

**GORDON COUNTY BOARD OF COMMISSIONERS  
INVITATION TO BID  
Truck Mounted Hydraulic Excavator**

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The Gordon County Board of Commissioners is accepting sealed written bids from qualified vendors for the purpose of purchasing one (1) new current model year Truck Mounted Hydraulic Excavator.

Your written and sealed bid must contain at a minimum:

- Completed bid forms attached technical specifications with total cost of equipment
- Complete list of sub-contractors to be used in providing the finished vehicles, if any
- An authorized signature.
- Written oath stating the contractor has not restricted competitive bidding. (Non-Collusion Affidavit form provided by county).

In addition, the successful supplier shall submit the following items within ten calendar days of written notification from the county of the bid award:

- Written certification that the contractor operates a drug-free workplace in accordance with O.C.G.A. 50-24-1 through 50-24-6 (form provided by county).

All questions, comments and concerns must be addressed through the Purchasing Department.

If you choose to submit a written bid for these vehicles, two **(2)** copies of your **sealed** bid must be marked, "**Public Works – Hydraulic Excavator**" and delivered to the Gordon County Administration Building at **201 N. Wall Street, Calhoun, Georgia 30701** no later than **2:00 p.m. on Wednesday, September 19, 2012.**

(No fax or e-mail bids will be accepted) All bids will be publicly opened at that time and place. You are invited to attend this bid opening. No bids shall be withdrawn for a period of 120 days after the bid opening.

The Gordon County Board of Commissioners reserves the right to accept, or reject, any or all bids received and/or disregard informalities in the bids received. If additional information is needed, contact Martin Vaughn, Gordon County Purchasing Director at [mvaughn@gordoncounty.org](mailto:mvaughn@gordoncounty.org).

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Award will be made to the lowest responsive, responsible bidder conforming to the specifications, terms and conditions, or, to the most advantageous bid for Gordon County on a quality versus price basis. Awards will not be made to any person, firm, or company in default of a contract with the County, or to any bidder having as its sales agent, representative, or any member of the firm, any individual previously in default or guilty of misrepresentation.

The Gordon County will be the sole judge of the quality and suitability of the equipment, materials, and/or services offered in its determination of the successful bidder.

All bidders, by submission of their respective bids, agree to abide by the rules, regulations, and procedure of Gordon County. Gordon County reserves the right, at its sole discretion to utilize the services of an independent ancillary service with the most successful bidder. Intent to award will not be made and a contract will not be executed until Gordon County, at its sole discretion, accepts the proposed bid.

In making the award for furnishing this vehicle and equipment, factors other than price may be considered such as delivery date, parts, service, local and past experience with vehicle and equipment, adaptability to County's requirements, operating advantages, structural design of machine, etc.

Bidder shall bid on all items listed in the attached specifications. Bids with substitutions of specified equipment and/or failure to provide pricing will result in a noncompliance bid and will be viewed as a "No Bid".

**DETAIL SPECIFICATIONS**

The attached specifications pages list the minimum specifications required. These pages shall be included in the Vendor's submitted bid package to the County.

If the vendor meets the minimum specifications, "√" shall be entered for all items under the 'EXCEPTIONS' column. Any exceptions or alternates to minimum specifications shall be listed in the space provided under the 'EXCEPTIONS' column or on an attached separate sheet.

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**THE SUPPLIER SHALL:**

- 1) Review and be familiar with the attached bid specifications. Failure to review the bid specifications will not relieve the successful bidder of an obligation to furnish all products and labor necessary to carry out the provisions of the contract. All equipment and materials shall be new and unused. If Bidder does not fully understand the detail specifications or is in doubt as to the County's ideas or intentions concerning any portion of this bid, contact Martin Vaughn, Purchasing Director, for interpretation or correction of any printed material.  
[E-mail: mvaughn@gordoncounty.org](mailto:mvaughn@gordoncounty.org)
- 2) Each vehicle is to have all equipment listed in the technical specifications installed before delivering the vehicle to Gordon County Board of Commissioners.
- 2) Furnish Invoice to Accounts Payable upon delivery of Vehicles.
- 3) Delivery date or dates must be specified in the bid.
- 4) Delivery shall be to the **Gordon County Board of Commissioners**
- 5) Delivery shall be in Calhoun, GA (time and place to specified later)
- 6) The awarded vendor is to contact Martin Vaughn (Purchasing Director) to arrange deliver date and time and place.
- 7) Any information held to be proprietary by a bidder must be plainly marked as such and may not include pricing.
- 8) It shall be the successful bidder's responsibility that the vehicle is complete and conforms to all applicable State of Georgia and Federal motor vehicle safety laws, regulations, and standards in effect on the date of vehicle delivery.  
  
Any party installing equipment to complete the vehicle for delivery will be responsible to see that the completed vehicle meets all applicable federal motor vehicle safety standards and complies with the law in all respects.
- 9) All bids are tax exempt as Gordon County is not subject to State and Federal Tax.
- 10) Warranty shall start the day vehicle is placed in service at the Public Works Department. The manufacturer shall warrant the entire vehicle, attached equipment and any furnished devices, against parts failure or malfunction due to

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11) In order to comply with the State and Federal code for vehicles, the vendor, supplier, or manufacturer of applicable vehicle shall, upon delivery, furnish Gordon County with the following documents, if applicable, completely filled out.

1. Certificate of Title to:  
Gordon Board of Commissioners  
201 N. Wall Street  
Calhoun, GA 30701
2. Certification of odometer mileage
3. Tax exemption certificates

12) Bidder shall attach manufacturer's current literature and specifications covering the latest model of equipment that is bid and specifically indicates coverage of all items shown in the bid specifications. If the manufacturer's literature does not clearly reflect these items, the bidder shall attach certification from the manufacturer verifying compliance with the bid specifications.

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**THE COUNTY SHALL:**

- Pay the vendor in one payment.

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**NON-COLLUSION AFFIDAVIT OF PRIME BIDDER**

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

I \_\_\_\_\_, being first duly sworn, depose and say that;

He is \_\_\_\_\_ of \_\_\_\_\_, the bidder that has submitted the attached bid;

He or she is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid; Such bid is genuine and is not a collusive or sham bid; Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other bidder, or to fix any overhead, profit, or cost element of the bid price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Gordon County Board of Commissioners or any person interested in the proposed contract; and

The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Bidder: \_\_\_\_\_

By: \_\_\_\_\_

Name Printed: \_\_\_\_\_

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

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

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

NOTARY PUBLIC: \_\_\_\_\_

Commission Expires: \_\_\_\_\_

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**DRUG-FREE WORKPLACE CERTIFICATE**

By signature on this certificate, the contractor certifies that the provisions of O.C.G.A. Section 50-24-1 through 50-24-6 related to the "Drug-Free Workplace Act" have been complied with in full. The contractor further certifies that:

1. A drug-free workplace will be provided for the contractor's employees during the performance of the contract; and
2. Each contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification: "As part of the subcontracting agreement with (contractor's name), (subcontractor's name) certifies to the contractor that a drug-free workplace will be provided for the subcontractor's employees during the performance of this contract pursuant to O.C.G.A. Section 50-24-3(b)(7)."

By signature on this certificate, the contractor further certifies that it will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of this contract.

Contractor: \_\_\_\_\_

By: \_\_\_\_\_

Name Printed: \_\_\_\_\_

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

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