GENERAL CONDITIONS OF INVITATIONS TO BID

1. PREPARATION OF BIDS
   Bids will be prepared in accordance with the following:
   (a) Our enclosed Bid forms are to be used in submitting your bid.
   (b) All information required by the Bid form shall be furnished. The bidder shall print or type his name and manually sign the schedule and each continuation sheet on which any entry is made.
   (c) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
   (d) Proposed delivery time must be shown and shall include Sundays and holidays.
   (e) Bidder will not include federal taxes nor State of Alabama sales, excise, and use taxes in bid prices as the City is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.
   (f) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions and all other contract documents.
   (g) Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment as required by the bid conditions. No plea of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.
   (h) Bidders are advised that all City Contracts are subject to all legal requirements provided for in the Purchasing ordinance and/or State and Federal Statutes.

2. DESCRIPTION OF SUPPLIES
   (a) Any manufacturer’s names, trade names, brand name, or catalog numbers used in specifications are for the purpose of describing and establishing general quality levels. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. Bids will be considered for any brand which meets the quality of the specifications listed for any items.
   (b) Bidders are required to state exactly what they intend to furnish, otherwise they shall be required to furnish the items as specified.
   (c) Bidders will submit, with their proposal, data necessary to evaluate and determine the quality of the item(s) they are bidding.

3. SUBMISSION OF BIDS
   (a) Bids and changes thereto shall be enclosed in sealed envelopes addressed to David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, Alabama 35401. The name and address of the bidder, the date and hour of the bid opening and the material or service bid on shall be placed on the outside of the envelope.
   (b) Bids must be submitted on the forms furnished. Telegraphic bids will not be considered.

4. REJECTION OF BIDS
   (a) The City may reject a bid if:
      1. The bidder misstates or conceals any material fact in the bid, or if,
      2. The bid does not strictly conform to the law or requirement of bid, or if,
      3. The bid is conditional, except that the bidder may qualify his bid for acceptance by the City on an "all or none" basis, or a "low item" basis. An "all or none" basis bid must include all items upon which bids are invited.
   (b) The City may, however, reject all bids whenever it is deemed in the best interest of the City. The City may also waive any minor informalities or irregularities in any bid.

5. WITHDRAWAL OF BIDS
SLOPE MOWER

PRELIMINARY BID TAB WILL BE POSTED ON THE CITY’S WEBSITE ONCE AVAILABLE at https://www.tuscaloosa.com/bids.
SPECIAL CONDITIONS

The General Conditions of Invitations to Bid and any Special Conditions stated shall be considered as part of the specifications of the bid.

Reference to brand names and numbers is descriptive, but not restrictive, unless otherwise specified. Bids on equivalent items meeting the standards of quality thereby indicated will be considered, providing the bid clearly describes the article offered and indicates how it differs from the referenced brands. Descriptive literature and manufacturer’s specifications plus any supplemental information necessary for comparison purposes must be submitted with the bid or the bid on that item will be rejected. Reference to literature submitted with a previous bid or on file with the Division of Purchasing will not satisfy this requirement. The burden is on the bidder to demonstrate that the item bid is equivalent to the item specified in the ITB. Any exceptions taken to any item(s) must be fully explained in written detail on bidders’ letterhead and attached to the bid when submitted.

Awards shall be made or contracts entered into with the lowest responsible bidder(s) meeting all specifications and terms and conditions established by the Division of Purchasing. The Division of Purchasing reserves the right to determine the lowest responsible bidder on the basis of an individual item or group of items. Delivery dates may be a factor in awards. Local Bidder Preference will be used in bid evaluation in accordance with State of Alabama Bid Law Section 41-16-50(a).

The issuance of a City of Tuscaloosa Purchase Order or Purchasing Card is required to constitute a contract between the vendor and the City of Tuscaloosa, which shall bind the vendor to furnish and deliver the commodities and/or services ordered at the prices, terms, and conditions quoted.

Questions concerning the bid process should be directed to David Coggins at (205) 248-5186 or dcoggins@tuscaloosa.com (e-mail is preferred). Questions concerning Specifications should be directed to Amy Whitson at (205) 248-5251 or awhitson@tuscaloosa.com.

Any addendums issued for this bid will be posted on the City Of Tuscaloosa website at http://www.tuscaloosa.com/bids. It is the responsibility of the bidder to check this page for any addendums before submitting their bid.

Vendor to submit the following:

- Signed Special Conditions page
- Any necessary descriptive literature and/or specifications information as outlined above and/or elsewhere in this document (see page 5)
- Completed and signed Specifications pages
- Completed and signed Bidder’s Response Form

NOTE: Sheet(s) submitted without Company Name & Signature WILL NOT be considered for bid award.

VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.

Bid submissions shall be submitted in a sealed envelope and addressed to: David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, AL 35401. The name and address of the bidder, the date and hour of the bid opening and the Bid Title shall be placed on the outside of the envelope.
MINIMUM SPECIFICATIONS FOR SLOPE MOWER

It is the intent of these specifications to describe a Slope Mower as needed by the City Of Tuscaloosa. These specifications are describing and stating the minimum requirements needed for this Slope Mower to perform necessary functions and tasks for various City departments. The City intends to make a purchase of one (1) Slope Mower as a result of this bid. Additionally, the City reserves the right to purchase additional quantities of the awarded items for a period of 180 days after bid award date.

Bids submitted that do not meet all of these minimum specifications, or equal to, are subject to bid rejection. Bidders stating equal to must provide documentation to support their statement. Bidder shall choose either “YES” or “NO” for each specification item listed below by placing a check mark in the appropriate box. This form must be correctly completed and returned in order to constitute a valid bid. Failure to do this will subject your bid to rejection. ALL NO ANSWERS MUST BE FULLY EXPLAINED ON BIDDER’S LETTERHEAD.

DETAILED MINIMUM SPECIFICATIONS

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
<th>ITEM</th>
<th>SPECIFICATION</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>1.</td>
<td>Mower shall have an operator safety switch with a lanyard that attaches to the operator. The switch shall function as an emergency brake and safety switch that cuts off and temporarily brakes the machine in the event the operator activates the switch and/or is separated from the machine for any reason.</td>
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<td>2.</td>
<td>Mower shall be equipped with a twin, closed loop hydraulic system that includes hydraulic pumps and motors to power both the forward and reverse rotation of the wheels. Shall contain a 14-gallon minimum hydraulic reservoir with a 10-micron filter system. Total hydraulic system capacity shall be a minimum of 16 gallons.</td>
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<td>3.</td>
<td>Each hydraulic drive system shall be independently controlled through hand-activated directional control levers for direct drive wheel steering. The hand levers shall be independently advanced to rotate the wheels forward or moved backwards from the neutral position to rotate the wheels backwards. One set of drive wheels must be capable of rotating forward while the other set is rotating backwards in order for the machine to turn with a “zero” turning radius, on both flat ground and on slopes.</td>
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<td>4.</td>
<td>Operational braking shall be accomplished by returning the hand controls towards the neutral position. When in neutral, the machine’s movement shall be braked whether the machine is running or not, and allowing only moderate creep on slopes. When released, the spring-loaded handles shall return automatically to the neutral position, braking the machine in less than one foot per mph.</td>
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<td>5.</td>
<td>Mower shall have automotive type disc parking brake located on the two drive wheel assemblies. The brakes shall be actuated simultaneously through an independent cable system.</td>
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<td>6.</td>
<td>Mower shall be equipped with free-wheeling device that releases the hydraulic lock for towing.</td>
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<td>7.</td>
<td>Mower shall be equipped with tilting seat with restraining arms. The seat shall tilt automatically without the use of sensing devices such as mercury switches. For safety, the chassis shall remain fixed, stationary, and shall not articulate or tilt.</td>
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<tr>
<td>ITEM</td>
<td>SPECIFICATION</td>
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<td>8.</td>
<td>Mower shall be equipped with dual drive wheels (two sets) with minimum 26x12.00-12 4-ply tractor tread tires. The cutter assembly shall be supported by two (2) front-mounted, caster type 19” x 6” solid segment tires.</td>
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<td>9.</td>
<td>The cutter deck shall be driven hydraulically with a pump that is driven directly by the engine, with no belts. The deck’s drive motor shall be a heavy-duty unit that incorporates extra heavy gearings and housing.</td>
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<td>10.</td>
<td>All controls shall be located within easy reach of the operator. The following controls and indicators shall be included: throttle, engine warning lights, ignition switch, cutter engagement lever, propulsion control levers, operator safety switch, parking brake.</td>
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<td>11.</td>
<td>Cutter assembly shall be an extra heavy duty, rear discharge type that will perform high speed mowing in both refined and rough applications. Cutter assembly shall support the chassis from the front while pivoting to the sides in order to cut the contour of the turf. Cutter shall trim on both sides.</td>
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<td>12.</td>
<td>Cutter assembly shall be equipped with three (3) heat-treated, alloy steel blades, minimum 3/8” thick and 2 1/2” wide. Blades shall be mounted on minimum 1” diameter hardened and ground alloy steel shafts, each supported by two (2) precision ball bearings enclosed in a heavy machined housing.</td>
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<td>13.</td>
<td>Deck sides shall be skidded with 1” diameter solid steel skids.</td>
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<td>14.</td>
<td>Minimum cutting height range shall be 1 1/2” to 6 1/2”.</td>
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<td>15.</td>
<td>Engine shall be a minimum 38 hp diesel, cast iron, overhead cam, water-cooled that is specially modified for steep slope mowing. Engine air cleaner shall be a multi-stage centrifugal type with replaceable filter element.</td>
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<td>16.</td>
<td>Mower shall be able to perform normal, rough, and refined general purpose mowing as well as steep slope mowing at up to 40-degree angles. Straight uphill and downhill operation shall not be acceptable.</td>
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<td>17.</td>
<td>Mower shall be delivered fully assembled and ready for operation.</td>
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<td>19.</td>
<td>Mower shall be designed not to start with blades and/or propulsion system engaged.</td>
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<td>20.</td>
<td>Mower shall be equipped with roll bar and retracting seatbelt.</td>
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**IMPORTANT:** Bidder shall include with their bid complete specifications information and any additional descriptive literature necessary for City personnel to evaluate the mower submitted for consideration. Bidder shall also include warranty information with their bid submission.
BIDDER’S RESPONSE FORM

MESSAGE TO BIDDERS: Please review your bid documents for accuracy, completeness, required documentation, and necessary signatures before submitting. Please label the outer mailing/shipping package with the bid information as directed.

MAKE/MODEL: ________________________________________________________

BID PRICE: _______________________________________________________

DELIVERY TIME: ______________________________________________________

BIDDER INFORMATION

COMPANY NAME: _____________________________________________________

CONTACT PERSON: ____________________________________________________

COMPLETE MAILING ADDRESS: __________________________________________

________________________________________

________________________________________

AUTHORIZED SIGNATURE: ______________________________________________

PRINTED NAME: ________________________ ______________________________

TELEPHONE NUMBER: __________________________________________________

E-MAIL ADDRESS: ______________________________________________________

COPIES SUBMITTED: __________________________

VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.

Awarded bidder(s) may be required to obtain a City of Tuscaloosa business license in order to provide goods and/or services in response to this bid and subsequent contract(s). Inquiries regarding business license requirements should be directed to the City’s Revenue & Financial Services Division at (205) 248-5200. Failure to obtain and maintain required city business license(s) may result in rescinding of bid award and contract termination.

Note: By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

FAILURE TO COMPLETE ALL OF THE ABOVE WITH AN AUTHORIZED SIGNATURE MAY SUBJECT BID TO REJECTION.