will be awarded to the bidder submitting the lowest responsible bid meeting the exact requirements of this specification.

01.09 Bids will be accepted for consideration on any make or model that is equal or superior to the equipment specified. Decisions of equivalency will be at the sole interpretation of the City of Rapid City.

01.10 All equipment furnished under this contract shall be new, unused and the same as manufacturer's current productions model. Accessories not specifically mentioned herein, but necessary to furnish a complete unit ready for use, shall also be included. The unit shall conform to the best practice known to the body trade in design, quality of materials and workmanship. Assemblies, sub-assemblies and component parts shall be standard and interchangeable throughout the entire quantity of units as specified in the invitation to bid. The equipment furnished shall conform to ANSI Safety Standard Z245.191999.

01.11 The successful bidder shall provide component information consisting of serial and part numbers for all components of the machine, including but not limited to: engine, transmission, axles, hydraulic pump, PTO and gearboxes, to assist in ordering parts in the future.

02 LITERATURE
Two copies of the following manuals/drawings shall be furnished upon delivery of the machine.

02.01 Electrical Diagram

02.02 Hydraulic Diagram

02.03 Hydraulic Schematics

02.04 Service Shop Repair Manuals

02.05	Operators Manual	_____	_____
02.06	Parts Manuals	_____	_____
02.07	Manufacturer's Line Build Sheets.	_____	_____
02.08	In lieu of two copies of the manuals, the City would prefer one of the copies of the complete literature to be in compact disk format, if available.	_____	_____
03	WARRANTY		
03.01	One year unlimited 100% parts and labor, to begin no earlier than the date of delivery and our acceptance of the machine.	_____	_____
03.02	Two year unlimited power train 100% parts and labor for a total of three years warranty.	_____	_____
03.03	The successful bidder shall respond to all calls for warranty work within the 48 hours of being notified by Rapid City Parks Division personnel. To clarify, respond refers to being on site repairing.	_____	_____
03.04	If the successful bidder fails to respond to calls for warranty work within 48 hours, or otherwise fails to comply with the previous provisions as determined by the Parks and Recreation Director or his designee, at the request of the Parks and Recreation Director or his designee they agree to pay \$100 per each additional 24 hour period from the time of notification until the machine is operational.	_____	_____
03.05	If the successful bidder cannot respond within 48 hours then a local service facility shall be provided for service at no expense to the City of Rapid City. State the location and distance of the servicing facility when submitted the bid.	_____	_____
03.06	The successful bidder shall maintain and / or have access to parts inventory within 200 miles of Rapid City, South Dakota during the warranty period. If this is not possible , note exception when submitting bid.	_____	_____
03.07	The City of Rapid City will not be liable for freight charges during the warranty period, due to the dealer not stocking parts.	_____	_____

03.08	Free towing / transportation shall be included during the first 12 months unlimited warranty for all related failures.	_____	_____
03.09	All in service policies and warranties shall be delivered with the rubber tracked mini excavator at the time of deliver.	_____	_____
04	SERVICEABILITY		
04.01	Successful bidder shall guarantee that an authorized representative, with the necessary tools, equipment and place of business, will with due diligence, respond to and complete all warranty service calls, or provide a like machine within 7 calendar days of being notified. Failure to do so may cause a \$100 per day penalty to be assessed for every day that the machine is not operable after being notified.	_____	_____
05	PARTS AVAILABILITY		
05.01	All parts that are essential t the operation of this machine shall be made available to the City within 2 calendar days after being notified. Failure to do so may cause a \$100 per day penalty to be assessed for every day that he part is not available.	_____	_____
05.02	Parts inventory shall be of a size and variety to offer warranty parts availability of95% within 48 hours from time of order.	_____	_____
06	DELIVERY PENALTY		
06.01	Successful bidder shall guarantee delivery by the date in the bidder’s proposal. Failure to do so will cause a \$100 per day penalty to be assessed for every day that the equipment is not delivered to the City of Rapid City.	_____	_____
07	TECHNICAL SPECIFICATIONS		
07.01	Unit shall be powered by a 3 cylinder liquid cooled diesel engine.	_____	_____
07.02	The unit shall meet Tier 4 Emissions Standards.	_____	_____.
07.03	Horsepower of the unit shall be no less than 31 Hp SAE (Net)	_____	_____

07.04	Hydraulic capacity and flow shall be sufficient to provide oil for all requested functions, to include optional attachments.	_____	_____
07.05	Electrical 12V System.	_____	_____
07.06	Operating weight: No greater than 8,200 lbs.	_____	_____
07.07	Unit shall be equipped with an 18" heavy duty bucket with quick attachment / exchange capability and hydraulic clamp (thumb).	_____	_____
07.08	Unit shall be equipped with hydraulically actuated angle dozer blade.	_____	_____
07.09	Unit shall be equipment with boom arm of sufficient length and appropriate counterweights to achieve the listed digging force and reach. The boom shall be capable of a side swing independent of the house with a minimum of 55 degree swing in either direction.	_____	_____
07.10	Digging Force: Bucket no less than 6,900 lbs. Arm Force: no less than 4,500 lbs.	_____	_____
07.11	Max dig depth: No less than 10'. Max dump height no less than 10'.	_____	_____
08	DRIVETRAIN		
08.01	Unit shall be equipped with rubber tracks with no less than 4 rollers per track.	_____	_____
08.02	Rubber track ground pressure shall not exceed 4.7 PSI.	_____	_____
08.03	Crawler tracks shall be powered with independent hydrostatic drive motors.	_____	_____
08.04	Travel Speed: Low - no less than 1.5 mph High - No less than 2.75 mph	_____	_____
08.05	Gradability shall be no less than 30 degrees.	_____	_____
09	DIMENSIONS		
09.01	Overall travel length: Not greater than 16'.	_____	_____
09.02	Transport width: No more than 6.5'	_____	_____

09.03	Tail Swing overhang: Not greater than 0"	_____	_____
10	OPERATOR STATION		
10.01	Unit shall be equipped with an enclosed cab with heat and air conditioning.	_____	_____
10.02	Cloth suspension seat.	_____	_____
10.03	Gauges shall include at a minimum: Engine coolant temperature, fuel level with audible alert, and hour meter.	_____	_____
10.04	Warning lights shall include engine coolant temp, engine oil pressure, fuel level warning, and hydraulic malfunction.	_____	_____
10.05	Joystick mounted hydraulic controls.	_____	_____
10.06	Mirrors	_____	_____
10.07	Work lights and amber beacon light.	_____	_____
10.08	Travel motion alarm and horn.	_____	_____
10.09	Retractable seat belt.	_____	_____
10.10	AM/FM Radio.	_____	_____

Bidder's Proposal

NAME OF BIDDER: _____

ADDRESS: _____

PHONE NO.: (_____) _____ **FAX NO.:** (_____) _____

E-mail address: _____

Bidder proposes and agrees to and with the City of Rapid City, South Dakota ("City") to furnish One (1) Current Year Model Rubber Tracked Mini Excavator at the following price, to-wit:

ITEM	DESCRIPTION	PRICE
NO.		(numerical)
1.	One (1) Current Year Model Rubber Tracked Mini Excavator per specifications, complete and ready for use intended and delivered F.O.B., Parks Division	\$ _____

(Price in Words)

Make _____ Model _____

Warranty _____

The proposal and agreement are based upon the conditions, stipulations, and specifications named in the notice inviting bids for said One (1) Current Year Model Rubber Tracked Mini Excavator, which notice and detailed specifications are made a part of this contract as if written herein at length. The One (1) Current Year Model Rubber Tracked Mini Excavator shall be delivered F.O.B., Rapid City PARKS DEPARTMENT, Rapid City, South Dakota, 57701, within _____ calendar days (to be filled in by Bidder) after date of awarding contract.

The Bidder further agrees and states that he has read the notice calling for bids and has studied the detailed specifications and that he is familiar with the terms and conditions stipulated therein and agrees to enter into attached Contract.

NAME OF COMPANY - BIDDER

AUTHORIZED SIGNATURE

Print Name & Title

Address

Date

BIDDER MUST FILL IN ALL SPACES PROVIDED ABOVE

CONTRACT
SUPPLIES AND EQUIPMENT
BETWEEN
SUPPLIER AND CITY OF RAPID CITY

THIS AGREEMENT, made the _____ day of _____, 20____, by and between _____ hereinafter "Supplier," and the City of Rapid City, South Dakota, hereinafter "City," WITNESSETH:

That the Supplier and the City, for the consideration named, agree as follows:

ARTICLE 1. SCOPE OF WORK

The Supplier shall furnish all of the materials, labor and perform all of the work as described in the specifications for Supplies and Equipment entitled One (1) Current Year Model Rubber Tracked Mini Excavator prepared by the Department of Parks and Recreation, Rapid City, South Dakota, and shall do everything required by this Contract, General Conditions, Special Conditions, and Detailed Specifications, which are hereby made a part of this Contract, including the following Addenda.

Addendum No.

Dated

ARTICLE 2. TIME OF COMPLETION

The furnishing or ordering of materials, supplies, and equipment under this Contract shall be commenced as soon as possible within the time stated in the specifications unless the specifications expressly provide for a one time delivery, it is agreed that the City may place orders under this Contract at any time or times within the Contract period. Failure to meet the terms of the Contract on or before the completion date may result in forfeiture of the Performance Bond or deposit, if any, and shall be deemed a breach of this Contract. Requests for time extensions shall be made in writing to the PARKS AND RECREATION DEPARTMENT at least fourteen (14) days before the Contract completion date. The City, through the Department of Parks and Recreation, will issue all time extensions.

ARTICLE 3. THE CONTRACT SUM

The City shall pay the Supplier for the performance of the Contract, subject to additions and deductions provided therein, in current funds as follows:

_____ *Dollars (\$* _____ *)*

ARTICLE 4. ACCEPTANCE AND FINAL PAYMENT

Upon delivery of any items under this Contract, the individual or Department specified in Article 2 for making time extensions shall satisfy himself by examination that the furnishing of supplies and equipment has been finally and fully completed in accordance with the Specifications and Contract, and shall make up the appropriate purchase order. The Supplier must complete and return a proper City voucher and payment will be made on said voucher as soon as possible after approval by the Common Council.

ARTICLE 5. THE CONTRACT DOCUMENTS

The Notice for Bids, General Conditions, Special Conditions, Addendum, Specifications, and the Bidder's Proposal together with this Agreement, form the Contract, and all are as fully a part of the Contract as if herein set forth at length.

The Supplier further agrees and states that he has read the advertisement calling for bids and has studied the detailed specifications and that he is familiar with the terms and conditions stipulated therein.

IN WITNESS WHEREOF: The City of Rapid City, South Dakota, its Council having duly approved this Contract, has caused this Contract to be executed on its behalf by its Mayor, hereunto duly authorized, attested thereto by its Finance Officer, and has hereto attached its corporate seal this _____ day of _____, 20____.

THE CITY OF RAPID CITY, SOUTH DAKOTA

ATTEST:

Sam Kooiker, Mayor

Pauline Sumption, Finance Officer

(SEAL)

NAME OF COMPANY

AUTHORIZED SIGNATURE

Print Name & Title

Date