

**ONE (1) NEW 2014 DIESEL POWERED 4.0 CUBIC
YARD VOLUMETRIC CAPACITY-ALL AREA
SWEEPER
(WITH TWIN GUTTER BROOMS)**



BID # AP 48-14

BID OPENS: May 7, 2014 @3:05PM

NOTICE TO BIDDERS

Notice is hereby given that the Board of County Commissioners of Okaloosa County, FL, will accept sealed bids until **3:05 PM** (local time) **May 7, 2014**, for **ONE (1) NEW 2014 DIESEL POWERED 4.0 CUBIC YARD VOLUMETRIC CAPACITY-ALL AREA SWEEPER (WITH TWIN GUTTER BROOMS)**. Pursuant to copies of bid provisions, bid forms, and specifications may be obtained from the Okaloosa County Purchasing Department, 602-C North Pearl Street, Crestview, FL 32536; 850-689-5960 or they may be downloaded from our website at www.co.okaloosa.fl.us (Departments, Purchasing, Vendor Registration & Opportunities).

At **3:05 PM** (local time) **May 7, 2014**, the bids will be opened and read aloud. All bids must be in sealed envelopes reflecting on the outside thereof the bidder's name and "**ONE (1) NEW 2014 DIESEL POWERED 4.0 CUBIC YARD VOLUMETRIC CAPACITY-ALL AREA SWEEPER (WITH TWIN GUTTER BROOMS 3:05 PM** (local time) **May 7, 2014**". The Board of County Commissioners will consider all bids properly submitted at its scheduled Bid Opening in the Conference & Training Room #305 located at 302 N. Wilson St, Crestview, FL 32536. Bids may be submitted in the Conference & Training Room #305, prior to Bid Opening or delivered to the Clerk of Circuit Court, 302 N. Wilson St., #203, Crestview, FL 32536.

There is no obligation on the part of the County to award the bid to the lowest bidder, and the County reserves the right to award the bid to the bidder submitting a responsive bid with a resulting negotiated agreement which is most advantageous and in the best interest of Okaloosa County, and to waive any irregularity or technicality in bids received. Okaloosa County shall be the sole judge of the bid and the resulting negotiating agreement that is in its best interest and its decision shall be final.

Any bidder failing to mark outside of envelope as set forth herein may not be entitled to have their bid considered.

All bids should be addressed as follows:

Clerk of Circuit Court
Attn: Gary Stanford
Newman C. Brackin Bldg.
302 N. Wilson St. #203
Crestview FL 32536

Deputy Clerk
Clerk of Circuit Court

Date

Zan Fedorak
Purchasing Manager

Date

BOARD OF COUNTY COMMISSIONERS
OKALOOSA COUNTY

Kelly Windes
Chairman

BID SPECIFICATIONS

Bid Item: AP48-14

NEW 2014 Diesel Powered 4.0 Cubic Yard Volumetric Capacity - All Area Sweeper (With Twin Gutter Brooms)

It is the intent of these specifications to describe a sweeper in sufficient detail indicate the size machine to be provided. The unit provided shall be new and unused unit. All parts not specifically mentioned, which are necessary to provide a complete sweeper, shall be included in the bid and shall conform in strength and quality of material and workmanship to what is normally provided to the trade in general.

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 start up operation to make any adjustments and give instructions to assure proper operation of the sweeper.

The sweeper shall be warranted to be free from defective materials and workmanship for a period of 12 months or 1,000 hours from date of delivery.

The unit bid shall be a diesel powered regenerative air sweeper mounted on a diesel powered truck chassis.

COMPLIANCE TO SPECIFICATIONS

The bidder shall indicate his compliance with a "Yes" or non-compliance with a "No" for each line item specification. Any space left blank shall be considered non-compliance. Any deviations from the specification, or where submitted literature does not fully support the meeting of the specification, must be clearly cited in writing by the bidder.

COMPLIANCE

MANUALS

- _____ The bidder shall supply two sweeper operator's and two sweeper parts and service manuals with each unit.
- _____ Manufacturer shall have available certifiable training course for complete maintenance and operation of sweeper.
- _____ Manufacturer must have scheduled a minimum of 20 training courses per year for convenience of customers scheduling.
- _____ Bidder shall provide operator instruction/safety/maintenance procedures on DVD with the unit.

PAINT - COLOR

- _____ The entire unit shall be painted with manufacturers standard paint applied over a suitable primer. Pick-up head, gutter brooms and truck frame shall be painted.

POWER UNIT

- _____ The sweeper power unit shall be a turbocharged diesel fueled, Tier-4i, water cooled industrial engine. Piston displacement shall not be less than 148.5 cubic inch developing not less than 56 HP @ 2600 RPM and 121 ft. /lbs. torque @ 1800 RPM. Engine shall be 4 cycle, 3.43 inch bore and 3.64 inch stroke.
- _____ Cylinder construction shall be dry sleeve type.
- _____ Spin-on replacement type oil filter.
- _____ 12 volt ignition, electric starter and minimum 40 amp alternator with charge indicator gauge mounted on control console in cab.
- _____ Unit shall have an automatic shutdown system when coolant temperature is too high, coolant level is too low or oil pressure is too low.
- _____ Unit shall share batteries with chassis engine.
- _____ Unit shall have a replaceable element, heavy duty dry type air cleaner.
- _____ Mechanical centrifugal type variable speed governor shall be used to control engine speed.
- _____ Power unit shall be accessible by swinging open a contour shaped side access panel. The side access panel shall be constructed of composite materials and shall have an inner membrane encapsulated in its design for additional strength and sound reduction.
- _____ To keep overall height to a minimum when dumping, the access panel shall not be attached to the hopper weldment.
- _____ Power unit must be easily accessible without starting the engine or the use of auxiliary hydraulics.

DUST SEPARATOR

- _____ Separation of the dirt and refuse from the air stream shall be accomplished by means of an external cylindrical multi-pass centrifugal dust separator with a minimum size of 20" diameter and 22.5" width. The separator shall be designed so that it will not plug with normally encountered debris.
- _____ The separator shall be lined with a bolt-in, replaceable, wear resistant rubber liner for long life.
- _____ The dust separator shall have a minimum 4" diameter port allowing inspection and cleaning of the interior.
- _____ The separator shall incorporate a self-cleaning compartment to trap fine particulates and prevent re-entry into the air stream.
- _____ A dual steel screen with total area of not less than 3,200 square inches shall be provided to allow air to move freely from the hopper into the centrifugal dust separator.
- _____ Screen shall lift with the dump door to allow for easy cleaning.

HOPPER

- _____ Hopper shall be constructed of full seam welded steel plate.
- _____ Hopper size to be a minimum four (4.0) cubic yard volumetric measurement with a maximum operating load capacity of 6,000 pounds.
- _____ Dumping shall be accomplished by means of hydraulically actuated piggyback cylinders causing hopper to tilt up expelling the load behind the rear wheels. Dump cylinders shall not protrude below sweeper frame.
- _____ Dump angle shall be a minimum of 90 degrees.
- _____ The hopper floor shall have a minimum dumping height of 72 inches.
- _____ Hopper door shall have an opening dimension of 77-1/4" x 70" and be opened/closed by means of two hydraulic cylinders
- _____ The required overhead dump height clearance shall be no greater than 13 feet.
- _____ For easy access and to insure airtight hopper seals the hopper dump door shall be hydraulically actuated.
- _____ Hopper door shall be held in the closed position by means of a lock valve located in the hydraulic dump circuit.
- _____ Hopper shall be maintained airtight through use of rubber seals on all doors and openings.
- _____ Hopper shall contain a chute area with a replaceable deflector.

- _____ All hopper doors shall be fabricated from steel plate to prevent loss of airtight seals due to warping, cracking, or premature wear.
- _____ Hydraulic cylinder movement shall be controlled with the use of an electric toggle switch located on the exterior of sweeper behind truck cab so discharging of debris may be viewed during dumping for maximum safety.
- _____ Hopper shall have a safety prop with manually installed latching pin
- _____ Roof access clean-out doors prohibited due to potential safety hazards.
- _____ One work light shall be mounted at the rear of the hopper.

HYDRAULIC SYSTEM

- _____ The hydraulic system shall be adequate for use within the design requirements of the sweeper. The system shall include a minimum 13.5 gallon reservoir, sight gauge, temperature gauge, 80 mesh suction strainer, spin-on replaceable full flow oil filter, hydraulic cylinders, gutter broom drive motors, control valves, relief valves, hydraulic hoses and standard fittings.
- _____ The hydraulic pump shall be gear driven by the auxiliary engine.
- _____ System pressures shall consist of 1500 PSI for pick-up head and dump door; 2500 PSI for gutter broom(s).
- _____ Hydraulic control valves must be easily accessible for service without raising the hopper or enclosures.
- _____ Auxiliary hydraulic system shall be provided to electrically operate hydraulics without engine running.

BLOWER

- _____ Heavy duty die cast, wear resistant high strength aluminum alloy turbine type open face blower balanced within 4 grams shall be provided to create air pressure and suction.
- _____ Blower wheel shall be covered with wear-resistant rubber for long life.
- _____ Blower shall be mounted on self aligning anti-friction bearings.
- _____ Blower shall be driven from PTO off auxiliary engine by heavy duty power belt which shall be adjustable for tension.
- _____ Blower housing shall be lined with a bolt-in wear resistant, replaceable rubber liner for long life.
- _____ Blower not to exceed 3000 RPM to insure smooth efficient performance.
- _____ Blower housing shall be accessible by swinging open a contour shape side access panel. The side access panel shall be constructed of composite materials and shall have an inner membrane encapsulated in its design for additional strength and sound reduction.
- _____ Access to blower housing must be accomplished without raising hopper.

PICK-UP HEAD

- _____ A spring balanced all steel fabricated pick-up head with maximum length and width of 78" x 30" shall be provided.
- _____ The pick-up head shall have a separate upper and lower chamber where pressurized air is blasted from upper chamber through an elongated blast orifice to street surface.
- _____ Blast orifice flange shall be of bolt-on design so that flange is easily replaced and shall have slots so that blast orifice gap is easily adjusted without removing pick-up head from sweeper.
- _____ Pick-up head shall have a 12 inch diameter (minimum) bolt on pressure inlet ring with turning vanes located on left side of pick-up head.
- _____ A 12 inch diameter (minimum) heavy duty pressure hose attached to the blower housing shall be provided.
- _____ A 12 inch diameter (minimum) heavy duty suction hose, attached to a quick disconnect transition at the hopper shall extend down to the right side of the pick-up head and shall be attached to the pick-up head suction nozzle ring with shall be constructed of 10 gauge steel.
- _____ Pick-up head shall be equipped with 2 inch wide adjustable side mounted integral alloy steel and carbide runners for maximum pick up ability and long life. DUO SKID runners to be warranted for 2 years/2,000 hours prorated.
- _____ Side plates shall have a minimum height adjustment of 4 inches at the blast orifice.

- _____ Pick-up head shall be raised and lowered hydraulically by a single switch on the control panel.
- _____ Pressure inlet ring shall be equipped with an adjustable pressure relief for optimum leaf and light debris sweeping; pressure relief shall be controlled from inside cab.
- _____ Because of safety and environmental concerns the pick-up head shall be equipped with reverse chains to allow operation in both forward and reverse directions.

HAND HOSE EQUIPMENT

- _____ For cleaning remote areas and catch basins, an auxiliary hand hose shall be provided. It shall be 6" diameter, 10 feet long and have a 40" long metal nozzle.

GUTTER BROOMS

- _____ Twin Gutter brooms shall be 36 inch diameter (minimum), for removing debris from gutter area. The gutter broom wires shall be 11 inches in length.
- _____ The gutter brooms shall be equipped with vertical steel digger type segments
- _____ Gutter brooms shall be hydraulic motor driven and shall be positioned laterally and vertically by one hydraulic cylinder.
- _____ Gutter brooms down pressure shall be automatically adjusted to load by a pressure sensing sequence valve inline with gutter broom torque motor.
- _____ Gutter brooms shall have adjustment for bristle contact pattern and wear.
- _____ Gutter brooms shall have lateral flexibility to swing rearward 15 inches under truck chassis when encountering the impact of an immovable object thus avoiding damage to the broom assembly.
- _____ Gutter brooms shall have a spring adjustment to allow downward compensation for bristle wear and shall be free floating to follow street contour.
- _____ Gutter brooms shall be held in the up and transit position by use of an electric lock valve attachment. Upward motion of gutter broom shall be regulated by an adjustable flow control valve.
- _____ The right hand gutter broom shall be equipped with a tilt feature that allows the operator to manipulate the pitch of the right gutter broom vertical diggers to compensate for changing curb line depths/angles.

DUST CONTROL WATER SYSTEM

- _____ Water tank shall be minimum 150 gallon capacity, constructed of recyclable, translucent polyethylene for strength and ability to view water level at all times. Water tank shall be 100% rustproof and shall be of bolt-in design for easy removal.
- _____ Water from tank to be filtered by 80 mesh cleanable filter located between tank and water pump.
- _____ 12V electric motor driven pump rated at 5 GPM with a 25 PSI system relief pressure and with an electronic solid state liquid level sensor to automatically shut off pump and turn on low water warning lamp when water is depleted.
- _____ Electric solenoid water control valves shall be cab controlled. Spray system shall include spray nozzles to be located as follows: minimum of 2 for gutter broom and 1 inside hopper. Water nozzles to be located near the gutter broom and top of hopper suction inlet throat for easy inspection and superior dust control.
- _____ Additional nozzles located at strategic locations to allow for high output water for additional dust control.
- _____ Water tank shall have anti-siphon/anti-pressure filler neck with air gap.
- _____ Flexible 20-foot (minimum) long water fill hose with 2-1/2" quick disconnect coupling for filling water reservoir shall be provided. Water fill hose shall include a stainless 100 mesh cleanable filter.
- _____ Hi/low pressure wash down system with self-contained water supply; 25' high pressure, low volume wash down hose, a Cat 290 water pump; a wand with trigger control and two interchangeable lance lengths of 48" and 36" shall be furnished.
- _____ Air purge system to facilitate purging dust control system during freezing conditions.

FRONT STORAGE COMPARTMENT

- _____ Sweeper shall be equipped with a combination storage and sound suppression enclosure for ample storage of tools, supplies, and accessories.

- _____ Enclosure shall be independent of the hopper weldment and easily opened without the use of auxiliary hydraulics or starting the auxiliary engine.
- _____ The storage enclosure shall be divided into multiple compartments with a total capacity of not less than 55 cubic feet.
- _____ Contents of the compartment to be easily accessible by lockable, gas shock-assisted gull-wing doors on the left and right side.
- _____ Gull-wing doors are to be fabricated of high density composite materials for strength and durability.

REAR STORAGE COMPARTMENTS

- _____ Sweeper shall have two (2) rear storage compartments located one (1) on each side of the debris hopper.
- _____ Storage compartments shall be fabricated of welded steel plate and have a total capacity of not less than 26.6 cubic feet.
- _____ Compartments shall be independent of rear bumper and rear fenders for ease of maintenance.
- _____ Compartment doors shall be mounted on the side of the sweeper.
- _____ Storage compartments shall be fully enclosed and independent. Pass-through boxes that allow items to potentially fall around drivetrain components are not acceptable.

SAFETY WARNING DEVICES

- _____ Unit shall have two rear mounted LED amber alternating flashing warning lights that shall be powered by chassis engine and battery.
- _____ Unit shall have back up alarm that sounds when placed into reverse gear.

OPERATING CONTROLS

- _____ All operating controls for sweeper (including dump control) shall be mounted inside truck cab and readily accessible to the operator in the driving position.
- _____ All main electrical systems, i.e. ignition, lights, hydraulic and water shall be separately fused to isolate electrical problems to fused area and speed service.
- _____ Auxiliary engine controls and gauges shall be mounted on console panel and consist of, but not limited to, ignition switch, electronically actuated throttle, oil pressure gauge, water temperature gauge, volt meter and tachometer.
- _____ Sweeper controls, meters and gauges shall consist of, but not limited to, gutter broom, pick-up head, warning lights, water system and work light lighted paddle type switches, low water light, hour meter and pressure bleeder control.
- _____ All external wiring, harnesses, and terminations shall be of a sealed, weather-tight design utilizing heat-shrinkable components. Additionally, where feasible, all connectors shall utilize solid, cold-formed, nickel-plated copper alloy contacts with gas-tight crimps (Deutsch).
- _____ Dump control shall consist of both a weatherproof toggle switch located on the exterior of sweeper just behind the truck cab as well as an in-cab toggle switch.

CHASSISS

GENERAL

- _____ Chassis/cab shall be a low cab forward (cabover) design with a tilt forward cab. Frame to be 7.20 SM, 44,000 PSI yield steel. Gross vehicle weight rating to be not less than 17,950 lb. GVW. Standard truck cab enclosed and equipped with tinted safety glass all around, each door shall have power window, adjustable driver seat with safety seat belts. (Sliding windows not acceptable.) Truck shall be equipped with steel bumpers front and rear. Rear bumper shall be of wrap-around design with recessed lights and rubber bumper guards.

WARRANTY

- _____ Total chassis coverage is 24 months/unlimited miles (except tires).
- _____ Engine (including all gear driven accessories) coverage is 36 months/unlimited mileage.

WHEELBASE

_____ Shall be 150" wheelbase; 127.5" cab to axle.

AXLES

_____ Front axle to be minimum of 6,830 lbs. with suspension capacity of 5,360 lbs and stabilizer bar and shock absorbers.

_____ Rear axle shall be 14,550 lbs. single speed. Suspension to be minimum of 12,980 lbs. with shock absorbers and stabilizer bar.

STEERING

_____ Integral power steering with cruise control.

_____ Tilt and telescoping steering wheel.

BRAKES

_____ Brakes to be dual circuit, vacuum assisted hydraulic with antilock brake system.

_____ Front brakes shall be disc.

_____ Rear brakes shall be self-adjust drum.

_____ Mechanical, cable actuated, internal expanding drum type, transmission mounted parking brake.

CAB

_____ Gauges shall consist of: speedometer, odometer, temperature gauge, indicator warning lights, fuel gauge and trip meter.

_____ Warning lights shall be supplied for check engine, low fuel, brake system warning, engine oil pressure and battery discharge.

_____ Engine warning system for low oil pressure, high coolant temperature, low coolant level

_____ Chassis shall be equipped with air conditioner, fresh air heater, defroster, two speed electric windshield wipers with electric operated washers, cigar lighter, two 8" diameter parabolic mirror, dual sun visors, AM/FM stereo radio with CD player.

_____ Cab-mounted amber bar light (wired to chassis).

ELECTRICAL

_____ Shall consist of two multiple beam headlights with dash beam indicator, instrument panel, taillights, stop lights, front and rear turn signals, and self canceling signal switch, equipped for four way flashing.

_____ Taillights, stop lights and signal lamps may be in combination.

_____ Shall have two 750 CCA batteries.

_____ Shall have a 110 amp alternator.

ENGINE

_____ Shall be heavy duty turbocharged and intercooled diesel with a minimum 317 cubic inch displacement (5.19L); 215 gross HP.

_____ Dry paper single element air cleaner shall be supplied.

_____ Cold weather starting device and an oil cooler shall be supplied.

_____ Engine cooling system.

_____ Glow plug located in cylinder head.

FUEL

_____ A 30 gallon steel tank mounted in frame rail behind rear axle shall supply fuel to both engines.

_____ Frame mounted fuel/water separator with indicator light on instrument panel

TIRES AND WHEELS

_____ Heavy duty first line quality tubeless radial tires to be minimum 225/70R-19.5F (12 ply) rating with duals in rear for adequately carrying full load of sweeper and maximum stability.

_____ Wheels to be 19.5x6.0 6-hole disc.

TRANSMISSION

- _____ Shall be heavy duty automatic, six speed forward, one reverse.
- _____ Spin on transmission oil filter shall be provided.

ADDITIONAL FEATURES

- _____ Chassis to be equipped with a bumper mounted, light duty magnet assembly. Height adjustment of magnet is accomplished through manual positioning of chain lengths used in mounting. Debris removal is accomplished through use of a hand held scraper.

- _____ 4 Sets of keys.

SPECIAL BID CONDITIONS

1. In addition to equipment specified, vehicles shall be equipped with all standard equipment as specified by manufacturer for this model and shall comply with all EPA Emission Standards and all motor vehicle standards as established by the U. S. Department of Transportation regarding manufacturing of motor vehicles.
2. The successful bidder shall be responsible for delivering vehicles that are properly serviced, cleaned and in first class operating condition; pre-delivery service at a minimum, shall include the following:
 - A. Complete lubrication.
 - B. Check all fluid levels to assure properly filled.
 - C. Adjustment of engine to proper operating condition.
 - D. Inflate tires to proper pressure.
 - E. Check to assure proper operation of all accessories, gauges, lights, and mechanical features.
 - F. Front end alignment and wheels balanced.
 - G. Cleaning of vehicles and removal of all unnecessary tags, stickers, etc. Do not remove window price sticker.
3. Vendor shall place order with the manufacturer within seven (7) calendar days after receipt of a purchase order. Vendor must mail a copy of the attached **“Vehicle Order Acknowledgement”** form to Okaloosa County Purchasing within 14 days from the date of receiving a purchase order. A copy must be submitted for each bid number (vehicle type).
4. Vendor shall furnish a copy of the **manufacturer’s production line** sheet with each vehicle delivered.
5. Bidders are required to bid the smallest available engine meeting or exceeding the CID and net HP minimums as specified in Paragraph A. Bidder shall list the actual CID liter and net HP in space provided.
6. **Acceptance:**
 - A. The successful bidder must call at least **48 hours** in advance of delivery to Okaloosa County Fleet Operations (850-689-5775 – John Vaughn), 2798 Goodwin Avenue, Crestview FL 32539.
 - B. Delivery of vehicle to Okaloosa Board of County Commissioners does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be given only after a thorough inspection indicates that the vehicle meets contract specifications and conditions as listed. Should the delivered vehicle differ in any respect from specifications, payment will be withheld until such time as the supplier takes necessary corrective action. The Purchasing Department shall be notified of the deviation in writing within 10 days and the provisions of the delivery paragraph shall prevail. If the proposed corrective action is not acceptable to Okaloosa County, the final acceptance of the vehicle(s), in which case the vehicle(s) remain the property of the supplier and the County shall not be liable for payment for any portion thereof.
7. Units shall be delivered with each of the following documents completed:

- A. State of Origin.
 - B. Owner's Manual.
 - C. Warranty Certifications.
 - D. Copy of Pre-delivery Service Report.
 - E. Window Price Sticker (affixed).
 - F. DHSMV-V-40, Application for Certificate of Title and/or Vehicle Registration.
 - G. Temporary Tag.
 - H. Four (4) sets of keys for each vehicle.
8. **Specification Exceptions** - Specifications are based on the most current literature available. Bidder shall clearly list any change in the manufacturer's specifications that conflict with the bid specifications. Bidder must also explain any deviation from the bid specification in writing, as a footnote on the applicable bid page and enclose a copy of the manufacturer's specifications data detailing the changed item(s) with their bid. Failure of the bidder to comply with these provisions will result in bidders being held responsible for all costs required to bring the vehicle(s) in compliance with contract specifications.
9. **Addition/Deletion of Item** - The County reserves the right to add to or delete any item from this bid or resulting contract when deemed to be in the County's best interest.
10. **Factory Warranty** - Failure by any manufacturer's authorized dealer to render proper warranty service/adjustment, including providing a copy of the warranty work order to the County, shall subject that dealer and the contractor to suspension from the County's approved vendor listing until satisfactory evidence of correction is presented to the County Purchasing Department.
11. **Factory Authorized Sales & Service Dealer** - Bidders must be factory authorized sales and service dealer.
12. Comparable model vehicles to the vehicles listed in the heading of the specifications that are produced by the same manufacturer, such as Ford Taurus and Mercury Sable or Chevrolet Blazer and GMC Jimmy, will be considered approved equivalents for the purpose of this contract. Bidders may bid any vehicle within a manufacturer's "family" of comparable vehicles as if the comparable vehicle were listed in the heading of the detailed specification as a representative model. The County shall be the sole judge in determining if models other than the models listed in the heading of the detailed specification are comparable and approved equivalent vehicles and meet the minimum requirements of the specifications.
13. **Local Preference** - Okaloosa County reserves the right to grant a preference to in-county bidders **only** when bids are received from firms located in states, counties, municipalities or other political subdivisions which offer preference to bidders located in such political subdivisions. The amount of preference given to local bidders will be the same as that given by the state, county, municipality or other political subdivisions in which the out-of-county bidder is located.
- If the political subdivision in which a bidder is located offers a preference to its local firms, that bidder must plainly state the extent of such preference to include the amount and type preference offered. Any bidder failing to indicate such preference will be removed from the County bid list and any all bids from that firm will be rejected. **Note: For bidder's convenience, this certification form is enclosed and is made a part of the bid package.**
14. **Reorganization or Bankruptcy Proceedings** - Bids will not be considered from vendors who are currently involved in official financial reorganization or bankruptcy proceedings.

15. **Payments** – The contractor shall be paid upon submission of invoices, in duplicate to the Okaloosa County Board of Commissioners, Finance Office, 302 N. Wilson St., #203, Crestview FL 32536. The prices stipulated herein for articles delivered and accepted. Invoices must show Purchase Order Number.
16. **Information** – Questions concerning bid requirements or specifications should be directed to the Okaloosa County Purchasing Department, 602-C North Pearl St, Crestview FL 32536; Phone 850-689-5960; Attn: Jack Allen. Any changes by the County to specifications shall be in writing in the form of an addendum and furnished to all bidders. Verbal information obtained otherwise will not be considered in awarding of bids.
17. **Authority to Piggyback** - All bidders submitting a response to this Invitation to Bid agree that such response also constitutes a bid to all governmental agencies under the same conditions, for the same contract price, and for the same effective period as this bid, should the bidder feel it is in their best interest to do so.

Each governmental agency desiring to accept these bids and make an award thereof shall do so independently of any other governmental agency. Each agency shall be responsible for its own purchases and each shall be liable only for materials and/or services ordered and received by it, and no agency assumes any liability by virtue of this bid.

This agreement in no way restricts or interferes with the right of any governmental agency to bid any or all items.

18. **Additional Quantities and/or Options** – The Board reserves the right to purchase all or more than or part of the listed vehicle(s) and to delete or add any option item(s) of equipment as may be in the best interest of the County.
19. The County reserves the right for any governmental agency located in Okaloosa County to be able to purchase under this bid contract if they so desire.
20. "All units must contain no less than ¼ tank of fuel as indicated by fuel gauge at time of delivery."
21. **Bid Opening Information** - Bid Opening shall be public, on the date and time specified on the bid form. It is the bidder's responsibility to assure that his bid is delivered at the proper time and place. Offers by telegram, facsimile, or telephone are **NOT** acceptable. **NOTE:** Crestview, Florida is "**not a next day guaranteed delivery location**" by delivery services.
22. **Public Entity Crime Information** - A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
23. **Conflict of Interest** - The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All respondents must disclose with their proposal the name of any officer, director, or agent who is also a public officer or an employee of the Okaloosa Board of County Commissioners, or any of its' agencies.

Furthermore, all respondents must disclose the name of any County officer or employee who owns, directly or indirectly, an interest of five percent (5%) or more in the firm or any of its branches.

Furthermore, the official, prior to or at the time of submission of the proposal, must file a statement with the Clerk of Circuit Court of Okaloosa County if he is an officer or employee of the County, disclosing his or spouses or child's interest and the nature of the intended business. **Note: For bidder's convenience, this certification form is enclosed and is made a part of the bid package.**

24. **Identical Tie Proposal** - Preference shall be given to businesses with drug-free workplace programs. Whenever two or more proposals that are equal with respect to price, quality and service are received by the County for the procurement of commodities or contractual services, a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process (see attached certification form).

Established procedures for processing tie proposals will be followed if none of the tied vendors have a drug-free workplace program. **Note: For bidder's convenience, this certification form is enclosed and is made a part of the bid package.**

25. **Recycled Content Information** - In support of the Florida Waste Management Law, bidders are encouraged to supply with their bid any information available regarding recycled material content in the products bid. The County is particularly interested in the type of recycled material used (such as paper, plastic, glass, metal, etc.) and the percentage of recycled material contained in the product. The County also requests information regarding any known or potential material content in the product that may be extracted and recycled after the product has served its intended purpose. **Note: For bidder's convenience, this certification form is enclosed and is made a part of the bid package.**

26. **No Contact Clause** – The Okaloosa County Board of County Commissioners have established a solicitation silence policy (No Contact Clause) that prohibits oral and written communication regarding all formal solicitations for goods and services (Formal Bids, Requests for Proposals, Requests for Qualifications) issued by the Board through the County Purchasing Department. The Period commences when the procurement document is received and terminates when the Board of County Commissioners approves the award. **Note: For proposer's convenience, the certificate form is enclosed and is made part of the bid package.**

27. The following documents are to be filled out and submitted with this bid:

- A. Specifications
- B. Conflict of Interest Disclosure Form
- C. Drug-Free Workplace Certification Form
- D. Local Preference Data Form
- E. Recycled Content Form
- F. Bid Sheet

28. **Right to Waive and Reject**

- A. The Board, in its absolute discretion, may reject any proposal of a proposer that has failed, in the opinion of the Board, to complete or perform an Okaloosa County contracted project in a timely fashion or has failed in any other way, in the opinion of the Board, to perform a prior contract in a satisfactory manner, and has directed the Okaloosa County Purchasing Director to emphasize this condition to potential proposers.

- B. There is no obligation on the part of the County to award the proposal to the lowest proposer, and the County reserves the right to award the proposal to proposer submitting a responsive proposal with a resulting negotiated agreement which is most advantageous and in the best interest of Okaloosa county, and to reject any and all proposals or to waive any irregularity or technicality in proposals received. Okaloosa County shall be the sole judge of the proposal and the resulting negotiated agreement that is in its best interest and its decision shall be final.
 - C. The Board of County Commissioners reserves the right to waive any informalities or reject any and all proposals, in whole or part, to utilize any applicable state contracts in lieu of or in addition to this proposal and to accept the proposal that in its judgment will best serve the interest of the County.
 - D. The Board of County Commissioners specifically reserves the right to reject any conditional proposal and will normally reject those that made it impossible to determine the true amount of the proposal.
29. **Disqualification of Proposers** - Any of the following reasons may be considered as sufficient for the disqualification of a proposer and the rejection of his proposal or proposals:
- A. More than one proposal for the same work from an individual, firm or corporation under the same or different name.
 - B. Evidence that the proposer has a financial interest in the firm of another proposer for the same work.
 - C. Evidence of collusion among proposers. Participants in such collusion will receive no recognition as proposers for any future work of the County until such participant shall have been reinstated as a qualified proposer.
 - D. Uncompleted work that in the judgment of the County might hinder or prevent the prompt completion of additional work if awarded.
 - E. Failure to pay or satisfactorily settle all bills due for labor and material on former contracts in force at the time of advertisement of proposals.
 - F. Default under previous contract.
 - G. The Board, in its absolute discretion, may reject any proposal of a proposer that has failed, in the opinion of the Board, to complete or perform an Okaloosa County contracted project in a timely fashion or has failed in any other way, in the opinion of the Board, to perform a prior contract in a satisfactory manner, and has directed the Okaloosa County Purchasing Director to emphasize this condition to potential proposers.

“NO CONTACT CLAUSE”

The Okaloosa County Board of County Commissioners have established a solicitation silence policy (**No Contact Clause**) that prohibits oral and written communication regarding all formal solicitations for goods and services (formal bids, Request for Proposals, Requests for Qualifications) issued by the Board through the County Purchasing Department.

The period commences when the procurement document is received and terminates when the Board of County Commissioners approves an award.

When the solicitation silence period is in effect, no oral or written communication is allowed regarding the solicitation between prospective bidders/proposers and members of the Board of County Commissioners, the County Administrator or members of the Board Approved Review Committee. All questions or requests for information regarding the solicitation **must** be directed to the designated Purchasing Representative listed in the solicitation.

Any information thought to affect the committee or staff recommendation submitted after bids are due, should be directed to the Purchasing Director or his appointed representative. It shall be the Purchasing Director's decision whether to consider this information in the decision process.

Any attempt by a vendor/proposer to influence a member or members of the aforementioned shall be grounds to disqualify the proposer from consideration during the selection process.

All proposers must agree to comply with this policy by signing the following statement and including it with their submittal.

I _____ representing _____
Signature **Company Name**

Hereby agree to abide by the County's “No Contact Clause” and understand violation of this policy shall result in disqualification of my proposal/submittal.

VEHICLE ORDER ACKNOWLEDGEMENT FORM

OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS
PURCHASING DEPARTMENT
602-C NORTH PEARL STREET
CRESTVIEW, FL 32536

YOUR PURCHASE ORDER NUMBER _____

WAS RECEIVED ON _____
(DATE)

THE ORDER WAS PLACED WITH THE
MANUFACTURER ON _____
(DATE)

THE ORDER WAS ASSIGNED
PRODUCTION NUMBER _____

WE ANTICIPATE DELIVERY TO YOU
ON OR ABOUT _____
(DATE)

VENDOR NAME _____

ADDRESS _____

AUTHORIZED
REPRESENTATIVE _____

TITLE _____

E-MAIL _____

ADDENDUM ACKNOWLEDGEMENT

The bidder acknowledges that he/she has received the following addendum:

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____

Bidder Firm Name: _____

Address: _____

Title: _____

Phone No.: _____

FAX No.: _____

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all bidders/proposers, must disclose if any Okaloosa Board of County Commissioner, employee(s), elected official(s), of if any of its agencies is also an owner, corporate officer, agency, employee, etc., of their business.

Indicate either "yes" (a county employee, elected official, or agency is also associated with your business), or "no". If yes, give person(s) name(s) and position(s) with your business.

YES _____

NO _____

NAME(S)

POSITION(S)

FIRM NAME: _____

BY (PRINTED): _____

BY (SIGNATURE): _____

TITLE: _____

ADDRESS: _____

PHONE NO. _____

DRUG-FREE WORKPLACE CERTIFICATION

THE BELOW SIGNED BIDDER CERTIFIES that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under quote a copy of the statement specified in subsection 1.
4. In the statement specified in subsection 1, notify the employees that, as a condition of working on the commodities or contractual services that are under quote, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in, drug abuse assistance or rehabilitation program if such is available in employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

DATE: _____

SIGNATURE: _____

COMPANY: _____

NAME: _____

(Typed or Printed)

ADDRESS: _____

TITLE: _____

PHONE NO.: _____

RECYCLED CONTENT FORM

RECYCLED CONTENT INFORMATION

1. Is the material in the above: Virgin_____ or Recycled_____ (Check the applicable blank). If recycled, what percentage _____%.

Product Description: _____

2. Is your product packaged and/or shipped in material containing recycled content?

Yes_____ No_____

Specify: _____

3. Is your product recyclable after it has reached its intended end use?

Yes_____ No_____

Specify: _____

The above is not applicable if there is only a personal service involved with no product involvement.

Name of Bidder: _____

LOCAL PREFERENCE DATA SHEET

Okaloosa County grants a preference to in-county bidders only when bids are received from firms located in states, municipalities or other political subdivisions which offer preference to bidders located in such political subdivisions. The amount of preference given to local bidders will be the same as that given by the state, county, municipality or other political subdivisions in which the out-of-county bidder is located. If the political subdivision in which a bidder is located offers a preference to its local firms, that bidder must plainly state the extent of such preference to include the amount and type preference offered. Any bidder failing to indicate such preference will be removed from the County bid list and any and all bids from that firm will be rejected.

Does the state, county, municipality or political subdivision in which your firm is located offer a preference to their local bidders? If "YES," list below the extent of such preference. (If your firm is located in Okaloosa County, you will check "YES"-reciprocal only.)

YES _____

NO _____

If yes, you must identify how you confirmed this information or who you spoke with within your area of business location below:

Bidder's Company Name

Authorized Signature – Manual

Printed Name

Date

BID SHEET

Date Submitted: _____

BID #: AP 48-14

**BID # ITEM: ONE (1) NEW 2014 DIESEL POWERED 4.0 CUBIC YARD VOLUMETRIC
CAPACITY-ALL AREA SWEEPER
(WITH TWIN GUTTER BROOMS)**

Make _____ Model _____ Year _____

Total Price \$ _____

DELIVERY TIME MAXIMUM: _____

BID PRICE DELIVERED: _____

Remarks:

ANTI-COLLUSION STATEMENT: The below signed bidder has not divulged to, discussed or compared his bid with other bidders and has not colluded with any other bidder or parties to bid whatever. (Note: No premiums, rebates, or gratuities permitted either 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 bid list(s).

Bidder's Company Name

Authorized Signature – Manual

Authorized Signature – Typed

Address

Title

Phone #

Fax #

Federal ID # or SS #

E-mail address