



### **Bidder's Checklist –Requirements**

This checklist shall be attached to the bid. Failure to complete, sign, and attach this checklist may result in a bid being deemed nonresponsive. Nonresponsive bids will be returned to the vendor unopened.

Firm name: \_\_\_\_\_  
Contact person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email address: \_\_\_\_\_

#### **Envelope 2 must contain the following documents:**

<b>Initials</b>	<b>Document</b>
	Bid Proposal Form, Including Acknowledgement of Any Addenda
	Exception Sheet
	Contractor Affidavit and Agreement (Employee Eligibility Verification)
	Affidavit Verifying Status for City of Savannah Benefit Application

By signing below, bidder is attesting that all items listed in the checklist above have been included in the bid package.

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

## LONG REACH EXCAVATOR

### EVENT NO. 6754

#### SPECIFICATIONS AND SPECIAL CONDITIONS

- 4.0 The purpose of these specifications is to describe the requirements for a track-mounted, long-reach hydraulic excavator for use by the Stormwater Management Department. The machine and all specified attachments shall be the newest models available.

To submit pricing electronically for this event, enter pricing for each line item shown under the lines tab on the event summary. To enter pricing manually, complete the attached bid proposal form. Manually submitted bids must be submitted on the bid proposal forms contained in these specifications in order to be considered.

A pre-bid conference has been scheduled to be conducted at the Purchasing Office, 1375 Chatham Parkway, 2<sup>nd</sup> floor, Savannah, Georgia 31405. This meeting will allow contractors to discuss the specifications and resolve any questions and/or misunderstandings that may arise with City staff. You are invited to attend.

- 4.1 Engine: Diesel, in line six cylinder, minimum 150 flywheel horsepower at 2000 RPM. The maximum cooling system available shall be installed. Engine shall include a fuel and water separator.
- 4.2 Undercarriage: Long, minimum track length of 14 feet 7 inches, with 32 inch triple-grouser, low ground pressure shoes, with sealed track links, eight sealed and lubricated track rollers, front and rear guiding guards, hydraulic track adjusters and track control pedal with removable levers.
- 4.3 Buckets: One 36 inch heavy duty bucket with replaceable teeth and side cutting edges (compatible with quick couple mount on PowerTilt swivel); One 60 inch ditch cleaning bucket with reversible cutting edge compatible with quick couple mount on PowerTilt swivel. Two mounting pins shall be provided with each bucket.
- 4.4 Bucket Swivel: Shall be PowerTilt (Helac Corporation) brand, (no exceptions). Size and model shall be determined by the excavator manufacturer to insure compatibility with machine and attachments. Swivel shall be quick couple type and be compatible with all specified attachments.
- 4.5 Reach: Minimum total reach of 60 feet. Reach is defined as the distance between the centerline of the machine and the end of the bucket with both the boom and stick fully extended. The quick coupler mount does not count towards the total reach of sixty feet. **No exceptions to this requirement will be accepted.** The fully extended boom and stick will be physically measured by City personnel from the centerline of the machine to the end of the bucket prior to acceptance. The City of Savannah shall be the sole judge as to the acceptability of the measured reach based on the criteria set forth above.

- 4.6 Anti-vandalism kit: A keyed, locking, heavy duty vandalism protection kit (metal) shall be provided for all windows, no exceptions.
- 4.7 Cab: Sound suppressed; door and cab locks with five sets of keys; engine protection warning light/buzzer; Pre-start monitoring system-checks oil, hydraulic oil, and coolant levels prior to startup; key shutoff; gauges on all instruments; tachometer, heater, defroster, wipers with washer; hand throttle control; circuit breakers required on all wiring; grab/door assist entry handles; dome light with switch; air conditioning with climate control; AM/FM stereo two speaker radio; two mirrors with convex; sun visor; backup alarm; two-speed wipers; black rubber floor mat; 4 four-way adjustable suspension with seat belt, head rest and arm rests; opening see through top hatch; in cab mounted fan; positive filtered air ventilation; top mounted amber strobe light with heavy duty steel limb guard shall be Whelen model DOT6H, (no exceptions); tempered glass front window; 12 volt converter required for all 12 volt applications. Control joystick levers shall be set for SAE pattern.
- 4.8 Miscellaneous Specifications
  - 4.8.1 Front and rear tow hooks/eyes.
  - 4.8.2 Heavy duty bottom guards to cover swivel and PT guard.
  - 4.8.3 Boom and frame mounted lights.
  - 4.8.4 Automatic swing brake.
  - 4.8.5 Firewall between engine and hydraulic pumps.
  - 4.8.6 All boom, stick and bucket hydraulic hoses shall be wire braided with reusable fittings and couplings.
  - 4.8.7 Auxiliary hydraulic pump drive location and valve circuit for future needs.
  - 4.8.8 Minimum bucket force of 15,400 pounds.
  - 4.8.9 Minimum stick force of 8,800 pounds.
  - 4.8.10 Hoses shall have quick coupler connectors.
  - 4.8.11 Self -diagnosis to minimize downtime for servicing.
  - 4.8.12 Back-up switch on computer to bypass in case of a computer malfunction to allow the machine to continue to operate with a minimum of 80 percent power until the machine can be serviced.
  - 4.8.13 All hydraulic cylinders to have hydraulic snubbers to cushion shock at the end of cylinder stroke.
  - 4.8.14 Minimum traction force of 43,000 pounds.
  - 4.8.15 Separate pilot filter.
  - 4.8.16 Manufacturer must provide all diagnostic software.
  - 4.8.17 Separate swing and travel motor filters.
  - 4.8.18 Full radiator fan guard.

4.8.19 Performance Test: A performance test will be required on the excavator proposed for purchase by the City of Savannah by the successful low bidder prior to acceptance of same. This test shall be completed without additional cost to the City of Savannah. The test shall be performed as follows: The successful low bidder shall demonstrate the proposed excavator's ability to remain stable with the full length of both tracks, (to include lower undercarriage rollers), firmly on the ground while the Power Tilt swivel and ditch cleaning bucket are mounted on the quick couple mount on the stick and lifting a certified weight of 2000 lbs. During this test, the boom and stick shall be in their fully extended position in a horizontal plane, (parallel to level ground), over the side of the tracks, (perpendicular to the long axis of the tracks). Any excavator failing to meet this performance test shall be automatically rejected. The City of Savannah shall be the sole judge as to the acceptability of a particular excavator based on the above criteria. There shall be no exceptions. This test is necessary to insure machine stability and operator safety.

4.8.20 Counterweight: The maximum available OEM counterweight shall be affixed to and supplied with the excavator.

4.8.21 Mower Attachment: Shall be Fecon brand, Heavy Duty Excavator Mulcher model Bull Hog FMX50 with FGT rotor and samurai knife teeth, (no exceptions taken). All required mounting plates, hoses, additional hydraulic pumps, plumbing, wiring and other components necessary to insure full manufacturer intended operation of the mulcher, coupled to the Power Tilt swivel, shall be installed on and supplied with the excavator. Controls for the mower shall be cab mounted in a position easily accessible to the operator. Hydraulic supply lines shall have quick couple connectors. One complete set of replacement samurai knife teeth shall be supplied with the mower head.

4.9 Delivery: All equipment will be delivered FOB to the City's Vehicle Maintenance Department, 6900 Sallie Mood Drive, Savannah, Georgia 31406. All shipping and handling charges are to be included in the unit price.

5.0 Basis of award: This contract will be awarded to the vendor offering the lowest net price to the City, and meeting or exceeding all specifications herein.

5.1 The City reserves the right to order additional units outside of the number specified herein during the calendar year 2019 and 2020. If the vendor does not desire to provide the unit at the original bid price, the vendor is under no obligation

Proposed language: The bid response shall include all documents required in the bidder's checklist.

All referenced documents must be completed and returned in their entirety to constitute a complete bid.

5.2 Original invoices should be sent to:

City of Savannah  
Accounts Payable  
P.O. Box 1027  
Savannah, Georgia 31402

5.3 The vendor is responsible for determining and acknowledging any addenda issued in connection with this bid solicitation. All addenda issued for this event must be acknowledged in order for a bid to be considered.

5.4 To be awarded bids, vendors must be registered as suppliers on the City of Savannah's website at [www.savannahga.gov](http://www.savannahga.gov).

5.5 This contract will be awarded to the vendor offering the lowest net price to the City, and meeting or exceeding all specifications herein.

**EXCEPTION SHEET**

Event #6754

If the commodity(ies) and/or services proposed in the response to this bid is in anyway different from that contained in this proposal or bid, the bidder is responsible to clearly identify by specification section number, all such differences in the space provided below. Otherwise, it will be assumed that bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions to the stated specifications:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company

\_\_\_\_\_  
Title

**BID PROPOSAL FORM**

**(SUBMIT AS THE COVER SHEET)**

City of Savannah Purchasing Department  
301 West Oglethorpe Avenue  
2<sup>nd</sup> floor  
Savannah, Georgia 31401  
ATTN: Purchasing Director

EVENT NUMBER: 6754

Business Location: (Check One)  
 Chatham County  
 City of Savannah  
 Other

**ALL BIDDERS MUST BE REGISTERED VENDORS ON THE CITY'S WEBSITE TO BE AWARDED AN EVENT. PLEASE REGISTER AT WWW.SAVANNAHGA.GOV.**

**MANUALLY SUBMITTED BIDS MUST BE SUBMITTED ON THIS BID PROPOSAL FORM IN ORDER TO BE CONSIDERED.**

Name of Bidder: \_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

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

Email: \_\_\_\_\_

**DO YOU HAVE A BUSINESS TAX CERTIFICATE ISSUED IN THE STATE OF GEORGIA? (CHECK ONE) YES: \_\_\_\_\_ NO: \_\_\_\_\_**

**FROM WHAT CITY/COUNTY \_\_\_\_\_  
TAX CERTIFICATE #: \_\_\_\_\_ FED TAX ID #: \_\_\_\_\_**

**INDICATE LEGAL FORM OF OWNERSHIP OF BIDDER (STATISTICAL PURPOSES ONLY):  
CHECK ONE: \_\_\_\_\_ CORPORATION \_\_\_\_\_ PARTNERSHIP  
\_\_\_\_\_ INDIVIDUAL \_\_\_\_\_ OTHER (SPECIFY: \_\_\_\_\_)**

**Do you plan to subcontract any portion of this project? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please complete the attached schedule of DBE participation. Also complete the schedule if you will be using any DBE suppliers.**

**ADDENDA ACKNOWLEDGEMENT**

My signature below confirms my receipt of all addenda issued for this proposal.

\_\_\_\_\_  
Signature

\*This acknowledgement is separate from my signature on the fee proposal form. My signature on the fee proposal form will not be deemed as an acknowledgement of addenda.

THE UNDERSIGNED PROPOSES TO FURNISH THE FOLLOWING ITEMS IN STRICT CONFORMANCE TO THE BID SPECIFICATIONS AND BID INVITATION ISSUED BY THE CITY OF SAVANNAH FOR THIS BID. ANY EXCEPTIONS ARE CLEARLY MARKED IN THE ATTACHED COPY OF BID SPECIFICATIONS.

ITEM NO	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	TOTAL
1	Long Reach Excavator	1 each		
2	Ditch Cleaning Bucket	1 each		
3	Fecon Bullhog FMX50	1 each		

TOTAL BID \$ \_\_\_\_\_

**PAYMENT TERMS: PLEASE CHECK ONE AND FILL IN BLANKS**

(Minimum of 10 working days must be allowed for discount to be considered in bid award)

\_\_\_ Less \_\_\_ % \_\_\_ Days Prompt Payment Discount (if offered) (\_\_\_\_\_)

\_\_\_ Net - 30 Days (no discount offered) - 0 -

TOTAL NET BID \$ \_\_\_\_\_  
=====

TIME REQUIRED FOR DELIVERY AFTER RECEIPT OF ORDER: \_\_\_\_\_ DAYS

I certify this bid complies with the General and Specific Specifications and Conditions issued by the City except as clearly marked in the attached copy.

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Authorization Signature

\_\_\_\_\_  
Date



## NON-DISCRIMINATION STATEMENT

The prime contractor / bidder certifies that:

- (1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin, or gender in connection with any bid submitted to the City of Savannah or the performance of any contract resulting therefrom;
- (2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contract or otherwise interested in contracting with this Company, including those companies owned and controlled by racial minorities, cultural minorities, women, and individuals belonging to other socially and economically disadvantaged groups;
- (3) In connection herewith, we acknowledge and warrant that this Company has been made aware of, understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this Company;
- (4) That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;
- (5) That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this Company may hereafter obtain and;
- (6) That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract entitling the City of Savannah to declare the contract in default and to exercise any and all applicable rights and remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and or forfeiture of compensation due and owing on a contract.

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Signature

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Title

**CONTRACTOR AFFIDAVIT AND AGREEMENT**  
Employment Eligibility Verification

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Savannah has registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Savannah, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Savannah at the time the subcontractor(s) is retained to perform such service.

\_\_\_\_\_  
EEV / Basic Pilot Program\* User Identification Number

BY:

\_\_\_\_\_  
Contractor Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

\_\_\_\_\_  
Title of Authorized Officer or Agent of Contractor

\*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).  
\* \* \* \* \*

## **Instructions for Completing Contractor Affidavit and Agreement Form**

As required under Senate Bill 529 – “Georgia Security and Immigration Compliance Act” of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, entitled "Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program," to the Rules and Regulations of the State of Georgia. (See website: [http://www.dol.state.ga.us/pdf/rules/300\\_10\\_1.pdf](http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf).) The new rules designate the “Employment Eligibility Verification (EEV) Basic Pilot Program” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. The EEV/Basic Pilot Program can be accessed at: <https://verify.uscis.gov/enroll/StartPage.aspx?JS=YES>. Bidders shall comply with this new rule and submit with your bid the attached “Contractor Affidavit and Agreement.”

# ***Affidavit Verifying Status for City of Savannah Benefit Application***

By executing this affidavit under oath, as an applicant for a City of Savannah, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a City of Savannah contract for \_\_\_\_\_. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) \_\_\_\_\_ I am a citizen of the United States.

**OR**

2.) \_\_\_\_\_ I am a legal permanent resident 18 years of age or older.

**OR**

3.) \_\_\_\_\_ I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 *et seq.*) 18 years of age or older and lawfully present in the United States.\*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant: \_\_\_\_\_ Date \_\_\_\_\_

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

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\* \_\_\_\_\_  
Alien Registration number for non-citizens.

Notary Public  
My Commission Expires:

***Instruction for Completing Systematic Alien Verification  
for Entitlement (SAVE) Form***

O.C.G.A. § 50-36-1, requires Georgia’s cities to comply with the federal **Systematic Alien Verification for Entitlements (SAVE) Program**. SAVE is a federal program used to verify that applicants for certain “public benefits” are legally present in the United States. Contracts with the City are considered “public benefits.” Therefore, the successful bidder will be required to provide the Affidavit Verifying Status for City of Savannah Benefit Application prior to receiving any City contract. The affidavit is included as part of this bid package but is only required of the successful bidder.