



**SEDGWICK COUNTY, KANSAS**

***DIVISION OF FINANCE***

**Purchasing Department**

604 N. MAIN, SUITE F    WICHITA, KANSAS 67203-3672    TELEPHONE (316) 383-7494    FAX (316) 383-7055

**Request for Bid  
03-13412  
Two-Man Platform Bucket Truck**

November 14, 2003

Dear Vendor,

Sedgwick County, Kansas (hereinafter referred to as "County") will accept bids for One (1) Two-Man Platform Bucket Truck for Fleet Management. This request for bid provides a general description of the details of submittal requirements and terms and conditions of the Request for Bid.

**Viewing of trade-in will be November 26, 2003, from 8:00AM to 12:00PM, at 1021 Stillwell, Wichita, KS.**

The Purchasing Department must receive bids **no later** than 1:45 p.m., (CST), **Tuesday, December 9, 2003.**

Should you elect to participate in the bid process, return two (2) signed completed copies of the attached Response Form and mail to Sedgwick County Purchasing Department, 604 N. Main, Suite F, Wichita, KS 67203-3672. Bid must be sealed in an envelope and marked with company name, address, bid number, and bid open date. The County will not accept bids with insufficient postage or collect on delivery.

Late or incomplete bids will not be accepted and will not receive consideration for final award.

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Carol Bevelhymer, C.P.M.  
Purchasing Agent

## REQUEST FOR BID CONDITIONS

In submitting a response to this Request for Bid, vendors hereby understand the following:

1. Sedgwick County reserves the right to reject any or all Bids and responses to these and/or related documents, to accept any item or items in the bids, to waive any irregularity in the bids, and further if determined to be non-responsive in any form, or if determined to be in the best interest of Sedgwick County.
2. Alternate Bids (two or more Bids submitted) will be considered for an award. Sedgwick County reserves the right to make the final determination of actual equivalency or suitability of such Bids with respect to requirements outlined herein. The bids submitted, and any further information acquired through interviews, will become and is to be considered a part of the final completed contract. If there is any variance or conflict, the Bid specifications will control.
3. Bidders MUST return two (2) signed, completed copies of the attached Response Form to Sedgwick County Purchasing Department, 604 North Main, Suite F, Wichita, KS 67203-3703, on or before the date and time specified. Bids must be sealed in an envelope, and marked with the firm name and address, Bid number, Bid opening date, and Bid opening time. The time of receipt will be determined by the time clock stamp in the Purchasing Department.
4. All project participants, consultants, engineers, and contractors, must comply with all applicable Federal, State and County laws pertaining to contracts entered into by governmental agencies, including non-discriminating employment.
5. Bids submitted may not be withdrawn for a period of 60 days immediately following the opening of this Request for Bid. Prices MUST be free of federal, state, and local taxes unless otherwise imposed by a governmental body, and applicable to the material on the Bid.
6. Sedgwick County interprets the term "lowest responsible Bidder" as requiring Sedgwick County to: (a) choose between the kinds of materials, goods, wares, or services subject to the Bid, and (b) determine which Bid is most suitable for its intended use or purpose. Sedgwick County can consider, among other factors, such things as labor cost, service and parts availability, availability of materials and supplies, and maintenance costs of items upon which Bids are received.
7. All requested information must be supplied. If you cannot respond to any part of this request, state the reason you cannot respond. You may provide supplemental information to assist Sedgwick County in analyzing your Bid.
8. If the supplier refuses or fails to make deliveries of the materials within the times specified on the face of the Request for Bid or purchase order, Sedgwick County may, by written notice, terminate the contract OR purchase order.
9. The supplier will certify and warrant that goods, personal property, chattels, and equipment sold and delivered are free and clear of any and all liens, or claims of liens, for materials or services arising under, and by virtue of the provisions of K.S.A. Sections 58-201, et seq., and any other lien, right, or claim of any nature or kind whatsoever.
10. The successful bidder will hold and save Sedgwick County, and its officers, agents, servants/employees harmless from liability of any patented, or unpatented invention, process, article, or appliance manufactured, or used in the performance of the contract, including its use by Sedgwick County.
11. All items furnished, if applicable, must be the best of their respective kinds, and will be free from defects in material and workmanship. Items will be subject to County inspection and approval at any time within 30 days after delivery. If a substitution is made, it will be the decision of Sedgwick County representative to determine if it is of equal quality. Items furnished must be manufactured in compliance with all existing legal or governmental directives.
12. All items must be properly packed, if applicable, to insure delivery in good condition, and in accordance with instructions listed on the face of the Request for Bid or purchase order, if any.
13. Contracts entered into on the basis of submitted Bids are revokable if contrary to law.
14. The Bidder agrees to comply with K.S.A. 44-1030. Bidder will:
  - 14.1. Observe the provision of the Kansas Commission on Human Rights and will not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, national origin, ancestry, or physical disability.
  - 14.2. Include the phrase, 'Equal Opportunity Employer,' or a similar phrase approved by the Kansas Commission on Human Rights in all solicitations or advertisements for employees.
  - 14.3. Be deemed to have breached the contract, which may be canceled, terminated, or suspended, in whole or in part, by Sedgwick County, if bidder fails to comply with the manner in which he reports to the Kansas Commission on Human Rights.
  - 14.4. Be deemed to have breached the present contract, and it may be canceled, terminated, or suspended, in whole or in part, by Sedgwick County; if found guilty of a violation of the Kansas Act Against Discrimination under a decision, or order of the Kansas Commission on Human Rights which has become final,

- 14.5. Include the provisions of subsections (14.1) through (14.5) inclusively of this paragraph in every subcontract or purchase order so that such provision will be binding upon such subcontractors or vendor.
15. The vendor responding to this bid solicitation proposes to furnish all materials, labor, supplies, equipment and incidentals necessary to provide the equipment/materials/services described herein in accordance with the Notification of Solicitation (if applicable), Request for Information (if applicable), Request for Bid, Addenda, Contract, Bonds, Insurance, Plans, Specifications, Mandatory Requirements and Conditions.
16. It will be understood that the Bidder's sureties and insurers are subject to the approval of the County.
17. If a response to this Request for Bid, the Bidder agrees to execute and deliver to the County a contract in accordance with the Contract Documents (if applicable) within ten days of notice of the award to the Bidder. The Bidder agrees that the surety/deposit given concurrently herewith will become the property of the County in the event the Bidder fails to execute and deliver such contract within the specified time. In the further event of such failure, the Bidder will be liable for the County's actual damages that exceed the amount of the surety.
18. It will be understood that time is of the essence in the Bidder's performance. The Bidder agrees that the County's damages would be difficult or impossible to predict in the event of a default in the performance hereof; and it is therefore agreed that if the Bidder defaults in the performance of the Contract Documents, the Bidder will be liable for payment of the sums stipulated in the Contract Documents as liquidated damages, and not as a penalty.
19. The Bidder hereby certifies that he or she has carefully examined all of the Documents for the project, has carefully and thoroughly reviewed this Request for Bid has inspected the location of the project (if applicable), and understands the nature and scope of the work to be done; and that this Bid is based upon the terms, specifications, requirements, and conditions of the Request for Bid Documents. The Bidder further agrees that the performance time specified is a reasonable time, having carefully considered the nature and scope of the project as aforesaid.
20. It will be understood that any bid and any/all referencing information submitted in response to this Request for Bid will become the property of Sedgwick County, and will not be returned. As a governmental entity, Sedgwick County is subject to making records available for disclosure after Board of County Commission approval of the recommendation.
21. Sedgwick County will not be responsible for any expenses incurred by any vendor in the development of a response to this Request for Bid including any onsite (or otherwise) interviews and/or presentations, and/or supplemental information provided, submitted, or given to Sedgwick County and/or its representatives. Further, Sedgwick County will reserve the right to cancel the work described herein prior to issuance and acceptance of any contractual agreement/purchase order by the recommended vendor even if the Board of County Commissioners has formally accepted a recommendation.
22. By submission of a response, the Bidder agrees that at the time of submittal, he or she: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and will not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of Bidder's services, or (2) benefit from an award resulting in a "Conflict of Interest". A "Conflict of Interest" will include holding or retaining membership, or employment, on a board, elected office, department, division or bureau, or committee sanctioned by and/or governed by the Sedgwick County Board of County Commissioners. Bidders will identify any interests, and the individuals involved, on separate paper with the response and will understand that the County, at the discretion of the Purchasing Director in consultation with the County Counselor, may reject their bid/quotation. The Bidder certifies that this bid is submitted without collusion, fraud or misrepresentation as to other Bidders, so that all bids for the project will result from free, open and competitive proposing among all vendors.
23. Unless specified otherwise, all items quoted are to be as a minimum but not necessarily limited to: new, current model year, and untitled prior to shipping and/or installation.
24. Sedgwick County will issue a purchase order/contract for the acquisition of products/services specified as a result of an award made in reference to this document. Contract documents will be subject to any regulations governed by the laws of the State of Kansas and any local resolutions specifically applicable to the purchase.
25. Any dispute arising out of the contract documents or their interpretation will be litigated only within the courts of the State of Kansas. No prepayment of any kind will be made prior to shipment. Payment will be made upon verification of delivery, compliance with specifications, assurance that the product/service performs as specified and warranted, and receipt of correct invoicing.
26. The Bidder must provide Sedgwick County with a toll-free telephone number, OR accept collect calls. FAX numbers should also be provided if available. Information regarding the procurement process may be obtained from Carol Bevelhymmer, Purchasing Department, 604 North Main, Suite F, Wichita, KS 67203-3703, (316) 383-7532.
27. Sedgwick County will accept responses transmitted via a facsimile unless stated to the contrary within this document. Bids must be received prior to the time and dates listed to be considered responsive. Sedgwick County will not accept late responses and will return them to the sender. Further, Sedgwick County will NOT: (1) guarantee security of the document received; (2) be held responsible for bids which are NOT legible (and may choose to reject such responses); and, (3) guarantee that the receiving facsimile machine will accept transmission or that phone lines are functioning and available for transmission. Submitting a Bid response via facsimile does NOT relieve the Bidder of: (1) responsibilities stated in the document (such as attendance at a mandatory pre-bid conference); (2) providing non-paper informational items which must be returned with the response (diskettes, large drawings, photographs, models, etc.); and, (3) providing original copies of Bid sureties (bonds, certificates of insurance, etc.).

**Bid Response Form  
03-13412  
Two-Man Platform Bucket Truck**

General specifications are as follows:

Any additions, deletions or variations from the following specifications must be noted. Any item appearing in the vehicle manufacturers regularly published specifications are assumed to be in the bid response. All items will be factory installed unless authorized by Fleet Management. Fleet Management will not accept ownership until vehicle has been inspected at 1021 Stillwell, Wichita, KS for compliance with specifications listed below and MSO has been delivered. Vendors may be required to demo their proposal. Manuals will be invoiced separately.

Sedgwick County reserves the right to select the bid that best meets its required needs and quality requirements.

The following specifications are provided for the procurement of One (1) Two-Man Platform Bucket Truck.

**Specifications**

Specifications	Yes	No	Comments
<b>General: Model will be current production, which is cataloged by the manufacturer, and printed literature and specifications are available.</b>			
<b>1. All normally supplied standard equipment and components necessary for operation shall be furnished.</b>			
<b>2. Performance demonstration may be required prior to bid award. Unit will be per basic specifications.</b>			
<b>3. All equipment will be new. It is unacceptable for any equipment to be used, demo, rebuilt or remanufactured.</b>			
<b>4. Equipment shall have full manufacturer's preparation and be ready for service when delivered.</b>			

Specifications	Yes	No	Comments
<p><b>5. Operators and mechanics training will be provided covering mechanical and technical operation of all standard features. Date and location shall be specified when equipment is accepted.</b></p>			
<p><b>6. Equipment shall be delivered with the following:</b></p> <ul style="list-style-type: none"> <li><b>a. Title application.</b></li> <li><b>b. Manufacturers statement of origin.</b></li> <li><b>c. Original billing invoice.</b></li> <li><b>d. Certified weight slip for machine.</b></li> <li><b>e. Two (2) service/parts manual with wiring diagrams.</b></li> <li><b>f. Two (2) operator manuals.</b></li> <li><b>g. One (1) set maintenance manuals (assembly/ disassembly) to include wiring diagrams.</b></li> <li><b>h. One (1) set of oil, hydraulic, and air filters for first preventive maintenance check.</b></li> </ul>			
<p><b>7. Unit shall be equipped functionally with articulating arm telescoping boom and rotational insulated aluminum platform.</b></p>			

Specifications	Yes	No	Comments
<b>Chassis:</b> Provide truck chassis to adequate support the platform. Must comply with federal specifications for safety and operation, state laws, and federally mandated weight standards.			
<b>Engine:</b> Minimum 6.0L Diesel engine to be current model production and meet Federal Emission Compliance. Heater Block will be included.			
<b>Transmission:</b> 5-speed Automatic.			
1. Must be able to maintain 65 mph on highway.			
2. Minimum GVWR of 21,500 lbs.			
3. Minimum 8,000 lbs. (front).			
4. Minimum rear axle capacity, 15,000 lbs.			
5. Power Steering/tilt wheel/cruise control.			
6. Minimum Michelin tires including spare.			
7. Four (4) wheel ABS Brakes.			
8. Minimum 40-gallon fuel tank.			
9. Anti-Freeze – Minimum minus 30 degrees.			
10. Glass- Factory tinted.			
11. AM-FM Radio.			
12. Intermittent windshield wiper with washers.			
13. Factory installed air conditioning.			
14. Mirrors, manually telescoping trailer tow.			
15. Vehicle lighting to meet all DOT Standards.			
16. Strobe lights to be installed on rear of vehicle and on cab. All strobes to be activated by single switch in cab. Minimum Code-3 Model #DOT S4H.			
17. Batteries, minimum maintenance free dual, 750 CCA.			
18. Alternator, minimum 130 amp.			

Specifications	Yes	No	Comments
19. All wiring circuits protected with either circuit breakers or fuses as determined by the manufacturer and must be color-coded or numbered.			
20. Instrumentation to include: Tachometer, oil pressure, coolant temperature, transmission temperature gauge and indicator lights			
21. Back-up lights and alarm.			
22. Auxiliary idle control kit.			
23. Trailer tow package and hitch equipped with 2.5" ball and 2-5/8" ball.			
23. Exterior Color - White			
24. Interior Color – Gray, black or dark blue.			
25. Running board to be installed.			

Specifications	Yes	No	Comments
<b>General Specifications for Back-End:</b> Following are minimum based on a 36' frame height.			
<b>Body:</b> Standard 9-foot service body with 4-foot rear floor extension.			
1. Aluminum tread plate on top compartments and standard shelving.			
2. Access step at rear.			
3. Horizontal reach to be a minimum 28'.			
4. Two-man platform capacity, 800 lbs. minimum.			
5. Standard Pedestal: a. Height to bottom of platform, 36 feet. b. Working height, 41 feet. c. Stowed travel height, less than 10 feet. d. Weight of lift, 3,500 lbs.			

Specifications	Yes	No	Comments
<b>6. Hydraulic System:</b> a. Operation pressure, 2700 psi. b. Flow rate, 6gpm. c. Filtration, 10 micron return. d. Suction, open center. e. Power source, PTO pump or clutch pump.			
Specifications	Yes	No	Comments
<b>Standard Components for Platform:</b>			
<b>Platform:</b> Will be insulated and constructed of aluminum with floor of aluminum diamond plate and kick plated. Include material handling jib. Capacity of jib is in addition to the platform capacity.			
<b>Personnel Restraint System:</b> Safety belt or harness and lanyard are required. Anchor for lanyard is to be attached to upper platform support.			
<b>Individual Lower Control:</b> Individual full-pressured controls at the turret to actuate all boom functions. An emergency stop and tool selector control should be located at the upper controls. Lower control station will be equipped with a selector valve to override the upper controls.			
<b>Single stick Upper Control:</b> Full-pressured single stick upper control include safety trigger to prevent inadvertent operation. Lift movements corresponds with control handle movements.			

Specifications	Yes	No	Comments
<p><b>Hydraulic Platform Rotator:</b>  <b>Operated by controller, rotates platform 180 degrees from one side of the outer/inner boom assembly, across the end-hung position, to the other side of the outer/inner assembly.</b></p>			
<p><b>Hydraulic Platform Leveling:</b>  <b>Master and slave cylinder controls platform leveling. Leveling system can be operated from the upper controls to adjust platform leveling, tilt the platform.</b></p>			
<p><b>Outer/inner boom assembly:</b>  <b>Assembly includes outer boom, telescopic inner boom, and extension system and hose assemblies. Outer boom should be constructed of materials to maintain an insulation gap with the inner boom fully retracted. Inner boom to be housed in the outer boom. Inner boom can be easily removed and disassembled for service and inspection. Extension system should be housed entirely within the boom assembly. Hoses routed through the outer/inner boom assembly are fully contained within the boom assembly. The outer/inner boom assembly is offset to one side to provide easy access to the platform. A boom support cradle and boom tie down strap shall be included.</b></p>			
<p><b>Lower Boom:</b>  <b>Each end of high strength fiberglass insert will be installed over high strength steel section. Steel will maintain insulation gap in all boom positions.</b></p>			
<p><b>Cylinders:</b>  <b>Will be constructed to prevent down creep and to lock the booms in the event of hose failure.</b></p>			

Specifications	Yes	No	Comments
<p><b>Turret:</b>  <b>Turret wings will be designed for strength and rigidity. Bearing cover to be constructed to seal out moisture and prevent foreign materials from obstructing the turret rotation.</b>  <b>Turret plate to be machined to provide flat surface to support the rotation bearing.</b></p>			
<p><b>Continuous rotation:</b>  <b>Constructed to provide unrestricted rotation. Critical attaching hardware will be constructed so that any torques seal marks can provide a quick means of detecting any turning of the hardware upon inspection.</b></p>			
<p><b>Hydraulic oil reservoir:</b>  <b>Will be built integral to the pedestal. Will include anti-splash baffles and sight gauges for quick hydraulic fluid level checks.</b></p>			
<p><b>Hydraulic system:</b>  <b>Will be open center hydraulic operating at 2700psi at 6gpm. Will be equipped with 10 micron return filter and easily changed without draining reservoir. Suction strainer in reservoir can be removed for cleaning. Gate valve required to prevent oil loss when pump is being serviced. Will be equipped with magnetic drain plug.</b></p>			
<p><b>Paint: White</b></p>			
<p><b>Hoses and fittings:</b>  <b>Hoses routed through the booms will be high pressure and nonconductive with swaged hose end fittings. Retainers will separate the hoses inside the booms to prevent chafing and nylon sleeve will be installed over hoses at points of movement.</b></p>			
<p><b>Master Control: Master Control energizes upper and lower control circuits, including engine start/stop and optional two-speed control.</b></p>			

Specifications	Yes	No	Comments
<b>Engine start/stop:</b> Designed so that lift cannot be operated unless truck ignition switch is in the “run” position and the master control is activated.			
<b>Hydraulic tool circuit at the platform:</b> Equipped to use open center hydraulic tools.			
<b>Electrical insulation specifications:</b> Tested and certified for electrical work at 46 KV in accordance with ANSI A92.2-1990 requirements.			
<b>Independent outriggers:</b> H-frames outriggers shear plate to be mounted to frame and equipped with pilot operated check valves, internal thermal relief valves and separate controls. Pivoting outrigger feet swivel 12 degrees angle about a horizontal centerline. Interlock system provided to prevent lift operation until the outriggers contact the ground and outrigger retraction before the aerial lift is properly stored.			
<b>Emergency power:</b> Emergency hydraulic pump will be provided that is driven by a DC motor, powered by the truck engine battery. Pump will be connected in parallel with main pump and is designed for non-continuous operation. Installation of an air cylinder at the upper controls and a toggle switch at the pedestal to be used to energize the system.			
<b>Tool Power Ports:</b> A set of power ports will be installed at the platform to accommodate an open center tool. Also include tool power at the ground controls for open center hydraulic tools.			
<b>Leveling Control at turret:</b> Will be provided to have the capability at lower control station for platform leveling and can be activated to tilt the platform for cleanout.			

**Bid Response Form  
03-13412  
Two-Man Platform Bucket Truck**

**PRICING SCHEDULE:**

Item Description	Qty	UOM	Unit Price	Extended Price
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Make \_\_\_\_\_ Model \_\_\_\_\_

2004 Two-Man Platform Bucket Truck	1	Each	\$ _____	\$ _____
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With Trade-ins

Ford F350 Bucket Lift Truck (310-0102)		1994		\$ _____
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	Total for Trade-in	\$(_____)
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	Grand Total with Trade-in	\$ _____
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**Other:**

Manuals	\$ _____
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CD Rom Manual	\$ _____
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Manufacturer's order form included in response?    Yes \_\_\_\_\_ No \_\_\_\_\_

Deliver Date: \_\_\_\_\_(weeks)

Warranty: \_\_\_\_\_

**Bid Response Form**  
**03-13412**  
**Two-Man Platform Bucket Truck**

All firms interested in bidding MUST provide two (2) copies of the Bid Response Form and return with any supplementary materials.

Responses are due NOT LATER THAN **Tuesday, December 9, 2003, 1:45 p.m. (CST)**. Attention: Carol Bevelhymmer, Purchasing Department, 604 N. Main, Suite F, Wichita, Kansas 67203-3703.

The undersigned, on behalf of the Bidder, certifies that: (1) this offer is made without previous understanding, agreement or connection with any person, firm or corporation making a quotation on the same project; (2) is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the Quotation is entered; (4) they have read the complete Request for Quotation and understands all provisions; (5) if accepted by the County, this quotation is guaranteed as written and amended and will be implemented as stated; and (6) mistakes in writing of the submitted quotation will be their responsibility.

FIRM NAME \_\_\_\_\_ Date \_\_\_\_\_

CONTACT \_\_\_\_\_

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ OFFICE HOURS \_\_\_\_\_

TAXPAYER I.D. \_\_\_\_\_

COMPANY WEBSITE \_\_\_\_\_ E-MAIL \_\_\_\_\_

NUMBER OF LOCATIONS \_\_\_\_\_ NUMBER OF PERSONS EMPLOYED \_\_\_\_\_

TYPE OF ORGANIZATION (CHECK ONE)

CORPORATION\_\_\_ PUBLIC\_\_\_ PRIVATE\_\_\_ SOLE PROPRIETORSHIP\_\_\_ PARTNERSHIP\_\_\_

MINORITY BUSINESS ENTERPRISE\_\_\_ WOMAN-OWNED ENTERPRISE\_\_\_ SMALL BUSINESS ENTERPRISE\_\_\_

GENERAL NATURE OF BUSINESS \_\_\_\_\_

MANUFACTURER\_\_\_ DISTRIBUTOR\_\_\_ RETAIL\_\_\_ DEALER\_\_\_ SERVICE\_\_\_

WE ACKNOWLEDGE RECEIPT OF ADDENDUMS (if any received):

NO\_\_\_ DATED\_\_\_\_\_; NO\_\_\_ DATED\_\_\_\_\_; NO\_\_\_ DATED\_\_\_\_\_;