



LEGAL NOTICE

**REQUEST FOR BID
SEALED BID 14-011**

For

TRACTOR WITH SIDE MOUNTED ROTARY MOWER

For

**ST. CHARLES COUNTY GOVERNMENT
ST. CHARLES, MISSOURI**

St. Charles County is seeking bids for **ONE (1) TRACTOR WITH SIDE MOUNTED ROTARY MOWER**. The county reserves the right to terminate the contract for any violation, by the successful bidder, of any term or condition of the contract by giving ninety (90) days written notice stating the reasons therefore and giving the party time to remedy any deficiencies.

BID INSTRUCTIONS

One [1] signed original and one [1] signed copy of the bid must be received in a sealed envelope plainly marked “**14-011 Tractor with Side Mounted Rotary Mower**” with the date and time of the bid opening in the lower left corner of the envelope.

An authorized representative of the company/person submitting the bid must sign the bid, in blue ink.

Bids must be submitted to the St. Charles County Finance Department, 201 North Second Street Room 541 St. Charles MO 63301 prior to the bid opening.

Bid opening will be on Wednesday 12/4/13 at 10:30 am in Room 523 of the St. Charles County Administration Building, 201 North Second Street, St. Charles, MO 63301.

St. Charles County reserves the right to accept and/or reject any and all bids.

Bid results may be obtained by emailing a request to the St. Charles County Purchasing Manager at purchasing@sccmo.org, **no phone calls please**. Include the name and number of the bid and date of the bid opening when requesting the results. The time it takes for final bid results to be made public depends on the complexity of the project and the cost of the project.

BID INQUIRIES

Any questions or clarifications concerning this Request for Bid must be submitted in writing via E-mail (preferred), mail or fax to:

Kurt Mandernach, Purchasing Manager
St. Charles County Government
Finance Department
201 North Second St
St. Charles, Missouri 63301
Fax: (636)949-7589
purchasing@sccmo.org

For questions or inquiries concerning the specifications please contact:

Jeff Spalding, Highway Superintendent
St. Charles County Government
201 North Second St
St. Charles, Missouri 63301
Fax: (636)949-7307
jspalding@sccmo.org

- The bid number and title shall be referenced on all correspondence.
- All questions must be received no later than **5:00 pm on 11/25/13**. Any question received after this deadline may not be answered.

Responses to questions/clarifications will be placed on the County's website www.sccmo.org/businesses/. Check this website frequently for updates and any addendum that are issued.

Prohibited Communication

Contact with any representative, other than through the procedure outlined in the section titled “Bid Inquiries”, concerning this request is prohibited PRIOR TO BID OPENING. Representative shall include, but not be limited to, all elected and appointed officials, and employees of St. Charles County and their Agents within St. Charles County.

Any Offeror engaging in such prohibited communications prior to Bid Opening may be disqualified at the sole discretion of St. Charles County.

TERMS AND CONDITIONS

- St. Charles County reserves the right to reject any and all bids or parts of a bid and waive technicalities, and to adjust quantities.
- All bids will be considered final. No additions, deletions, corrections, or adjustments will be accepted after the time of bid opening.
- All delivery costs or charges must be included in the F.O.B. destination bid price.
- City, County and State of Missouri Sales Tax and Federal Taxes are not applicable to sales made to St. Charles County and must be excluded.
- The contract shall be effective for the approximate twelve (12) month period from the date of the notice of award.
- The electronic version of this bid/RFP is available upon request. The document was entered into WORD for Microsoft Windows. The Purchasing Office does not guarantee the completeness and accuracy of any information provided on the electronic version. Therefore, respondents are cautioned that the hard copy of this bid/RFP on file in the Purchasing Office governs in the event of a discrepancy between the information contained in or on the electronic version and that which is on the hard copy.
- Vendors are required to clearly identify any deviations from the specifications in this document.
- An authorized officer of the company submitting the bid must sign all bids, in blue ink.
- Vendors must submit two [2] signed copies of their bid; one is to be an original and so marked.
- All prices and notations must be in blue ink or typewritten on the attached form. Mistakes must be crossed out, corrections typed adjacent and must be initialed in blue ink by the person signing the bid.
- St. Charles County will not award any bid to an individual or business having any outstanding amounts due from a prior Contract or business relationship with the County or who owes any amount(s) for delinquent taxes, fees or licenses.

- Sealed proposals received after the designated time of the receipt of the sealed proposals will be considered as “No Bid” and “Void” and will not be opened.
- The successful bidder is specifically denied the right of using in any form or medium the names of St. Charles County or any other public entity within the St. Charles County for public advertising unless express written permission is granted.
- All bidders must possess the necessary and appropriate business and/or professional licenses in their field.
- Award will be made to the low responsive, responsible bidder, or to the offeror whose proposal is most advantageous to the County, price and other factors considered. When payments are to be made to the County, award will be made to the most advantageous offer.
- County reserves the right to accept any item or group of items offered, unless the bidder qualifies his bid by specific limitations. The bid can be on an "all or none" basis if wording in the bid so states and if all items solicited are included in the bid.
- When applicable, provide unit prices and extension prices. Where there is disagreement in the unit and extension prices, the unit price shall govern.

Employment of Unauthorized Aliens Prohibited (Missouri Revised Statutes Section 285.530)

As a condition for the award of any contract or grant in excess of five thousand dollars by St. Charles County to a business entity, the business entity shall, by sworn affidavit and provision of documentation**, affirm its enrollment and participation in a federal work authorization program (**E-Verify**) with respect to the employees working in connection with the contracted services. Every such business entity shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. [RSMO 285.530 (2)]

An employer may enroll and participate in a federal work authorization program (**E-Verify**) and shall verify the employment eligibility of every employee in the employer’s hire whose employment commences after the employer enrolls in a federal work authorization program. The employer shall retain a copy of the dated verification report received from the federal government. Any business entity that participates in such program shall have an affirmative defense that such business entity has not violated subsection 1 of this section. [RSMO 285.530 (4)]

Any entity contracting with St. Charles County shall only be required to provide the referenced affidavit on an annual basis. A copy of the affidavit is included in this bid request. Vendors may choose to send the required documentation using one of the following options:

- Send the notarized affidavit and E-Verify MOU signature page to: St. Charles County, Attn: Purchasing Manager, 201 N Second Street, Room 541, St. Charles, MO 63301 prior to responding to any solicitations; **OR**
- Send the notarized affidavit and E-Verify MOU signature page along with a bid solicitation response.

These documents will be kept on file. The notarized affidavit and E-Verify MOU signature page will remain current for **one year** from the date of the notarized affidavit.

**** PLEASE NOTE:**

Acceptable enrollment and participation documentation consists of a valid copy of the signature page of the E-Verify Memorandum of Understanding, completed and signed by the Contractor, and the Department of Homeland Security - Verification Division
The online address to enroll in the E-verify program is:

<https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>

Open Records

Any and all information contained in or submitted with the bid becomes a public record subject to the Missouri Sunshine Law when the bids are opened. If the bidder believes that any information contained in or submitted with the bid is protected from disclosure by the Missouri Sunshine Law, the bidder must clearly identify what information the bidder believes is so protected and must also clearly identify the legal basis therefor.

Bid Specifications

St. Charles County is seeking bids for **one (1) Tractor with Side Mounted Rotary Mower** for the Highway Department.

Unless otherwise specified, any manufacturers' names, trade names, brand names, information and/or catalog numbers listed in this specification are descriptive, **not restrictive**. The bidder may offer any product that meets or exceeds the applicable specifications. The bidder must demonstrate comparability, by including appropriate catalog materials, literature, specifications, test data, etc. **The County shall determine in its sole discretion whether a product is acceptable as an equivalent.**

Item Number	Feature Description	Meets	Exceeds	Not available or does not meet spec
	TRACTOR			
	A. Engine			
1)	Kubota V3800 – TI-CRS or equal			
2)	Common Rail System, direct injection, liquid cooled			
3)	4 cylinder, Turbocharger with intercooler			
4)	SAE net power; 107.5 HP			
5)	PTO power; 95 HP			
6)	Total displacement; 230 Cu In			
7)	Bore X Stroke; 3.94 x 4.72 in			
8)	Rate speed; 2600 rpm			
9)	Fuel tank capacity; 50.2 gal			
10)	Alternator/battery; 80 Amp/12V 100Ah at 20 hours, 900 CCA			
11)	Air cleaner; 8 in dry, dual element			
12)	Muffler; Under-hood, corner-post exhaust pipe			
	B. Transmission			
13)	Intelli-Shift transmission			
14)	Number of speeds: 24F/24R w/creep			
15)	Main gear shift ; 8-speed power shift			
16)	Range gear shift; 2-speed mechanical shift with clutch button			
17)	Shuttle shift; Microprocessor-controlled electro-hydraulic shuttle			
18)	Bi-speed turn; Standard			
19)	Creep speed (cassette type): 0.22 – 1.03 mph			
20)	Max. traveling speed; 21.4 mph @ maximum engine rpm			
21)	Main clutch type / diameter; Multiple wet disc, electro-hydraulically operated / 5.2 in. x 7 discs			
22)	Brake type; Hydraulically operated wet disc brakes			
23)	Front wheel drive system; Bevel gear type, on-the-go electro-hydraulic engagement, w/electro-hydraulic front differential lock			

Item Number	Feature Description	Meets	Exceeds	Not available or does not meet spec
C. PTO				
24)	PTO Type; Live-independent PTO, hydraulically operated wet clutch, w/PTO brake			
25)	PTO speed (interchangeable); 540 rpm (6 splines) / 1000 rpm (21 splines) (two shafts)			
D. Hydraulics				
26)	Pump output (hitch & remote); 18.1 gpm			
27)	Pump output (power steering); 17.2 gpm			
28)	3-point hitch (Category II); Telescopic lower link ends, telescopic stabilizers			
29)	Control system; Electronic draft control, lower link sensing, left fender-mounted hitch switch standard			
30)	Lift capacity at 24 in. behind lift point; 5203 lbs, 9447 lbs, w/ 2 assist cylinders			
31)	Remote valves; 2 standard			
32)	Steering; Hydrostatic power steering			
E. Cab				
33)	Operator area; ISO-mounted flat deck, hanging pedals, tilt steering wheel			
34)	Seat (air ride); Swivel, reclining full adjustment (height, weight, fore & aft.), arm rests, retractable seat belt			
35)	Lighting; 2 headlights, 2 corner lights, 4 front working lights, 2 rear working lights, 2 tail lights, 4 safety flashers			
36)	Standard features; Heater/Air conditioner, sun visor, front wiper/washer, rear wiper/washer, beverage holder, 12V. 30 Amp electric outlet, tinted glass, 2 external mirrors, 1 internal mirror, amber spot light, interior light, shuttle lever with tilt steering			
F. Dimensions and weight				
37)	Wheelbase; 95.9 in.			
38)	Overall width; 83.7 in.			
39)	Overall length; 167.0 in.			
40)	Overall height; 105.9 in.			
41)	Crop clearance; 23.2 in.			
42)	Tread width Front; 62.2 – 66.1 in.			
43)	Tread width Rear; 62.2 – 80.1 in.			
44)	Turning radius (w/o brake); 13.1 ft.			
45)	Weight (w/standard tire); 9050 lb.			
46)	Standard front tire; 13.6 R24			
47)	Standard rear tire; 18.4 R34			
MOWER				
G. Safety Specifications				

Item Number	Feature Description	Meets	Exceeds	Not available or does not meet spec
48)	Unit shall meet or exceed the following industry standards: SAE J232, J115, J517, J920, J1150, and J1170. ANSI/SAE S441.1, EP363.1, S390.1, S203.13, S217.11, S278.6, S318.14, S483. ASTM A370. A compliance report shall be available upon request.			
H. Cutting Head				
49)	Cutting width shall be 60" of actual cut.			
50)	Cutting head deck shall have 100,000 lb rated steel housing, with full length replaceable skid shoes on inner and outer ends.			
51)	Cutting head shall weigh not less than 1,100 lbs.			
52)	Cutting assembly shall be rotary, and hydraulically driven.			
53)	Cutting head shall be attached to the spindle by (6); 5/8" grade-8 bolts with tapered bolt protector.			
54)	Cutting assembly shall be a 30.5" solid 1" thick steel disk with (3) radial cutouts, and (3) case hardened, threaded insets welded into place.			
55)	Cutting assembly shall accommodate (3) 1/2"x4"x20" 360° swinging, single edged, brush or grass suction knives, attached to the dish with hexagonal blade bolts, castle nuts, and roll pins.			
I. Spindle				
56)	Spindle shall be one piece 8630 steel, mounted in straight FAG roller bearings.			
57)	Spindle for power to cutting assembly shall be 6.5" in diameter at its largest area x 13" long, with bearing diameter of 2.755" with a minimum of 4.5" between bearing centers.			
58)	Spindle shall be direct coupled with a splined end.			
59)	Spindle housing shall be attached to the cutting head so as to absorb 240,000 lbs of shear strength, and distribute this load over an area of 169 inches ² .			
60)	Minimum spindle speed is 1,200 rpm.			
J. Mainframe Specifications				
61)	Mainframe of mower is properly braced to rear axle and front axle housing to absorb side torque and impact of severe applications.			
62)	Draft beam shall be of a box construction with tapered sidewalls, and having the weldment extending through upper and lower surfaces of the draftbeam.			
63)	Cutting assembly shall be attached to the mainframe by means of a draftbeam with bearing surfaces in excess of 47 inches ² .			

Item Number	Feature Description	Meets	Exceeds	Not available or does not meet spec
64)	Control of outer end of cutting assembly shall be accomplished by means of direct connected linkage and single acting cylinder, allowing precise operation of cutting assembly.			
65)	Assembled deck unit shall have a minimum weight of 1,050 lbs.			
K. Hydraulic Cylinders				
66)	Inner and outer ends of cutting assembly shall be controlled from the operator's seat by means of (2) single acting, hydraulic cylinders.			
67)	All cylinder mountings shall have replaceable, hardened bushings, of the grease-able type.			
68)	All cylinders are heavy duty industrial type, nitro steel rod welded.			
L. Hydraulic System				
69)	Lift control valves shall be (2) tapered spools of the metering type, equipped with (4) pilot pressure reliefs.			
70)	Hydraulic oil reservoir shall have a minimum capacity of 65 gallons.			
71)	Hydraulic oil reservoir shall be filled to a maximum of 52 gallons.			
72)	Hydraulic oil reservoir shall have a minimum of one fill sight glass.			
73)	Hydraulic oil reservoir system shall be used as the power source for rotary cutting head.			
74)	Hydraulic oil reservoir shall have a filter with 10 micron element, 75 gpm rated.			
75)	Hydraulic oil reservoir shall have a restriction gauge visible to the operator, and reservoir suction and return outlets shall be equipped with ball valves.			
76)	Hydraulic oil suction shall be an unrestricted 1.5" ID (specifically excluded shall be the suction filter and screens.)			
77)	Hydraulic oil pressure and return system hoses shall be 1" ID high pressure unrestricted. Hoses shall have a burst pressure 4x working pressure.			
78)	Pump drive shaft attached to tractor crankshaft shall have a rating of not less than 180 hp.			
79)	Pump drive shaft powers hydraulic pump for power to hydraulic motor.			
80)	Hydraulic pump and motor shall be gear type with cast steel housing and steel gears (specifically excluded shall be aluminum pumps, motors, and aluminum gears.)			
81)	Hydraulic pump shall have a rating of 98 hp (input.)			
82)	Hydraulic motor shall have a rating of 133 hp.			

Item Number	Feature Description	Meets	Exceeds	Not available or does not meet spec
83)	Hydraulic oil to the power center head shall not pass through a restriction causing valve while operating the cutting head.			
84)	Main hydraulic control valve shall be non-restrictive, electric solenoid type, with starter lockout switch (Optional hydraulic brake available.)			
85)	Hydraulic valve shall not cause restriction to generate drift while in the off position.			
86)	Tractor's hydraulic system shall supply oil for the mower's lift system.			

All answers of **Exceeds or Not Available or does not meet spec** shall be explained on the *Exception Sheet* included in this packet. Cite the corresponding Item Number of the feature involved.

The County desires to trade in the vehicle listed below:

Trade – In Unit:

1997 Case 4230 w/Side mounted Tiger 60” Mower SN# 4230RXLJJE0922973

This unit will be in service until delivery of new vehicle.

The County reserves the right to accept either the base price bid or the bid price after the trade-in.

Trade-in unit may be inspected at the Central District Facility at 2480 St. Peters Howell Road St. Charles, Missouri (636) 447-8818 for the period of November 20, 21, 22, 2013.

The bid must include delivery of one tractor with mower to the following facility:

Eastern District Facility at 2550 Bethman Rd. St. Charles, MO 63301

The successful bidder shall deliver the trucks within 180 days of the bid award date. If the successful bidder fails to deliver within the time specified, a sum of \$25.00 per unit per day shall be forfeited to the County as liquidated damages.

The bids are scheduled to be awarded at the first County Council meeting in February. Please take this into consideration when submitting your bid.

BID FORM

14-011

(1)Tractor with Side Mounted Rotary Mower

BID OPENING DATE: 12/4/13 at 10:30 am

(Bidder name)

Submits the following bid for this project:

Quantity – One (1)

Make Model and Year of Tractor offered _____

Make Model and Year of Side Mounted Rotary Mower offered _____

Total price for One (1) Tractor with Side Mounted Rotary Mower \$ _____

Less: Trade in allowance for:

**1997 Case 4230 w/Side mounted Tiger 60” Mower \$ _____
Serial # 4230RXLJJE0922973**

Net Price \$ _____

Include documentation that details the warranty on the tractor and the mower.

Authorized signature

Date _____

Exception Sheet

If the item(s) and/or services proposed in the response to this bid is in any way different from that contained in this proposal or bid, the bidder is responsible to clearly identify all such differences in the space provided below. Otherwise, it will be assumed that the bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions or differences to the stated specifications (attach additional sheets as needed):

Date: _____

Signature: _____

Title: _____

Company: _____

THIS FORM MUST BE COMPLETED AND ENCLOSED WITH THE BID

Audit Clause for Contracts

Examination of Records

The Contractor's records must include, but not be limited to, accounting records (hard copy, as well as computer readable data), written policies and procedures, subcontractor files, indirect cost records, overhead allocation records, correspondence, instructions, drawings, receipts, vouchers, memoranda, and any other data relating to this contract shall be open to inspection and subject to audit and/or reproduction by the County Auditor, or a duly authorized representative from the County, at the County's expense. The contractor must preserve all such records for a period of three years, unless permission to destroy them is granted by the County, or for such longer period as may be required by law, after the final payment. Since the Contractor is not subject to the Missouri Sunshine Law (Chapter 610, RSMo), information regarding the Contractor's operations, obtained during audits, will be kept confidential.

The Contractor will require all subcontractors under this contract to comply with the provisions of this article by including the requirements listed above in written contracts with the subcontractors.

Vendor Information

Company Name: _____

Business Address: _____

Business Hours: _____

Phone: _____ Fax: _____

Email address: _____

Contact Person: _____

Authorized Signature: _____
(Indicates acceptance of all bid terms and conditions)

Date: _____

EXHIBIT A

**ST. CHARLES COUNTY
DOMESTIC PRODUCTS PROCUREMENT ACT (BUY AMERICAN)**

The Missouri Domestic Products Procurement Act (34.350-34.359 RSMo) requires that for all bids with a value of \$25,000 or more, the goods or commodities purchased by any public agency (which definition includes all political subdivisions of the State, including counties) or used or supplied in the construction, alteration, repair, or maintenance of any public works must be **manufactured or produced** in the United States. As defined in 34.350 RSMo, United States means the United States of America, the District of Columbia, and all territories and possessions subject to the jurisdiction of the United States. The law also requires that the bidder must provide proof of compliance. **Note: In general, if an import tariff is applied to an item, it does not qualify for the Buy American preference. In addition, Most Favored Nation status does not allow application of the preference.**

Section A – All Products Are Manufactured or Produced In U.S.

If all products bid qualify as domestic products under Missouri law, complete only Section A.

I hereby certify that all products qualify as domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.
SIGNATURE
COMPANY NAME

If Section A is completed, do not complete Section B.

Section B – Only One Product Line or No Products Are Manufactured or Produced In U.S.

If only one product line or no products are manufactured or produced in the U.S. complete only section B.

I hereby certify that there is only one product line or no product manufactured or produced in the U.S., that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.
SIGNATURE
COMPANY NAME

Section C – Products May Qualify Because of Qualifying Treaty

If some or all products bid qualify for domestic status because of a trade treaty, etc., then the bidder must identify each product, country and qualifying treaty, etc. below. The bidder must list ALL products which are or may qualify as domestic below. If more space is needed, please copy this form and submit as an attachment.

BID ITEM NUMBER(S)	COUNTRY WHERE MANUFACTURED OR PRODUCED	QUALIFYING TREATY, LAW, AGREEMENT, OR REGULATION

SECTION C

I hereby certify that the specific items listed above are domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

SIGNATURE
COMPANY NAME