



COLORADO

Parks and Wildlife

Department of Natural Resources

Request for Documented Quotations

DQ1 2020-0175

BID DUE: Tuesday, September 24, 2019 by 3:00 MT

All bids shall be submitted F.O.B. Destination unless otherwise specified.

Potential bid respondents are urged to read this solicitation thoroughly before submitting a bid.

Issuing Office

This Request for Documented Quotations (DQ1) is issued by the State of Colorado, acting by and through the Department of Natural Resources, Colorado Division of Parks and Wildlife (CPW). All contact regarding this solicitation is to be directed to:

Michelle Mills, CPW Purchasing Agent
Colorado Parks and Wildlife
1313 Sherman St., Room 618, Denver, CO 80203
Phone: 303-866-3203 x 4634 or
Email: dnr_cpw_bids@state.co.us

Purpose

The purpose of this Request for Documented Quotations is to obtain competitive quotations from qualified individuals and firms for the following commodity(s):

One (1) New 2019 or 2020 Mini Compact Excavator with required and optional features^{*}, including delivery.

Either a long stick arm or extendable arm machine is acceptable^{}**

^{*} Colorado Parks and Wildlife will have the option to order as many optional features as our budget will allow

^{**} Colorado Parks and Wildlife will have the option to award to low bidder for *either* the long stick arm machine *or* the extendable arm machine as our budget will allow

It is the intent of Colorado Parks and Wildlife to make one vendor award from this solicitation. Other Departments, Divisions, or Agencies of the State of Colorado are eligible to use the pricing resulting from this award.

The commodity(s) proposed by bidders must meet or exceed all specifications listed to be considered responsive.

The determination of the equivalency of proposed substitute(s) of commodity(s) rests solely with Colorado Parks and Wildlife.



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Colorado Vendor Self-Service Website

This solicitation is published using Colorado Vendor Self-Service (VSS): www.colorado.gov/vss. Solicitation documents and information (including any amendments or modifications) will be updated with revisions on this site. If you are unable to download documents from VSS, please contact the purchasing agent listed above. It is preferred that all vendors are registered on VSS; registration information is included at the link above

Commodity Specifications

Description	One (1) New 2019 or 2020 Mini Compact Excavator with required and optional features, including delivery
Condition	New
Year	2019 or 2020 Model
Hours	Less than 5 hours
Start/Stop	Machine shall include a key or keyless start/stop
Engine	Machine shall include a Tier 4 engine system not requiring DEF fluid and that does not have a diesel particulate filter
Engine Block	Machine shall include an Engine Block Heater
Horsepower	Machine shall have a Horsepower range of 44 - 49.9 for high altitude use
Attachment System	Machine shall include a quick attachment system for buckets and attachments on arm (no having to remove pins for quick attachment system)
Movement	Machine shall ONLY include a front blade 4 way movement (up, down, left and right angle abilities)
Arm	Machine shall include <i>either</i> a long stick arm <i>or</i> extendable arm
Arm	Machine shall include a thumb/clamp for the arm bucket
Arm	Machine shall include a secondary auxiliary hydraulic system for attachments on arm
Dig Depth	Minimum dig depth 12' (without extendable arm out)
Height	Machine height must be no greater than 100"
Cab	Machine shall have an enclosed cab AC/ heat, radio w/ Bluetooth, overhead amber beacon light
Cab	Machine shall have a 12 volt power port inside cab



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Horn	Machine shall have a horn
Lockable	Machine shall include Lockable access hoods/panel to help prevent vandalism
Seat	Machine shall have a high backed seat with retractable seat belt
Seat	Machine shall have the best quality, upgraded seat available. For example, a lumbar supported and heated seat would be preferred.
Exterior Lights	Machine shall have exterior work lights on front and back
Alarm	Machine shall have movement/ backup alarm beeper
Battery	Machine shall have a heavy Duty cold cranking amps battery and this should be a step above whatever the basic battery would be unless already considered a heavy duty cold cranking amp battery
Track	Machine shall be rubber tracked
Switch	Machine shall have an adjustable pattern switch for arm/ joy control
Travel Speed - High	Machine must have high travel speed range of 2.8 mph - 3.1 mph
Travel Speed - Low	Machine must have low travel speed range of 1.7 mph – 1.9 mph
Required Attachment	Machine shall include a 12” bucket attachment with teeth
Required Attachment	Machine shall include a 24” bucket attachment with teeth
Required Attachment	Machine shall include a ditch cleaning bucket attachment, (typically a bucket in the 30 inch range with holes for drainage)
Required Attachment	Machine shall include an auger system attachment with 6” auger
Optional Attachment	CPW would like the option to purchase a trencher attachment for the machine
Optional Attachment	CPW would like the option to purchase a ripper attachment for the machine
Optional Attachment	CPW would like the option to purchase a 9” auger attachment for the machine
Optional Attachment	CPW would like the option to purchase a 12” auger attachment for the machine



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Optional Attachment	CPW would like the option to purchase a 18,000 lb rated bumper pull trailer for the machine
Optional Attachment	CPW would like the option to purchase additional warranties per year with travel time parts and labor included
Various Optional Attachments	CPW would like the option to purchase optional attachments that are not listed above. If you can offer additional attachments for the machine speed you are bidding on, please attach a list of attachments and their pricing.
Training/Walk Through	Vendor shall provide a training/ walk through upon delivery to go over machinery/ services and special information on equipment
Service Center	A service center or mobile truck shall be available for this machine within an 80 mile radius of Crawford State Park (40468 CO-92 Crawford CO 81415)
Warranty	Machine shall include a 2 year / 2,000 hour parts & labor warranty with travel time included for the first 6 months minimum
Delivery Location	Colorado Parks and Wildlife Crawford State Park 40468 CO-92 Crawford CO 81415
Delivery Date	Machine is required to be delivered to Crawford State Park within 6 weeks of bid being awarded

Insurance Required

All insurance policies required by this award shall be issued by insurance companies with an AM Best rating of A-VIII or better.

- a) Automobile Liability Automobile liability insurance covering any auto (including owned, hired and non-owned autos) with a minimum limit of \$1,000,000 each accident combined single limit.

Written Inquiries

Potential bidders may make written inquiries concerning the solicitation and its specifications. No inquiries will be accepted after the date and time specified in the Solicitation Schedule, Written Inquiry Deadline (see table below). Written inquiries should be submitted via email to the Purchasing Agent listed on page 1, to the following email: dnr_cpw_bids@state.co.us.

The preferred method for submitting inquiries is via email **as an attachment that can be opened in Microsoft Word**. The answers to the written inquiries that are received by the Written Inquiry Deadline stated will be posted in a new document on VSS by the date and time stated in the Solicitation Schedule below.

Amendments to This Request for Documented Quotations

In the event it should be necessary to revise any portion of this Request for Documented Quotations, addenda will be posted on Colorado VSS. See page 1 for more information on VSS.



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Solicitation Schedule

Bid Posted	Wednesday, September 11, 2019
Written Inquiry Deadline	Wednesday, September 18, 2019 by 3:00 MT
Answers to Written Inquiries posted on VSS	Thursday, September 19, 2019 by 3:00 MT
Bid Closes	Tuesday, September 24, 2019 by 3:00 MT
Notice of Intent to Award expected	Wednesday, September 25, by Close of Business

Colorado Purchase Order

A Purchase Order will be issued to the awarded bidder. The Purchase Order will incorporate the terms of this Request for Documented Quotations, the awarded respondent's bid, and the Colorado Purchase Order Terms and Conditions, which are attached to this solicitation.

Measurement and Payment

Payment for the solicited commodity will occur following the delivery and acceptance of the product(s) by the CPW project manager.

Service Disabled Veteran Owned Small Businesses

Service Disabled Veteran Owned Small Businesses (SDVOSBs), who are incorporated or organized in Colorado or maintain a place of business or have an office in Colorado and who are officially registered and verified as an SDVOSB by the Center for Veteran Enterprise, U.S. Department of Veterans Affairs (www.vip.vetbiz.gov), may receive a 5% preference on their bid. This preference applies only to the price, and the SDVOSB must still meet all other requirements of this solicitation.

Any SDVOSB claiming this preference shall submit documentation of SDVOSB certification issued through the U.S. Department of Veterans Affairs in their response to the solicitation. Bid submissions without this documentation will not be given a preference.

Resident Bidder Preference

When an award for commodities or services is to be awarded to a bidder, a resident bidder shall be allowed a preference against a nonresident bidder equal to the preference given or required by the state in which the nonresident bidder is a resident.

Awards in Excess of \$500,000

If the bid or award price exceeds \$500,000 for State-funded projects, the following apply:

- a) Colorado statute (§8-19-104 C.R.S.) requires that a comparable percentage disadvantage be applied to a bid from a contractor based in a state that provides a percentage bidding preference. More information is available at www.colorado.gov/spo.
- b) A good faith effort must be made by the awarded Contractor to report the use of foreign goods on any public works project. Upon completion of the project, the Contractor must report to the



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Project Manager the total cost and country of origin for each of the five most costly goods used in the project, (§24-103-210 C.R.S.).

Bid Submission Instructions

All respondents to this DQ1 shall include the following items in their bid:

- 1) Bid Pricing Sheet (**Page 7**)
- 2) Specification Verification and Delivery Sheet (**Pages 8-11**)
- 3) Vendor Information and Verification Sheet (**Page 12**)
- 4) Current Insurance Certificate(s) with all required coverage
- 5) Current Vendor W-9 (required only if not registered in VSS)

Failure by the bidder to submit any of the required items listed above may cause the bid to be deemed non-responsive and it may not be evaluated. Bidders may submit additional information if it assists in explaining their bid, but such information cannot be provided in lieu of the required items listed above.

Bids shall only be submitted by one of the following methods:

- Vendor Self-Service (VSS) - PREFERRED (see more information on page 1);
- Email to dnr_cpw_bids@state.co.us;
- Courier delivery via USPS or other service, F.O.B. Destination, or
- Personal delivery (hand delivered) to the Purchasing Agent and address on page 1.

PLEASE NOTE: All bids must be received by the bid closing time or the bid will not be accepted – NO EXCEPTIONS.

Attachments:

- Colorado Purchase Order Terms and Conditions
- Blank W-9



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BID

Bid Pricing Sheet

All costs, including delivery, trade-in value, and discounts, shall be figured into the final bid price. State of Colorado will NOT pay for shipping and/or freight.

Commodity	Quantity	Year Make and Model of Unit	Price per unit, delivered (\$)
One (1) New 2019 or 2020 Mini Compact Excavator with required features, and <i>long stick arm</i> *	1		
One (1) New 2019 or 2020 Mini Compact Excavator with required features, and <i>extendable arm</i> *	1		
Optional Features**			
One (1) Trencher Attachment	1		
One (1) Ripper Attachment	1		
One (1) 9" Auger Attachment	1		
One (1) 12" Auger Attachment	1		
One (1) 18,000 lb Rated Bumper Pull Trailer	1		
Additional warranties per year with travel time parts and labor included	1		
Additional attachments available for the machine speed you are bidding. Attach separate sheet.	Various		

* Colorado Parks and Wildlife will have the option to order *either* the long stick arm machine *or* the extendable arm machine as our budget will allow. Vendors may provide pricing on either option, or on both options

** Colorado Parks and Wildlife will have the option to order as many optional features as our budget will allow



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Specification Verification and Delivery Sheet

Commodity	One (1) New 2019 or 2020 Mini Compact Excavator with required and optional features, including delivery	Required Vendor Specifications Does your bid item meet these specifications?		
		Y	N	If No, describe your bid item:
Condition	New			
Year	2019 or 2020 Model			
Hours	Less than 5 hours			
Start/Stop	Machine shall include a key or keyless start/stop			
Engine	Machine shall include a Tier 4 engine system not requiring DEF fluid and that does not have a diesel particulate filter			
Engine Block	Machine shall include an Engine Block Heater			
Horsepower	Machine shall have a Horsepower range of 44 - 49.9 for high altitude use			
Attachment System	Machine shall include a quick attachment system for buckets and attachments on arm (no having to remove pins for quick attachment system)			
Movement	Machine shall ONLY include a front blade 4 way movement (up, down, left and right angle abilities)			
Arm	Machine shall include <i>either</i> a long stick arm <i>or</i> extendable arm			
Arm	Machine shall include a thumb/clamp for the arm bucket			
Arm	Machine shall include a secondary auxiliary hydraulic system for attachments on arm			



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Dig Depth	Minimum dig depth 12' (without extendable arm out)			
Height	Machine height must be no greater than 100"			
Cab	Machine shall have an enclosed cab AC/ heat, radio w/ Bluetooth, overhead amber beacon light			
Cab	Machine shall have a 12 volt power port inside cab			
Horn	Machine shall have a horn			
Lockable	Machine shall include Lockable access hoods/panel to help prevent vandalism			
Seat	Machine shall have a high backed seat with retractable seat belt			
Seat	Machine shall have the best quality, upgraded seat available. For example, a lumbar supported and heated seat would be preferred.			
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Optional Attachment	CPW would like the option to purchase a trencher attachment for the machine			
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Optional Attachment	CPW would like the option to purchase a 18,000 lb rated bumper pull trailer for the machine			
Optional Attachment	CPW would like the option to purchase additional warranties per year with travel time parts and labor included			
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<p>Training/Walk Through</p>	<p>Vendor shall provide a training/ walk through upon delivery to go over machinery/ services and special information on equipment</p>			
<p>Service Center</p>	<p>A service center or mobile truck shall be available for this machine within an 80 mile radius of Crawford State Park (40468 CO-92 Crawford CO 81415)</p>			
<p>Warranty</p>	<p>Machine shall include a 2 year / 2,000 hour parts & labor warranty with travel time included for the first 6 months minimum</p>			
<p>Delivery Location</p>	<p>Colorado Parks and Wildlife Crawford State Park 40468 CO-92 Crawford CO 81415</p>			
<p>Delivery Date</p>	<p>Machine is required to be delivered to Crawford State Park within 6 weeks of bid being awarded</p>			



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Vendor Information and Verification Sheet

Company Name	
Address	
City, State, Zip	
Phone	
Email Address	
Typed/Printed Name	
Title	
Date	
Signature	

Have all requirements for this solicitation, as stated above, been met? Yes No

Do you accept the Colorado Purchase Order Terms and Conditions without modifications?

Yes No

The State of Colorado reserves the right to reject the incorporation of vendor terms and conditions, including potentially determining that a bid that includes vendor terms and conditions is non-responsive.

Are you registered on VSS?

Yes No

If **Yes**, VSS #: _____

If **No**, have you included your vendor W-9? Yes No

Have you included proof of your current auto insurance policy as required above? Auto is needed if your delivery truck will be on State Property for the delivery. Not required for 3rd party delivery.

Yes No If no, explain why: _____

All costs, including delivery, trade-in value and discounts, shall be figured into the final bid price. State of Colorado will **NOT** pay for shipping and/or freight.