

**OUTAGAMIE COUNTY**

**REQUEST FOR BID**

**FOR**

**FLOOR SWEEPER**

**FOR**

**APPLETON INTERNATIONAL AIRPORT**

**DUE BY: February 5, 2024 – 1:00 pm CT**

## 1.0 **Specifications**

The Appleton International Airport is requesting bids for a floor sweeper. The unit must be in new, un-used, un-demoed condition.

### **Unit Specifications**

Manufacturer: Factory Cat

Model: TR Sweeper

#### **Additional Items (from standard equipment)**

- Battery Upgrade to 420AH
- Front Drive Upgrade: 12" HD High Speed 4500 RPM
- Aluminum Hopper
- Hopper Split Boxes, Set of 3

The specifications referenced require the doing of all things necessary, proper for, or incidental to the furnishing of said unit. All items of design and equipment not listed in these specifications, but involved in carrying out their intent, are required to be furnished by the vendor, the same as if these items were specifically mentioned and described in these specifications. Manufacturer's standard equipment on all components of unit shall be included with this bid even though they may not be formally called out in these specifications.

The fact that we may specify a manufacturer and model is not meant to limit acceptable units; rather it is a means to establish a minimum level of acceptable quality. You may bid any manufacturer and model as long as the loader is equal to or exceed the required specifications. Outagamie County will be the sole judge of equivalency.

If a unit bid is different than the Factory Cat TR Sweeper, the vendor must include detailed specifications and information on the unit bid. The vendor must also provide a comparison of the specifications of the unit specified vs bid. For example information such as "The cleaning width on the specified unit is 46", the cleaning width on the unit bid is \_\_\_\_". Failure to provide this comparison will result in the rejection of your bid.

Pricing must include deliver to Appleton International Airport located at W6390 Challenger Dr in Appleton, WI.

## 2.0 **Bid Submittal and Requirements**

- Completed Bid Form. Note the price must include all options requested and provided in Section 1.0.
- Deviation from requested specifications.
- Brochure / sales literature on the exact unit you are bidding if different then the Factory Cat unit specified. If you are providing information on a product line, clearly note on the literature which line you are bidding.
- Pricing on your standard quote form which references the unit and features.

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

### 3.0 **Contact Information**

#### **Purchasing Policy & Procedure Information**

Nicole Schoultz

Outagamie County, Procurement Coordinator

(920) 832-6083

[Nicole.Schoultz@Outagamie.org](mailto:Nicole.Schoultz@Outagamie.org)

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

Bidder must examine the RFP documents carefully and before submitting a bid may request from the County's contact person(s) additional information or clarification. A Bidder's failure to request additional information or clarification shall preclude the Bidder 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 due date. Bidders should rely only on the representations, statements or explanations that are contained in this RFP and the written addendum to this RFB. Where there appears to be a conflict between the RFP and any addendum issued, the last addendum issued will prevail.

It is the Bidder's responsibility to assure receipt of all addenda. Outagamie County will post any updates online at [www.outagamie.org](http://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**

- a. This request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a bid in response to this request.
- b. The bids will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The bidder shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
- d. The bidder 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 request and to reject any and all bids 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 bid.
- g. Outagamie County reserves the right to select elements from different individual bids and combine and consolidate them in any way deemed to be in the best interest of Outagamie County.

6.0 **Closing Date**

Bids will be received up to 1:00 pm CT, February 5, 2024.

7.0 **Submittal**

Email bids to: [Nicole.Schoultz@outagamie.org](mailto:Nicole.Schoultz@outagamie.org)

8.0 **Taxes**

Outagamie County is exempt from Federal Excise Tax (39-6005724), Wisconsin Sales Tax (ES 41005), but if there is a tax, such as local or county, it must be shown in the bid.

9.0 **Method of Procurement**

The method for this procurement is pursuant to Chapter 22 of the Outagamie County Code of Ordinances.

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 Bid**

Upon award, bids 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](http://www.outagamie.org) than **Status of Bids/Proposals**.

**OUTAGAMIE COUNTY BID FORM**

**Floor Sweeper**

**Bids Due:** February 5, 2024 -- 1:00 CT

**Email Bid To:** [Nicole.Schultz@outagamie.org](mailto:Nicole.Schultz@outagamie.org)

Cost (delivered)     \$\_\_\_\_\_

Delivery will be \_\_\_\_\_ calendar days after receipt of Purchase Order.

**Include all information as requested in Section 2.0**

Firm Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name / Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

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

E-mail: \_\_\_\_\_