



Request For Bid (RFB)

Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

Marlene Ridgway, Buyer
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Email: mridgway@boonecountymo.org

Bid Data

Bid Number: **86-31DEC02**
Commodity Title: **Back Hoe**

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: **TUESDAY, DECEMBER 31, 2002**
Time: **1:25 P.M. (Bids received after this time will be returned unopened)**
Location / Mail Address: **Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, Room 209
Columbia, MO 65201**

Directions: The Johnson Building is located on the Northeast corner at 6th St. and Walnut St. Enter the building from the East Side. Wheel chair accessible entrance is available on the West side of the building.

Bid Opening

Day / Date: **TUESDAY, DECEMBER 31, 2002**
Time: **1:30 P.M.**
Location / Address: **Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, Room 209
Columbia, MO 65201**

Bid Contents

- 1.0: Introduction and General Terms and Conditions of Bidding**
- 2.0: Primary Specifications**
- 3.0: Response Presentation and Review**
- 4.0: Response Form
Standard Terms and Conditions**

1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:
Purchasing - The Purchasing Department, including its Purchasing Director and staff.
Department/s or Office/s - The County Department/s or Office/s for which this Bid is prepared, and which will be the end user/s of the goods and/or services sought.
Designee - The County employee/s assigned as your primary contact/s for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.
Bidder - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.
Contractor - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.
Supplier - All business/s entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, preferably by fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidders failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder/s whose offer/s provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County.
- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
 1) the provisions of the Contract (as it may be amended);
 2) the provisions of the Bid;
 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** - Any Term and Supply Contract resulting from this Bid will have an initial term of one (1) year, but may be automatically renewed for an additional two (2) years unless canceled by either party commencing with execution of Contract (or on another mutually agreeable start date.)
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

2. Primary Specifications

- 2.1. **ITEMS TO BE PROVIDED** - Year 2003 Model All-Wheel Drive Backhoe Loader with manufacturer's standard equipment and features specified below.
- 2.2. **ACCEPTABLE MODELS** – Cat 420D, Case 580SM and John Deere 310SG
- 2.2.1. **Quantity** – 2 each Note: Vendor will be bidding on two (2) machines.
- 2.3. **MINIMUM TECHNICAL SPECIFICATIONS**
- 2.3.1. **Operating Weight:** A minimum of 16,000 lb. and heaviest configuration shall not exceed 18,200 lbs. Including multi- purpose loader bucket, extendable stick, ROPS/FOPS enclosed cab, rock duty backhoe bucket and counter weight(s).
- 2.3.2. **Engine:** Turbo-charged diesel type, four (4) stroke, four (4) cylinder, direct injection with replaceable flanged press-fit, dry type cylinder liners and fully equipped with all operating accessories. The turbocharged engine SAE net flywheel horsepower shall be a minimum of 84 hp with all-wheel drive disengaged. This net horsepower rating shall be at the flywheel of standard engine equipped with fan, replaceable air cleaner and pre-cleaner with air service indicator, water pump, lubricating oil pump with full flow spin-on type oil filter, fuel pump with water/sediment bowl and spin-on type replaceable filter, hand and foot throttle controls, muffler and 95 amp minimum alternator. The engine shall be equipped with key start/stop system, engine enclosure, grill, front bumper and tilt type hood and a 12-volt direct electric starting and charging system. The starting system shall be equipped with two (2) 12-volt maintenance-free batteries and protective cover, 525 CCA minimum and have electric ether aid for cold weather starting and a 110-volt engine block heater. Standard fuel tank capacity of not less than 34 gallon.
- 2.3.3. **Transmission:** Fully synchronized, power-shuttle, torque converter driven transmission with spin-on type oil filter and a minimum of Four (4) Forward and Four (4) Reverse shuttle clutches/gears. Unit shall be able to change direction and travel speed “on-the-go”. Unit shall have a high gear forward speed of no less than 20 mph. Unit shall be equipped with a transmission disconnect button on the gear shifter and loader to maintain engine and hydraulic speed when dumping into trucks. Unit shall be equipped with Ride-Control for a smooth ride under all operating conditions. Radiator shall have a heavy-duty guard to resist continued impact at low speeds. Transmission, differentials and hydraulics shall have separate fluid reservoirs.
- 2.3.4. **Axles (Front and Rear):** Front Axle, All-Wheel Planetary Drive shall be heavy-duty industrial grade with guard(s) to protect driveshaft. Oscillation shall be no less than 11 degrees each side direction from centerline. Remote grease bank for front axle. Front tires shall ride inside loader bucket cutting width. All-Wheel Drive front axle shall have a minimum static load rating of 25,000 lb. Heavy-duty Planetary Drive rear axle shall have differential lock with “on-the-go” engagement and semi-floating with self-adjusting inboard brakes. Unit shall be equipped with transport tie-downs and optimum number of counterweight(s) that ensure for exact balance of machine.
- 2.3.5. **Brakes:** Brakes shall be inboard oil-immersed and completely enclosed and sealed, fully self-adjusting. Foot-operated dual brake pedals shall be able to be interlocked for road travel. Parking/secondary brakes shall be independent of the service brake system and be able to set parking brake from either loader or backhoe operating position.
- 2.3.6. **Steering:** Hydrostatic power.
- 2.3.7. **Hydraulic System:** Minimum of 36 gpm, backhoe and 28 gpm loader with pressure-controlled, load sensing, pump capable of reaching maximum lift capacity at any engine speed. Maximum hydraulic pump pressure shall be at least 3000 psi for both backhoe and loader and equipped with spin-on replaceable filter, high-pressure hoses and fittings and heavy-duty oil cooler. Note: Each unit shall be equipped with backhoe attachment auxiliary hydraulics and shall include all spool valve(s), directional flow valve(s), hydraulic line(s), and fittings for backhoe bucket quick coupler, extendible dipper stick and hydraulically operated thumb attachment.

2. **Primary Specifications (cont.)**

- 2.3.8. **Operator's Station:** Walk-through, OSHA approved, 72dB(A) sound suppressed, ROPS/FOPS cab with an upgraded deluxe interior package from manufacturer's standard deluxe cab. Cab shall include factory-installed heater/defroster and multiple speed blower with the control in easy reach by the operator from the front and rear of the machine. Cab shall be equipped with two (2) doors and a minimum of five (5) opening windows with inside release latches and rubber floor mat. Machine shall have a lighted console/instrument panel located on the right side of the cab so that it is visible from both loader and backhoe operating positions. Side instruments shall include tachometer, fuel gauge, transmission/converter oil temperature gauge and coolant temperature gauge. Machine shall come standard with all indicators for air cleaner service, brake on, engine coolant, hydraulic oil level sight gauge and engine oil pressure, as well as, engine and electrical system warning lights to signal operator of a machine malfunction. Machine shall come standard with horn, audible backup alarm and electric fuel shut off. Operator's compartment shall come equipped with a deluxe cloth covered air ride suspension seat with armrests and adjustable in the fore/aft position and has a lever that controls the release for rotation at 180 degree swivel from anywhere on a sliding track mechanism. Cab shall be equipped with heavy-duty factory installed air conditioning system that provides the operator with a choice of fresh outside air drawn through filters or re-circulating cab air, front and rear windshield wipers and washers, adjustable tilt steering wheel/console, hour meter, interior cab light(s), cup holder, convex wide-view interior rear-view mirror, toolbox, sun visor, retractable 3 inch wide seat belt, factory tinted glass on all windows, two (2) auxiliary 30-amp 12-volt power outlets, and 12-volt AM/FM electronic stereo radio with antenna and deluxe stereo speakers. Unit shall be painted standard factory color. Unit shall be equipped with vandalism protection.
- 2.3.9. **Lighting Systems:** Machine shall include two (2) front and four (4) rear flood lights actuated by separate switches in addition to two (2) halogen head lights. Machine shall have two (2) stop and two (2) turn signal lights with flashing hazard lamps visible from front and rear. Cab shall be installed with and factory pre-wired for a 12-volt rotating low-profile amber beacon warning light, roof lights and radio; includes installation, all switches, wiring and hardware.
- 2.3.10. **Overall Operating Specification/Dimensions:** Minimum wheelbase of 6 ft. 8 in. Unit shall have a maximum overall transport length of 23 ft. 1 in. and a maximum overall transport height of 11 ft. 9 in.
- 2.3.11. **Loader (Single Tilt):** Loader bucket shall be a heavy-duty multi-purpose or 4 IN 1 type with a minimum SAE heaped capacity of 1.04 cu. yd. Loader control valve must be equipped with return-to-dig and float positions. Loader shall have positive down pressure sufficient to lift tractor front end off level ground, loaded or unloaded. Loader lift cylinder break out force shall be no less than 8,900 lb. Loader dump cylinder breakout force shall be no less than 9,000 lb. Loader shall have a lift capacity to full height of no less than 5,500 lb. Loader shall have sufficient reach forward of radiator guard for a minimum dump clearance of no less than 8 ft. 4 in. with loader bucket at maximum tilt angle. Bucket shall be self-leveling and equipped with a bucket position indicator, skid plates, lift eyes and have bolt-on cutting edge(s). Bucket rollback at ground shall be a minimum of 40 degrees. Loader shall be equipped with a lift cylinder brace to mechanically hold the loader arms in the raised position.
- 2.3.12. **Backhoe:** Backhoe shall be complete with hydraulic stabilizers and stabilizer guards, extendable dipper stick and all controls to make machine complete. Backhoe shall have a minimum digging depth of 18 ft. 1 in. with dipper stick and hi-capacity bucket fully extended. Bucket cylinder shall have a minimum digging force of 12,800 lb. and a dipper stick cylinder minimum digging force of 7,700 lb. with bucket at 50 degree angle. Backhoe shall have a loading height of no less than 11 ft. 5 in. without the use of the extendable dipper stick. Backhoe shall be equipped with a swing transport lock. Backhoe shall be equipped with a boom lock that can be controlled from the seat. Backhoe boom lift capacity at ground level shall be no less than 2,500 lb. Stabilizer spread in the operating position to the center of the pad shall be at least 9 ft. 5 in. Flip-over stabilizer pads must have a dirt grouser and equipped with street pad material. Backhoe shall have stabilizer anti-drift/lock valves as standard equipment. Backhoe shall have a minimum cushioned swing arc of 180 degrees. Backhoe shall be equipped with a heavy duty minimum 30 in. rock type bucket as standard equipment designed for added prying capability and resistance to denting and crushing with a two (2) pin quick coupler, six (6) weld-on adapters and six (6) bolt-on teeth spaced evenly apart and a minimum rotation of 190 degrees. Bucket must have side wear plates and transversely mounted wear strips on the bottom of the bucket to add strength and durability.

2. **Primary Specifications (cont.)**

- 2.3.12.1 **Note:** Backhoe A - shall be equipped with 2-lever/ wobble stick controls as standard equipment; and Backhoe B - shall be equipped with foot swing 3-lever controls as standard equipment; or both Backhoes A and B shall have excavator 2-lever/joystick pilot operated controls that are built into seat arms if unit so equipped as manufacturer's standard equipment and capable of switching backhoe and excavator patterns with a simple turn of a lever. Each backhoe shall be outfitted with a hydraulically operated thumb attachment and sized to fit machine as standard equipment
- 2.3.13. **Tires/Wheels:** Minimum of 19.5L-24, 10 PR R4 rear tires; 12L x 16.5, 8 PR traction type front tires and standard factory wheels. Shall include a spare tire and wheel for front-wheel drive. Rear wheels shall be equipped with spacers for use with tire chains.
- 2.3.14. **Optional Equipment:** Heavy-duty 36 inch ditch cleaning backhoe bucket for trenching, slope cutting, grading and finishing. Bucket shall be internally braced and of the wide shallow design with drainage holes to allow water to drain from material. Bucket must have side wear plates and a thicker cutting edge than standard bucket.
- 2.3.15. **Manuals/Videos:** Operator's manual, safety and operation video, parts book(s) and service/repair manual(s) shall be furnished with each machine upon delivery. Manual(s) may be in the form of CD's or DVD's.
- 2.3.16. **Equipment Training:** The successful vendor agrees to provide an appropriate on-site machine operation and preventative maintenance training program for a maximum of two (2) county operators and two (2) county equipment technicians in sufficient scope as to assure efficient and economical performances and maintenance of the equipment as purchased.
- 2.3.17. **Vendor Service/Repair Facilities:** Because the maintenance and repair of this type equipment is complex and due to the critical nature of our operation, repair parts and service must be adequately and readily available. The vendor shall certify that he/she maintains an adequate stock of repair parts and service items within the area and employs qualified service and repair technicians within the area, available within 12 hours. The vendor should state in the returned bid response the location of the service and repair facility, parts depot, and credentials of the service and repair person(s).
- 2.3.18. **Labor and Part Rates:** The County is interested in contracting repair labor and original equipment manufacture parts with awarded contractor for a minimum of 5 years. Bidder will be asked to provide a fixed hourly labor rate and a percentage markup on OEM parts. Any additional charges must be identified in the bidder's response.
- 2.3.19. **Demonstration:** Prior to awarding the bid, vendor(s) may be requested to demonstrate equipment on-site at the Boone County Public Works Department to determine the most feasible and suitable machine for the operation. Evaluation will be based upon engine power and performance, loader and backhoe hydraulic system performance and production, fuel consumption, loader and backhoe breakout force and lift capacity, operator cab configuration, comfort, conveniences, operator visibility 360 degrees, and ease of maintenance and repair, as well as, scheduled preventative maintenance costs.
- 2.3.20. **Deviation(s):** Any deviation(s) to the above specification(s) shall be listed on a separate sheet(s) of paper and attached to the response form stating section number, component(s) with deviation(s) and a clearly defined explanation for deviation(s).
- 2.3.21. **Warranty:** A full machine, 7 year / 5500 hour warranty shall be applied to each machine.
- 2.4. **Scheduled Maintenance Costs:** The county recognizes that scheduled maintenance is a significant part of the overall cost of operating a backhoe and is, therefore, asking for its inclusion as part of the total cost of the units bid. This shall be used as part of the bid evaluation. Included as Attachment A, the scheduled maintenance calculation form shall be completed in its entirety and submitted with the vendors bid proposal. The total amount shall be completed in its entirety. The total amount shall be used to compute the bid unit's total cost. Any falsification or non-compliance of this section shall be reason for disqualification.
- 2.5. **Designee** – Boone County Public Works
- 2.5.1. **Contact** – Marlene Ridgway, Boone County Purchasing Department 601 E. Walnut, Room 209, Columbia, MO 65201. Telephone: 573-886-4392 Facsimile: 573-886-4390 Email: mridgway@boonecountymmo.org
- 2.6. **Delivery:** Units shall be delivered with Bill of Sale and Manufacturer's Statement of Origin.

2. **Primary Specifications (cont.)**

2.6.1. **Delivery Terms:** FOB Boone County Public Works Department, Maintenance Operations, 5551 Highway 63 South, Columbia, MO 65201

2.7. **ADDITIONAL TERMS AND CONDITIONS:**

2.7.1. Equipment shall be properly serviced, including grease and oil to the proper levels.

2.7.2. Vendor to include product literature for each proposed piece of equipment.

2.7.3. Bid evaluation will be based on quality, reliability, delivery time ARO, and cost. Quality and reliability may be determined by using information contained in product reviews from established publications and demonstration of machine.

3. Response Presentation and Review

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Advice of Award** - If you wish to be advised of the outcome of this Bid, the results may also be viewed on our web page www.showmeboone.com.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page, all Responses will be opened in public. Brief summary information from each will be read aloud, and any person present will be allowed, under supervision, to scan any Response.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** - The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** - The County will evaluate submitted Responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** - The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
- 3.5.3. **Endurance of Pricing** - Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

4. **Response Form**

4.1. Company Name: _____

4.2. Address: _____

4.3. City/Zip: _____

4.4. Phone Number: _____

4.5. Fax Number: _____

4.6. Federal Tax ID: _____

4.6.1. () Corporation

() Partnership - Name _____

() Individual/Proprietorship - Individual Name _____

() Other (Specify) _____

4.7.	PRICING	UNIT PRICE	QTY	EXTENDED TOTAL
4.7.1.	2003 Model Backhoe per Section 2	\$	2	\$

4.8. **Cash Discount** \$_____ net _____ days

4.9. **Less Trade-In**

4.9.1. Backhoe, 1993 Case 580 SK, Ser# JJG0173508, Hours 4,000 \$_____

4.9.2. Backhoe, 1993 Case 580 SK, Ser# JJG0173527, Hours 5,200 \$_____

4.10. **SUB TOTAL** \$_____

4.11.	OPTIONAL EQUIPMENT	UNIT PRICE	QTY	EXTENDED TOTAL
4.11.1.	Backhoe Trenching Bucket per 2.3.14.	\$	1	\$

4.12. **GRAND TOTAL (4.10 +4.11.1.)** \$_____

4.13. Hourly Labor/Repair Rate per section 2.3.24. \$_____

4.14. Percentage discount off list price of OEM parts

4.15. Describe any warranty restrictions:

4.16. Delivery After Receipt of Order: _____

4. **Response Form (cont.)**

4.15. **The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid which have been read and understood, and all of which are made part of this order.** By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

4.15.1. Authorized Representative (Sign By Hand):

_____ Date: _____

Print Name and Title of Authorized Representative

4.16. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

_____ Yes _____ No

ATTACHMENT A

Instructions: The intent of this form is to determine the total scheduled maintenance costs that can be expected during the first 5,000 hours of ownership. Service intervals, number of grease fittings, and capacities should be taken directly from the manufacturer's lubrication and maintenance manual. Unit costs given are equal for all vendors. Although there may be a slight variance due to refill capacities, these total costs are made up of labor, overhead, lost production, gaskets, lubricants, filters, and supervisory time. The comparison examines the service intervals for the various units bid and assumes that the manufacturer's recommendations, if followed exactly, will allow the costs that are to be incurred on each unit, to be calculated with reasonable accuracy.

A. Grease Fittings: (Per one (1) unit)

Determine the number of fittings at each interval, insert each number as indicated (if none, write none). Perform calculations and total in the last column.

Total Hrs. Operation	Service Interval	x	No. of Fittings x	Cost Per Fitting	=	Total Cost (a)
5,500	10	x	_____	\$.55	=	_____
5,500	50	x	_____	\$.55	=	_____
5,500	100	x	_____	\$.55	=	_____
5,500	200	x	_____	\$.55	=	_____
5,500	250	x	_____	\$.55	=	_____
5,500	500	x	_____	\$.55	=	_____
5,500	1000	x	_____	\$.55	=	_____
5,500	2000	x	_____	\$.55	=	_____
				TOTAL COST	=	\$ _____

B. Engine Oil and Filter: (Per one (1) unit) From manufacturer's maintenance manual determine crankcase drain and refill interval. Insert this hourly number and perform the calculation to arrive at the total cost for an engine oil change.

Total Hrs. Operation	Service Interval	x	Cost Per Change	=	Total Cost (b)
5,500	_____	x	\$65.00	=	\$ _____

C. Transmission Oil: (Per one (1) unit) From manufacturer's maintenance manual determine transmission drain and refill interval. Insert this hourly number and perform the calculation to arrive at the total cost for a transmission oil change.

Total Hrs. Operation	Service Interval	x	Cost Per Change	=	Total Cost (c)
5,500	_____	x	\$115.00	=	\$ _____

D. Other Fluid or Oil Changes: (Per one (1) unit) From the manufacturer's maintenance manual determine the hydraulic system's drain and refill interval. Insert this hourly number, insert the total capacity (in gallons) and perform the calculation to arrive at the total cost for a hydraulic system service.

Total Hrs. Operation	Service Interval	x	Hydraulic System Capacity (Gal.) x	Cost per Gallon	=	Total Cost (d)
5,500	_____	x	_____	\$4.25	=	_____

TOTALS: (Per one (1) unit) Listed below are each of the categories just calculated. Insert the total number of each category in the space provided and add the column.

a. Grease Fittings	\$ _____
b. Engine Oil and Filters	\$ _____
c. Transmission Oil	\$ _____
d. Other Fluids and Oil Changes	\$ _____
TOTAL SCHEDULED MAINTENANCE COSTS:	
Per one (1) unit	\$ _____
Per two (2) units	\$ _____



Standard Terms and Conditions

Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

Marlene Ridgway, Buyer
573/886-4392 - FAX 573/886-4390

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Quotation and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the quotation and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed shall disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine will be accepted.
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.