



**COBB COUNTY
PURCHASING DEPARTMENT**

122 Waddell Street NE
Marietta, GA 30060
770.528.8400 • fax: 770.528.8428
purchasing@cobbcounty.org

William J. Tommie, Jr., CPPO
Purchasing Director

ADDENDUM No. 1

**Sealed Bid # 17-6221
Request for Proposal
Tractors, Mowing Equipment, Implements, and Parts & Services
Cobb County Purchasing Department**

Date: January 20, 2017

Page 1 of 15

The following addendum hereby amends and/or modifies the Proposal Documents and specifications as originally issued for this project. All proposers are subject to the provisions of this Addendum.

This Addendum consists of:

- *Bid Due Date Has Been Postponed until February 2, 2017 at 12:00*
- *Minutes, Questions, Clarifications from Pre-Bid Meeting held on January 11, 2017*
- *Questions Submitted in Writing*
- *Sign-In Sheets from Pre-Bid Meeting*
- *Revised Bid Price Form – Part A: Tractors*
- *Revised Bid Price Form – Part B: Mowing Equipment*
- *Revised Bid Price Form – Part C: Implements*

Receipt of addendum **MUST** be acknowledged in the submitted proposal. It is the Proposer's ultimate responsibility to ensure that they have all applicable addenda prior to bid submittal.

This acknowledgment form must be signed, dated, and included with your submitted proposal

Company Name

Date

Signature

Please Print Name

All bids must be received before 12:00 (noon) by the Bid Opening date. Bids shall be delivered to Cobb County Purchasing Department, 122 Waddell Street, Marietta, GA 30060.

ADDENDUM No. 1

**Sealed Bid #17-6221
Request for Proposal
Tractors, Mowing Equipment, Implements, and Parts & Services
Cobb County Purchasing Department**

Date: January 20, 2017

A. Pre-Proposal Meeting - January 12, 2017, 10:00 AM, Purchasing Meeting Room, 122 Waddell Street, Marietta, GA 30060

1. Bid Submission Procedures

- Bids are due February 2, 2017 before 12:00 PM, noon at the Cobb County Purchasing Department, 122 Waddell Street, Marietta, GA 30060. **Please note the new address for Purchasing behind the parking garage at 100 Cherokee Street.** Be advised that GPS services may not direct you to the correct location.
- Late bids will not be accepted.
- Bids will be opened at 2:00 PM on the same day in the Cobb County Purchasing Conference Room, 122 Waddell Street, Marietta, GA 30060.
- The bid opening may also be watched on Cobb County's government access channel CobbTV or the website (www.cobbcounty.org).
- A Georgia Security & Immigration Act Affidavit (Exhibit A) must be included with the bid. It must be signed and notarized; it must include the e-verify number to be deemed as completed; if it is not included, the bid will be deemed non-responsive.
- Mark all packages with the company name and bid number. *Use the label in the bid package.*
- If Addenda are issued, receipt of each addendum **MUST** be acknowledged in the submitted proposal. It is the Proposer's ultimate responsibility to ensure that they have all applicable addenda prior to bid submittal. The acknowledgement form issued with each addenda must be signed, dated, and included with your submitted proposal. Failure to acknowledge addenda may result in the bid being nonresponsive.
- One original, plus two (2) copies and 10 CDs or Flash drives of the bid must be submitted. Mark the original copy with the number 1.
- All questions must be submitted to Cobb County Purchasing Department January 17, 2017 at 5:00pm. Questions may be faxed to (770) 528 – 1154 or emailed to purchasing@cobbcounty.org. Please reference the bid number and bid title on all questions.
- See the attached sign in sheet from the pre-bid conference.

2. General Notes Presented During the Meeting

- This Request for Proposal is in partnership with U.S. Communities, a nationwide cooperation purchasing program for public agencies. Objective is to provide a comprehensive competitively solicited Master Agreement offering Products and Services to Participating Public Agencies and to achieve cost savings for Suppliers and Participating Public Agencies to achieve cost effective pricing. The estimated dollar volume of Products and Services purchased under the Master Agreement.
- The Supplier is required to execute the U.S. Communities Administration Agreement unaltered (attached in the U.S. Communities Information Section) and submit with the supplier's proposal without exception or alteration. Failure to do so may result in disqualification.
- Supplier Qualifications on page 36 details how U.S. Communities works with suppliers.
- Supplier Worksheet on Page 42 outlines specific qualifications that suppliers are required to meet for National Program consideration.
- Review MICPA (Master Intergovernmental Cooperative Purchasing Agreement) on page 63.

3. Questions Submitted in Writing

1. **Question:** On page 94 of the RFQ item #4 asks for a 72" Zero turn gasoline, but on page 101 under the specifications is the request for diesel. Unsure if I should bid a gas or diesel unit.
Answer: On Appendix B, Mowing Equipment, items # 1, 2, and 3 are gasoline engines. Items 4-9 shall be diesel engines.
2. **Question:** On the RFQ, Item 4 is requesting a 72" mid mount gasoline zero turn but the description found on page 102 asks for a 25 HP diesel.
Answer: See answer to Question 1.
3. **Question:** For our company, Brim Tractor Company, Inc., should we submit a complete product price list for the equipment covered in the "Description of Opportunity" portion of the RFP for the city of Seattle?
Answer: No.
4. **Question:** We were approached to gauge our interest in participating in this bid. I was informed that due to the unique nature of our grounds maintenance equipment and the fact that the bid would not be spec'd out to our product, that we would need to submit under an 'Other' category. However, upon review of the bid I did not locate an 'Other' category. Which of the following options would be the best way for us to respond?

- 1) Submit under a current item/category and notate where we differ from the minimum requirements.
- 2) Submit without designating an item/category.

Also, is it required to register as a vendor with Cobb County prior to submitting a bid?

Answer: *Please submit under a current item/category and notate the difference from the minimum requirements. It is not necessary to be a register vendor to submit a proposal, however, the selected vendor(s) will need to be registered with the County prior to order fulfillment.*

5. **Question:** Regarding pricing, instead of offering a flat rate discount for all products, would it be possible to provide a flat rate discount per product series?

Answer: *See answer to Question 19.*

6. **Question:** Regarding freight, would it be acceptable to have the customer contact the dealer or AGCO Corp to request a freight quote? There are several factors involved that makes it difficult to provide a national program.

- a. For example, size of equipment will vary based on product configuration and size from 1500 lbs. subcompact to 50,000 lbs. Ag tractors. Could have additional permit requirements for oversized loads.

- b. We have assembly/port centers based in the US. Baltimore, MD, Galveston, TX and Tacoma, WA.

- c. We have 3 production centers in the US. Hesston and Beloit, KS and Jackson, MN.

- d. If we were to provide freight table could we keep it confidential.

Answer: *See answer to Question 20.*

7. **Question:** Regarding the Contractor Affidavit Exhibit A, does the BY. AUTHORIZED OFFICER or Agent have to be signed by an official officer of the company. Is our VP of Human Resources eligible to sign?

Answer: *This document must be signed by an officer with designated signature authority by the firm or organization.*

8. **Question:** Regarding the Immigration Compliance Certification, are we being asked to list all employees who will represent our firm under the Project Name Description? Can the "Signature of Officer" be our VP of Human Resources?

Answer: *No, this requirement applies mainly to construction contracts and is not applicable to this solicitation.*

9. **Question:** Regarding the Subcontractor Affidavit, are we to have our 600+ participating dealers sign?

Answer: *No, this requirement is not applicable to this solicitation.*

10. **Question:** Regarding the Experience section, we sell all of our products through a dealer and distribution network. We as the manufacturer historically have not owned any governmental contracts. Are we allowed to list our top dealers who sell within the governmental space?
Answer: *Please see Question 22.*
11. **Question:** Regarding the bid opening day, are you willing to push the due date an additional week as we wait for answers to the questions submitted?
Answer: *Yes, the bid due date has been postponed until noon, EST, on Thursday, February 2, 2017.*
12. **Question:** Regarding the tractor technical specifications in Appendix A:
- Cab or platform tractors?
Answer: *For all tractors specified in Appendix A, the minimum requirement is for a platform tractor. However, agencies may purchase a cab as an option with a percentage off manufacturer's list price.*
 - Are you looking for radial or R1 type bias ply Ag type tires? Typically tractors <75 HP are available/equipped with bias ply Ag tread pattern?
Answer: *The minimum requirement shall be a R1 type bias ply Ag type tire.*
 - Where is your loader capacity spec measured? Usually they are spec'd at the bucket pivot pin or 800 mm. forward of pivot on larger loaders.
Answer: *The minimum specification will be the bucket pivot pin.*
13. **Question:** Item 1: The power loss between the rated engine HP 105 and PTO 70 seems too great. Are you looking for a tractor that must have a 105 engine or do you need 70 HP for PTO? We offer a large utility tractor at 105 engine HP that produces 92 PTO HP at a base weight of 9,195 lbs. (4 wheel drive platform without ballast or loader) and a small utility tractor with 100 engine HP that produces 88 PTO HP at a base weight of 7,734 lbs. (4 wheel drive platform without ballast and loader).
Answer: *The PTO for a 105 HP engine shall be 75 – 85% of the engine HP.*
14. **Question:** 3 PT hitch listed should be CAT 2 not CAT 1 for a tractor of this size. Capacity is usually measured at 24" from link ends on larger tractors.
Answer: *The minimum requirement shall be a Category 2.*
15. **Question:** The spec is showing 16 engine HP with 19 PTO? Did you intend 19 engine with 16 PTO HP?
Answer: *Yes, the specification shall be 19 HP and 16 PTO.*
16. **Question:** Will U.S. Communities and Cobb County accept a bid from a group of national distributors of a manufacturer who is already on other national purchasing agreements?
Answer: *As referenced in the Supplier Commitments, (a), Corporate Commitment, (i), on page 37 of the RFP, the Master Agreement resulting from this solicitation should be the Supplier's primary contractual offering to Public Agencies.*

4. Questions Asked During the Pre-Proposal Meeting

17. **Question:** In Item #1, Appendix B, can the walk behind self-propelled mower specification be changed from a 42” deck to a 36” deck?
Answer: *Yes, the minimum deck specification shall be 36”.*
18. **Question:** On the original copy, can we submit the catalog or marketing material electronically or does it need to be in paper form?
Answer: *One copy of the catalogs or marketing material shall be submitted in paper form along with the original proposal. All other copies shall be submitted in electronic format.*
19. **Question:** Can discounts be provided in a series or subcategories of equipment instead of offering a flat rate discount for all other products?
Answer: *Discounts by subcategory may be provided in lieu of one discount overall. If you choose to propose discounts in this format, please provide them in an Excel spreadsheet with the following columns included: Manufacturer Name, Subcategory Name, Discount % from Manufacturer list.*
20. **Question:** How will freight be applied to these products?
Answer: *As requested in Section 5.6, Pricing, proposals shall include information and solutions on how freight rates will best be applied in a national contract with multiple shipping points. We are looking for practical solutions from proposers that will provide overall best value to agencies utilizing the contract.*
21. **Question:** Will a financial statement that is public advertised be sufficient? What documents are required?
Answer: *Financial Statements will be accepted in any form provided that they include an Income Statement and Balance Sheet. Although not a mandatory requirement, we prefer that financial statements be audited and certified. Financial statements are being required to ensure that prospective contractors have the financial capability to fulfill the requirements of the contract on a national basis.*
22. **Question:** Under Section B, Relevant Experience and Reference Responses, we are the manufacturer and have a network of dealers and distributors that sell on our behalf and they typically own and handle the state and local contracts. Will I be able to list those dealers in my response?
Answer: *Please provide references that reflect your proposed distribution model for this contract.*
23. **Question:** Will the 24.8 HP be accepted for the 25 HP? A 2% difference in HP can significantly increase the price of the tractor.
Answer: *25 HP has been listed as the minimum HP requirement.*

24. **Question:** For multiple lines of implement manufacturers that we represent, would you like us to submit pricing for each manufacturer and what we offer per item?

Answer: Yes. Please provide a discount by manufacturer (or subcategory) in the format provided in Question 19.

25. **Question:** What if the manufacturer is listed on another nationwide cooperative agreement? Can we submit those as well?

Answer: As referenced in the Supplier Commitments, (a), Corporate Commitment, (i), on page 37 of the RFP, the Master Agreement resulting from this solicitation should be the Supplier's primary contractual offering to Public Agencies.

26. **Question:** Will there be two separate awards? For Cobb County vs. U.S. Communities only?

Answer: See Multiple Awards section on page 11 of the RFP. Although the County has the ability to award in whatever way they determine to be in the best interest of the County and participating Public Agencies, proposals are being solicited jointly by Cobb County Government and U.S. Communities and it is the intent to make a single award.

27. **Question:** Are there any other fees associated with this?

Answer: There are no fees associated with submitting a proposal in response to this RFP. If awarded a contract, the supplier is responsible for the Administrative Fees outlined in Section 5.1 of the U.S. Communities Administration Agreement on page 57 of the RFP.

28. **Question:** Can anything not listed in the implement list be submitted if they belong in the same category?

Answer: Fixed pricing should be provided for an implement that meets the specifications for each listed line item. Proposers should also provide a fixed percentage off manufacturer's list price for all other types of implements they can offer. Proposers can provide discount by subcategory as outlined in Question 19.

29. **Question:** Gang and Rotary should not be listed in the same sentence, it doesn't make sense. Can this be changed?

Answer: Remove 'Gang' and specify as rotary or reel.

5. Clarifications to Specifications

Please note changes on the following item numbers on the Bid Price Form. The revised Price Form shall be submitted with your proposal.

- Page 99, item 4: change minimum HP from 16 to 19.
- Page 101, item 4: change deck size from 42" to 36".
- Page 102, item 4 should: change from *gasoline* to *diesel*.
- Page 102, item 4: change from *gasoline* to *diesel*.
- Page 102, item 6: change minimum for fuel tank from 10 (ten) gallon to 8 (eight) gallon fuel tank.
- Page 102, item 7 should state: 22 horsepower *diesel* engine, not 22 horsepower gasoline engine.
- Page 103, items 8 and 9: remove 'gang' from the item description

PRE- PROPOSAL CONFERENCE

Sealed Bid # 17-6221

Request for Proposal

Tractors, Mowing Equipment, Implements, and Parts & Services

January 12, 2017

REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	E-MAIL ADDRESS
STEVE RICKE	MANINDRA USA	813/631-0000	STEVE@FEDERALCONTRACTCORD.COM
CLARK DICKE	FEDERAL CONTRACT	813-294-2259	CLARK@FEDERALCONTRACTCORD.COM
Scott Roemer	EXMARK	404-787-1363	SCOTT ROEMER@BLALOCK MACHINERY.COM
DAVID WILHOIT	D&K SOUTHERN POWER EQUIP MARIETTA, GA	770-401-0546	D.WILHOIT@ATT.NET
Neal Coulter	Grasshopper / Moridge Mfg	252-406-5233	ncoulter@grasshoppermower.com
Jeff Hammock	Grasshopper / Moridge Mfg	706-570-8550	jhammock@grasshoppermower.com
Jamey Smith	Jerry Pate Company	770-990-9736	jsmith@jerrypate.com
Joe Tommie	Cobb County Purchasing	770-528-8475	joe.tommie@cobbcounty.org

*Please note that contact information provided to a government agency may be subject to public release as required by Georgia's open records law.

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PRE- PROPOSAL CONFERENCE

Sealed Bid # 17-6221

Request for Proposal

Tractors, Mowing Equipment, Implements, and Parts & Services

January 12, 2017

REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	E-MAIL ADDRESS
Alexis Turner	U.S. Communities	214 629 2056	aturner@uscommunities.org
Korey Maryland	AGCO Corp	404-216-2509	Korey.maryland@agcocorp.com
Dan Mearkle	AGCO CORP	770-232-8076	dan@p.mearkle@agcocorp.com
Jim Freeman	Atlanta Equipment - Cobb Co. Div	770-794-0500	jfe@atl equ.com

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REVISED
Bid Price Form
Tractors, Mowing Equipment, Implements, and Parts & Services
Bid # 17-6221
Part A- Tractors

Item No	QTY	Description	Unit Price
1	1	Medium/Heavy Duty Tractors, minimum 105 horsepower, diesel MFG/Model _____	\$ _____
2	1	Standard Utility Tractors, minimum 48 horsepower, diesel MFG/Model _____	\$ _____
3	1	Compact Utility Tractors, minimum 25 horsepower, diesel MFG/Model _____	\$ _____
4	1	Sub Compact Tractors, minimum 19 horsepower, diesel MFG/Model _____	\$ _____
		Percent off Manufactured Suggested Retail Price on all other Mowers and related equipment	\$ _____

REVISED
Bid Price Form
Tractors, Mowing Equipment, Implements, and Parts & Services
Bid # 17-6221

Part B- Mowing Equipment (See Appendix B - Mowing Equipment Specifications)

Item No	QTY	Description	Unit Price
1	1	Walk Behind Self Propelled Blade Mower 36 inch - gasoline MFG/Model _____	\$ _____
2	1	Walk Behind Self Propelled Blade Mower 48 inch - gasoline MFG/Model _____	\$ _____
3	1	Zero Turn Rotary Blade Riding Mower, 48 Inch - gasoline MFG/Model _____	\$ _____
4	1	Zero Turn Mower, Mid-Mount, 72 Inch, - Diesel MFG/Model _____	\$ _____
5	1	Zero Turn Mower, Mid-Mount, 60 Inch - Diesel MFG/Model _____	\$ _____

6 1 Zero Turn Mower, Front-Mount, 72 Inch - diesel \$ _____

MFG/Model _____

7 1 Zero Turn Mower, Front-Mount, 60 Inch - diesel \$ _____

MFG/Model _____

8 1 Heavy Duty Self Propelled Wide Coverage, Rotary or Reel
Blades Riding Mower - diesel \$ _____

MFG/Model _____

9 1 Medium Duty Self Propelled Wide Coverage, Rotary or Reel
Blade Riding Mower - diesel \$ _____

MFG/Model _____

Percent off Manufactured Suggested Retail Price on all other
Mowers and related equipment \$ _____

REVISED
Bid Price Form
Tractors, Mowing Equipment, Implements, and Parts & Services
Bid # 17-6221
Part C- Implements

Item No	QTY	Description	Unit Price
1	1	Standard Duty (SD) Cutters- Lift Type Shear Pin 40" MFG/Model _____	\$ _____
2	1	Roundback Cutters- Slip Clutch 5' HD MFG/Model _____	\$ _____
3	1	Finishing Mowers- 4', 3 Spindle – 3 blade MFG/Model _____	\$ _____
4	1	Disc Harrows singular - 16-18 inch tube frame MFG/Model _____	\$ _____
5	1	Standard Duty (SD) Box Scrapers 4' MFG/Model _____	\$ _____

6 1 Standard Duty (SD) Blade 4' \$ _____

MFG/Model _____

Percent off Manufactured Suggested Retail Price on all other
implements and related items \$ _____