

TITUS COUNTY, TEXAS
March 29, 2023

INVITATION TO BID
REQUEST FOR PROPOSAL FOR USED BOTTOM DUMP TRAILER

PROPOSAL DEADLINE: April 19, 2023 at 9:00 am

Electronic responses will not be accepted.

RETURN PROPOSAL TO: Titus County Auditor's Office
100 West First Street, Suite 106
Mt. Pleasant, Texas 75455

MARK ENVELOPE: Titus County Used Bottom Dump Trailer, **Bid # 2023-06**

PUBLIC OPENING WITH NAMES OF BIDDERS READ ALOUD ONLY: April 19, 2023 at 9:30 PM
Titus County Courtroom, Room 205
Titus County Courthouse

ANTICIPATED SELECTION DATE BY COMMISSIONERS' COURT: Possibly April 24, 2023 dependent upon amount of accepted bid and subject to change.

LOCAL NEWSPAPER PUBLICATION DATES: April 1 and April 5. See Exhibit C for copy of newspaper notice.

TO OBTAIN A COPY OF THIS PROPOSAL: Please refer to the Titus County website at www.co.titus.tx.us and select the link listed in the lower left side of the home page labeled PURCHASING, then click on the Used Bottom Dump Trailer. You may also contact the Titus County Auditor at 903-572-8101 or by email at auditor@co.titus.tx.us.

INTRODUCTION

Titus County is soliciting proposals for the purchase of a Used Bottom Dump Trailer. Titus County appreciates your time and effort in preparing a proposal.

QUESTIONS

Please direct all questions regarding this RFP to the Titus County Auditor, Barbara Shurbet at 903-572-8101 or at auditor@co.titus.tx.us. Any updates, questions with responses, addenda and special notices related to this application will be posted on the Titus County website at www.co.titus.tx.us accessed by following the link listed on the lower left side of the home page labeled PURCHASING, Used Bottom Dump Trailer – Addenda. It is the applicant's sole responsibility to review this site and retrieve any related documents prior to the application due date.

PURPOSE & OBJECTIVES

The purpose of this proposal is to meet the requirements of the local government code state purchasing requirements.

The primary objective is to allow the Titus County Commissioners Court to have sufficient information to select the best well qualified proposal that offers the most favorable terms and conditions for the purchase of a Used Bottom Dump Trailer for shared county – wide road equipment at the sole discretion of Commissioners Court.

SPECIFICATIONS

The specifications for a Used Bottom Dump Trailer are attached in Exhibit A. Any deviation or alternate from the requested specifications must be noted in the proposal response.

Please include an estimate of the delivery cost from the equipment's current location to the Titus County Maintenance Barn located at 1700 Industrial, Mt. Pleasant, Texas, if delivery is available.

EVALUATION CRITERIA

The submitted proposals shall be reviewed based on the following criteria:

- *Purchase price
- *Reputation of vendor & vendor's goods or services
- *Quality of the vendor's goods as compared to the specifications
- *Extent to which the goods or services meet the needs of the County
- *Vendor's past relationship with the County
- *Total long-term cost of ownership of the goods or services including costs of repair
- *Location of proposed equipment in consideration of cost of on-site visit and test drives
- *Availability to test drive the proposed equipment
- *Any other item of interest determined to be in the best interest of Titus County.

Negotiations may be conducted with vendors whose submitted proposal is determined to be reasonably anticipated of possibly being selected for award. The award will not necessarily be made to the vendor submitting the lowest price proposal.

The County reserves the right to request additional information or to meet with representatives of the proposer, to test drive and evaluate the equipment, and to discuss or clarify items in the proposal. Any and all information collected during these interactions may be used in analyzing the proposal. All of these elements combine for the evaluation of the proposal.

The County will select the proposer that submits the best, most responsive overall proposal to satisfy the needs of the Titus County as determined solely by the Commissioners' Court and reserves the right to waive any technicalities in the best interest of Titus County.

ATTACHMENTS

Exhibit A – Specifications for Used Bottom Dump Trailer

Exhibit B – Contract Summary

Exhibit C – Newspaper Advertisement

ETHICAL STANDARD – CONFLICT OF INTEREST

No County official or employee shall have interest in any contract resulting from this bid. County officials or employees with possible conflicts are required complete a Local Government Office Conflicts Disclosure Statement as provided by the Texas Ethics Commission.

Original completed forms should be sent to the Titus County Clerk's Office. Please see contact information below for this form:

Titus County Clerk
Titus County Courthouse
100 West First Street, Suite 204
Mt. Pleasant, Texas 75455

The company of the bid selected will be required to complete a Conflict of Interest Questionnaire as provided by the Texas Ethics Commission.

CONTRACT SUMMARY – CONTACT INFORMATION & AUTHORIZATION

See Exhibit B for the contract summary which is to be returned with bid.

SUBMITTAL INSTRUCTIONS

Sealed proposals clearly marked "Titus County Used Bottom Dump Trailer, Bid # 2023-06" shall be delivered on or before April 19, 2023 at 9:00 am to the following:

Titus County Auditor's Office – Titus County Courthouse
100 West First Street, Suite 106
Mt. Pleasant, Texas 75455

Proposers are responsible for actual delivery of the proposal on or before the date and time set for the deadline at the required location. The mere fact that a proposal was dispatched will not be considered including any proposals delivered to the incorrect address/location.

Items to Submit:

- 1) A complete copy of this application,
- 2) A Specification Sheet with any alternates or deviations noted including a complete comparison of the proposed equipment to the specifications stated, and estimated delivery costs, (This is your proposed quote.)
- 3) Form W-9,
- 4) Contract Summary signed by authorized officer, Exhibit B.

Specifications for Used Bottom Dump
Trailer *

BID# 2023-06
Exhibit A

Axles: (2) 102", 5/8 Wall, 5" Round, Common
Inner/Outer Bearings

Wheels: 8.25 x 24.5, 10 Hole Hub-Piloted Disc

Tires: 11 x 24.5 Radial

Hubs: 10 Hole Pilot Hub

Brakes: Air 16 1/2" x 7" Outboard Cast Drum;

ABS: 2S 1M

Axle Spacing: 51"

Lights: 12 Volt Sealed Beam, Rubber Grommet

Backup Alarm: Yes

Mud Flaps: Rubber Rear Only

Wiring: Sealed Harness Modular Plug-In

Draft Arms: N/A

King Pin Plate: 1/4" AR450 (Rocking/Breakaway)

* Or
Equivalent

Exhibit B

CONTRACT SUMMARY

The undersigned agrees that this proposal becomes the property of Titus County after the official opening.

The undersigned affirms that they have familiarized themselves with the specifications requested and fully disclosed any known alternatives or variations within this proposal response.

The undersigned agrees, if this application is accepted, to furnish any and all items/services based on the terms of this agreement.

The undersigned affirms that they are authorized to act on behalf of the company represented, that this application has not been prepared in collusion with any other proposer, nor any employee of Titus County, and that the contents of this proposal have not been communicated to any other applicant or to any employee of Titus County prior to the official opening of this application process.

The undersigned affirms that they have read and do understand the requirements stated within this contract including any addenda and the specifications as presented in Exhibit A.

Failure to complete and sign this form may result in the rejection of the entire application.

SIGNATURE _____

Print Authorized Officer's Name

Print Authorized Officer's Title

Name of Company

Date

Address

Office Phone Number

City, State, Zip Code

Cell Phone or Other Phone Number

General Email for Company

Email Directly to Above Authorized Officer

Exhibit C

To: Mt. Pleasant Daily Tribune
From: Barbara Shurbet, Titus County Auditor
Subject: Bid Notice – Used Bottom Dump Trailer
Date: March 29, 2023

Please run the following notice on April 1 and April 5, 2023

Request for Proposals # 2023-06
Used Bottom Dump Trailer

The Commissioners' Court of Titus County, Texas hereby provides notice of a Request for Proposals for the purchase of a Used Bottom Dump Trailer. All candidates must comply with all applicable state statutes as outlined in the RFP.

To obtain a RFP, please visit the homepage of the Titus County website at: www.co.titus.tx.us and click on the Purchasing Link on the left bottom section of the homepage then click on the Used Bottom Dump Trailer , or call 903-572-8101 or contact the auditor's office at auditor@co.titus.tx.us.

Sealed proposals will be accepted on or before April 19, 2023 at 9:00 AM in the auditor's office at 100 West First Street, Suite 106, Mt. Pleasant, Texas 75455. Proposals will be opened and read aloud on April 19, 2023 at 9:30 am in Room 205 of the Titus County Courthouse.

Lump sum pricing will apply. Titus County reserves the right to accept or reject in whole or in part any proposal received and to waive any irregularities or formalities in the best interest of the County.