

# INVITATION TO BID HEAVY EQUIPMENT

## NOTICE OF BID OPENING

**NOTICE IS HEREBY GIVEN** that the Association of County Commissions of Alabama, which administers the Alabama County Joint Bid Program on behalf of Alabama's county governing bodies, shall receive and open bids for the purchase of zero (0) or more items of heavy road equipment at its office located at 2 North Jackson Street, Montgomery, Alabama, at **10:00 a.m. on Friday, November 1, 2024**. Bid specifications are available at <http://www.alabamacounties.org/heavy-equipment/> for each of the following items:

Track Mount Excavators  
Compact Track Mount Excavators  
Mini Track Excavator  
Wheeled Excavator  
Highway Speed Truck Excavators  
Motor Grader  
Wheel Loader  
Heavy Duty Dump Chassis  
Lowboy Tractor

Lowboy Trailer  
Skid Steer and Attachments  
Ride-on Industrial Boom Mowers  
Rubber Tire Roller  
One-man Pothole Patchers  
Trailer Mount Mastic Patcher/Crack Sealer  
Chip Spreader  
Asphalt Distributor

Time is of the essence in submitting bids and only bids received in the Association office by 10:00 a.m. Central Time on Friday, November 1, 2024 will be opened and considered. Bidders and any other interested individuals are invited to attend the bid opening.

## NOTICE OF BID OPENING PROCEDURES

All bids for **Heavy Equipment** will be opened and the name(s) of the bidders read aloud on the morning of the bid opening on **Friday, November 1, 2024 at 10:00 a.m.** at 2 North Jackson Street, Montgomery, AL. The specifics of each bid submitted will be compiled by the Association staff thereafter and will be available, **upon written or emailed request**, one week after the bid opening. Requests should be emailed to [jointbid@alabamacounties.org](mailto:jointbid@alabamacounties.org).

## THE INVITATION PACKAGE

The invitation package for each item to be bid includes: this invitation to bid, the written bid specifications for the particular item of heavy road equipment, and a Bid Submittal Form to be used in submitting a bid for that particular item. Bidders should verify that they have received all pages of the invitation package. If there are any omissions, the bidder should contact **Kenya Howard** in the Association office by mail, fax, or e-mail ([jointbid@alabamacounties.org](mailto:jointbid@alabamacounties.org)) to request missing pages. It is the responsibility of the bidder to make this request in sufficient time to prepare and submit the bid in time for the bid opening. Bidders should carefully read and comply with all parts of the invitation package, including all attachments and/or any addendum.

## PREPARING AND SUBMITTING BIDS

All bids must be typed or hand written in ink on the attached Bid Submittal Form. **The completed Bid Submittal Form shall be placed in front of and separated from all other documents included in the bid packet, such that it will be the first document viewed upon opening the bid packet.**

Bids submitted in pencil and bids not submitted on the Bid Submittal Form **will not** be considered. All bids shall include a current catalog or model specification document for the equipment model number being offered for consideration. Bids submitted without such documentation **will not** be considered. Only information contained on the attached Bid Submittal Form and in the model specification document will be considered in evaluating bids.

Each separate requirement in the bid specification includes a block for indicating whether or not the item bid meets the specification. The bidder shall indicate compliance with each requirement by checking "Yes" or "No" in the block to the right of each bid specification. In addition, the bidder shall indicate the page number in the supplied manufacturer's equipment literature on which compliance with the specification can be verified. Failure to complete this portion of the bid form may result in the subject bid not being considered.

Each bid for one of the heavy equipment items included in the bid package must be submitted on the Bid Submittal Form for that item and forwarded in a separate envelope with the bid item and item number clearly identified on the outside of the envelope. Envelopes containing a "no bid" shall also include the words "NO BID" on the outside of the envelope. Facsimiles and e-mails will not be accepted. Bids submitted by "Express/Overnight" services must be in a separate inner envelope or package sealed and identified as stated above. All bids must be received in the Association office prior to the bid opening. Bids received after the deadline will be returned unopened.

The County Joint Bid Program reserves the right to require a performance bond from successful bidders as permitted under Alabama law. However, **no bid bond is required for this bid offering.**

All bids should be mailed or hand-delivered to:

**ATTN: Patrick McDougald**  
**Association of County Commissions of Alabama or ACCA**  
**2 North Jackson Street, FL 7, Montgomery, Alabama 36104 (Physical Address)**  
**P.O. Box 5040, Montgomery, Alabama 36103 (Mailing Address)**

## BID SPECIFICATIONS

Please note that each piece of heavy equipment available for bid may include several different sizes and categories of machines. You should read each set of specifications very carefully as the differences vary depending upon the piece and size of equipment.

The award will be based on the total cost of the **Standard Machine** bid by the lowest responsible bidder. Each Bid shall include a **Manufacturer's Suggested Retail Price Sheet (MSRP)** for each machine bid. The percent difference between the Manufacturer's Suggested Retail Price (MSRP) for the standard machine as specified by these bid specifications and the actual price bid by the vendor will be calculated and that percentage discount shall be applied to any options an individual county may choose to add to the machine.

Once the bids have been awarded, any county participant purchasing under this program may, at its discretion, add any of the vendor's available options at the same discount off the Manufacturer's Suggested Retail Price Sheet as was applied to the Standard Machine Price Bid.

Any use of specific names and/or model numbers in the attached specifications is not intended to restrict the bidder or any seller or manufacturer, but is included solely for the purpose of indicating the type, size, and quality of materials, product services, or equipment considered best adapted to the use of the counties participating in the joint bid program.

## ACQUISITION AND FINANCING OPTIONS

The awarded Vendor will provide the equipment, including any options required by the purchaser, at the awarded price as contracted through the Joint Bid Program. The purchaser may secure its own financing to acquire the equipment or execute any financial options available under Alabama law with the awarded Vendor in order to acquire the equipment.

## BIDDER QUALIFICATIONS

All bidders and all program participants must be in compliance with any applicable federal, state, county and municipal laws, regulations, resolutions and ordinances, including but not limited to, licensing, permitting, and taxation requirements. All bidders should be prepared to submit evidence or documentation as proof that they are properly licensed and permitted under any applicable laws upon request. Such evidence or documentation may be submitted with the bid. Additionally, all bidders shall provide proof that they are in compliance with the E-Verify requirements of Alabama's Immigration Law (Ala. Code § 31-13-1 et seq., as amended by Act No. 2012-491).

## BID AWARD

The Houston County Commission will serve as the awarding authority for all bids and will award all contracts at a regular meeting of the Houston County Commission. Any and all bids submitted in compliance with this invitation to bid shall be considered, and award will be made to the lowest responsible bidder meeting bid specifications as determined by the awarding authority in compliance with Alabama law. All bids will be reviewed and evaluated by a committee created for that purpose, which committee will make comments and recommendations to the awarding authority regarding the award. All factors contained in each invitation package will be evaluated in determining the successful bidder, and any omissions of the stated requirements may be cause for rejection of the bid submitted. The awarding authority reserves the right to reject any and all bids, to waive any informality in bids, and to accept in whole or in part such bid or bids solely at its discretion.

The contract period will be one year with an option to renew for a second and third year under identical price, terms, and conditions upon the mutual consent of the vendor and the awarding authority. Any renewal contract shall be approved in writing by the vendor and the awarding authority no later than 90 days prior to the expiration of the existing contract.

## CONTACT REGARDING BIDS AND INVITATION

Contact initiated by a potential bidder with any county official, county employee, or member of the Association staff shall only be as specifically set out in this Invitation to Bid. Any questions related to the bid or the County Joint Bid Program shall be directed to Association staff in writing under the procedures set out in this Invitation to Bid. Additionally, a bidder may contact the Association in writing to request an appointment to review bid specifications following the bid opening. **However, there shall be no communication with any county official or county employee regarding this bid between the date of this invitation and the date of bid award.** Any contact other than as set out here shall be deemed as an attempt to unduly influence the bid award, and shall be grounds for rejection of the bid submitted by the bidder initiating such other contact.

Any questions or problems related to downloading or obtaining copies of this Invitation to Bid should be directed to **Kenya Howard** at [jointbid@alabamacounties.org](mailto:jointbid@alabamacounties.org) or **334-263-7594**.

Any other questions or requests for additional information regarding this invitation or the bid specifications shall be submitted **in writing** no later than five (5) days prior to bid opening to:

**ATTN: Patrick McDougald**  
**Association of County Commissions of Alabama**  
**P.O. Box 5040**  
**Montgomery, Alabama 36104**

**OR**

**Patrick McDougald**  
**Email: [pattymackdaddy@gmail.com](mailto:pattymackdaddy@gmail.com)**

**BID SUBMITTAL FORM**  
**Alabama County Joint Bid Program**  
**BID ITEM – MINI TRACK-MOUNTED EXCAVATOR - OPTION E-1**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_

Bid Submitted by: \_\_\_\_\_  
 (Name of company representative)

Title: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

By submitting this bid, we agree:	Initials
The equipment model number identified below meets the bid specs for this bid item	_____
That the bid price will be honored for all counties for the period from <b>January 1, 2025</b> to <b>December 31, 2025</b> .	_____
The equipment will be delivered at the bid price to all counties participating in the joint bid program.	_____
The company representative listed above will be the contact person for purchasing this bid item under the joint bid program.	_____
The bid is accompanied by a current catalog or model specification document for the model number identified below.	_____
The bid is accompanied by a copy of the manufacturer's standard warranty as required in the bid specifications.	_____
The bid includes the E-Verify documentation required by Alabama law.	_____
If awarded the bid, a performance bond will be provided upon request.	_____
The bid documents include the <b>Manufacturer's Suggested Retail Price Sheet (MSRP) for the Standard Machine</b>	_____

## MINI TRACK-MOUNTED EXCAVATOR - OPTION E-1

Total Bid Price for Standard Machine: \$ \_\_\_\_\_  
(Total Bid Price for Standard Machine Includes Freight Preparation, Delivery and Standard Warranty Costs)\*

Freight Preparation and Delivery: \$ \_\_\_\_\_  
(Included in Standard Machine Bid Price)

Manufacturer's Suggested Retail Price for Standard Machine: \$ \_\_\_\_\_

Equipment Model #: \_\_\_\_\_

Description: \_\_\_\_\_

Signature of company representative submitting bid: \_\_\_\_\_

Title: \_\_\_\_\_

**\*NOTE:** Award will be made based on the total cost of the **Standard Machine**. The total cost of the standard machine is to include the freight preparation, delivery and standard warranty cost. Freight preparation, delivery will be excluded from the total bid price of the standard machine in determining the percentage discount for any available options.

**BID SUBMITTAL FORM: OPTION COST SHEET  
MINI TRACK-MOUNTED EXCAVATOR - OPTION E-1**

By submitting this bid, we agree:

To offer any available options at the percent difference between the Manufacturer's Suggested Retail Price Sheet and the actual bid price on the Standard Machine\* \_\_\_\_\_

The bid documents include the Manufacturer's Suggested Retail Price Sheet (MSRP) with **any available Options** for the Standard Machine \_\_\_\_\_

Equipment Model #: \_\_\_\_\_

Description: \_\_\_\_\_

Signature of company representative submitting bid: \_\_\_\_\_

Title: \_\_\_\_\_

**\*Note:** The percent difference between the **Manufacturer's Suggested Retail Price Sheet (MSRP)** for the standard machine as specified by these **Bid Specifications** and the actual price bid by the vendor will be calculated to determine the percentage discount to be applied to any available options. The bid price of the freight preparation, delivery cost shall be excluded in determining the percentage discount to be applied to available options. Any individual county may choose to add any available option to the standard machine at the percentage discount at the time of purchase.

# BID SPECIFICATIONS FOR MINI TRACK-MOUNTED EXCAVATOR - OPTION E-1

## GENERAL

These specifications shall be construed as the minimum acceptable standards for a track mounted hydraulic excavator with long undercarriage. Should the manufacturer's current published data or specifications exceed these standards, the manufacturer's standards shall be considered minimum and shall be furnished. All integral parts not specifically mentioned in the scope of these specifications that are necessary to provide a complete working unit shall be furnished. Additionally, the machine offered for bid shall include all standard manufacturers' equipment. The excavator must be a new current production model and shall meet or exceed all EPA and other applicable standards at the time of manufacture.

Use of specific names and numbers in the specifications is not intended to restrict the bidder or any seller or manufacturer, but is intended solely for the purpose of indicating the type, size and quality of equipment considered best adapted to the uses of the counties participating in this joint bid.

## BID SUBMITTAL FORM

Each bidder must submit his or her bid on the bid submittal form included in the invitation to bid package. All written warranties to be submitted shall be attached to the bid submittal form.

## BID PRICE

The price bid shall include all destination charges, delivery charges, title fees, rebates, and all other applicable costs and refunds.

## MANUALS

Each unit shall be provided with one (1) copy of the operator's manual, one [1] repair manual, and one (1) copy of the current parts manual. Units will not be accepted for delivery until the manuals as outlined above are received by the purchaser.

## REPLACEMENT PARTS AVAILABILITY

Parts must be available for 5 years or 7,500 hours of use for the piece of equipment. If any replacement parts are not delivered within three (3) working days of an order being placed, the bidder will deliver an equivalent machine for the county to use at no cost to the county until such time as the parts are delivered to the county so it can affect repairs to its machine.

## WARRANTY

Bidders shall submit a copy of the manufacturer's standard warranty. Warranty shall include service response time of maximum of 36 hours within notification by county.

Yes\_\_\_ No\_\_\_  
Page#\_\_\_\_\_  
or  
Attachment\_\_\_

**WEIGHT**

Minimum 8,500 lbs. with cab; 8,000 lbs. with canopy only

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

**ENGINE**

Minimum 130 cubic inch displacement diesel engine capable of a minimum 35 net horsepower.

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

**UNDERCARRIAGE**

Track length shall be minimum 5'.

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

Track shoe width shall be minimum 13"

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

Minimum four (4) track rollers per side.

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

Unit shall be equipped with continuous rubber tracks.

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

**CAPACITIES**

Fuel Tank Capacity – 14 gallon minimum

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

Hydraulic Tank Capacity – 9 gallon minimum

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

**DIMENSIONS**

Reach at ground level – 17' minimum

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

Bucket breakout force – minimum 9,500 lbs.

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

Stick digging force – minimum 4,000 lbs.

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

**Bucket:**

Standard with no bucket. Buckets will be considered optional attachment's.

**HYDRAULICS**

Hydraulic pump output shall be a minimum of 30 GPM

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

**BLADE**

Power Angle Blade with Float and Bolt-on Cutting Edge  
To be offered as an option

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

**CAB**

Enclosed ROPS cab:

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

Heater

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

Factory installed air conditioning

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

AM/FM radio

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_

Defroster

Yes \_\_\_ No \_\_\_  
Page # \_\_\_\_\_