

OUTAGAMIE COUNTY

REQUEST FOR PROPOSAL

FOR

3-POINT BOOM AIRSEEDER

FOR

LAND CONSERVATION DEPARTMENT

Due By: April 7, 2022 – 2:00 pm CT

1.0 **Specifications**

The County's Land Conservation Department (LCD) is requesting pricing on a 3 point airseeder with foldable hydraulic booms capable of evenly broadcasting most types of cover crop seed over a 50-70 foot working width. LCD is also requesting pricing for a trailer to transport the airseeder with booms. The trailer should also have the ability to be used as a pull type cart in the field with the airseeder. The equipment should be in new working condition.

The trailer is not necessary for a proposal to be considered.

Pricing shall include delivery to 7838 Vande Wettering Rd, Greenleaf, WI 54126. The vendor must be able to guarantee delivery of the purchased equipment by May 15, 2022.

2.0 **Proposal Submittal and Requirements**

Include the following information in your proposal –

- Completed Proposal Form. Note the price must include all options requested and provided in Attachment A.
- Completed Attachment A – Specifications.
- Photographs and or description of the equipment proposing.

Failure to provide all requested information may result in the rejection of your proposal.

3.0 **Contact Information**

Please contact the following if clarification is needed -

Technical Specifications

Andy Kiefer

Land Conservation Dept

Mobile: (920) 574-7539

Andy.Kiefer@outagamie.org

Purchasing Policy Information

Nicole Schoultz

Outagamie County, Procurement Coordinator

(920) 832-6083

Nicole.Schoultz@Outagamie.org

4.0 **Clarification and/or Revisions to the Specifications and Requirements**

Proposer must examine the RFP documents carefully and before submitting a Proposal may request from the County's contact person(s) additional information or clarification. A Proposer's failure to request additional information or clarification shall preclude the Proposer from subsequently claiming any ambiguity, inconsistency, or error.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addendum prior to the Proposal due date. Proposers should rely only on the representations, statements or explanations that are contained in this RFP and the written addendum to this RFP. Where there appears to be a conflict between the RFP and any addendum issued, the last addendum issued will prevail.

It is the Proposer's responsibility to assure receipt of all addenda. Outagamie County will post any updates online at www.outagamie.org then Bids & Proposals. Upon posting, such addenda shall become part of the RFP and binding on Proposer(s).

5.0 County Reservation

Outagamie County reserves the right to accept or reject, any or all proposals, in whole or in part, as deemed in the best interest of the County.

- a. This proposal request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a proposal in response to this request.
- b. The proposals will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The proposer shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
- d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
- e. Outagamie County has the sole discretion and reserves the right to cancel this proposal and to reject any and all proposals received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
- f. Outagamie County reserves the right to request clarifications for any proposal.
- g. Outagamie County reserves the right to select elements from different individual proposals and combine and consolidate them in any way deemed to be in the best interest of Outagamie County.

6.0 Closing Date

Proposals will be received up to 2:00 p.m. CT on April 7, 2022.

7.0 Proposal Submittal Address

Email proposal to Nicole.Schoultz@outagamie.org

8.0 Taxes

Outagamie County is exempt from Federal Excise Tax (39-6005724), Wisconsin Sales Tax (ES 41005).

9.0 Method of Procurement

The method for this procurement is competitive proposal, pursuant to Chapter 22 of the Outagamie County Code of Ordinances. After submission of the written proposal, qualified proposers may be requested to make an oral presentation to a committee responsible for making

final recommendations. The process allows for confidential clarifications, negotiations and revisions.

10.0 Venue

This agreement will be governed and construed according to the laws of the State of Wisconsin. This agreement is performable in Outagamie County.

11.0 Status of Proposal

Upon award, proposals will be considered public record and details will be posted online. Information on status could be obtained from Outagamie County's web site www.outagamie.org than **Status of Bids/Proposals**.

OUTAGAMIE COUNTY PROPOSAL FORM
3 Point Boom Airseeder

Proposals Due: April 7, 2022

Email Proposal To: Nicole.Schoultz@outagamie.org

Lump Sum Cost of Airseeder with booms \$ _____

Lump Sum Cost of Airseeder with booms and trailer \$ _____

Firm Name: _____

Authorized Signature: _____

Printed name: _____

Title: _____

Date: _____

Address: _____

City/State/Zip: _____

Phone/Fax: _____

E-mail: _____