***(PHASE ONE OF A MULTI-STEP PROCUREMENT PROJECT)***

**SPECIFICATIONS, TERMS AND CONDITIONS**

**FOR NEW MINI-EXCAVATOR**

**BID FILE NO. 2022-1017**

**I. GENERAL:**

The Warren County Board of Supervisors is seeking un-priced technical proposals from licensed equipment dealers to provide **NEW MINI-EXCAVATOR** for use by the Warren County Road Department. Deadline for receipt of un-priced technical proposals is 2:00 p.m. CST on Friday, December 9, 2022. The Bid File Number is **2022-1017**.

For purposes of this project, the words “bid” and “offer” and “proposal” in all forms are interchangeable and in this document shall mean the ***un-priced technical proposal*** being requested for evaluation prior to the request for priced bids***.***

To be considered for this project, bidders shall be licensed as heavy equipment dealers by the Mississippi Department of Revenue. The heavy equipment dealer supplying the Mini-Excavator shall deliver to Warren County Road Department. It is expected that the heavy equipment dealer shall provide the legal documentation for issuance of title by the Mississippi Department of Revenue Title Division.

The equipment furnished under this Request for Bids shall be new 2022 or later models of the most current commercial production. Demonstrator, Used, Shopworn or Discontinued models are unacceptable. The intent of these specifications is to obtain equipment that will adequately meet the needs of Warren County while promoting maximum legal competition. These specifications are intended to set a standard and identify minimum requirements. In no case are they used with the intention to discriminate against any provider. The fact that a manufacturer chooses not to produce equipment to meet these minimum specifications will not be sufficient cause to adjudge these specifications as restrictive.

It is the responsibility of the vendor to review the entire Invitation to Bid packet and to notify the Warren County Purchasing Department if any specifications or conditions, in their opinion, unnecessarily restrict competition. Any inquiry or protest concerning these specifications must be received in the Warren County Purchasing Department office, in writing, no less than five (5) working days prior to the time and date set for the receipt of un-priced technical proposals. The address is 913 Jackson Street, Vicksburg, MS 39183; the fax number is 601-634-4807.

In the event that addenda or changes to the specifications are issued within two (2) working days prior to the proposal receipt deadline, the proposal due date shall be reset to allow ample time for potential bidders to consider such addenda or changes and submit a responsive proposal.

**II. BUY BACK REQUIREMENT**

Un-Priced Technical Proposals are required to contain a Guaranteed Buy Back for the equipment at the end of 5 years/100,000 miles. These buyback amounts will be known to all bidders during the Reverse Auction Event. This amount shall be firm and may not be changed during the Reverse Auction Event.

***Mileage designations are considered maximum we anticipate putting on the units***. In the event that mileage limits are exceeded, the buy back may be negotiated at the time of turn in.

**Buy Back shall be offered and guaranteed by the equipment bidder and not sublet to any other party.**

**THIRD PARTY BUYBACKS ARE NOT ACCEPTABLE.**

Bidders shall fully disclose any terms and conditions that may apply to their buy back offer regarding condition, mileage, acceptable use, etc.

**III. DELIVERY**

Equipment shall be delivered, completely assembled and adjusted including standard and optional equipment required, in ready for use condition, to the Warren County Road Department at 200 County Lane, Vicksburg, MS 39183. Delivery shall be made within specified number of calendar days ARO as stated on the proposal form. Purchase Order date shall be the official order date. Failure to deliver on time may be cause for cancellation of order.

**IV. WARRANTY**

A full description of all warranty terms and conditions must be included in the un-priced proposal. The warranty shall begin on the date the unit is determined to meet all specifications and is accepted into Warren County's equipment fleet. Equipment warranty shall be standard manufacturer’s warranty plus an extended warranty up to 5 years/100,000 miles, whichever occurs first, with specific component coverage as listed in the detailed specifications. Equipment warranty work will be done at an authorized repair facility or with vendor provided mobile service if available and applicable to the warranty issue. Dump Body shall have minimum one year parts and labor warranty, with warranty work to be done at Dump Body provider’s site.

**V. REPAIR SERVICE**

All respondents shall provide information on a factory-authorized repair facility from which technicians shall be dispatched for warranty calls and for parts and maintenance after warranty expiration. Proposals must state location of factory authorized service and parts facility, which shall be within the State of Mississippi and within 150 miles of the Warren County Road Department, located in Vicksburg, MS. Provide information regarding on-site mobile service for warranty repairs if that is an option offered by your company.

**VI. TOWING SERVICES**

**1. UNDER WARRANTY**

Proposal must include information regarding towing services while unit is under warranty (5 years). Towing shall be provided by the dealer for any warrantable repair that may be needed. Towing points shall be Warren County to repair shop, with return service back to Warren County included. Cost of towing services for WARRANTY REPAIRS shall be included in the future purchase price that will be offered if proposal is accepted.

**2. NON WARRANTY or AFTER WARRANTY**

Proposal must include information regarding towing services for NON-Warranty and AFTER Warranty repair issues. Towing shall be provided by the dealer for any NON-Warranty repair that may be needed during the first (5) years and for any AFTER Warranty repairs if Warren County chooses to keep the units after 5 years. Towing points shall be Warren County to repair shop, with return services back to Warren County included. Proposals shall indicate an annual cost for such services for consideration.

**VII. METHOD OF EVALUATION FOR UN-PRICED TECHNICAL PROPOSALS:**

**Invitation to compete in Phase Two of this project will be based on analysis of the following criteria:**

1. Compliance with Request for Proposals/Bids submission requirements;
2. Responses to Technical Specifications of Equipment or Services required;
3. Demonstrated experience, ability and resources of the vendor to provide Equipment or Services required;
4. Warren County’s experience with the bidder or manufacturer, brand or model offered;
5. Warranty, maintenance and support services if applicable;
6. Guaranteed Buy Back offer for units at 5 years/100,000 miles;

**VIII. SUBMISSION OF UN-PRICED TECHNICAL PROPOSALS:**

There are several documents to submit in order to be considered for invitation to participate in the Reverse Auction and possible award on this project. Proposals shall contain the following documentation at a minimum. **SEE INSTRUCTIONS, FORMS AND CHECKLISTS PROVIDED ON THE FOLLOWING PAGES.**

It is understood that bidders who submit proposals have read, understood and accepted these specifications as written, and by submitting a proposal, agree to meet the specifications as written. Proposal modifications, alterations or corrections received after the closing time specified shall not be considered. Proposals must remain valid for a minimum of 60 days from the opening date. Warren County is a Tax Exempt Government Entity.

To be considered, un-priced technical proposals must be signed by an owner or authorized officer or manager of the bidding company. It is the bidder’s responsibility to ensure timely and complete proposals are received with all required documentation included. Late and/or incomplete proposals will not be considered.

***If you are selected to receive an invitation to provide priced bids, complete instructions for submitting priced bids shall be provided in the invitation.***

**IX. QUESTIONS**

General questions regarding this request should be directed to Victoria Bell, Purchasing Agent, at the Warren County Purchasing Department, 913 Jackson Street, Vicksburg, MS 39183. The phone number is 601-638-7428. Email: [vbell@co.warren.ms.us](mailto:vbell@co.warren.ms.us)

For questions concerning the technical specifications and requirements for the equipment, prospective bidders may contact Road Department Shop Foreman Robert Hudson at the Warren County Road Dept. The phone number is 601-636-1431. Email: [roberth@co.warren.ms.us](mailto:roberth@co.warren.ms.us)

**X. OPENING:**

Proposal openings, whether electronic or traditional paper method, shall be conducted any time after they are received and shall be conducted by at least two procurement officials. From that point forward, proposals will be considered under advisement. Warren County may conduct written or oral discussions with potential bidders.

The Warren County Board of Supervisors reserves the right to determine responsive offers or proposals, waive minor informalities in the process, to reject any and all offers or proposals, and to invite priced bids from those companies believed most advantageous to the County.

**XI. OTHER:**

**THIS IS A MULTI-STEP PROCUREMENT PROJECT TO BE COMPLETED IN TWO SEPARATE PHASES.**

* **Phase One** is the solicitation and receipt of un-priced technical proposals for consideration. Deadline for receipt of technical proposals is 2:00 p.m. on Friday, December 9, 2022.
* **Phase Two** is the Reverse Auction Event in which bidders will provide priced bids for the equipment requested, based upon their approved technical proposal. If your un-priced technical proposal is approved as acceptable, you will be invited to enter the Reverse Auction Event and assigned a username and password for access to the online bidding site. Time window for receipt of priced bids will be Friday, December 30, 2022 from 2:00-3:00 pm CST (NOTE: ONLY A ONE HOUR WINDOW).
* **Reverse Auction** is an auction event in which bidders submit pricing in a decreasing manner. In the Warren County Reverse Auctions, all bidders will be able to see and consider their competitors’ bids and decide if additional bidding is necessary on their part. This reverse auction event will have two components: Purchase Price and Buyback. Purchase Prices are live submissions during the auction. Buybacks are pre-established in the Un-Priced Technical Proposal Phase.
* **The Reverse Auction website will contain all bidder’s information regarding equipment and buyback offer as submitted Phase One. Bidders will NOT be able to change their buyback amount during the live bidding phase for purchase price of the unit. Bidders are cautioned to consider this when formulating their un-priced proposals. During live bidding, there will be a Listing of Bids showing purchase prices and buybacks, with a net bid calculation which will be updated as new bids are placed. All bidders will be able to see other bidder’s net offers and make additional purchase price bids accordingly. Final analysis for award of the bid after the Reverse Auction has closed will include the Purchase Price and Buyback amounts to determine lowest and best net cost to Warren County.**
* **There is no advantage for a bidder to wait until near closing time of the auction to place a bid. Any bid placed during the last 5 minutes of the bidding time window will cause an automatic 5-minute extension of time. Each additional bid after that will cause another 5-minute extension, and will continue until 5 minutes have gone by without a bid. At that point, the system will shut down and the auction will end.**
* **Bids will be allowed at minimum $100.00 (One Hundred Dollars) downward increments. Each bidder may place as many bids as they wish, so long as each one is at least $100.00 less than the previous bid placed by the same bidder. Due to the expected variances in each bidders guaranteed buyback, it is NOT necessary that each bid placed must be LOWER than their competitor’s prior bids.**
* **More information regarding the live Reverse Auction event will be provided in the invitation to participate.**

***THIS SECTION LEFT BLANK ON PURPOSE***

**XII. INSTRUCTIONS**

**Proposal Submission for New Mini-Excavator**

The following information applies to all proposals. The documents listed below must be included in your proposal, whether submitted by envelope or by electronic method. After you have obtained the Specification Package, you can submit proposals by:

1. ***PROPOSAL SUBMISSION BY SEALED ENVELOPE:***

Prior to the deadline for receipt of un-priced technical proposals, deliver your sealed envelope, marked as shown, to the Warren County Purchasing Department, 913 Jackson St, Vicksburg MS. Our staff will accept your envelope and time and date stamp it and give you a copy of the envelope as your receipt. Envelope must be clearly marked with the **Bidder’s name and address on the outside** and the following in the lower left corner. You may cut out and paste/tape this box to your envelope in the lower left corner:

Un-Priced Technical Proposal for Mini-Excavator

RFP #2022-1017 MS Dealer License Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Proposals Due By: December 9, 2022 at 2:00 p.m.

Enclosed Proposal signed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name Title

**(Put the following documents inside the envelope!!!)**

A. Submission Cover Letter (FORM A);

B Completed Proposal Form (FORM B);

C. Technical Specification List marked with YES or NO with references to the page/section of your brochures and literature to substantiate each specification. If unit offered is not compliant, provide information on what is being offered and reference page/section of brochures and literature to substantiate the exception;

D. Evidence/Copy of MS Dealer’s License;

E. Any other information vendor would like for Warren County to consider;

1. ***PROPOSAL SUBMISSION BY ELECTRONIC MEANS (Via Website):***

Prior to the deadline for receipt of proposals, bidders should gather all the documents shown below and scan/compile them into one PDF document. Any questions regarding Proposal Submissions and the Reverse Auction Process shall be directed to Central Bidding at 1-225-810-4814, Finley Ward.

A. Submission Cover Letter (FORM A);

B Completed Proposal Form (FORM B);

C. Technical Specification List marked with YES or NO with references to the page/section of your brochures and literature to substantiate each specification. If unit offered is not compliant, provide information on what is being offered and reference page/section of brochures and literature to substantiate the exception;

D. Evidence/Copy of MS Dealer’s License;

E. Any other information vendor would like for Warren County to consider;

* ***VISIT THE WEBSITE*** [**https://www.centralauctionhouse.com/**](https://www.centralauctionhouse.com/)***:***

***Please contact Victoria Bell, Warren County Purchasing Agent via*** [***vbell@co.warren.ms.us***](mailto:vbell@co.warren.ms.us) ***with any questions!***

***FORM #A***

***Submission Cover Letter***

***For***

***Un-priced Technical Proposal***

**NEW MINI-EXCAVATOR**

**BID FILE NO. ­­­­­­­2022-1017**

The undersigned proposes to provide New Mini-Excavator as per the specifications provided by Warren County and the subsequent proposal from the bidder named below.

If Warren County invites \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (company name) to submit priced bids in response to this submission, we intend to participate by (check one):

\_\_\_\_ Online Electronic Bid or Reverse Auction, pending receipt of required id and password from Warren County.

\_\_\_\_ Traditional Paper Bid, to the Warren County Purchasing Department, 913 Jackson St, Vicksburg MS, 39183

Contact information for any questions regarding this submission:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (company name) understands that we only have one opportunity to submit an un-priced technical proposal. We affirm that we have read and understood this request for un-priced technical proposals and understand that Phase Two must be completed before the project is awarded. **We understand that any missing information or documents required by this RFP may be cause for rejection of the proposal.**

We acknowledge that Warren County has the sole discretion and authority to determine whether our proposed equipment meets the specifications issued and also if it will meet the requirements and needs of the Warren County Road Department in performing their assigned daily tasks. We understand that Warren County may or may not invite our participation in Phase Two (REVERSE AUCTION-Priced Bids) of this procurement.

If we are invited by Warren County to participate in Phase Two (REVERSE AUCTION-Priced Bids) of this procurement, the invitation should be directed to:

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

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

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**FORM #B**

**Proposal Form**

**NEW MINI-EXCAVATOR**

**Bid File No. 2022-1017**

To: Warren County Board of Supervisors Date: \_\_\_\_\_\_\_\_\_\_\_\_, 2022

The undersigned proposes to furnish up to two **NEW MINI-EXCAVATOR**, which meets or exceeds the specifications provided. The undersigned certifies that the minimum specifications, terms and conditions contained in this RFP have been considered and understood. By submitting a proposal, I/we do certify that the units offered do meet or exceed the specifications contained in this Request for Proposals.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

MS Vehicle Dealers’ License Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Towing for Warranty Repairs will be provided: \_\_\_\_\_\_\_\_\_ Y/N

Equipment literature is included: \_\_\_\_\_\_\_ Y/N Marked YES/NO Specification Sheets are included? \_\_\_\_\_\_\_\_\_\_\_

Information on repair facility is included: \_\_\_\_\_\_\_ Y/N Equipment Repair Facility Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Warranty Terms and Conditions, including Extended Warranty for 5 years/100,000 miles, whichever comes first:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Attach additional information as necessary)

**EQUIPMENT INFORMATION**

**A. Equipment:** Year: \_\_\_\_\_\_\_\_\_ Make: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Model: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B. Guaranteed Buy Back, 5 years/100,000 miles maximum:** $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Attach Buy Back Terms and Conditions, if any**

***(This amount will be published for all Participants to see during the Reverse Auction Event)***

**C. Towing Services, NON WARRANTY and AFTER WARRANTY, per year: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**D. Delivery Time after receipt of order - Equipment FOREST GREEN in color: \_\_\_\_\_\_\_\_\_\_\_ calendar days**

**or**

**- Equipment WHITE in color: \_\_\_\_\_\_\_\_\_\_\_ calendar days**

**E. Attach Specifications Listing marked YES OR NO, with references (page, paragraph, etc) in last column to match actual specs in literature;**

**F. Attach literature to substantiate YES OR NO markings and any other information for consideration;**

**G. Notes or comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **(Owner, Corporate Officer or Authorized Mgr)**

Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ FAX: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**XIII. PHASE TWO REQUIREMENTS (For Information Purposes Only)**

* Once Phase One (Un-priced technical proposals) of this project is completed, bidders who are invited and intend to participate in Phase Two (Priced Bids) shall provide a bid surety in the form of a Bid Bond, Cashier's Check or Certified Check payable to Warren County in the amount of $1,000.00.
* Sureties in the form of Bid Bonds shall be issued from a reliable surety company, licensed to do business in the State Mississippi and acceptable to Warren County. Surety is to be forfeited to the County if the bidder withdraws their bid or fails to accept the award.
* Bid surety must be received by Warren County before the bidder will be given the password required to submit priced bids. In the case of paper bids, surety must be received by Warren County before the envelope will be opened. Further information regarding submission of the bid surety will be provided in the invitation to provide priced bids.
* Unsuccessful bidders shall receive a full refund of the bid surety or a notice to cancel the bond. Refund of bid surety to the successful bidder shall be contingent upon contract execution.
* The following form shall be used to document the online bids that a bidder enters into the system. The winning bidder shall be required to provide this sheet to match the final winning bid.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***The following text is a SAMPLE ONLY and should not be filled out or returned. You will receive an OFFICIAL version of this form if you are selected to provide priced bids in the Reverse Auction Event at a later date. The form below is for your information only at this time.***

***Do not return this form with your Un-Priced Technical Proposal.***

**SAMPLE ONLY \* SAMPLE ONLY \* SAMPLE ONLY \* SAMPLE ONLY \* SAMPLE ONLY**

**DO NOT RETURN WITH YOUR PROPOSAL!!!**

**BID FORM**

**NEW MINI-EXCAVATOR**

**BID FILE NO. ­­­­­­­2022-1017**

This form is required only from the winning bidder and shall be submitted by email upon notice of winning the Reverse Auction Event.

The undersigned proposes to provide Mini-Excavator as per the specifications provided by Warren County and the subsequent proposal from the bidder named below.

**A. Equipment:** Year: \_\_\_\_\_\_\_\_\_ Make: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Model: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B. Guaranteed Buy Back, 5 years/100,000 miles maximum:** $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***\*\*MINI-EXCAVATOR:***

***\*\* $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*\****

***\*\* Use this amount when submitting into Reverse Auction portal. Make copies of this form and complete each according to downward pricing offered. \*\****

**Firm Buy Back Value as submitted in the Un-priced Technical Proposal:**

**$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Net Cost (Purchase Price less Buy Back):**

**$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

**Signature Printed Name & Title Date**

**SAMPLE ONLY \* SAMPLE ONLY \* SAMPLE ONLY \* SAMPLE ONLY \* SAMPLE ONLY**

**DO NOT RETURN WITH YOUR PROPOSAL!!!**

**XIV. TECHNICAL SPECIFICATIONS:**

This RFP contains specifications for multiple components that will be purchased together from a single vendor. It is the bidder’s responsibility to arrange for the proper combination of components to meet these specifications. Proposals will be considered from heavy equipment dealers licensed to sell vehicles in the State of Mississippi.. Dealers are expected to provide and process the proper TITLE APPLICATION for the vehicle through the MS Department of Revenue, Title Division.

The equipment furnished under this Request for Bids shall be new 2022 or later models of the most current commercial production. Demonstrator, Used, Shopworn or Discontinued models are unacceptable. Bidders shall include printed literature and detailed specifications for the equipment offered, with highlighted specifications to correlate back to the YES OR NO specifications listing provided. This literature and specifications listing must be included in the submitted proposal for consideration.

The following specifications are considered minimum acceptable. Any deviations must be equal to or exceed the written specifications.

**VERY IMPORTANT:**

***BIDDERS MUST RETURN THE FOLLOWING CHART PAGES WITH THEIR UN-PRICED TECHNICAL PROPOSAL, MARKED YES OR NO, WITH INFORMATION ABOUT ANY EXCEPTION AND PAGE AND SECTION REFERENCE IN LITERATURE PROVIDED TO SUPPORT SPECIFICATION MET. FAILURE TO INCLUDE THESE COMPLETED PAGES WITH THE PROPOSAL WILL BE GROUNDS FOR IMMEDIATE REJECTION OF THE PROPOSAL WITHOUT FURTHER CONSIDERATION.***

**THIS SECTION LEFT BLANK ON PURPOSE**

|  |  |  |
| --- | --- | --- |
| |  | | --- | | **MINI HYDRAULIC EXCAVATORS** | | |
| |  | | --- | | **BID SPECIFICATIONS** | | |
|  |  |
| **BASIC SPECIFICATIONS** | |
| Y\_\_\_\_ N\_\_\_\_ | Net horsepower at 2200 rpm shall be at least 70 hp (52.4kW) |
| Y\_\_\_\_ N\_\_\_\_ | SAE rated gross horsepower at 2200 rpm shall be at least 74 hp (55.4 kW) |
| Y\_\_\_\_ N\_\_\_\_ | The machine must be CR (Compact Radius) with a maximum of 12" of overhang over the side of the tracks in the standard configuration |
| Y\_\_\_\_ N\_\_\_\_ | Operating weight with the cab option shall be nomore than 22,000 LB |
| Y\_\_\_\_ N\_\_\_\_ | Lift capacity at ground level without bucket fitted, blade down, and std stick shall be no less than 7670 lb at 14'8" over the front and no less than 3940 lb at 14'8" over the side. |
| Y\_\_\_\_ N\_\_\_\_ | Maximum digging depth with a long stick shall be at least 15'2“ |
| Y\_\_\_\_ N\_\_\_\_ | Maximum digging height with a long stick shall be at least 23'0” |
| Y\_\_\_\_ N\_\_\_\_ | Maximum dump clearance shall be at least 16'6” with a long stick |
| Y\_\_\_\_ N\_\_\_\_ | Maximum reach with a long stick shall be at least 25'1” |
| Y\_\_\_\_ N\_\_\_\_ | Height to top of cab shall be no more than 8'6" |
| Y\_\_\_\_ N\_\_\_\_ | Ground clearance shall be not less than 14” |
| Y\_\_\_\_ N\_\_\_\_ | Transport width shall no more than 7’ 7” with 18” tracks |
| Y\_\_\_\_ N\_\_\_\_ | Must include manufacturer designed optional counterweight on the back of the machine for additional stability in extreme applications |
| |  | | --- | |  | | |
| |  | | --- | | **ENGINE** | | |
| Y\_\_\_\_ N\_\_\_\_ | Engine shall be US EPA Tier 4 Final compliant |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall be a Turbo Charged, Water-cooled, 4 stroke, 4 cylinder diesel engine. |
| Y\_\_\_\_ N\_\_\_\_ | Engine bore shall be a minimum of 3.7” and stroke shall be a minimum of 4.7” |
| Y\_\_\_\_ N\_\_\_\_ | Engine displacement shall not be less than 203.2 cubic inches |
| Y\_\_\_\_ N\_\_\_\_ | Engine shall have automatic engine idle that automatically lowers engine revolutions when machine is not in use to save fuel |
| Y\_\_\_\_ N\_\_\_\_ | Electrical system voltage shall be 12 volt |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have at least a 900 CCA maintenance free battery |
| Y\_\_\_\_ N\_\_\_\_ | Alternator shall not be rated at less than 60 amps. |
| Y\_\_\_\_ N\_\_\_\_ | The machine's electrical system shall incorporate a resettable 'circuit breaker' switch. |
| Y\_\_\_\_ N\_\_\_\_ | All wire harnesses shall be encased in nylon mesh bindings. |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have sealed electrical connectors |
| Y\_\_\_\_ N\_\_\_\_ | All wiring shall utilize color coded wires. |
| Y\_\_\_\_ N\_\_\_\_ | Water separator in fuel line shall be factory installed standard equipment. |
| Y\_\_\_\_ N\_\_\_\_ | A factory installed high-ambient temperature cooling package capable of working conditions up to 126° F shall be standard. |
| Y\_\_\_\_ N\_\_\_\_ | The air cleaner shall incorporate both primary and safety elements. |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have adjustable automatic engine shutdown |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have automatic swing brake |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall be equipped with battery disconnect standard |
| Y\_\_\_\_ N\_\_\_\_ | Engine shall be equipped with a standard ecology drain |
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| |  | | --- | | **POWERTRAIN/TRANSMISSION** | | |
| Y\_\_\_\_ N\_\_\_\_ | Travel speed shall be at least 1.9 mph (3.1 km/h) in low and 3.2 mph (5.1 km/h) in high |
| Y\_\_\_\_ N\_\_\_\_ | Traction force shall be at least 15,175 lbf (67.5 kN) in low and 6,250 lbf (27.8 kN) in high |
| Y\_\_\_\_ N\_\_\_\_ | Factory installed, standard auto two speed which provides better fuel efficiency since the machine will automatically go into higher power/torque only when the system senses that it is required while dozing, counter rotating, and uphill travel. |
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| |  | | --- | | **HYDRAULIC SYSTEM** | | |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have one variable displacement piston pump with an output of at least 44 gal/m at 2400 rpm |
| Y\_\_\_\_ N\_\_\_\_ | Equipment operating pressure shall be at least 4,134 psi |
| Y\_\_\_\_ N\_\_\_\_ | Travel operating pressure shall be at least 4,134 psi |
| Y\_\_\_\_ N\_\_\_\_ | Operating swing pressure shall be at least 3,626 psi |
| Y\_\_\_\_ N\_\_\_\_ | Primary circuit shall have an output of at least 35 gal/min |
| Y\_\_\_\_ N\_\_\_\_ | Secondary circuit shall have an output of at least 9 gal/min |
| Y\_\_\_\_ N\_\_\_\_ | An accumulator shall be provided to allow the boom and stick to be lowered to the ground in the case of a dead engine. Also to allow depressurization of hydraulic system in order to attach work tools. |
| Y\_\_\_\_ N\_\_\_\_ | All fittings shall be of the O Ring Face Seal type for superior sealing against leaks. |
| Y\_\_\_\_ N\_\_\_\_ | The boom cylinder circuit shall come standard with zero leak boom section valve for zero boom drift |
| Y\_\_\_\_ N\_\_\_\_ | Factory installed combined function (one-way/two-way) auxiliary high pressure hydraulic circuit shall be standard. |
| Y\_\_\_\_ N\_\_\_\_ | Factory installed hydraulics to operate a hydraulic quick coupler shall be included |
| Y\_\_\_\_ N\_\_\_\_ | The bucket service shall have a relief valve fitted to protect the cylinder against shock loading. |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall come standard with a trim feature that can be adjusted. This allows to correct machine travel if there is abnormal wear of tracks or other components. |
| Y\_\_\_\_ N\_\_\_\_ | The machines travel and throttle functions shall be electro over hydraulic controlled to maintain modulation throughout the machines life. |
| Y\_\_\_\_ N\_\_\_\_ | End damping on both Boom and Stick cylinders shall help avoid spoil loss when loading at height and reduce shock loading in the machines structures. |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have a load sensing, flow sharing, variable margin displacement piston pump system |
| Y\_\_\_\_ N\_\_\_\_ | Auxiliary hydraulic valve shall be standard with standard hydraulic quick disconnects on the stick |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall be equipped with smart tech electronic pump that monitors Hydraulic flows, pressure, temperature and ambient temperature to keep machine operating at maximum efficiency |
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| **UNDERCARRIAGE** | |
| Y\_\_\_\_ N\_\_\_\_ | Track length shall be 9’ 5” (2880 mm) |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have 18” triple grouser shoes with bolt on rubber street pads |
| Y\_\_\_\_ N\_\_\_\_ | An idler guard shall be provided to maintain track alignment while traveling or working on slopes. |
| Y\_\_\_\_ N\_\_\_\_ | Ground pressure with 18" steel tracks with rubber pads installed shall be no more than 5.8 psi |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall come standard with hydraulic track adjusters |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall come standard with tie down eyes on track frame |
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| |  | | --- | | **OPERATORS STATION** | | |
| Y\_\_\_\_ N\_\_\_\_ | A color LCD monitor system which includes as standard - Fuel level and coolant temperature gauges, maintenance and machine monitoring, performance and machine adjustments, numeric security code, multiple languages, camera ready, hour meter with wake up switch, and jog dial control with interface. |
| Y\_\_\_\_ N\_\_\_\_ | The cab shall be sealed and pressurized to maximize operator comfort. |
| Y\_\_\_\_ N\_\_\_\_ | Stick Steer standard. |
| Y\_\_\_\_ N\_\_\_\_ | Travel cruise control when in Stick Steer mode shall be standard. |
| Y\_\_\_\_ N\_\_\_\_ | An integrated rear camera shall be available from the factory. |
| Y\_\_\_\_ N\_\_\_\_ | Continuous flow must be able to be activated with flow in either direction and at any flow rate |
| Y\_\_\_\_ N\_\_\_\_ | Machine must have adjustable auxiliary flow control for better controllability of attachments |
| Y\_\_\_\_ N\_\_\_\_ | Pump flow shall decrease (auto-idle) when controls are in neutral for reduced fuel consumption and sound. |
| Y\_\_\_\_ N\_\_\_\_ | Machine must be equipped with a standard power on demand offering over 10% fuel savings |
| Y\_\_\_\_ N\_\_\_\_ | A pattern control changer between ISO and SAE shall be standard within LCD Monitor. |
| Y\_\_\_\_ N\_\_\_\_ | Proportional auxiliary control and proportional boom swing control shall be on the joystick |
| Y\_\_\_\_ N\_\_\_\_ | The throttle shall be easily adjustable by means of a dial. |
| Y\_\_\_\_ N\_\_\_\_ | All controls shall be isolated when the control consoles are raised for entrance or exit of the operator station. |
| Y\_\_\_\_ N\_\_\_\_ | The machine shall not be able to start when any of the controls are 'live'. |
| Y\_\_\_\_ N\_\_\_\_ | The upper body swing lock shall be automatically applied upon travel or lowering the arm bar. |
| Y\_\_\_\_ N\_\_\_\_ | Operator's manual for the machine shall be permanently attached to the machine and stored in a lockable container. |
| Y\_\_\_\_ N\_\_\_\_ | The rear window shall be able to be removed for escape in case of emergency. |
| Y\_\_\_\_ N\_\_\_\_ | Lower front window shall be able to be removed and secured within the cab. |
| Y\_\_\_\_ N\_\_\_\_ | The cab door will be a hinged door design. The door has a mechanism that will lock the door in the open position. |
| Y\_\_\_\_ N\_\_\_\_ | The cab shall have a polycarbonate skylight for visibility when loading at height. |
| Y\_\_\_\_ N\_\_\_\_ | Travel pedals shall be available and removable for ease of operation. |
| Y\_\_\_\_ N\_\_\_\_ | A four-way adjustable air suspension seat as standard |
| Y\_\_\_\_ N\_\_\_\_ | Operator sound pressure level shall be 72 dB(A) for cab when measured per ISO 6396 (dynamic) |
| Y\_\_\_\_ N\_\_\_\_ | Travel alarm shall be standard |
| Y\_\_\_\_ N\_\_\_\_ | HVAC shall be standard with automatic temperature control with sealed with pressurized cab |
| Y\_\_\_\_ N\_\_\_\_ | Heat and Air conditioning shall be standard with variable temperature control settings with sealed and pressurized cab |
| Y\_\_\_\_ N\_\_\_\_ | Heater shall have variable heat settings with sealed and pressurized cab |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have multi function capability of boom swing and upper body swing for extra machine versatility in tight areas |
| Y\_\_\_\_ N\_\_\_\_ | Air conditioning shall be standard on cab units with sealed and pressurized cab |
| Y\_\_\_\_ N\_\_\_\_ | Boom swing and upper body swing shall be able to be operated at the same time to maximize machine versatility and productivity. |
| Y\_\_\_\_ N\_\_\_\_ | Cab air conditioner shall have a primary filter that can be removed for inspection without any tools. |
| Y\_\_\_\_ N\_\_\_\_ | Factory installed AM/FM stereo radio shall be standard includes use of Bluetooth®, USB, auxiliary, and microphone devices. |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have a 3” (76 mm) wide florescent retractable seat belt as standard. |
| Y\_\_\_\_ N\_\_\_\_ | Customizable operator settings including speed and response of boom, bucket and stick to adjust per operator preference. |
| Y\_\_\_\_ N\_\_\_\_ | A 12 volt, 5 amp power supply with a cigar lighter type outlet shall be available for use of cell phones and two-way radios. |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have adjustable armrests that can be adjusted without tools |
| Y\_\_\_\_ N\_\_\_\_ | Customizable security system shall come standard. |
| Y\_\_\_\_ N\_\_\_\_ | Adjustable courtesy lighting shall come standard. |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall come standard with removable washable floor mat with molded foot rests |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall come standard with coat hook |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have optional rain visor from factory |
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| **BOOM AND STICK** | |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall come standard with a swing boom |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall come factory equipped with minimum stick length of 93" (Long Stick) |
| Y\_\_\_\_ N\_\_\_\_ | Digging force with a long stick shall be at least 8,032 lb |
| Y\_\_\_\_ N\_\_\_\_ | Bucket digging force shall be at least 13,946 lb |
| Y\_\_\_\_ N\_\_\_\_ | Bucket rotation angle shall be 180 degrees |
| Y\_\_\_\_ N\_\_\_\_ | This stick will be fitted with a dedicated 8800 lb, rated lifting eye for safe craning |
| Y\_\_\_\_ N\_\_\_\_ | A dual lock coupler shall be standard on mechanical or hydraulic quick couplers for added safety. |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have a hydraulic thumb from factory |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have one piece boom |
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| **BLADE** | |
| Y\_\_\_\_ N\_\_\_\_ | Blade width shall be a minimum of 90" for std track machines |
| Y\_\_\_\_ N\_\_\_\_ | Blade height shall be at least 17” |
| Y\_\_\_\_ N\_\_\_\_ | Blade dig depth shall be at least 16” |
| Y\_\_\_\_ N\_\_\_\_ | Blade lift height shall be at least 15” |
| Y\_\_\_\_ N\_\_\_\_ | Dozer float shall be standard to give easy and fast site clear up and leveling. |
| Y\_\_\_\_ N\_\_\_\_ | Blade shall come standard with bolt-on reversible wear edge |
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| |  | | --- | | **SWING SYSTEM** | | |
| Y\_\_\_\_ N\_\_\_\_ | Swing speed shall be 10 rpm |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have a spring applied, hydraulic release automatic swing brake |
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| **WORK TOOL OPTIONS** | |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall have hydraulic activated quick coupler system with factory installed hydraulic lines |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall be equipped with hydraulic thumb designed to integrate with quick coupler and bucket. |
| Y\_\_\_\_ N\_\_\_\_ | Coupler must offer the option to turn the bucket around in front shovel positioning providing the advantage of digging under obstacles. |
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| **SERVICEABILITY** | |
| Y\_\_\_\_ N\_\_\_\_ | All daily maintenance areas shall be situated where they can be easily reached from ground level |
| Y\_\_\_\_ N\_\_\_\_ | Fuse box shall be able to open without tools. |
| Y\_\_\_\_ N\_\_\_\_ | Track rollers and carrier rollers shall be lifetime lubricated for increased service life. |
| Y\_\_\_\_ N\_\_\_\_ | Grease lubricated track shall be provided as standard equipment for increased service life. |
| Y\_\_\_\_ N\_\_\_\_ | Track shall have a split-pin type master pin that makes track attachment and removal easier. |
| Y\_\_\_\_ N\_\_\_\_ | Scheduled oil sampling port for the main hydraulic system shall be provided for hydraulic oil to simplify sampling. |
| Y\_\_\_\_ N\_\_\_\_ | An engine coolant sampling port shall be provided to allow engine coolant to be tested for antifreeze and additive strengths. |
| Y\_\_\_\_ N\_\_\_\_ | Radial seal air filter with double layered filter core shall be provided for better filtration. |
| Y\_\_\_\_ N\_\_\_\_ | Hydraulic system pressure taps shall be included for quick, easy, efficient, system diagnostics. |
| Y\_\_\_\_ N\_\_\_\_ | The engine fan guard shall fully enclose (360°) the engine fan. |
| Y\_\_\_\_ N\_\_\_\_ | An electronic priming fuel pump shall be standard. |
| Y\_\_\_\_ N\_\_\_\_ | Machine shall come standard with an onboard remote monitoring and management system that supplies data including but not limited to hours of use, idle time, fuel consumption, load factors, GPS coordinates of location, and allow remote diagnostics and maintenance reviews to be performed. |
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| |  | | --- | | **MINIMUM SERVICE FILL CAPACITIES** | | |
| Y\_\_\_\_ N\_\_\_\_ | Fuel tank capacity shall not be less than 39 gal |
| Y\_\_\_\_ N\_\_\_\_ | Cooling system shall not hold less than 2.6 gal |
| Y\_\_\_\_ N\_\_\_\_ | Engine oil shall not hold less than 3.0 gal |
| Y\_\_\_\_ N\_\_\_\_ | Each final drive shall have a capacity no less than 0.26 gal |
| Y\_\_\_\_ N\_\_\_\_ | Hydraulic tank shall not hold less than 14 gal of hydraulic oil |
| Y\_\_\_\_ N\_\_\_\_ | Hydraulic system shall not hold less than 27 gal |
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| **OWNING AND OPERATING COSTS** | |
| Y\_\_\_\_ N\_\_\_\_ | Factory-fill extended life coolant with a minimum life of 6,000 hours or three years, rated to -35° F (-37° C), shall be standard. Factory fill extended life coolant with a minimum life of 6,000 hours or three years, rated to -58° F (-50° C) shall be optional. |
| Y\_\_\_\_ N\_\_\_\_ | Engine oil and filter shall have a recommended change interval of 500 hours |
| Y\_\_\_\_ N\_\_\_\_ | Hydraulic system oil shall have a recommended change interval of 6000 hours |
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| Y\_\_\_\_ N\_\_\_\_ | Factory installed extra counterweight included |
| Y\_\_\_\_ N\_\_\_\_ | Counterweight shall have threaded lifting eyes |
| Y\_\_\_\_ N\_\_\_\_ | An integrated rear camera shall be included from the factory. |
| Y\_\_\_\_ N\_\_\_\_ | An advanced touch screen monitor shall be available. |
| Y\_\_\_\_ N\_\_\_\_ | Air suspension heated seat shall be included from factory |
| Y\_\_\_\_ N\_\_\_\_ | Computer based operator training shall be available from the manufacturer in both English and Spanish |
| Y\_\_\_\_ N\_\_\_\_ | Shall include 5 year 5000 hour warranty |
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