



**PUBLIC NOTICE.** Bids will be received by the Public Works Director of the City of Cassville, Missouri, at City Hall, 300 Main Street, Cassville, Missouri, 65625, until **3:15 p.m., local time, on September 25, 2020**, for the supply and delivery of a 25-35 h.p. tow behind leaf/debris loader . No bid may be withdrawn within a period of 30 days after the date fixed for opening. The City reserves the right to reject any and all bids, to waive informalities, and to reject nonconforming, non-responsive or conditional bids. Specifications may be obtained from the Public Works Director at (417) 847-4441.

#### Instructions to Bidders

Bids may be submitted by mail, hand delivered, faxed or by email to the address below and must be received prior to the published due date and time. Direct bids to:

David Brock  
300 Main Street  
Cassville, MO 65625  
417-847-5001 fax  
[dbrock@cityofcassville.com](mailto:dbrock@cityofcassville.com)

Vendors are instructed to submit their bid using the response page contained herein and encouraged to include product information to include equipment specifications and warranty information.

In determining the “lowest and best responsible bidder”, in addition to prices, the following shall be considered:

- The ability, capacity, and skill of the bidder to perform the contract or provide the service required
- Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference
- The character, integrity, reputation, judgement, experience and efficiency of the bidder
- The quality performance of previous contracts of services
- The previous and existing compliance of the bidder with laws and ordinances relating to the contract or service
- The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service  
The quality, availability and adaptability of the supplies, or contractual service to the particular use required
- The ability of the bidder to provide future maintenance and service for the use of the subject of the contract
- The number and scope of conditions attached to the bid

Bidders must disclose any variation or non-conformity to the minimum specifications. A variance or non-conformity will not disqualify a bid however failure to disclose a variance or non-conformity may disqualify a bid or be justification to cancel a subsequent award(s).

Vendors are encouraged to submit multiple bids for differing equipment models that meet minimum specifications.

#### Equipment Specifications for Tow Behind Leaf and Debris Loader

The City has evaluated available makes and models of equipment and prequalified two manufacturers for a potential purchase. Minimum equipment specifications are published and incorporated into the specifications

and vendors may submit bids for the prequalified makes/models (equipped as specified) without any additional documentation or action. Vendors may submit bids and the City will evaluate, makes/models other than those that have been prequalified however for non-prequalified equipment, vendors must submit detailed specifications. The City reserves the right, in its sole judgement and opinion, to determine if equipment is of comparable size, capability and suitability for the intended end use.

All vendors are encouraged to provide a demonstration of the make/model, or a similarly sized unit, that they will be proposing.

The equipment is generally described as a trailer mounted leaf and debris loader designed to move leaves and debris using high volume airflow from the ground to a truck bed or truck mounted box. The unit shall be all-steel welded construction and powered by a 4-cycle electric start gasoline motor. The trailer shall be road ready and meet DOT specs with lighting, tire fenders, hitch and trailer jack stand.

**Tow Behind Leaf and Debris Loader - Minimum Specifications**

25 to 35 h.p.	4,500 cfm output	4-sided, 3/8" steel blade impeller
Flexible 12" d x 10' Intake hose	8"d x 5' Discharge chute	20" Impeller Diameter

Prequalified Equipment

Makes and models of available equipment have been evaluated and identified to be of consistent size and capabilities and which may be suitable for the intended end use in the City's Street maintenance division. Additionally, these manufacturers have multiple regionally located authorized dealers. This determination does not imply these units are equivalent in every aspect but are appropriate for a competitive bidding and purchasing process.

**Tow Behind Leaf and Debris Loader - Prequalified Equipment**

Little Wonder Model 8295 04 01	Scag Tow-Behind Model TL20W-26CH- EFI
Little Wonder Model 8355 04 01	Scag Tow-Behind Model TL20W-29BV

# State of Missouri

## EXEMPTION FROM MISSOURI SALES AND USE TAX ON PURCHASES

Issued to:

CITY OF CASSVILLE  
300 MAIN ST  
CASSVILLE MO 65625

Missouri Tax ID  
Number: 12487457

Effective Date:  
07/11/2002

Your application for sales/use tax exempt status has been approved pursuant to section 144.030.1, RSMo. This letter is issued as documentation of your exempt status.

Purchases by your Agency are not subject to sales or use tax if within the conduct of your Agency's exempt functions and activities. When purchasing with this exemption, furnish all sellers or vendors a copy of this letter. This exemption may not be used by individuals making personal purchases.

A contractor may purchase and pay for construction materials exempt from sales tax when fulfilling a contract with your Agency only if your Agency issues a project exemption certificate and the contractor makes purchases in compliance with the provisions of section 144.062, RSMo.

Sales by your Agency are subject to all applicable state and local sales taxes. If you engage in the business of selling tangible personal property or taxable services at retail, you must obtain a Missouri Retail Sales Tax License and collect and remit sales tax.

This is a continuing exemption subject to legislative changes and review by the Director of Revenue. If your Agency ceases to qualify as an exempt entity, this exemption will cease to be valid. This exemption is not assignable or transferable. It is an exemption from sales and use taxes only and is not an exemption from real or personal property tax.

Any alteration to this exemption letter renders it invalid.

If you have any questions regarding the use of this letter, please contact the Division of Taxation and Collection, P.O. Box 3300, Jefferson City, MO 65105-3300, phone 573-751-2836.

This completed form must be returned no later than 3:15 p.m. on September 25<sup>th</sup>, 2020. Bids for equipment that is not prequalified must include detailed specifications.

Vendor Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

**Tow Behind Leaf/Debris Loader**

Make \_\_\_\_\_ Model \_\_\_\_\_ Model Year \_\_\_\_\_ Bid Price \$ \_\_\_\_\_

Disclosure of any variations from minimum specifications:

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

Summary of warranty: \_\_\_\_\_

\_\_\_\_\_

Location of nearest Warranty Station: \_\_\_\_\_

Estimated delivery time from notice of award: \_\_\_\_\_

Certification and Execution

The undersigned affirms they are in receipt of all equipment specifications and instructions, and are familiar with the equipment being proposed. This bid represents the total cost to the City Cassville, inclusive of all applicable taxes, fees and charges for the supply and delivery of the specified equipment. Execution certifies the any all variations and non-conformities to the published equipment specifications have been disclosed herein and that this proposal is valid for 30 days from the date of opening.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name and Title

Direct telephone number: \_\_\_\_\_ Fax: \_\_\_\_\_

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