

Issue Date: July 10, 2017

**INVITATION FOR BIDS #Y17-634-TA**

**NOTICE IS HEREBY GIVEN** that the Board of County Commissioners of Orange County, Florida, henceforth referred to as the County is accepting sealed bids for:

**Grapple Roll Off Truck with Knuckleboom**

Sealed bid offers in an **original** and **three (3) copies** for furnishing the above will be accepted up to **2:00 PM (local time), Tuesday, August 1, 2017** in the Procurement Division, Internal Operations Centre II, 400 E. South Street, 2nd Floor, Orlando, FL 32801.

Copies of the bid documents may be obtained from the Orange County Procurement Division at the above address. Copies may be requested by phoning (407) 836-5635 or by download from the Internet at:

<http://apps.ocfl.net/orangebids/bidopen.asp>

Carrie Woodell, MPA, CFCM, CPPO, C.P.M.  
Manager, Procurement Division

**NOTICE TO BIDDERS**

To ensure that your bid is responsive, you are urged to request clarification or guidance on any issues involving this solicitation before submission of your response. Your point-of-contact for this solicitation is Tracy Attenasio, Purchasing Agent at [Tracy.Attenasio@ocfl.net](mailto:Tracy.Attenasio@ocfl.net).

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## GENERAL TERMS AND CONDITIONS

### 1. GENERAL INFORMATION

These specifications constitute the complete set of requirements and bid forms. The bid response page(s), and all forms listed on the bid response page(s) shall be completed, signed, and sealed in an envelope bearing the bid number on the outside and mailed or presented to the Procurement Division on or before the specified time and date. **Failure to comply with the preceding requirements shall result in the rejection of the bid.**

**Bids submitted by e-mail, telephone or fax shall not be accepted. An e-mailed or a faxed bid shall be rejected as non-responsive regardless of where it is received.**

It is the sole responsibility of the Bidder to ensure that their bid reaches the Procurement Division. All bids, unless otherwise specified, must be delivered to the following address no later than the time and date specified in the solicitation:

Procurement Division  
Internal Operations Centre II  
400 E. South Street, 2nd Floor  
Orlando, FL 32801

Bidders are cautioned that they are responsible for delivery to the specific location cited above. Therefore, if your bid is delivered by an express mail carrier or by any other means, it is your responsibility to ensure delivery to the above address. This office will not be responsible for deliveries made to any place other than the specified address.

**The County shall not be responsible for delays caused by any occurrence. The time/date stamp clock located in the Procurement Division shall serve as the official authority to determine lateness of any bid. The bid time shall be scrupulously observed. Under no circumstances shall bids delivered after the time specified be considered. Late bids will be returned to the Bidder unopened. The decision to refuse to consider a bid that was received beyond the date/time established in the solicitation shall not be the basis for a protest pursuant to the Orange County Code (Procurement Ordinance).**

All bids must be typewritten or filled in with pen and ink, and must be signed in ink by an officer or employee having authority to bind the company or firm. Errors, corrections, or changes on any document must be initialed by the signatory of the bid.

Bidders shall not be allowed to modify their bids after the opening time and date. Bid files may be examined during normal working hours, thirty (30) days after bid opening or upon recommendation for award, whichever occurs first. Bidders desiring to view these documents are urged to schedule an appointment.

For information concerning this bid, please contact the Procurement Division at the address listed above or by calling 407-836-5635. Please specify the bid number for which you are inquiring.

## 2. QUESTIONS REGARDING THIS SOLICITATION

All questions or concerns regarding this Invitation for Bids shall be submitted by email to [Tracy.Attenasio@ocfl.net](mailto:Tracy.Attenasio@ocfl.net), no later than 5:00 PM Friday, July 21, 2017, to the attention of Tracy Attenasio, Procurement Division, referencing the IFB number. When required the Procurement Division shall issue an addendum to the Invitation for Bids. The addendum shall be available on the Internet for access by potential Bidders. Bidders are instructed not to contact the initiating division directly. No oral interpretation of this Invitation for Bids shall be considered binding. The County shall be bound by information and statements only when such statements are written and executed under the authority of the Manager, Procurement Division.

This provision exists solely for the convenience and administrative efficiency of Orange County. No Bidder or other third party gains any rights by virtue of this provision or the application thereof, nor shall any Bidder or third party have any standing to sue or cause of action arising there from.

## 3. PRICE/DELIVERY

Price(s) bid must be the price(s) for new goods, unless otherwise specified. Any bids containing modifying or “escalator” clauses will not be considered unless specifically requested in the bid specifications.

“Acceptance” as herein used means the acceptance by Orange County after the Manager, Procurement Division or authorized agent has, by inspection or test of such items, determined that they fully comply with specifications.

**Deliveries resulting from this bid are to be performed during the normal working hours of the County.** Time is of the essence and the Contractor’s delivery date must be specified and adhered to. Should the Contractor, to whom the order or contract is awarded, fail to deliver on or before the stated date, the County reserves the right to **CANCEL** the order or contract and make the purchase elsewhere, and the Contractor shall be required to compensate the County for the difference in price paid for the alternate goods. The Contractor shall be responsible for making any and all claims against carriers for missing or damage goods. Partial shipments will be acceptable unless otherwise stated.

## 4. FEDERAL AND STATE TAX

The County is exempt from Federal and State Sales and Use Taxes for tangible personal property (Certificate of Registry for tax transactions under Chapter 32, Internal Revenue Code and Florida Sales/Use Tax Exemption Certificate). The Manager, Procurement Division will sign an exemption certificate submitted by the Contractor.

Contractors doing business with the County shall not be exempted from paying sales tax to their suppliers for materials to fulfill contractual obligations with the County, nor shall any Contractor be authorized to use the County’s Tax Exemption Number in securing such materials.

**5. ACCEPTANCE/REJECTION/CANCELLATION**

The County reserves the right to accept or to reject any or all bids and to make the award to that bidder who, in the opinion of the County, will be in the best interest of and/or the most advantageous to the County. The County also reserves the right to reject the bid of any bidder who has previously failed in the proper performance of an award or to deliver on time contracts of a similar nature or who, in the County's opinion, is not in a position to perform properly under this award. The County reserves the right to inspect all facilities of bidders in order to make a determination as to the foregoing. The County reserves the right to waive any irregularities and technicalities and may, at its discretion, request a re-bid. Award will be made to the lowest responsive and responsible bidder as determined by the County.

The County reserves the right, and the Manager, Procurement Division has absolute and sole discretion, to cancel a solicitation at any time prior to approval of the award by the Board of County Commissioners when such approval is required. The decision to cancel a solicitation cannot be the basis for a protest pursuant to the Orange County Code.

**6. BRAND NAME OR EQUALS/DEVIATIONS**

Unless otherwise specified, the mention of a particular manufacturer's brand name or number in the specifications does not imply that this particular good is the only one that will be considered for purchase. This reference is intended solely to designate the type or quality of good that will be acceptable. Equal offers will be considered and must include descriptive literature and/or specifications. Failure to provide descriptive literature and/or specifications with equal offers will result in the disqualification of the bid.

The determination as to whether any alternate good or service is or is not equal shall be made solely by the County and such determination shall be final and binding upon all bidders. The County reserves the right to request and review additional information to make such a determination.

Although the County provides for the consideration of alternate bids, it reserves the right to make an award in the best interest of the County. Award may not necessarily be given to the lowest bid offered.

The Bidder shall be responsible for reading very carefully, and understanding completely, the requirements and the specifications of the items bid upon. Unless the bid is in response to a "Brand Name or Equal" requirement, deviations from the specifications will only be considered if requested in writing prior to the date and time specified for receipt of bids.

Deviations, if accepted, will be specifically addressed in writing via an addendum to this Invitation for Bids. Any goods or services that are not in compliance with the specifications will not be accepted.

**7. NO BID**

Where more than one item is listed, any items not bid upon shall be indicated as "NO BID".

**8. CONFLICT OF INTEREST**

The award is subject to provisions of applicable State Statutes and County Ordinances. All bidders must disclose with their bid the name of any officer, director, or agent who is also an employee of Orange County. Further, all bidders must disclose the name of any County employee who owns, directly or indirectly, an interest of ten percent (10%) or more in the Bidder's firm or any of its branches. Should the Contractor permanently or temporarily hire any County employee who is, or has been, directly involved with the Contractor prior to or during performance of the resulting contract, the contract shall be subject to immediate termination by the County.

**9. LEGAL REQUIREMENTS**

All applicable Federal and State laws and County ordinances that in any manner affect the items covered herein apply. Lack of knowledge by the Bidder shall in no way be a cause for relief from responsibility.

- A. Contractors doing business with the County are prohibited from discriminating against any employees, applicant, or client because of race, religion, color, disability, national origin, gender, or age with regard to but not limited to the following: employment practices, rates of pay or other compensation methods, and training selection.
- B. Businesses wishing to participate in the County procurement process as an Orange County Certified M/WBE firm are required to complete a certification application to attain recognition as such. You may contact the Procurement Division or the Business Development Division for information and assistance.

**10. UNIFORM COMMERCIAL CODE**

The Uniform Commercial Code (Florida Statutes, Chapter 672) shall prevail as the basis for contractual obligations between the Contractor and the County for any terms and conditions not specifically stated in this Invitation for Bids.

**11. MISTAKES**

In the event of extension error(s), the unit price will prevail and the Bidder's total offer will be corrected accordingly. In the event of addition errors, the extended totals will prevail and the Bidder's total will be corrected accordingly. Bidders must check their bid where applicable. Failure to do so will be at the Bidder's risk. Bids having erasures or corrections must be initialed in ink by the Bidder.

**12. AVAILABILITY OF FUNDS**

The obligations of the County under this award are subject to the availability of funds lawfully appropriated for its purpose by the State of Florida and the Orange County Board of County Commissioners, or other specified funding source for this procurement.

### 13. EEO STATEMENT

It is hereby declared that equal opportunity and nondiscrimination shall be the County's policy intended to assure equal opportunities to every person, regardless of race, religion, sex, sexual orientation and gender expression/identity, color, age, disability or national origin, in securing or holding employment in a field of work or labor for which the person is qualified, as provided by Section 17-314 of the Orange County Code and the County Administrative Regulations.

Further, the Contractor shall abide by the following provisions:

- A. The Contractor shall represent that the Contractor has adopted and maintains a policy of nondiscrimination as defined by applicable County ordinance throughout the term of this contract.
- B. The Contractor shall allow reasonable access to all business and employment records for the purpose of ascertaining compliance with the non-discrimination provision of the contract.

The provisions of the prime contract shall be incorporate by the Contractor into the contracts of any applicable subcontractors.

### 14. BID TABULATION AND RESULTS

Bid tabulations shall be available thirty (30) days after opening on the Orange County website at: <http://apps.ocfl.net/orangebids/bidresults/results.asp> or upon notice of intended action, whichever is sooner.

### 15. BID FORMS

All bids must be submitted on the County's standard Bid Response Form. Bids on Bidder's quotation forms shall not be accepted.

### 16. RECIPROCAL PREFERENCE

In the event the lowest responsive and responsible bid submitted in response to any Invitation for Bids is by a bidder whose principal place of business is in a county other than Orange County, and such county grants a bid preference for purchases to a bidder whose principal place of business is in such county, then Orange County may award a preference to the (next) lowest responsive and responsible bidder having a principal place of business within Orange County, Florida. Such preference will be equal to the preference granted by the county in which the lowest responsive and responsible bidder has its principal place of business **except as provided below.**

1. **Effective July 1, 2015 the reciprocal local preference will not apply to construction services in which 50 percent or more of the cost will be paid from state-appropriated funds which have been appropriated at the time of the competitive solicitation.**
2. **If the solicitation involves a federally funded project where the funding source requirements prohibit the use of state and/or local preferences, the reciprocal local preference will not be applied.**

## 17. **POSTING OF RECOMMENDED AWARD AND PROTESTS**

The recommended award will be posted for review by interested parties at the Procurement Division and at:

<http://apps.ocfl.net/OrangeBids/AwardsRec/default.asp> prior to submission through the appropriate approval process and will remain posted for a period of five (5) full business days.

- **Orange County Lobbyist Regulations General Information**  
<http://www.orangecountyfl.net/OpenGovernment/LobbingAtOrangeCounty.aspx>

A lobbying blackout period shall commence upon issuance of the solicitation until the Board selects the Contractor. For procurements that do not require Board approval, the blackout period commences upon solicitation issuance and concludes upon contract award.

The Board of County Commissioners may void any contract where the County Mayor, one or more County Commissioners, or a County staff person has been lobbied in violation of the black-out period restrictions of Ordinance No. 2002-15.

- **Orange County Protest Procedures**  
<http://www.orangecountyfl.net/VendorServices/VendorProtestProcedures.aspx>

Failure to file a protest with the Manager, Procurement Division by 5:00 PM on the fifth full business day after posting, shall constitute a waiver of bid protest proceedings.

## 18. **BID AND RELATED COSTS**

By submission of a bid, the Bidder agrees that any and all costs associated with the preparation of the bid will be the sole responsibility of the Bidder. The Bidder also agrees that the County shall bear no responsibility for any costs associated with the preparation of the bid including but not limited to any administrative or judicial proceedings resulting from the solicitation process.

## 19. **CONTRACTUAL AGREEMENT**

This Invitation for Bids shall be included and incorporated in the final contract or purchase order. The order of contract precedence will be the contract (purchase order), bid document, and response. Any and all legal actions associated with this Invitation for Bids and/or the resultant contract (purchase order) shall be governed by the laws of the State of Florida. Venue for any litigation involving this contract shall be the Ninth Circuit Court in and for Orange County, Florida.

## 20. **PUBLIC ENTITY CRIME**

Section 287.133(3)(d), Florida Statutes, provides that the Florida Department of Management Services shall maintain a list of the names and addresses of those who have been disqualified from participating in the public contracting process under this section.

[http://www.dms.myflorida.com/business\\_operations/state\\_purchasing/vendor\\_information/convicted\\_suspended\\_discriminatory\\_complaints\\_vendor\\_lists/convicted\\_vendor\\_list](http://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/convicted_suspended_discriminatory_complaints_vendor_lists/convicted_vendor_list)

A person or affiliate who has been placed on The Convicted Vendor list following a conviction for a public entity crime shall not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, shall not submit bids on leases of real property to a public entity, shall not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with a public entity, and shall not transact business with any public entity in excess of the threshold amount provided in Florida Statute Section 287.017, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on The Convicted Vendor List.

**21. DRUG-FREE WORKPLACE FORM**

The Drug-Free Workplace Form is attached and shall be completed and submitted with your bid.

**22. SUBCONTRACTING**

Bidders subcontracting any portion of the work shall state name and address of subcontractor and the name of the person to be contacted on the attached "Schedule of Subcontractors Form".

**23. CONFLICT OF INTEREST FORM**

Bidder shall complete the Conflict of Interest Form attached hereto and submit it with their bid.

**24. ETHICS COMPLIANCE**

The following forms are included in this solicitation and shall be completed and submitted as indicated below:

- A. **Orange County Specific Project Expenditure Report** -The purpose of this form is to document any expenses incurred by a lobbyist for the purposes described in **Section 2-351, Orange County Code**. This form shall be completed and submitted with all bid responses to an Orange County solicitation. Any questions concerning this form shall be addressed to the purchasing agent identified in the applicable solicitation.
- B. **Relationship Disclosure Form** – The purpose of this form is to document any relationships between a bidder to an Orange County solicitation and the Mayor or any other member of the Orange County Board of County Commissioners. This form shall be completed and submitted with the applicable bid to an Orange County solicitation.

**No contract award shall be made unless these forms have been completed and submitted with the bid.** Any questions concerning these forms shall be addressed to the purchasing agent identified in this solicitation. Also, a listing of the most frequently asked questions concerning these forms is attached to each for your information.

**25. SUBMISSION OF BID**

The bid must be mailed or hand delivered in a sealed envelope to:

**ORANGE COUNTY PROCUREMENT DIVISION**

Internal Operations Centre II  
400 E. South Street, 2nd Floor  
Orlando, Florida 32801

**Bidders must indicate on the sealed envelope the following:**

- A. Invitation for Bids Number**
- B. Hour and Date of Opening**
- C. Name of Bidder**

Bids received after the time, date, and/or at the location specified, due to failure to identify the envelope with the above information shall be rejected.

**26. COPIES**

Copies of documents, records, materials, and/or reproductions requests will be charged in accordance with Orange County's fee schedule. Copyrighted materials may be inspected, but cannot be copied or reproduced per Federal law.

**27. PROPRIETARY/RESTRICTIVE SPECIFICATIONS**

If a prospective bidder considers the specification contained herein to be proprietary or restrictive in nature, thus potentially resulting in reduced competition, they are urged to contact the Procurement Division prior to bid opening. Specifications which are unrelated to performance will be considered for deletion via addendum to this Invitation for Bids.

**28. ASSISTANCE WITH SPECIFICATIONS**

Any prospective bidder who assisted the County in developing or writing the specifications contained herein are requested to so note such on the bid response page.

**29. PAYMENT TERMS/DISCOUNTS**

The County's payment terms are in accordance with Florida Statute 218, Local Government Prompt Payment Act. Cash discounts for prompt payment shall not be considered in determining the lowest net cost for bid evaluation purposes.

**30. PATENTS AND ROYALTIES**

Unless otherwise provided, the Contractor shall be solely responsible for obtaining the right to use any patented or copyrighted materials in the performance of the contract resulting from this Invitation for Bids.

The Contractor, without exception, shall indemnify and save harmless the County and its employees from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented

invention, process, or article manufactured or supplied by the Contractor. In the event of any claim against the County of copyright or patent infringement, the County shall promptly provide written notification to the Contractor. If such a claim is made, the Contractor shall use its best efforts to promptly purchase for the County any infringing products or services or procure a license, at no cost to the County, which will allow continued use of the service or product.

If none of the alternatives are reasonably available, the County agrees to return the article on request to the Contractor and receive reimbursement, if any, as may be determined by a court of competent jurisdiction.

**31. INDEMNIFICATION**

To the fullest extent permitted by law, the Contractor shall defend, indemnify, and hold harmless the County, its officials, agents, and employees from and against any and all claims, suits, judgments, demands, liabilities, damages, cost and expenses including attorney's fees of any kind or nature whatsoever arising directly or indirectly out of or caused in whole or in part by any act or omission of the Contractor or its subcontractors, anyone directly or indirectly employed by them, or anyone for whose acts any of them may be liable; excepting those acts or omissions arising out of the sole negligence of the County.

**32. CLARIFICATIONS**

It is the Bidder's responsibility to become familiar with and fully informed regarding the terms, conditions and specifications of this Invitation for Bids. Lack of understanding and/or misinterpretation of any portions of this Invitation for Bids shall not be cause for withdrawal of your bid after opening or for subsequent protest of award. Bidder's must contact the Procurement Division, at the phone number on the bid cover sheet **prior** to bid opening, should clarification be required.

Modification or alteration of the documents contained in the solicitation or contract shall only be valid if mutually agreed to in writing by the Bidder and the County.

**33. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION**

By submission of this bid, the Bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, that in connection with this procurement:

- A. The prices in this bid have been arrived at independently, without consultation, collusion, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.
- B. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening, directly or indirectly to any other Bidder or to any competitor; and,
- C. No attempt has been made or shall be made by the Bidder to induce any other person or bidder to submit or not to submit a bid for the purpose of restricting competition.

**34. SUCCESSORS AND ASSIGNS**

The County and the Contractor each binds itself and its partners, successors, executors, administrators, and assigns to the other party of this Contract and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the County nor the Contractor shall assign, sublet, convey or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the County which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the County and the Contractor.

**35. PRICING/AUDIT**

The Contractor shall establish and maintain a reasonable accounting system, which enables ready identification of Contractor's cost of goods and use of funds. Such accounting system shall also include adequate records and documents to justify all prices for all items invoiced as well as all charges, expenses and costs incurred in providing the goods for at least five (5) years after completion of this contract. The County or its designee shall have access to such books, records, subcontract(s), financial operations, and documents of the Contractor or its subcontractors, as required to comply with this section for the purpose of inspection or audit anytime during normal business hours at the Contractor's place of business. This right to audit shall include the Contractor's subcontractors used to procure goods under the contract with the County. Contractor shall ensure the County has these same rights with subcontractors and suppliers.

**36. EMPLOYEES OF THE CONTRACTOR**

All work under this contract shall be performed in a professional and skillful manner. The County may require, in writing, that the Contractor, remove from this contract any employee the County deems incompetent, careless, or otherwise objectionable.

**37. TOBACCO FREE CAMPUS**

All Orange County operations under the Board of County Commissioners shall be tobacco free. This policy shall apply to parking lots, parks, break areas and worksites. It is also applicable to Contractors and their personnel during contract performance on County owned property. Tobacco is defined as tobacco products including, but not limited to, cigars, cigarettes, e-cigarettes, pipes, chewing tobacco and snuff. Failure to abide by this policy may result in civil penalties levied under Chapter 386, Florida Statutes and/or contract enforcement remedies.

**38. CONTRACT CLAIMS**

"Claim" as used in this provision means a written demand or written assertion by one of the contracting parties seeking as a matter of right, the payment of a certain sum of money, the adjustment or interpretation of contract terms, or other relief arising under or relating to this contract.

Claims made by a Contractor against the County, relating to a particular contract shall be submitted to the Manager, Procurement Division in writing clearly labeled "Contract Claim" requesting a final decision. The Contractor also shall provide with the claim a certification as follows: "I certify that the claim is made in good faith; that the supporting data are accurate and complete to the best of my knowledge and belief; that the amount requested accurately reflects the contract adjustment for which the Contractor believes the County is liable; and that I am duly authorized to certify the claim on behalf of the Contractor."

**Failure to document a claim in this manner shall render the claim null and void. No claim shall be accepted after final payment of the contract.**

The decision of the Manager, Procurement Division shall be issued in writing and furnished to the Contractor. The decision shall state the reasons for the decision reached. The Manager, Procurement Division shall render the final decision within sixty (60) days after receipt of Contractor's written request for a final decision. The Manager, Procurement Division decision shall be final and conclusive.

The Contractor shall proceed diligently with performance of this contract pending final resolution of any request for relief, claim, appeal or action arising under the contract and shall comply with any final decision rendered by the Manager, Procurement Division.

**39. VERIFICATION OF EMPLOYMENT STATUS**

Prior to the employment of any person under this contract, the Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the contract term, and an express requirement that Contractors include in such subcontracts the requirement that subcontractors performing work or providing services pursuant to the state contract utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. For more information on this process, please refer to United States Citizenship and Immigration Service site at:

<http://www.uscis.gov/portal/site/uscis>.

**Only those employees determined eligible to work within the United States shall be employed under this contract.**

By submission of a bid in response to this solicitation, the Contractor affirms that all employees in the above categories shall undergo e-verification before placement on this contract. The Contractor shall commit to comply with this requirement by completing the E-Verification certification, attached to this solicitation.

**40. CONFIDENTIAL INFORMATION**

In accordance with Chapter 119 of the Florida Statutes (Public Records Law), and except as may be provided by other applicable State or Federal Law, all proposers should be aware that Invitation for Bids and the responses thereto are in the public domain. Bidders must identify specifically any information contained

in their response which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, **citing specifically the applicable exempting law**. If a Bidder fails to cite the applicable exempting law, we will treat the information as public.

**41. FEDERAL REQUIREMENTS**

In the event this Contract is paid in whole or in part from any federal government agency or source, the specific terms, regulations and requirements governing the disbursement of these funds shall be specified herein and become a part of this clause.

All Contracts in excess of one hundred thousand dollars (\$100,000) shall comply with all the requirements of Section 114 of the Clean Air Act (42 USC 7401 et seq.) as amended and Section 308 of the Federal Water Pollution Control Act (33 USC 1251 et seq.) as amended.

**42. PUBLIC RECORDS COMPLIANCE (APPLICABLE FOR SERVICE CONTRACTS)**

Orange County is a public agency subject to Chapter 119, Florida Statutes. The Contractor agrees to comply with Florida's Public Records Law. Specifically, the Contractor shall:

1. Keep and maintain public records required by Orange County to perform the service.
2. Upon request from Orange County's custodian of public records, provide Orange County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from the public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to Orange County.
4. Upon completion of the contract, Contractor agrees to transfer at no cost to Orange County all public records in possession of the Contractor or keep and maintain public records required by Orange County to perform the service. If the Contractor transfers all public record to Orange County upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to Orange County, upon request from Orange County's custodian of public records, in a format that is compatible with the information technology systems of Orange County.

5. A Contractor who fails to provide the public records to Orange County within a reasonable time may be subject to penalties under section 119.10, Florida Statutes.
6. **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT :**

**Procurement Public Records Liaison  
400 E. South Street, 2<sup>nd</sup> Floor, Orlando, FL 32801  
[ProcurementRecords@ocfl.net](mailto:ProcurementRecords@ocfl.net), 407-836-5897**

## **SPECIAL TERMS AND CONDITIONS**

### **1. QUALIFICATION OF BIDDERS**

This bid shall be awarded to a responsible, responsive bidder, qualified by experience to provide the work specified. The Bidder shall submit the following information with the bid:

- A. Bidder shall have a minimum of three (3) satisfactory references for similar work in providing similar grapple roll off trucks with knucklebooms within the last five years. Using the attached reference sheets, Bidder shall provide the following information: Company name, description of service/product supplied, number of dispenser sites, contact person, address, telephone number, email addresses, dates of service, and contract amount.
- B. Bidder shall have been in business for a minimum of one (1) year. Documentation shall be in the form of incorporation documentation from State of Florida or the Bidder's State of Origin.
- C. Bidder shall be an established manufacturer of equipment bid or an authorized dealer. Bidder shall submit proof and/or documentation they are the manufacturer and/or authorized dealer
- D. Bidder shall demonstrate that the equipment bid meets all specifications by completing the checklist as provided in Attachment A.
- E. Provide descriptive technical literature and a cut sheet for the equipment offered.
- F. Provide descriptive literature and detailed specification sheet on standard factory warranty for the equipment offered.

**Failure to submit the above requested information may be cause for rejection of your bid.**

The determination on whether a bidder is responsible or not shall be at the sole discretion of the County. Although the County may request the submission of a minimum number of contracts similar to the requirements of this solicitation with certain minimum dimensions, quantities, dollar values, etc., the County's determination of a bidder's responsibility shall not be solely based on the number of similar procurements the bidder provides but the entirety of the bidder's qualifications.

### **2. LICENSES AND PERMITS**

- A. Bidders to be considered for contract award under this Invitation for Bids shall be either "registered" or "certified" by the State of Florida, Department of Professional Regulation and licensed by all other federal, state, county or municipal agencies which may have jurisdiction over the type of work to be performed under this solicitation.

- B. Required licenses shall be in the Bidder's name as it appears on the Bid Response Form. Bidder shall supply appropriate license numbers, with expiration dates, as part of their bid. Failure to maintain and provide proof of proper licensing, certification and registration may be grounds for rejection of the bid.
- C. Upon notification, the Bidder shall provide copies of all applicable licenses.

**3. BID ACCEPTANCE PERIOD**

A bid shall constitute an irrevocable offer for a period of ninety (90) days from the bid opening date or until the date of award. In the event that an award is not made by the County within ninety (90) days from the bid opening date, the Bidder may withdraw their bid or provide a written extension of their bid.

**4. AWARD**

Award shall be made on an all-or-none total bid basis to the lowest responsive and responsible Bidder. If the Bidder fails to respond, they will be considered non-responsive.

**5. POST AWARD MEETING**

Within **ten** (10) days after receipt of notification of award of bid, Contractor shall meet with the County's representative(s) to discuss procedures and scheduling.

**6. F.O.B. POINT**

The F.O.B. will be 4400 S. Vineland Road, Orlando, Florida 32811. Bids showing other than F.O.B. Destination will not be accepted. The bid shall include all costs of packaging, transporting, delivery and unloading.

**7. DELIVERY**

Delivery time is of the essence in the award of this Invitation for Bids. Equipment shall be delivered within one hundred twenty (120) business days from receipt of purchase order. Bids submitted which fail to meet this requirement shall be cause for rejection.

It is hereby understood and mutually agreed to by and between parties hereto that the time of delivery is an essential condition of this contract.

**8. TERMINATION**

**A. Termination for Default:**

The County may, by written notice to the Contractor terminate this contract for default in whole or in part (delivery orders, if applicable) if the Contractor fails to:

- 1. Provide goods or services that comply with the specifications herein or fails to meet the County's performance standards
- 2. Deliver the goods or to perform the services within the time specified in this contract or any extension.

3. Make progress so as to endanger performance of this contract
4. Perform any of the other provisions of this contract.

Prior to termination for default, the County shall provide adequate written notice to the Contractor through the Manager, Procurement Division, affording the opportunity to cure the deficiencies or to submit a specific plan to resolve the deficiencies within ten (10) calendar days (or the period specified in the notice) after receipt of the notice. Failure to adequately cure the deficiency shall result in termination action. Such termination may also result in suspension or debarment of the Contractor in accordance with the County's Procurement Ordinance. The Contractor and its sureties (if any) shall be liable for any damage to the County resulting from the Contractor's default of the contract. This liability includes any increased costs incurred by the County in completing contract performance.

In the event of termination by the County for any cause, the Contractor shall have, in no event, any claim against the County for lost profits or compensation for lost opportunities. After a receipt of a Termination Notice and except as otherwise directed by the County the Contractor shall:

1. Stop work on the date and to the extent specified.
2. Terminate and settle all orders and subcontracts relating to the performance of the terminated work
3. Transfer all work in process, completed work, and other materials related to the terminated work as directed by the County.
4. Continue and complete all parts of that work that have not been terminated.

If the Contractor's failure to perform the contract arises from causes beyond the control and without the fault or negligence of the Contractor the contract shall not be terminated for default. Examples of such causes include (1) acts of God or the public enemy, (2) acts of a government in its sovereign capacity, (3) fires, (4) floods, (5) epidemics, (6) strikes and (7) unusually severe weather.

**B. Termination for Convenience:**

The County, by written notice, may terminate this contract, in whole or in part, when it is in the County's interest. If this contract is terminated, the County shall be liable only for goods or services delivered and accepted. The County Notice of Termination shall provide the Contractor thirty (30) calendar days prior notice before it becomes effective. **A termination for convenience may apply to individual delivery orders, purchase orders or to the contract in its entirety.**

**9. AS SPECIFIED**

All goods delivered shall meet the specifications herein. Goods delivered not as specified shall be returned at no expense by Orange County. The County may return, for full credit, any unused goods received which fail to meet the County's performance standards. Replacement goods meeting specifications shall be submitted within a reasonable time after rejection of the non-conforming goods.

**10. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH**

By submission of a bid in response to this solicitation, the Bidder certifies that all material, equipment, etc., contained in their bid meets all OSHA requirements. Bidder further certifies that if they are the awarded Contractor, and the material, equipment, etc., delivered is subsequently found to be deficient in any OSHA requirements in effect on date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with the aforementioned requirements shall be borne by the Contractor.

**11. CODES AND REGULATIONS**

The Contractor shall strictly comply with all Federal, State and local codes and regulations.

**12. PAYMENT**

Partial payments for the value of goods received and accepted may be requested by the submission of a properly executed invoice, with supporting documents if required. Payment shall be made in accordance with Florida Statute 218, Local Government Prompt Payment Act. Payment for accepted equipment/goods/services shall be accomplished by submission of an invoice, in duplicate, to:

Orange County Parks and Recreation Division  
4801 West Colonial Drive, Orlando, FL 32808  
Phone (407)836-6200

In the event additional County Departments or other public entities utilize this contract, invoices are to be sent directly to the Department or entity placing the order.

**13. INFORMATION AND DESCRIPTIVE LITERATURE**

Bidders shall furnish all information requested and in the space provided on the bid form. Each Bidder shall submit with their bid, descriptive literature and/or detailed specifications covering the products offered. Reference to literature submitted with a previous bid shall not satisfy this provision. Bids which do not comply with these requirements may be rejected.

**14. BRAND/MANUFACTURER REFERENCED**

Reference manufacturer indicated. Goods similar in design and equal in function and performance may also be considered. Equal offers shall include descriptive literature and/or detailed specifications. Failure to include such specifications or literature for equal offers may be cause for disqualification of the bid.

**15. SAMPLES/DEMONSTRATIONS**

Demonstration of a similar grapple truck with knucleboom prior to contract shall be furnished upon request for a quality test or comparison without cost to the County. Demonstration shall be on County property.

**16. EQUIPMENT/SERVICE**

- A. The scope of these specifications is to insure the delivery of a complete unit ready for operation. Omission of any essential detail from these specifications does not relieve the Contractor from furnishing a complete unit.
- B. All equipment shall be new, or current manufacture in production at the time of bid opening and carry standard warranties. The Contractor shall service all equipment prior to delivery.
- C. Bids shall be considered only on equipment which can, on short notice, be serviced and maintained by the Contractor. At the time of bid opening, the Bidder shall be an authorized dealer, distributor, and/or representative of the manufacturer for the brand/model being bid. For the purposes of this solicitation, dealer, distributor, and/or representative means a firm or person that owns, operates, or maintains a store, warehouse, or other establishment in which materials, supplies, parts, articles, or equipment of the general character described in the specifications are bought, kept in stock and sold commercially or to the general public in the usual course of business. The Bidder shall maintain a normal supply of repair parts and be equipped with personnel and facilities to provide such service as necessary to keep the equipment in operation with a minimum of delay. Failure to meet these requirements, in the County's sole opinion, may be cause for rejection.

**17. ASSEMBLY AND/OR PLACEMENT**

All goods shall be completely assembled when delivered to Orange County.

**18. WARRANTY**

The Contractor shall provide full factory warranty on all equipment furnished against defect in materials and/or workmanship. The factory warranty shall become effective on the date of delivery and acceptance by the County. Should any defect in materials or workmanship, excepting ordinary wear and tear, appear during the above stated warranty period, the Contractor shall repair or replace at no cost to the County. Description of Warranty shall be provided with Bid Response.

**19. MANUALS**

The following manuals, in the quantities indicated, shall be delivered with each piece of equipment. The cost of these manuals shall be included in the unit price.

Operation Manual 2 copies

Parts Manual 2 copies

Repair Manual 2 copies

**20. SAFETY AND PROTECTION OF PROPERTY**

The Contractor shall at all times:

- A. Initiate, maintain and supervise all safety precautions and programs in connection with its services or performance of its operations under this contract.
- B. Take all reasonable precautions to prevent injury to employees, including County employees and all other persons affected by their operations.
- C. Take all reasonable precautions to prevent damage or loss to property of Orange County, or of other Contractors, consultants or agencies and shall be held responsible for replacing or repairing any such loss or damage.
- D. Comply with all ordinances, rules, regulations, standards and lawful orders from authority bearing on the safety of persons or property or their protection from damage, injury or loss. This includes but is not limited to:
  - o Occupational Safety and Health Act (OSHA)
  - o National Institute for Occupational Safety & Health (NIOSH)
  - o National Fire Protection Association (NFPA)
  - o American Society of Heating, Refrigeration & Air-Conditioning Engineers (ASHRAE)
- E. The Contractor shall also comply with the guidelines set forth in the Orange County Safety & Health Manual. The manual can be accessed online at the address listed below:

<http://www.orangecountyfl.net/VendorServices/OrangeCountySafetyandHealthManual.aspx>

**21. INSURANCE REQUIREMENTS**

Vendor/Contractor agrees to maintain on a primary basis and at its sole expense, at all times throughout the duration of this contract the following types of insurance coverage with limits and on forms (including endorsements) as described herein. These requirements, as well as the County's review or acceptance of insurance maintained by Vendor/Contractor is not intended to and shall not in any manner limit or qualify the liabilities assumed by Vendor/Contractor under this contract. Vendor/Contractor is required to maintain any coverage required by federal and state workers' compensation or financial responsibility laws including but not limited to Chapter 324 and 440, Florida Statutes, as may be amended from time to time.

The Vendor/Contractor shall require and ensure that each of its sub-Vendors/sub-Contractors providing services hereunder (if any) procures and maintains until the completion of their respective services, insurance of the types and to the limits specified herein.

Insurance carriers providing coverage required herein must be licensed to conduct business in the State of Florida and must possess a current A.M. Best's Financial Strength Rating of A- Class VIII or better.

(Note: State licenses can be checked via [www.floir.com/companysearch/](http://www.floir.com/companysearch/) and A.M. Best Ratings are available at [www.ambest.com](http://www.ambest.com))

Required Coverage:

- Commercial General Liability - The Vendor/Contractor shall maintain coverage issued on the most recent version of the ISO form as filed for use in Florida or its equivalent, with a limit of liability of not less than \$500,00 per occurrence. Vendor/Contractor further agrees coverage shall not contain any endorsement(s) excluding or limiting Product/Completed Operations, Contractual Liability, or Separation of Insureds. The General Aggregate limit shall either apply separately to this contract or shall be at least twice the required occurrence limit.

Required Endorsements:

- Additional Insured- CG 20 26 or CG 20 10/CG 20 37 or their equivalents.

Note: CG 20 10 must be accompanied by CG 20 37 to include products/completed operations

- Waiver of Transfer of Rights of Recovery- CG 24 04 or its equivalent.

Note: If blanket endorsements are being submitted please include the entire endorsement and the applicable policy number.

- Business Automobile Liability - The Vendor/Contractor shall maintain coverage for all owned; non-owned and hired vehicles issued on the most recent version of the ISO form as filed for use in Florida or its equivalent, with limits of not less than \$500,000 (five hundred thousand dollars) per accident. In the event the Vendor/Contractor does not own automobiles the Vendor/Contractor shall maintain coverage for hired and non-owned auto liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Required Endorsements:

- MCS-90- for operations governed by the Sections 29 & 30 of the Motor Carrier Act of 1980

- Workers' Compensation - The Vendor/Contractor shall maintain coverage for its employees with statutory workers' compensation limits, and no less than \$100,000 each incident of bodily injury or disease for Employers' Liability. Elective exemptions as defined in Florida Statute 440 will be considered on a case-by-case basis. Any Vendor/Contractor using an employee leasing company shall complete the Leased Employee Affidavit.

Required Endorsements:

- Waiver of Subrogation- WC 00 03 13 or its equivalent

When a self-insured retention or deductible exceeds \$100,000 the COUNTY reserves the right to request a copy of Vendor/Contractor most recent annual report or audited financial statement. For policies written on a "Claims-Made" basis the Vendor/Contractor agrees to maintain a retroactive date prior to or equal to the effective date of this contract. In the event the policy is canceled, non-renewed, switched to occurrence form, or any other event which triggers the right to purchase a Supplemental Extended Reporting Period (SERP) during the life of this contract the Vendor/Contractor agrees to purchase the SERP with a minimum reporting period of not less than two years. Purchase of the SERP shall not relieve the Vendor/Contractor of the obligation to provide replacement coverage.

**By entering into this contract Vendor/Contractor agrees to provide a waiver of subrogation or a waiver of transfer of rights of recovery, in favor of the County for the workers' compensation and general liability policies as required herein. When required by the insurer or should a policy condition not permit the Vendor/Contractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Vendor/Contractor agrees to notify the insurer and request the policy be endorsed with a Waiver of Subrogation or a Waiver of Transfer of Rights of Recovery Against Others endorsement.**

Prior to execution and commencement of any operations/services provided under this contract the Vendor/Contractor shall provide the COUNTY with current certificates of insurance evidencing all required coverage. In addition to the certificate(s) of insurance the Vendor/Contractor shall also provide endorsements for each policy as specified above. All specific policy endorsements shall be in the name of the Orange County Board of County Commissioners.

For continuing service contracts renewal certificates shall be submitted immediately upon request by either the COUNTY or the COUNTY's contracted certificate compliance management firm. The certificates shall clearly indicate that the Vendor/Contractor has obtained insurance of the type, amount and classification as required for strict compliance with this insurance section. Vendor/Contractor shall notify the COUNTY not less than thirty (30) business days (ten business days for non-payment of premium) of any material change in or cancellation/non-renewal of insurance coverage. The Vendor/Contractor shall provide evidence of replacement coverage to maintain compliance with the aforementioned insurance requirements to the COUNTY or its certificate management representative five (5) business days prior to the effective date of the replacement policy (ies).

The certificate holder shall read:

Orange County Board of County Commissioners  
c/o Procurement Division  
400 E. South Street, 2<sup>nd</sup> Floor  
Orlando, Florida 32801

**22. PRICING**

The County requires a firm price for the entire contract period. Invoices shall be reviewed to confirm compliance with contract pricing. Failure to hold prices firm shall be grounds for immediate termination of the contract.

**23. USE OF CONTRACT BY OTHER GOVERNMENT AGENCIES**

At the option of the Contractor, the use of the contract resulting from this solicitation may be extended to other governmental agencies, including the State of Florida, its agencies, political subdivisions, counties, and cities.

Each governmental agency allowed by the Contractor to use this contract shall do so independent of any other governmental entity. Each agency shall be responsible for its own purchases and shall be liable only for goods or services ordered, received and accepted. No agency receives any liability by virtue of this bid and subsequent contract award.

**24. BID PREFERENCE**

In accordance with the Minority Women Owned Business Enterprise (MWBE) Ordinance, award of a contract resulting from this Invitation for Bids may be made to the lowest responsive and responsible Orange County certified MWBE bidder provided that the bid does not exceed the overall lowest responsive and responsible bidder by the following percentages for the bid amounts listed:

- A. 8% - Bids Up To \$100,000**
- B. 7% - Bids Greater Than \$100,000 to \$500,000**
- C. 6% - Bids Greater Than \$500,000 to \$750,000**
- D. 5% - Bids Greater Than \$750,000 to \$2,000,000**
- E. 4% - Bids Greater Than \$2,000,000 to \$5,000,000**
- F. 3% - Bids Greater Than \$5,000,000**

In accordance with the Registered Service Disabled Veteran Business Ordinance, award of a contract resulting from this Invitation for Bids may be made to the lowest responsive and responsible registered prime Service Disabled Veteran bidder provided that the bid does not exceed the overall lowest responsive and responsible bidder by the following percentages for the bid amounts listed:

- A. 8% - Bids Up To \$100,000**
- B. 7% - Bids Greater Than \$100,000 to \$500,000**
- C. 6% - Bids Greater Than \$500,000 to \$750,000**
- D. 5% - Bids Greater Than \$750,000 to \$2,000,000**
- E. 4% - Bids Greater Than \$2,000,000 to \$5,000,000**
- F. 3% - Bids Greater Than \$5,000,000**

In the event of a tie between an M/WBE and a registered prime SDV with all else being equal, the award shall be made to the firm with the lowest business net worth.

**25. METHOD OF ORDERING**

The County shall issue a Purchase Order against the contract for the equipment listed on the Bid Response Form.

**26. REFERENCES**

A contact person shall be someone who has personal knowledge of the Bidder's performance for the specific requirement listed. Contact person shall have been informed that they are being used as a reference and that the County may be contacting them. More than one person can be listed but all shall have knowledge of the project. The reference shall be the owner or a representative of the owner. Contractors who provided services under the referenced project (contract) shall not be accepted as references. **DO NOT** list principals or officers who shall not be able to answer specific questions regarding the project. Failure of references listed to respond to the County's inquiries may negatively impact the responsibility of the Bidder.

**27. DEALER ADVERTISING**

No dealer advertising in any form is to be placed on or in the vehicle.

**28. COUNTY PROCUREMENT DIVISION NOTIFICATION**

The Contractor shall keep the Procurement Division informed, in writing, of any delivery problems encountered after acknowledgment of purchase order.

**29. DEALER/VENDOR INSTALLED EQUIPMENT**

All dealer installed accessories (roll bar, trailer hitch, etc.) shall be installed according to the manufacturer's specifications.

All such accessories must be manufactured by a recognized manufacturer of the product provided, unless the accessory is not available from a recognized manufacturer. Dealer is required to disclose "Make/Model" of product being offered and the location, design, and model must be approved by the customer prior to installation. Dealer must also disclose the warranty of any item that less than or exceeds factory vehicle factory warranty coverage

## **SPECIFICATIONS**

### **A. PURPOSE**

Dealer/Manufacturer shall provide one (1) Grapple, Roll off Truck with a Knuckleboom as further specified herein.

### **B. SPECIFICATIONS FOR GRAPPLE, ROLL OFF TRUCK**

**Equipment bid shall meet or exceed the following minimum specifications:**

1. Vehicle Model Year: 2018 Model Year
2. Type of Service: Commercial Class 8 Truck
3. Initial Registration Location: All 50 States, Carb engine emission (US17)
4. Language-Pubs/Decal/Signs: English
5. Vehicle Use & Body/Trailer Type: Roll-Off Truck
6. Vehicle Vocation: Construction service

#### **Application Packages**

7. Engine: 425Horsepower @ 1500-1800 Rate Per Minute (RPM) at PEAK
8. Engine: 2100 RPM (GOV) 1560 Pound/Foot, US 17 Emissions EPA
9. Turbo Type for 2018: Turbo Single Stage
10. Transmission: 4500 Rugged Duty Series 6 SP-Allison rugged duty series Gen 5 w/ Prognostics or equivalent
11. Transmission Electronics: Allison RDS Refuse Transmission with Auto-Neutral or equivalent

#### **Exhaust/Emissions**

12. Carb 2008 Idle Regulation Idle Emission Certification – Carb 08
13. Exhaust: Single (R/S) Vert exhaust cab mounted, turned end
14. Exhaust Stack Height: 9' 6" from ground
15. Def Tank: 8.7 Gallon (33 L) 26" integral to LH fuel tank
16. Emission On Board Diag Control : Emission OBD, Display Only, USA2018

#### **Engine Equipment**

17. Bug Screen: Black Aluminum mounted behind grille, without winter front cover
18. Air Compressor: Meritor/Wabco 318 18.7 CFM or approved equivalent
19. Alternator: Delco 12V 135A (35SI) Brushless or approved equivalent
20. Batteries: (3) 12V 650/1950 CCA Threaded stud type
21. Cooling Performance: Standard cooling performance
22. Coolant Protection to -34 Degrees Fahrenheit, (-37) Degrees Celsius
23. Coolant Filter and Conditioner
24. Fan Drive: BEHR Fan with BEHR Electronically modulated fan drive or equivalent
25. Engine Brake
26. Fuel-Water Separator w/Manual Drain Valve (Integral w/ primary fuel filter)
27. Battery Disconnect Switch : Flaming River BIG SWITCH wired to positive side or equivalent

28. Battery Box – Mounting (3) Battery Max, MTD LHS (Left Hand Side) under cab, FWD of LH fuel tank
29. Battery Box Cover Polished Aluminum
30. Emergency Start Studs Emergency start studs, battery box mounted
31. Hoses – Radiator/Heater Silicone hoses, spring clamps on radiator & heater, ¼ turn ball valve heater hose
32. Starter: 12 Volt Delco 39MT-MXT or equivalent
33. Tether Dev Package, Caps & Covers: Furnish cap retainer for oil fill & radiator overflow tank, battery box

### **Clutch/Transmission Equipment**

34. Gear Shifter Allison ash mounted shifter with neutral to range inhibit (HD series) or equivalent
35. Driveline – MainMeritor 18 MXL “Xtended Lube” or equivalent
36. Driveline – InteraxleMeritor 18 MXL “Xtended Lube” or equivalent
37. Lubricants, Transmission Transynd synthetic lube for transmission
38. Furnish Transmission Oil Cooler with direct mount cooler
39. Interaxle Prodshaft U-Joint Half-Round universal joint
40. Transmission Bell Housing: Furnish Aluminum Transmission Torque ConverterTC541 or equivalent for use with transmission
41. Transmission Adaptation Ring
42. Shutdown-Transmission. Temperature: Transmission, protection, engine shut down (high temp.)

### **Front Axle Equipment**

43. Front Axle: 20000# (9072kg) FXL20 wide pivot center straight spindle/unitized bearing
44. Springs – Front Taperleaf 20000# (9072kg) ground load rating
45. Brakes – FrontMeritor “S” cam type 16.5” x 6” Q+ or equivalent
46. Brake Drums – FrontCast iron brakedrum, front axle
47. Slack Adjusters – Front Meritor – Automatic or equivalent
48. Front Brake Chamber: Front brake chamber
49. Front Brake Lining: Meritor R403 brake lining or equivalent
50. Hubs – FrontFerrous
51. Oil Seals – Front front grease seal; FAG Schaeffler or equivalent
52. Shock Absorbers – Front Double acting type
53. Steering: Sheppard SD110 + HD94 or equivalent
54. Lubricants, Front AxleFactory option front wheel bearings lubricant
55. Front Brake Chamber SizeFront brake chamber 24SQ inches (Service)
56. Brake Regulation Brake regulation, stopping distance 94M (310Ft)

### **Rear Axle Equipment**

57. Rear Axles – Tandem 46000 lbs. (20866kg) S462 (268 1020) Cast ductile iron housing
58. Carrier – Rear AxleCarrier – Rear Axle
59. Rear Axle Ratio: 4.19 ratio
60. Rear Suspension – Tandem SS462 Multileaf (Cambelback) 46000lbs - Extra thick spring thickness – or equivalent

61. Trunnion Bushing Bronze
62. Bogie Spread, Rear 50" Axle spacing (Bogie wheelbase)
63. Transverse Torque Rods: Transverse torque rod (Rear Axle Only)
64. Brakes – Rear Meritor – Cam 16.5"x8.0" Q+
65. Brake Drums – Rear Cast iron brake drums
66. Slack Adjusters – Rear Meritor – Automatic
67. Rear Brake Chamber Size : Rear spring brake chambers 30/30 type
68. Rear Brake Lining ABEX 931-162 (Meritor R301) or equivalent (Rear each axle shall not exceed 23,000 LBS)
69. Hubs – Rear Ferrous
70. Oil Seals – Rear Oil seals, National/Federal Mogul
71. Rear Axle Spindle Nut: Lock snap ring spindle nuts, main axle
72. Power Divider Lockout: Power divider lockout, with buzzer and light
73. Lubricants, Rear Axle(s): Factory option lube – rear axle
74. Shock Insulators: Urethane shock insulators, heavy duty, highly recommended with SS582 & SS652 Rear Suspension or equal to.
75. Spring Brake Chambers –MGM Model # TR-T or equivalent; Tamper-Resistant brake chambers
76. Traction Differential Driver controlled inter wheel differential lock Rear-Rear axle only, manual air valve with warning light
77. ABS Sensor Channel Option: 4Sensor/4Modules valves system rear wheel end sensors
78. Anti-Lock Brake System: Bendix or equivalent anti-lock brake system with traction control or equivalent
79. Air System Valve : Bendix or equivalent switches and valves where possible

### **Frame Equipment/Fuel Tanks**

80. Wheelbase 293"
81. AF shall be at (Overhang) 57"
82. Frame Rails Steel – minimum 300MM X 105MM X 11.1MM – (11.81" X 4.13" X 0.437") RBM lbs. in 4,260,000
83. Frame Inner Liner Frame reinforcement – Inside, 5MM steel, Full length of main rail
84. Bolt on Front Frame Extension: 6" bolt on frame extension
85. Front Frame Length: Standard bumper position
86. Crossmembers: Back Of Cab and intermediate crossmembers, HD I-Beam
87. Rear Crossmember Options: Furnish standard steel closing rear crossmember
88. Front Bumper: Extended-Swept back-steel bright finish (including painted center tow pin)
89. Radiator Guard Plate type bright finish
90. Towing Device, Front Center tow capability based on bumper selection
91. Fuel Tank – Left Hand 72 Gallon (276 L) 26" aluminum, sleeved D-shaped
92. Fuel Level Sender Unit, Liquid Basic fuel level sender mounted on Left Hand tank
93. Fuel Line Material Braided hose

### **Air/Brake**

94. Air Dryer – Manufacturer Wabco air dryer or equivalent, 1200UP with Turbo cut off valve, with coalesce oil filter, heated

- 95. Airtank Drain Valve : Manual drain valves on all tanks, Petcock or equivalent
- 96. Air Reservoirs: Steel
- 97. Parking Brake Valve: Single valve system
- 98. Relocate Air Reservoirs Under battery box, remaining between frame rails

## **Electrical**

- 99. Chassis Wiring Harness Casing Chassis & power harness with heavy duty casing
- 100. Back-Up Alarm: Pollak 41-722 or equivalent, constant audible (Mounted on rear cross member) 107 decibels
- 101. Tail Lamps: Furnish standard tail-lights
- 102. Dash Mounted Switches: Two (2) extra dash mounted illuminated switches
- 103. Daytime Running Lights: Park brake and engine running activated
- 104. PTO – Control Power Take Off switch and light with wiring and piping for local installation
- 105. Body Builder: Interface Body link III with cab pass-thru or equivalent
- 106. Auxiliary in cab Pneumatic Line Auxiliary in cab pneumatic line cleanout
- 107. Air Conditioning/Heater: (Bergstrom or equivalent ) integral with heater combination to include heater/defroster and air conditioner
- 108. Audio Shutoff: Auto shutoff for radio entertainment system when vehicle is engaged in reverse
- 109. Audio Speaker Location: Speaker location, behind doors, middle high side panel
- 110. Cab Access Steps: Furnish standard (2) step cab access option
- 111. Cab Glass: Tinted windshield, tinted side window and tinted rear window (if equipped)
- 112. Cab Peep Window Peep window on right side
- 113. Cigarette lighter with charging port to be included
- 114. Dome Lamp, Interior (4) Dome lamps – Door and switch activated
- 115. Door Storage Compartment: Hard molded storage unit drivers and riders doors
- 116. Fender Extensions
- 117. Floor Covering: Polyurethane floor mat
- 118. Gauges – Unit of Measure U.S. Units (predominant)
- 119. Grab Handles: Bright Finish Extended cab grab handles, black handle Right Hand interior WS post, black grab handle diagonal inside Left Hand door
- 120. Grille: Bright finish bars with bright finish surround grill mounted
- 121. Headliner : Material Vinyl covered foam padded headliner
- 122. Hood Insulation
- 123. Hood Latch Finish: Painted hood Latches to match cab color and finish
- 124. Horn – Air(2) rectangular single trumpet (one each side of cab roof)
- 125. Horn – Electrical, Single tone
- 126. Instrument Cluster Display Co-Pilot driver display, enhanced 4.5” diagonal LCD display w with 4-button stalk control
- 127. Instrument Panel: Woodgrain finish or equivalent
- 128. Interior Trim Levels: Pedigree Sandstone or equivalent
- 129. Keyed Alike Chassis Chassis keyed at random – 2 keys
- 130. Mirrors – Convex Type Cab Doors, Bright finish, Left Hand & Right Hand, 8” diameter Convex
- 131. Mirrors – Exterior and heated
- 132. Mirrors – Heated Timeout (CA), Heated mirror time-out, 60 min

133. Overhead Console (2)Storage compartments and net retainers w/ center mounting for CB provisions
134. Radio/Radio Accommodation AM/FM premium stereo, CD-player, MP3, weatherband, handsfree interface, Bluetooth
135. Radio – Radio Antenna, cab mounted behind LH door
136. Radio – Antenna – CB Citizen Band Radio 48” antenna left side mirror mounted
137. Radio – Binding Posts for CB Power leads (5-way binding posts for CB radio) in header console
138. Radio – CB Radio MountingCB radio mounting reinforcement in header console
139. Rear Cab SuspensionRear cab suspension, Air
140. Rear WindowRear window (Fixed type)
141. Reflector Kit Emergency reflector kit Mounted parallel & centered against BOC
142. Roof Marker Light (5) Trucklite LED chrome bullet type lamps
143. Rear Wall Storage Compartment Storage pouch rear
144. Seat – Driver’sAir-National 2000 prem wide (high back) 3-way frt cushion adjustment; power cushions & back bolster
145. Seat – Rider National 2000 (hi-back), single chamber air lumbar, 2 pos front cushion adj. air-suspension
146. Seat – Arm Rests Inboard mounted arm rest, driver’s seat only
147. Seat Belt(s)Lap & shoulder (both seats) cab mtd shoulder belt adjustment (not avail w/ exted rider seat)
148. Seat CoveringCloth & Vinyl, cab interior dependent color, driver & rider seats
149. Starter Switch Key Type
150. Steering Wheel2 spoke urethane grip, charcoal spokes
151. Sun Visor – Interior, Front Sun visor – both sides
152. Sun Visor – Exterior Sun visor, exterior, fiberglass (painted)
153. Turn Signals Self-cancelling turn signals
154. Window Controls- Power window lift with electric door lock, Left Hand & Right Hand
155. Windshield type: 2-Piece windshield
156. Windshield Wipers 2 speed electric motor with intermittent feature

### **Wheels & Tires**

157. Tires Brand/Type – Front425/65R22.5 L Michlin XFE or equivalent (Steer only)
158. Tire Speed Limit: Tire speed limit basic
159. Wheels – Front22.5x12.25 Alcoa lvl one alum disc, 10-hole hub piloted (11 ¼”/286mm BC) 5.81” offset
160. Wheel Finishing, FrontMachine clean buffed-all wheels
161. Front Axle Tire & Wheel Quantity: Two front tires and wheels
162. Tires Brand/Type – Rear 11R24.5 H Bridgestone M799 (Drive only)
163. Wheels – Rear24.5x8.25 alcoa lvl one alum disc, 10-hole hub piloted, severe service (11 ¼” 286mm BC), 6.60” out
164. Rear Disc Wheel Polish: Machine clean buffed – all wheels
165. Rear Axle Tire & Wheel Quantity: Eight rear axle tires & wheels
166. Valve Stems & CapsProvide standard valve stems and caps

### **Communication Systems**

167. Co-Piolet – Display Features Access LE Display features, limited, no driver access level 1
168. Telematic Gateway: Remote connect W/3G and wlan system with diagnostic

## **Paint**

- 169. Paint/Vinyl Striping – Cab Exterior Single color
- 170. Paint Type Solid Paint
- 171. Paint Color – First Color White (High Gloss)
- 172. Paint – Cab Paint System Paint – cab, urethane clear coat
- 173. Cab Color: Same as first color – cab
- 174. Paint: Hood Color: Same as first color – hood
- 175. Paint: Sleeper Roof Color Without sleeper roof color
- 176. Chassis Fairing Color: Without chassis fairings
- 177. Paint: Roof Fairing Color: Without roof fairing
- 178. Paint – Chasses Running Gear: Black (Urethane)
- 179. Sun Visor Color: Same as First Color 173 White (High Gloss)

## **BASE WARRANTY MINIMUM REQUIREMENTS**

- 180. Vehicle Warranty Type: Heavy duty warranty classification
- 181. US & Canada Basic Chassis Coverage Heavy duty standard base coverage 12 months/100,000 Miles (161,000 KKM)
- 182. Engine Warranty: Base engine coverage 24 month or 250,000 miles (402,000KM)
- 183. Emission Component Coverage: US and Canada equipped vehicle emission components coverage 60 months/100,000 miles (161,000 KM)
- 184. Transmission Warranty: Standard Manufacturer Warranty
- 185. Carrier & Axle Housing Warranty Standard heavy duty coverage 36 months/350,000 miles (563,000 KM)
- 186. Air Conditioning Warranty Air conditioning standard coverage (Sealed system only) 12 months unlimited mileage
- 187. Chassis Towing Warranty Standard normal/heavy duty chassis towing 90 days or 5,000 miles
- 188. Engine Towing Warranty: Standard engine towing coverage 24 months or 250,000 miles (402,000 KM)

## **ADDITIONAL PURCHASED SERVICES**

- 189. Remote Connect Bundle: 24 month – remote connect – includes assist and onecall; 1-800#; 24/7 365 OEM Support
- 190. Onecall Bundle: 24 month – assist and onecall

## **C. SPECIFICATIONS FOR KNUCKLEBOOM**

It is the intent of these specifications to describe a hydraulically operated, telescoping knuckleboom trash loader to be used in the collection of oversize trash items such as discarded appliances, furniture, brush, leaves, building materials, etc. In this configuration, the loader is intended to be mounted directly behind the cab of a long wheelbase chassis, in front of a roll-off hoist.

- 1. Gross Vehicle Weight 60,000 lbs.
- 2. Mount Requirements 60 inches between the rear of the cab and the front of the roll-off unit to mount the loader

3. Pedestal Assembly Must be an open A-frame type to allow flexing under repeated load shocks. Total height not to exceed 7 ft. from mounting plate to top of pedestal/main boom connection point.
4. Swing post to be single piece high strength solid steel (ASTM 4140) turning in (ASTM-D4020-81) cast nylon bearings. Welded spindle/head assembly is to be stress relieved prior to installation.
5. Boom rotation to be accomplished by a direct drive 270 degree planetary gearbox with geroller hydraulic motor. Model Dinamic Oil RE 1523 / 250, with a maximum torque rating of 251,064 in. lbs. This enclosed gearbox eliminates the metal-to-metal wear found in open, exposed pinion and bull gear design. To prevent spindle bending moments from being transmitted to enclosed gearbox, the gearbox must be mounted by means of a torque arm assembly.
6. Boom Construction: Main boom must be comprised of two ea., 4 in. x 8 in. x 3/8 in. thick high tensile steel tubes connected to each other at their center line to allow a shock absorbing flexing action of the boom. Main boom must have a minimum of 1200psi down pressure on the main boom for compacting loads.
7. Tip boom to have an extendible/retractable telescopic section controllable from the operator's platform. Must have mechanical stops to prevent cylinder stress. The inner and outer sleeves of the telescopic section must be separated by replaceable cast nylon wear blocks on all sides to prevent metal-to-metal wear. Hydraulic hoses for the telescopic section must be enclosed in steel box for protection. No exposed tip extension hoses shall be permitted.
8. Lifting Capacities: Boom radius is measured from the center of rotation to the center of the bucket. Capacities shown must not exceed 85% of vehicle tipping moment, with machine level and outriggers fully extended. Weight of bucket and/or attachments to boom must be subtracted from lift capacities shown.

<b>Boom Radius</b>	<b>Lift Capacity</b>
10 ft.	7,100 lbs.
16 ft.	4,400 lbs.
20 ft.	3,200 lbs.

**9. Boom Connection Points:**

Boom connection points must be equipped with replaceable cast nylon or bronze bushings and a 2 in. bolt with castellated nut to prevent spreading of the connection pivot point.

**10. Trash Bucket:**

Trash Bucket shall be a special municipal trash bucket actuated by a single double-acting cylinder. The bucket shall be capable of continuous rotation with no need for physical stops. Bucket rotation to be accomplished by a continuous rotation bucket motor, with 5,500 in. lbs. torque rating. Bucket must have the capability to be rolled over on the load without damage to any components. This allows a maximum load and keeps boom height within acceptable limits. Bucket must also have a minimum reach of 9 ft. below grade to allow pick up of items over bridges and in ditches.

The bucket must incorporate:

- a. 3/16 inch smooth steel clamshell scoop for leaves and sand.
- b. A minimum of 5 ribs per side to handle branches, logs and appliances.

- c. A trample ram in the center for compressing trash in body.
- d. The bucket must be 4 ft. long with an opened width of 5 ft. between pickup blades. These blades must be high impact, tempered steel that form a reverse curve in the closed position to help prevent “scalping” and digging of grass lawns. No hydraulic hoses below bucket rotator will be allowed.

### **11. Power Source:**

The roll off truck’s existing hydraulic system will be utilized as a power source. Either a separate or tandem pump (as required), a diverter valve, and hydraulic quick couplers will be installed on the truck system.

### **12. Hydraulic Components**

- a. **Reservoir:** 40 gallon baffled tank with suction and return filters and cutoff valves for easy servicing. Includes a sigh gauge with a thermometer and a vent filter.
- b. **Cylinders:** Double acting with chromed rods and aluminum pistons.
- c. **Main Boom:** 5 in. x 32 in. with a 2 ½ in. shaft.
- d. **Tip Boom:** 5 in. x 32 in. with a 2 ½ in. shaft.
- e. **Tip Extension:** 2 in. x 48 in. with a 1 ¼ in. shaft.
- f. **Bucket:** 4 in. x 12 in. with a 2 in. shaft.
- g. **Control Valves:** Gresen stack type with port reliefs
- h. **Safety Locking Valves:** Counter balance valves to be installed on boom cylinders and check valves on outrigger cylinders to prevent a leakdown or collapse in case of a hydraulic hose rupture.
- i. **Pump:** Single Commercial Intertech P-20
- j. **Conductors:** Steel tubing and high tensile steel wire braided hoses, 4,000 PSI, 16,000 PSI minimum burst.
- k. **Pressure:** Main relief set at 2,400 PSI maximum.

### **13. Engine Control**

Engine is to be programmed for the proper RPM level and activated by a heavy duty switch at the operator’s station.

### **14. Operator Controls**

DUAL CONTROLS: Control platform to be located directly behind cab to allow operator safe access from the truck cab without ever having to touch the ground. This provides the operator with superior visibility relative to the material being handled. Quadstick mechanical joystick controls with a single bank of control valves to be mounted at the mid-point of loader, with control handles accessible from the operator platform on either side of truck. Control handle pattern must be the same on both sides of the truck. Control handles must be mounted in a fashion so as not to need lubrication. A “Grip Strut” serrated steel walk platform is included.

### **15. Outrigger Stabilizer**

Outriggers to be constructed with hydraulically powered telescoping rectangular tubing to prevent side loading and bending of cylinder shafts.

- a. Outriggers to be equipped with large steel pads to minimize damage to street. Outriggers must telescope out and down to reach a horizontal distance of 11 ft. 8 in. between outer edges.
- b. Outward stabilizer movement of each stabilizer to be powered by a hydraulic cylinder with a bore of 2 in. and a stroke of 20 in. The housing that accomplishes this outward movement must be separated by cast nylon bushings on all four sides to prevent metal-to-metal wear and to allow a greater area for grease.  
Downward movement to be powered by two hydraulic cylinders with a bore of 3 in. and a stroke of 22 in. These cylinders must be fully enclosed for protection.

**16.** Loader must receive 1 coat of high-grade primer and 2 coats of high-grade enamel Orange County Omaha Orange.

**17. Miscellaneous:**

Includes boom up sensor with indicator light and audible alarm (light in cab with audible alarm warns the driver of excessive boom height), and back-up alarm.

- a. One safety parts/service manual to be included.
- b. One hour training videotape for operators/mechanics must be included.
- c. HDHI LED strobe on each outrigger. Single strobe mounted on top of each outrigger. Switch is located in truck cab.
- d. Heat shield for walk-thru platform. Designed to shield operators from the radiant heat produced by the truck. Includes a flap of PVC belting that is bolted to the platform to cover the gap between the chassis cab and the platform, and two overlapping sheets of 18.5 in. wide 14 gauge sheet metal installed below the walking area of the grip strut platform.
- e. Hose guards- head and valve bank. Metal guards cover the valve bank and back of head assembly to protect operator on walk thru platform from hydraulic fluid in the case that there is a leak at these connection points.
- f. HD control box including throttle switch, engine kill and horn.

**18. MINIMUM WARRANTY REQUIREMENTS FOR KNUCKLEBOOM**

Contractor shall provide a minimum of three year period for major structural and a minimum one year hydraulic warranty for loader and body.

**19.** Miscellaneous: Safety bumper and body prop shall be provided.

**D. DELIVERY, TAGGING, AND UNLOADING**

The Contractor is required to deliver the vehicle to Orange County Board of County Commissioners, Fleet Department, as detailed herein. Under no circumstances will County personnel pick up the vehicle. Vehicles are to be delivered, checked out and ready for immediate service. All warranties shall begin at the time of delivery and final acceptance by the County. All deliveries shall be checked in with the County Representative listed on the Purchase Order or authorized designee.

1. Factory Warranties shall be extended to include delivered miles AND/OR hours.

2. Driver(s) shall have accurate paperwork with vehicle which documents actual mileage on the odometer upon delivery.
3. Should Contractor drive any vehicle on toll roads, the Contractor shall be responsible for paying the tolls or using a prepaid transponder such as a Sunpass. No additional compensation shall be allowed for the reimbursement of tolls.
4. The County reserves the right to reject any vehicle whose paperwork does not reflect accurate mileage upon delivery. Should the Contractor anticipate exceeding the mileage criteria as stated above, Contractor shall use other means of delivery. Example: Flatbed truck, trailer, etc. No extra charges or compensation will be allowed by the City regardless of delivery method.
5. Inspection and acceptance will be the Customer's responsibility and occur at the location of the Customer's specified delivery location. Title and risk of loss or damage to all Vehicles shall be the responsibility of the Contractor until acceptance by the Customer. The Contractor shall be responsible for filing, processing, and collecting all damage claims.
6. Delivery location shall be contacted at least 48 hours prior to desired delivery to schedule a delivery window or delivery may not be accepted. Contact will provide vendor with a date and time window for delivery. Deliveries not adhering to requirements or within time frame provided may be rejected and rescheduled at no additional cost to Orange County.
7. Prior to delivery, all vehicles shall be detailed and prepared for use inside and out.
8. Units shall be delivered with each of the COMPLETED documents, registered and titled to or applications prepared for signature for a State of Florida COUNTY yellow tag and title to:

Orange County Board of County Commissioners  
 4400 S. Vineland Road  
 Orlando, FL 32811  
 407-836-8215

- a. Copy of Purchaser's purchase order.
- b. Copy of Dealer's Invoice.
- c. Copy of Manufacturer's Invoice or Window Sticker (prices may be deleted).
- d. Owner's Manual
- e. Copy of pre-delivery service report
- f. Sales tax exemption form (if required).
- g. Documentation of Standard Vehicle Warranty
- h. Copy of Rust proofing Warranty/Certificate

The following apply to the above address:

**FEID #59-6000773-01**  
**Tax Exempt #85-8012622266C-0**  
**Florida Self Insurance Certificate #922556; effective 10/1/1981**

9. State of Florida issued COUNTY (yellow) tags will be used for all vehicles and trailers.
10. Only Orange County BOCC employees are authorized to sign any paperwork/applications for Orange County BOCC. The County requires the overnight of application for signature for tag and title work. The Contractor shall provide a return overnight envelope/completed airbill to return application at no expense to Orange County.
11. The Contractor shall supply and deliver with the equipment:
  - a. DHSMV 82040, Application for Certificate of Title and/or Vehicle Registration
  - b. Completed Certificate of Origin/MSO
  - c. Units that do not include the empty/shipping weight on the MSO for the completed unit must include a completed 2nd OR
  - d. A completed Certified Weight Slip.
  - e. Motor Vehicle dealer title reassignment supplement DHSM-82994 (latest Rev.)
  - f. Temporary Tag
12. It is the Contractor's sole responsibility to deliver and unload any and all vehicles/trailers/equipment. The County will not assist in unloading, nor provide equipment/ramps/lifts of any nature to assist in unloading.

**BID RESPONSE FORM**  
**IFB #Y17-634-TA**

The Contractor shall provide all labor and other resources necessary to provide the r equipment in strict accordance with the specifications defined in this solicitation for the amounts specified in this Bid Response Form, inclusive of overhead, profit, delivery, and any other costs.

<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Extended Total</b>
1	Grapple Roll Off Truck with Knuckleboom	1	\$_____ /EA

Bidder to identify model being offered:

MFR:\_\_\_\_\_ Model:\_\_\_\_\_

\_\_\_\_\_  
Name of Company

**IMPORTANT NOTE: When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the County's bid documents(s). Inclusion of additional terms and conditions such as those which may be on your company's standard forms shall result in your bid being declared non-responsive as these changes will be considered a counteroffer to the County's bid.**

Delivery shall be not later than one hundred and twenty (120) calendar days After Receipt of Order (ARO) per Special Terms and Conditions.

Inquiries regarding this Invitation for Bids may be directed to Tracy Attenasio, Purchasing Agent, at [Tracy.Attenasio@ocfl.net](mailto:Tracy.Attenasio@ocfl.net)

**Bid Response Documents - The following documents constitute your bid:**

- A. Bid Response Form, Authorized Signatories/Negotiators, Drug-Free Workplace, Schedule of Sub-contracting, Conflict/Non-Conflict of Interest Form, E-Verification Certification, and current W9, Relationship Disclosure Form and Orange County Specific Project Expenditure Report. **Please make sure forms are fully executed where required.**
- B. Qualifications of Bidders information, per Special Terms and Conditions.
- C. Completed attached reference documentation.
- D. Descriptive literature or detailed specifications

**THE FOLLOWING SECTION MUST BE COMPLETED BY ALL BIDDERS:**

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

NOTE: COMPANY NAME MUST MATCH LEGAL NAME ASSIGNED TO TIN NUMBER. CURRENT W9 MUST BE SUBMITTED WITH BID.

TIN#: \_\_\_\_\_ D-U-N-S® # \_\_\_\_\_

\_\_\_\_\_  
(Street No. or P.O. Box Number) (Street Name) (City)

\_\_\_\_\_  
(County) (State) (Zip Code)

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

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

<b><u>EMERGENCY CONTACT</u></b>	
Emergency Contact Person: _____	
Telephone Number: _____	Cell Phone Number: _____
Residence Telephone Number: _____	Email: _____

**ACKNOWLEDGEMENT OF ADDENDA**

The Bidder shall acknowledge receipt of any addenda issued to this solicitation by completing the blocks below or by completion of the applicable information on the addendum and returning it not later than the date and time for receipt of the bid. Failure to acknowledge an addendum that has a material impact on this solicitation may negatively impact the responsiveness of your bid. Material impacts include but are not limited to changes to specifications, scope of work/services, delivery time, performance period, quantities, bonds, letters of credit, insurance, or qualifications.

Addendum No. \_\_\_\_\_, Date \_\_\_\_\_ Addendum No. \_\_\_\_\_, Date \_\_\_\_\_

Addendum No. \_\_\_\_\_, Date \_\_\_\_\_ Addendum No. \_\_\_\_\_, Date \_\_\_\_\_

**AUTHORIZED SIGNATORIES/NEGOTIATORS**

The Bidder represents that the following **principals** are authorized to sign bids, negotiate and/or sign contracts and related documents to which the bidder will be duly bound. Principal is defined as an employee, officer or other technical or professional in a position capable of substantially influencing the development or outcome of an activity required to perform the covered transaction.

Name	Title	Telephone Number/Email

_____	_____
(Signature)	(Date)
_____	
(Title)	
_____	
(Name of Business)	

The Bidder shall complete and submit the following information with the bid:

**Type of Organization**

Sole Proprietorship     Partnership     Non-Profit  
 Joint Venture     Corporation

**State of Incorporation:** \_\_\_\_\_

Principal Place of Business (Florida Statute Chapter 607): \_\_\_\_\_  
City/County/State

**THE PRINCIPAL PLACE OF BUSINESS SHALL BE THE ADDRESS OF THE BIDDER'S PRINCIPAL OFFICE AS IDENTIFIED BY THE FLORIDA DIVISION OF CORPORATIONS.**

Federal I.D. number is \_\_\_\_\_

## REFERENCES

Bidder shall have a minimum of three (3) satisfactory references for similar work in providing grapple roll off truck with knuckleboom, completed within the last five (5) years. Using the attached reference sheets, Bidder shall provide the following information: Company Name, Dealership Name and Location that serviced the account, type and description of grapple roll off truck with knuckleboom provided, dates of service/contract, contact name, email address and telephone numbers of owners.

1. Company Name: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

Dates of Service/Contract: \_\_\_\_\_

Dealership Name and Location that serviced account: \_\_\_\_\_

\_\_\_\_\_

Type and description of grapple roll off truck with knuckleboom provided: \_\_\_\_\_

\_\_\_\_\_

2. Company Name: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

Dates of Service/Contract: \_\_\_\_\_

Dealership Name and Location that serviced account: \_\_\_\_\_

\_\_\_\_\_

Type and description of grapple roll off truck with knuckleboom provided: \_\_\_\_\_

\_\_\_\_\_

3. Company Name: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

Dates of Service/Contract: \_\_\_\_\_

Dealership Name and Location that serviced account: \_\_\_\_\_

\_\_\_\_\_

Type and description of grapple roll off truck with knuckleboom provided: \_\_\_\_\_

\_\_\_\_\_

## DRUG-FREE WORKPLACE FORM

The undersigned Bidder, in accordance with Florida Statute 287.087 hereby certifies that \_\_\_\_\_ does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 thru 5.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Date

**SCHEDULE OF SUBCONTRACTING**

**IFB NO. Y17-634-TA**

**As specified in the General Terms and Conditions and the Bid Preference Clause in the Special Terms and Conditions, bidders are to present the details of subcontractor participation.**

<b>Name Of Subcontractor</b>	<b>Is the Sub-Contractor a Certified M/WBE with Orange County Government?</b>	<b>Address</b>	<b>Type of Work to be Performed</b>	<b>Percent and dollar amount of Contract Amount to be Subcontracted</b>

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

**CONFLICT/NON-CONFLICT OF INTEREST STATEMENT**

**CHECK ONE**

[ ] To the best of our knowledge, the undersigned bidder has no potential conflict of interest due to any other clients, contracts, or property interest for this project.

**OR**

[ ] The undersigned bidder, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interest for this project.

**LITIGATION STATEMENT**

**CHECK ONE**

[ ] The undersigned bidder has had no litigation and/or judgments entered against it by any local, state or federal entity and has had no litigation and/or judgments entered against such entities during the past ten (10) years.

[ ] The undersigned bidder, **BY ATTACHMENT TO THIS FORM**, submits a summary and disposition of individual cases of litigation and/or judgments entered by or against any local, state or federal entity, by any state or federal court, during the past ten (10) years.

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
NAME (PRINT OR TYPE)

\_\_\_\_\_  
TITLE

Failure to check the appropriate blocks above may result in disqualification of your bid. Likewise, failure to provide documentation of a possible conflict of interest, or a summary of past litigation and/or judgments, may result in disqualification of your bid.

## E VERIFICATION CERTIFICATION

Contract No.Y17-634-TA

I hereby certify that I will utilize the U.S. Department of Homeland Security's E-Verify system in accordance with the terms governing the use of the system to confirm the employment eligibility of the individuals classified below. In accordance with s. 837.06, Florida Statutes, I understand and acknowledge that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duties shall be guilty of a misdemeanor in the second degree, punishable as provided in s. 775.082 or s. 775.083, Florida statutes.

All persons, including subcontractors and their workforce, who will perform work under **Contract No.Y17-634-TA, Grapple roll off truck with knuckleboom for Roads and Drainage Division**, within the state of Florida.

NAME OF CONTRACTOR: \_\_\_\_\_

ADDRESS OF CONTRACTOR: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**RELATIONSHIP DISCLOSURE FORM  
FOR USE WITH PROCUREMENT ITEMS, EXCEPT THOSE WHERE THE COUNTY  
IS THE PRINCIPAL OR PRIMARY PROPOSER**

For procurement items that will come before the Board of County Commissioners for final approval, this form shall be completed by the Bidder and shall be submitted to the Procurement Division by the Bidder.

In the event any information provided on this form should change, the Bidder must file an amended form on or before the date the item is considered by the appropriate board or body.

**Part I**

**INFORMATION ON BIDDER:**

Legal Name of Bidder:

---

Business Address (Street/P.O. Box, City and Zip Code):

---

---

Business Phone: (     ) \_\_\_\_\_

Facsimile: (     ) \_\_\_\_\_

**INFORMATION ON BIDDER'S AUTHORIZED AGENT, IF APPLICABLE:  
(Agent Authorization Form also required to be attached)**

Name of Bidder's Authorized Agent:

---

Business Address (Street/P.O. Box, City and Zip Code):

---

---

Business Phone: (     ) \_\_\_\_\_

Facsimile: (     ) \_\_\_\_\_

**Part II**

IS THE BIDDER A RELATIVE OF THE MAYOR OR ANY MEMBER OF THE BCC?

\_\_\_ **YES** \_\_\_ **NO**

IS THE MAYOR OR ANY MEMBER OF THE BCC THE BIDDER'S EMPLOYEE?

\_\_\_ **YES** \_\_\_ **NO**

IS THE BIDDER OR ANY PERSON WITH A DIRECT BENEFICIAL INTEREST IN THE OUTCOME OF THIS MATTER A BUSINESS ASSOCIATE OF THE MAYOR OR ANY MEMBER OF THE BCC?

\_\_\_ **YES** \_\_\_ **NO**

If you responded "YES" to any of the above questions, please state with whom and explain the relationship.

---

---

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(Use additional sheets of paper if necessary)

**Part III**

**ORIGINAL SIGNATURE AND NOTARIZATION REQUIRED**

I hereby certify that information provided in this relationship disclosure form is true and correct based on my knowledge and belief. If any of this information changes, I further acknowledge and agree to amend this relationship disclosure form prior to any meeting at which the above-referenced project is scheduled to be heard. In accordance with s. 837.06, Florida Statutes, I understand and acknowledge that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor in the second degree, punishable as provided in s. 775.082 or s. 775.083, Florida Statutes.

\_\_\_\_\_  
Signature of Bidder \_\_\_\_\_  
Date

Printed Name and Title of Person completing this form:  
\_\_\_\_\_

STATE OF \_\_\_\_\_ :  
COUNTY OF \_\_\_\_\_ :

I certify that the foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_. He/she is personally known to me or has produced \_\_\_\_\_ as identification and did/did not take an oath.

Witness my hand and official seal in the county and state stated above on the \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_.

(Notary Seal) \_\_\_\_\_  
Signature of Notary Public  
Notary Public for the State of \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Staff signature and date of receipt of form

\_\_\_\_\_  
Staff reviews as to form and does not attest to the accuracy or veracity of the information provided herein.

**FREQUENTLY ASKED QUESTIONS (FAQ)**  
**ABOUT THE**  
**RELATIONSHIP DISCLOSURE FORM**  
*Updated 6-28-11*

**WHAT IS THE RELATIONSHIP DISCLOSURE FORM?**

The Relationship Disclosure Form (form OC CE 2D and form OC CE 2P) is a form created pursuant to the County's Local Code of Ethics, codified at Article XIII of Chapter 2 of the Orange County Code, to ensure that all development-related items and procurement items presented to or filed with the County include information as to the relationship, if any, between the applicant and the County Mayor or any member of the Board of County Commissioners (BCC). The form will be a part of the backup information for the applicant's item.

**WHY ARE THERE TWO RELATIONSHIP DISCLOSURE FORMS?**

Form OC CE 2D is used only for development-related items, and form OC CE 2P is used only for procurement-related items. The applicant needs to complete and file the form that is applicable to his/her case.

**WHO NEEDS TO FILE THE RELATIONSHIP DISCLOSURE FORM?**

Form OC CE 2D should be completed and filed by the owner of record, contract purchaser, or authorized agent. Form OC CE 2P should be completed and filed by the bidder, offeror, quoter, or respondent, and, if applicable, their authorized agent. In all cases, the person completing the form must sign the form and warrant that the information provided on the form is true and correct.

**WHAT INFORMATION NEEDS TO BE DISCLOSED ON THE RELATIONSHIP DISCLOSURE FORM?**

The relationship disclosure form needs to disclose pertinent background information about the applicant and the relationship, if any, between, on the one hand, the applicant and, if applicable, any person involved with the item, and on the other hand, the Mayor or any member of the BCC.

In particular, the applicant needs to disclose whether any of the following relationships exist: (1) the applicant is a business associate of the Mayor or any member of the BCC; (2) any person involved with the approval of the item has a beneficial interest in the outcome of the matter *and* is a business associate of the Mayor or any member of the BCC; (3) the applicant is a relative of the Mayor or any member of the BCC; or (4) the Mayor or any member of the BCC is an employee of the applicant. (See Section 2-454, Orange County Code.)

**HOW ARE THE KEY RELEVANT TERMS DEFINED?**

Applicant means, for purposes of a development-related project, the owner, and, if applicable, the contract purchaser or owner's authorized agent. Applicant means, for purposes of a procurement item, the bidder, offeror, quoter, respondent, and, if applicable, the authorized agent of the bidder, offeror, quoter, or respondent.

Business associate means any person or entity engaged in or carrying on a business enterprise with a public officer, public employee, or candidate as a partner, joint venture, corporate shareholder where the shares of such corporation are not listed on any national or regional stock exchange, or co-owner of property. In addition, the term

includes any person or entity engaged in or carrying on a business enterprise, or otherwise engaging in common investment, with a public officer, public employee, or candidate as a partner, member, shareholder, owner, co-owner, joint venture partner, or other investor, whether directly or indirectly, whether through a Business Entity or through interlocking Parent Entities, Subsidiary Entities, or other business or investment scheme, structure, or venture of any nature. (See Section 112.312(4), Florida Statutes, and Section 2-452(b), Orange County Code.)

*Employee* means any person who receives remuneration from an employer for the performance of any work or service while engaged in any employment under any appointment or contract for hire or apprenticeship, express or implied, oral or written, whether lawfully or unlawfully employed, and includes, but is not limited to, aliens and minors. (See Section 440.02(15), Florida Statutes.)

*Relative* means an individual who is related to a public officer or employee as father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, half-sister, grandparent, great grandparent, grandchild, great grandchild, step grandparent, step great grandparent, step grandchild, step great grandchild, person who is engaged to be married to the public officer or employee or who otherwise holds himself or herself out as or is generally known as the person whom the public officer or employee intends to marry or with whom the public officer or employee intends to form a household, or any other natural person having the same legal residence as the public officer or employee. (See Section 112.312(21), Florida Statutes.)

#### **DOES THE RELATIONSHIP DISCLOSURE FORM NEED TO BE UPDATED IF INFORMATION CHANGES?**

Yes. It remains a continuing obligation of the applicant to update this form whenever any of the information provided on the initial form changes.

#### **WHERE DO THE RELATIONSHIP DISCLOSURE FORM AND ANY SUBSEQUENT UPDATES NEED TO BE FILED?**

For a development-related item, the Relationship Disclosure Form and any update need to be filed with the County Department or County Division where the applicant filed the application. For a procurement item, the Relationship Disclosure Form and any update need to be filed with the Procurement Division.

#### **WHEN DO THE RELATIONSHIP DISCLOSURE FORM AND ANY UPDATES NEED TO BE FILED?**

In most cases, the initial form needs to be filed when the applicant files the initial development-related project application or initial procurement-related forms. However, with respect to a procurement item, a response to a bid will not be deemed unresponsive if this form is not included in the initial packet submitted to the Procurement Division.

If changes are made after the initial filing, the final, cumulative Relationship Disclosure Form needs to be filed with the appropriate County Department or County Division processing the application not less than seven (7) days prior to the scheduled BCC agenda date so that it may be incorporated into the BCC agenda packet. When the matter is a discussion agenda item or is the subject of a public hearing, and an update has not been made at least 7 days prior to BCC meeting date or is not included in the

BCC agenda packet, the applicant is obligated to verbally present such update to the BCC when the agenda item is heard or the public hearing is held. When the matter is a consent agenda item and an update has not been made at least 7 days prior to the BCC meeting or the update is not included in the BCC agenda packet, the item will be pulled from the consent agenda to be considered at a future meeting.

**WHO WILL REVIEW THE INFORMATION DISCLOSED ON THE RELATIONSHIP DISCLOSURE FORM AND ANY UPDATES?**

The information disclosed on this form and any updates will be a public record as defined by Chapter 119, Florida Statutes, and may therefore be inspected by any interested person. Also, the information will be made available to the Mayor and the BCC members. This form and any updates will accompany the information for the applicant's project or item.

However, for development-related items, if an applicant discloses the existence of one or more of the relationships described above and the matter would normally receive final consideration by the Concurrency Review Committee or the Development Review Committee, the matter will be directed to the BCC for final consideration and action following committee review.

**CONCLUSION:**

We hope you find this FAQ useful to your understanding of the Relationship Disclosure Form. Please be informed that if the event of a conflict or inconsistency between this FAQ and the requirements of the applicable ordinance or law governing relationship disclosures, the ordinance or law controls.

Also, please be informed that the County Attorney's Office is not permitted to render legal advice to an applicant or any other outside party. Accordingly, if the applicant or an outside party has any questions after reading this FAQ, he/she is encouraged to contact his/her own legal counsel.

## ORANGE COUNTY SPECIFIC PROJECT EXPENDITURE REPORT

This lobbying expenditure form shall be completed in full and filed with all application submittals. This form shall remain cumulative and shall be filed with the department processing your application. Forms signed by a principal's authorized agent shall include an executed Agent Authorization Form.

**This is the initial Form:** \_\_\_\_\_  
**This is a Subsequent Form:** \_\_\_\_\_

### **Part I**

**Please complete all of the following:**

Name and Address of Principal (legal name of entity or owner per Orange County tax rolls):

\_\_\_\_\_

Name and Address of Principal's Authorized Agent, if applicable: \_\_\_\_\_

\_\_\_\_\_

**List the name and address of all lobbyists, Contractors, contractors, subcontractors, individuals or business entities who will assist with obtaining approval for this project. (Additional forms may be used as necessary.)**

1. Name and address of individual or business entity: \_\_\_\_\_  
Are they registered Lobbyist? Yes \_\_\_ or No \_\_\_
2. Name and address of individual or business entity: \_\_\_\_\_  
Are they registered Lobbyist? Yes \_\_\_ or No \_\_\_
3. Name and address of individual or business entity: \_\_\_\_\_  
Are they registered Lobbyist? Yes \_\_\_ or No \_\_\_
4. Name and address of individual or business entity: \_\_\_\_\_  
Are they registered Lobbyist? Yes \_\_\_ or No \_\_\_
5. Name and address of individual or business entity: \_\_\_\_\_  
Are they registered Lobbyist? Yes \_\_\_ or No \_\_\_
6. Name and address of individual or business entity: \_\_\_\_\_  
Are they registered Lobbyist? Yes \_\_\_ or No \_\_\_
7. Name and address of individual or business entity: \_\_\_\_\_  
Are they registered Lobbyist? Yes \_\_\_ or No \_\_\_
8. Name and address of individual or business entity: \_\_\_\_\_  
Are they registered Lobbyist? Yes \_\_\_ or No \_\_\_



**Part III**

**Original signature and notarization required**

I hereby certify that information provided in this specific project expenditure report is true and correct based on my knowledge and belief. I acknowledge and agree to comply with the requirement of section 2-354, of the Orange County code, to amend this specific project expenditure report for any additional expenditure(s) incurred relating to this project prior to the scheduled Board of County Commissioner meeting. I further acknowledge and agree that failure to comply with these requirements to file the specific expenditure report and all associated amendments may result in the delay of approval by the Board of County Commissioners for my project or item, any associated costs for which I shall be held responsible. In accordance with s. 837.06, Florida Statutes, I understand and acknowledge that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor in the second degree, punishable as provided in s. 775.082 or s. 775.083, Florida Statutes.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of  Principal or  Principal's Authorized Agent  
(check appropriate box)

Printed Name and Title of Person completing this form:

\_\_\_\_\_

STATE OF \_\_\_\_\_ :  
COUNTY OF \_\_\_\_\_ :

I certify that the foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_. He/she is personally known to me or has produced \_\_\_\_\_ as identification and did/did not take an oath.

Witness my hand and official seal in the county and state stated above on the \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_.

(Notary Seal)

\_\_\_\_\_  
Signature of Notary Public  
Notary Public for the State of \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Staff signature and date of receipt of form

\_\_\_\_\_  
Staff reviews as to form and does not attest to the accuracy or veracity of the information provided herein.

**FREQUENTLY ASKED QUESTIONS (FAQ)**  
**ABOUT THE**  
**SPECIFIC PROJECT EXPENDITURE REPORT**  
*Updated 3-1-11*

**WHAT IS A SPECIFIC PROJECT EXPENDITURE REPORT (SPR)?**

A Specific Project Expenditure Report (SPR) is a report required under Section 2-354(b) of the Orange County Lobbying Ordinance, codified at Article X of Chapter 2 of the Orange County Code, reflecting all lobbying expenditures incurred by a principal and their authorized agent(s) and the principal's lobbyist(s), contractor(s), subcontractor(s), and Contractor(s), if applicable, for certain projects or issues that will ultimately be decided by the Board of County Commissioners (BCC).

Matters specifically exempt from the SPR requirement are ministerial items, resolutions, agreements in settlement of litigation matters in which the County is a party, ordinances initiated by County staff, and some procurement items, as more fully described in 2.20 of the Administrative Regulations.

Professional fees paid by the principal to his/her lobbyist for the purpose of lobbying need not be disclosed on this form. (See Section 2-354(b), Orange County Code.)

**WHO NEEDS TO FILE THE SPR?**

The principal or his/her authorized agent needs to complete and sign the SPR and warrant that the information provided on the SPR is true and correct.

A principal that is a governmental entity does not need to file an SPR.

**HOW ARE THE KEY RELEVANT TERMS DEFINED?**

*Expenditure* means "a payment, distribution, loan, advance, reimbursement, deposit, or anything of value made by a lobbyist or principal for the purpose of lobbying. This may include public relations expenditures (including but not limited to petitions, flyers, purchase of media time, cost of print and distribution of publications) but does not include contributions or expenditures reported pursuant to Chapter 106, Florida Statutes, or federal election law, campaign-related personal services provided without compensation by individuals volunteering their time, any other contribution or expenditure made by or to a political party, or any other contribution or expenditure made by an organization that is exempt from taxation under 26 U.S.C. s. 527 or s. 501(c)(4)." (See Section 112.3215, Florida Statutes.) Professional fees paid by the principal to his/her lobbyist for the purpose of lobbying are not deemed to be "expenditures." (See Section 2-354, Orange County Code.)

*Lobbying* means seeking "to encourage the approval, disapproval, adoption, repeal, rescission, passage, defeat or modification of any ordinance, resolution, agreement, development permit, other type of permit, franchise, vendor, Contractor, contractor, recommendation, decision or other foreseeable action of the [BCC]," and "include[s] all communications, regardless of whether initiated by the lobbyist or by the person being lobbied, and regardless of whether oral, written or electronic." (See Section 2-351, Orange County Code.) Furthermore, *lobbying* means communicating "directly with the County Mayor, with any other member of the [BCC], or with any member of a procurement committee." (See Section 2-351, Orange County Code.) *Lobbying* also means communicating "indirectly with the County Mayor or any other member of the

[BCC]" by communicating with any staff member of the Mayor or any member of the BCC, the county administrator, any deputy or assistant county administrator, the county attorney, any county department director, or any county division manager. (See Section 2-351, Orange County Code.) *Lobbying* does not include the act of appearing before a Sunshine Committee, such as the Development Review Committee or the Roadway Agreement Committee other than the BCC.

*Principal* means "the person, partnership, joint venture, trust, association, corporation, governmental entity or other entity which has contracted for, employed, retained, or otherwise engaged the services of a lobbyist." *Principal* may also include a person, partnership, joint venture, trust, association, corporation, limited liability corporation, or other entity where it or its employees do not qualify as a lobbyist under the definition set forth in Section 2-351 of the Orange County Code but do perform lobbying activities on behalf of a business in which it has a personal interest.

#### **DOES THE SPR NEED TO BE UPDATED IF INFORMATION CHANGES?**

Yes. It remains a continuing obligation of the principal or his/her authorized agent to update the SPR whenever any of the information provided on the initial form changes.

#### **WHERE DO THE SPR AND ANY UPDATES NEED TO BE FILED?**

The SPR needs to be filed with the County Department or County Division processing the application or matter. If and when an additional expenditure is incurred subsequent to the initial filing of the SPR, an amended SPR needs to be filed with the County Department or County Division where the original application, including the initial SPR, was filed.

#### **WHEN DO THE SPR AND ANY UPDATES NEED TO BE FILED?**

In most cases, the initial SPR needs to be filed with the other application forms. The SPR and any update must be filed with the appropriate County Department or County Division not less than seven (7) days prior to the BCC hearing date so that they may be incorporated into the BCC agenda packet. (See Section 2-354(b), Orange County Code.) When the matter is a discussion agenda item or is the subject of a public hearing, and any additional expenditure occurs less than 7 days prior to BCC meeting date or updated information is not included in the BCC agenda packet, the principal or his/her authorized agent is obligated to verbally present the updated information to the BCC when the agenda item is heard or the public hearing is held. When the matter is a consent agenda item and an update has not been made at least 7 days prior to the BCC meeting or the update is not included in the BCC agenda packet, the item will be pulled from the consent agenda to be considered at a future meeting.

#### **WHO WILL BE MADE AWARE OF THE INFORMATION DISCLOSED ON THE SPR AND ANY UPDATES?**

The information disclosed on the SPR and any updates will be a public record as defined by Chapter 119, Florida Statutes, and therefore may be inspected by any interested person. Also, the information will be made available to the Mayor and the BCC members. This information will accompany the other information for the principal's project or item.

**CONCLUSION:**

We hope you find this FAQ useful to your understanding of the SPR. Please be informed that in the event of a conflict or inconsistency between this FAQ and the requirements of the applicable ordinance governing specific project expenditure reports, the ordinance controls.

Also, please be informed that the County Attorney's Office is not permitted to render legal advice to a principal, his/her authorized agent, or any other outside party. Accordingly, if after reading this FAQ the principal, his/her authorized agent or an outside party has any questions, he/she is encouraged to contact his/her own legal counsel.

**AGENT AUTHORIZATION FORM**

I/We, (Print Bidder name) \_\_\_\_\_, Do hereby authorize (print agent's name), \_\_\_\_\_, to act as my/our agent to execute any petitions or other documents necessary to affect the CONTRACT approval PROCESS more specifically described as follows, (IFB NUMBER AND TITLE) \_\_\_\_\_, and to appear on my/our behalf before any administrative or legislative body in the county considering this CONTRACT and to act in all respects as our agent in matters pertaining TO THIS CONTRACT.

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Date

STATE OF \_\_\_\_\_ :  
COUNTY OF \_\_\_\_\_ :

I certify that the foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_. He/she is personally known to me or has produced \_\_\_\_\_ as identification and did/did not take an oath.

Witness my hand and official seal in the county and state stated above on the \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_.

(Notary Seal)

\_\_\_\_\_  
Signature of Notary Public  
Notary Public for the State  
of \_\_\_\_\_  
My Commission  
Expires: \_\_\_\_\_

**EXHIBIT A**

**LEASED EMPLOYEE AFFIDAVIT**

I affirm that an employee leasing company provides my workers' compensation coverage. I further understand that my contract with the employee leasing company limits my workers' compensation coverage to enrolled worksite employees only. My leasing arrangement does not cover un-enrolled worksite employees, independent contractors, uninsured sub-contractors or casual labor exposure.

I hereby certify that 100% of my workers are covered as worksite employees with the employee leasing company. I certify that I do not hire any casual or uninsured labor outside the employee leasing arrangement. I agree to notify the County in the event that I have any workers not covered by the employee leasing workers' compensation policy. In the event that I have any workers not subject to the employee leasing arrangement, I agree to obtain a separate workers' compensation policy to cover these workers. I further agree to provide the County with a certificate of insurance providing proof of workers' compensation coverage prior to these workers entering any County jobsite.

I further agree to notify the County if my employee leasing arrangement terminates with the employee leasing company and I understand that I am required to furnish proof of replacement workers' compensation coverage prior to the termination of the employee leasing arrangement.

I certify that I have workers' compensation coverage for all of my workers through the employee leasing arrangement specified below:

Name of Employee Leasing Company: \_\_\_\_\_

Workers' Compensation Carrier: \_\_\_\_\_

A.M. Best Rating of Carrier: \_\_\_\_\_

Inception Date of Leasing Arrangement: \_\_\_\_\_

I further agree to notify the County in the event that I switch employee-leasing companies. I recognize that I have an obligation to supply an updated workers' compensation certificate to the County that documents the change of carrier.

Name of Contractor: \_\_\_\_\_

Signature of Owner/Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_



## ORANGE COUNTY CERTIFICATE OF INSURANCE REVIEW GUIDE

1. **PRODUCER:** Agent's name and address must be shown along with contact name phone, fax, and email address.
2. **INSURED:** Legal name and address of the entity entering into the contract or agreement
3. **INSURERS AFFORDING COVERAGE & NAIC #:** Name of the insurance company that is insuring the line of coverage. The INSURER and applicable letter will be used throughout the certificate to indicate the lines of coverage placed with a particular insurance company. A letter must be shown in the INSUR L TR section for each coverage line listed on the certificate.
4. **ADDL INSR:** Signifies whether coverage includes additional insured status. Very few agents use this section. Additional insured status is usually discussed in the Description of Operations/Locations/Vehicles section.
5. **SUBR WVD:** Signifies that a waiver of subrogation is in valid for each line of coverage as indicated.
6. **POLICY NUMBER:** A policy number should be listed for each line of coverage for which commercial insurance is being provided.
7. **POLICY EFFECTIVE/EXPIRATION DATES:** Effective and expiration dates should fall within the time frame of the inception of the contract or agreement.
8. **LIMITS:** As required in the written agreement. The general aggregate should be at least twice the per occurrence limit for all continuing service contracts. If the aggregate limit applies separately then the PROJECT box should be marked.
9. **AUTOMOBILE LIABILITY:** The ANY AUTO box is preferable however; some organizations do not own vehicles so the other boxes may be marked.
10. **WORKERS' COMPENSATION:** Look closely to see if any proprietor, partner, or executive officer is excluded. If so, please contact Risk Management for waiver approval. The WC STATUTORY LIMITS box must be selected.
11. **OTHER:** This section is used for other coverage such as professional liability and employee dishonesty. The same rules apply with regards to policy numbers, effective and expiration dates and limits.
12. **DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES:** This section typically contains any special or qualifying language such as additional insured status or waivers of subrogation. If additional space is needed an ACORD 101 should be attached. Please note that these certificates are for information only and do not confer any rights upon the certificate holder. This is why we also ask for the specific policy language or endorsement specifying that these provisions are in place.
13. **CERTIFICATE HOLDER:** Orange County Board of County Commissioners should be listed as the certificate holder. Individual departments and divisions should not be listed as the primary certificate holder.
14. **AUTHORIZED REPRESENTATIVE:** This section should contain the signature of the person authorized to issue the certificate on behalf of the insurance company.

**EXHIBIT B**

COMMERCIAL GENERAL LIABILITY  
CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

**ADDITIONAL INSURED – DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies Insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
<b><i>The following are additional insured under the Professional Liability section of this policy (already included under the GL by form #86571).</i></b>
YOUR MEDICAL DIRECTORS AND ADMINISTRATORS, INCLUDING PROFESSIONAL PERSONS, BUT ONLY WHILE ACTING WITHIN THE SCOPE OF THEIR DUTIES FOR THE NAMED INSURED AS MEDICAL DIRECTORS AND ADMINISTRATORS;
AN INDEPENDENT CONTRACTOR IS AN INSURED ONLY FOR THE CONDUCT OF YOUR BUSINESS AND SOLELY WHILE PERFORMING SERVICES FOR A CLIENT OF THE NAMED INSURED, BUT SOLELY WITHIN THE SCOPE OF SERVICES CONTEMPLATED BY THE NAMED INSURED;
STUDENTS IN TRAINING WHILE PREFORMING DUTIES AS INSTRUCTED BY THE NAMED INSURED;
ANY ENTITY YOU ARE REQUIRED IN A WRITTEN CONTRACT (HEREINAFTER CALLED ADDITIONAL INSURED) TO NAME AS AN INSURED IS AN INSURED BUT ONLY WITH RESPECT TO LIABILITY ARISING OUT OF YOUR PREMISES OR OPERATIONS:
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for “bodily Injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

**EXHIBIT C**

POLICY NUMBER: \_\_\_\_\_ COMMERCIAL GENERAL LIABILITY  
**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY**

**ADDITIONAL INSURED – DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies Insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART  
SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)
ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS ATTN: PROCUREMENT DIVISION 400 E. SOUTH STREET, 2 <sup>nd</sup> FLOOR ORLANDO, FL 32801
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for “bodily Injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

## EXHIBIT D

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WORKERS COMPENSTION AND EMPLOYEES LIABILITY  
INSURANCE POLICY WC 00 03 13

2<sup>ND</sup> Reprint

*Effective April 1, 1984*

Advisory

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### WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

#### Schedule

**Name of Person or Organization:**

ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS  
ATTN: PROCUREMENT DIVISION  
400 E. SOUTH STREET, 2<sup>ND</sup> FLOOR  
ORLANDO, FL 32801

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©NCCI Holdings, Inc.

**EXHIBIT E**

POLICY NUMBER:

**COMMERCIAL GENERAL LIABILITY  
CG 24 04 10 93**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US**

This endorsement modifies Insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name of Person or Organization:**

ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS  
ATTN: PROCUREMENT DIVISION  
400 E. SOUTH STREET, 2<sup>nd</sup> FLOOR  
ORLANDO, FL 32801

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US Condition (Section IV – COMMERCIAL GENERAL LIABILITY CONDITIONS) is amended by the addition of the following:

We waive any right to recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or “your work” done under a contract with that person or organization and included in the “Products-completed operations hazard”. This waiver applies only to the person or organization shown in the Schedule above.

<b>SPECIFICATIONS FOR GRAPPLE, ROLL OFF TRUCK</b>	
<b>Specification</b>	<b>Mark and 'X' demonstrating Compliance</b>
Vehicle Model Year: 2018 Model Year	
Type of Service:Commercial Class 8 Truck	
Initial Registration Location: All 50 States, Carb engine emission (US17)	
Language- Pubs/Decal/Signs:English	
Vehicle Use & Body/Trailer Type:Roll-Off Truck	
Vehicle Vocation:Construction service	
<b>Application Packages</b>	<b>Mark and 'X' demonstrating Compliance</b>
Engine: 425Horsepower @ 1500-1800 Rate Per Minute (RPM) at PEAK	
Engine: 2100 RPM (GOV) 1560 Pound/Foot, US 17 Emmissions EPA	
Turbo Type for 2018: Turbo Single Stage	
Transmission: 4500 Rugged Duty Series 6 SP-Allison rugged duty series Gen 5 w/ Prognostics or equivalent	
Transmission Electronics: Allison RDS Refuse Transmission with Auto- Neutral or equivalent	
<b>Exhaust/Emissions</b>	<b>Mark and 'X' demonstrating Compliance</b>
Carb 2008 Idle Regulation Idle Emission Certification – Carb 08	
Exhaust: Single (R/S) Vert exhaust cab mounted, turned end	
Exhaust Stack Height: 9' 6" from ground	
Def Tank: 8.7 Gallon (33 L) 26" integral to LH fuel tank	

Emission On Board Diag Control : Emission OBD, Display Only, USA2016	
<b>Engine Equipment</b>	<b>Mark and 'X' demonstrating Compliance</b>
Bug Screen: Black Aluminum mounted behind grille, without winter front cover	
Air Compressor: Meritor/Wabco 318 18.7 CFM or approved equivalent	
Alternator: Delco 12V 135A (35SI) Brushless or approved equivalent	
Batteries: (3) 12V 650/1950 CCA Threaded stud type	
Cooling Performance: Standard cooling performance	
Coolant Protection to -34 Degrees Farenheit, (-37) Degrees Celsius	
Coolant Filter and Conditioner	
Fan Drive: BEHR Fan with BEHR Electronically modulated fan drive or equivalent	
Engine Brake	
Fuel-Water Separatorw/ Manual Drain Valve (Integral w/ primary fuel filter)	
Battery Disconnect Switch : Flaming River BIG SWITCH wired to positive side or equivalent	
Battery Box – Mounting (3) Battery Max, MTD LHS (Left Hand Side) under cab, FWD of LH fuel tank	
Battery Box Cover Polished Aluminum	
Emergency Start Studs Emergency start studs, battery box mounted	

Hoses – Radiator/Heater Silicone hoses, spring clamps on radiator & heater, ¼ turn ball valve heater hose	
Starter: 12 Volt Delco 39MT-MXT or equivalent	
Tether Dev Package, Caps & Covers: Furnish cap retainer for oil fill & radiator overflow tank, battery box	
<b>Clutch/Transmission Equipment</b>	<b>Mark and 'X' demonstrating Compliance</b>
Gear Shifter Allison ash mounted shifter with neutral to range inhibit (HD series) or equivalent	
Driveline – MainMeritor 18 MXL “Xtended Lube” or equivalent	
Driveline – InteraxleMeritor 18 MXL “Xtended Lube” or equivalent	
Lubricants, Transmission Transynd synthetic lube for transmission	
Furnish Transmission Oil Cooler with direct mount cooler	
Interaxle Prodshaft U-Joint Half-Round universal joint	
Transmission Bell Housing: Furnish Aluminum Transmission Torque Converter TC541 or equivalent for use with transmission	
Transmission Adaptation Ring	
Shutdown-Transmission. Temperature:Tranmission, protection, engine shut down (high temp.)	
<b>Front Axle Equipment</b>	<b>Mark and 'X' demonstrating Compliance</b>

Front Axle: 20000# (9072kg) FXL20 wide pivot center straight spindle/unitized bearing	
Springs – Front Taperleaf 20000# (9072kg) ground load rating	
Brakes – Front Meritor “S” cam type 16.5” x 6” Q+ or equivalent	
Brake Drums – Front Cast iron brake drum, front axle	
Slack Adjusters – Front Meritor – Automatic or equivalent	
Front Brake Chamber: Front brake chamber	
Front Brake Lining: Meritor R403 brake lining or equivalent	
Hubs – Front Ferrous	
Oil Seals – Front, front grease seal ; FAG Schaeffler or equivalent	
Shock Absorbers – Front Double acting type	
Steering: Sheppard SD110 + HD94 or equivalent	
Lubricants, Front Axle Factory option front wheel bearings lubricant	
Front Brake Chamber Size Front brake chamber 24SQ inches (Service)	
Brake Regulation Brake regulation, stopping distance 94M (310Ft)	
<b>Rear Axle Equipment</b>	<b>Mark and 'X' demonstrating Compliance</b>
Rear Axles – Tandem 46000 lbs (20866kg) S462 (268 1020) Cast ductile iron housing	
Carrier – Rear Axle Carrier – Rear Axle	
Rear Axle Ratio: 4.19 ratio	

Rear Suspension – Tandem SS462 Multileaf (Cambelback) 46000lbs - Extra thick spring thickness – or equivalent	
Trunnion Bushing Bronze	
Bogie Spread, Rear50" Axle spacing (Bogie wheelbase)	
Transverse Torque Rods: Transverse torque rod (Rear Axle Only)	
Brakes – Rear Meritor – Cam 16.5"x8.0" Q+	
Brake Drums – RearCast iron brake drums	
Slack Adjusters – RearMeritor – Automatic	
Rear Brake Chamber Size : Rear spring brake chambers 30/30 type	
Rear Brake Lining ABEX 931- 162 (Meritor R301) or equivalent (Rear each axle shall not exceed 23,000 LBS)	
Hubs – Rear Ferrous	
Oil Seals – Rear Oil seals, National/Federal Mogul	
Rear Axle Spindle Nut: Lock snap ring spindle nuts, main axle	
Power Divider Lockout: Power divider lockout, with buzzer and light	
Lubricants, Rear Axle(s): Factory option lube – rear axle	
Shock Insulators: Urethane shock insulators, heavy duty, highly recommended with SS582 & SS652 Rear Suspension or equal to.	
Spring Brake Chambers –MGM Model # TR-T or equivalent; Tamper-Resistant brake chambers	

Traction Differential Driver controlled inter wheel differential lock Rear-Rear axle only, manual air valve with warning light	
ABS Sensor Channel Option: 4Sensor/4Modules valves system rear wheel end sensors	
Anti-Lock Brake System: Bendix or equivalent anti-lock brake system with traction control or equivalent	
Air System Valve : Bendix or equivalent switches and valves where possible	
<b>Frame Equipment/Fuel Tanks</b>	<b>Mark and 'X' demonstrating Compliance</b>
Wheelbase 293"	
AF shall be at (Overhang) 57"	
Frame Rails Steel – minimum 300MM X 105MM X 11.1MM – (11.81" X 4.13" X 0.437") RBM lbs in 4,260,000	
Frame Inner Liner Frame reinforcement – Inside, 5MM steel, Full length of main rail	
Bolt on Front Frame Extension: 6" bolt on frame extension	
Front Frame Length: Standard bumper position	
Crossmembers: Back Of Cab and intermediate crossmembers, HD I-Beam	
Rear Crossmember Options: Furnish standard steel closing rear crossmember	
Front Bumper: Extended-Swept back-steel bright finish (including painted cente tow pin)	

Radiator Guard Plate type bright finish	
Towing Device, FrontCenter tow capability based on bumper selection	
Fuel Tank – Left Hand 72 Gallon (276 L) 26" aluminum, sleeved D-shaped	
Fuel Level Sender Unit, Liquid Basic fuel level sender mounted on Left Hand tank	
Fuel Line Material Braided hose	
<b>Air/Brake</b>	<b>Mark and 'X' demonstrating Compliance</b>
Air Dryer – Manufacturer Wabco air dryer or equivalent, 1200UP with Turbo cut off valve, with coalesce oil filter, heated	
Airtank Drain Valve : Manual drain valves on all tanks, Petcock or equivalent	
Air Reservoirs: Steel	
Parking Brake Valve: Single valve system	
Relocate Air Reservoirs Under battery box, remaining between frame rails	
<b>Electrical</b>	<b>Mark and 'X' demonstrating Compliance</b>
Chassis Wiring Harness Casing Chassis & power harness with heavy duty casing	
Back-Up Alarm: Pollak 41-722 or equivalent, constant audible (Mounted on rear cross member) 107 decibles	
Tail Lamps: Furnish standard tail-lights	
Dash Mounted Switches: Two (2) extra dash mounted illuminated switches	

Daytime Running Lights: Park brake and engine running activated	
PTO – Control Power Take Off switch and light with wiring and piping for local installation	
Body Builder: InterfaceBody link III with cab pass-thru	
Auxiliary incab Pneumatic Line Auxiliary incab pneumatic line cleanout	
Air Conditioning/Heater: (Bergstrom or equivalent ) integral with heater combination to includeheater/defroster and air conditioner	
Audio Shutoff: Auto shutoff for radio entertainment system when vehicle is engaged in reverse	
Audio Speaker Location: Speaker location, behind doors, middle high side panel	
Cab Access Steps: Furnish standard (2) step cab access option	
Cab Glass: Tinted windshield, tinted side window and tinted rear window (if equipped)	
Cab Peep Window Peep window on right side	
Cigarlighter to be included	
Dome Lamp, Interior (4) Dome lamps – Door and switch activated	
Door Storage Compartment: Hard molded storage unit drivers and riders doors	
Fender Extensions	
Floor Covering: Polyurethane floor mat	

Gauges – Unit of Measure U.S. Units (predominant)	
Grab Handles: Bright Finish Extended cab grab handles, black handle Right Hand interior WS post, black grab handle diagonal inside Left Hand door	
Grille: Bright finish bars wwith bright finish surround grill mounted	
Headliner : Material Vinyl covered foam padded headliner	
Hood Insulation	
Hood Latch Finish: Painted hood Latches to match cab color and finish	
Horn – Air(2) rectangular single trumpet (one each side of cab roof)	
Horn – Electrical, Single tone	
Instrument Cluster Display Co-Pelot driver display, enhanced 4.5” diagonal LCD display w with 4-button stalk control	
Instrument Panel: Woodgrain finish	
Interior Trim Levels: Pedigree Sandstone	
Keyed Alike ChassisChassis keyed at random – 2 keys	
Mirrors – Convex Type Cab Doors, Bright finish, Left Hand & Right Hand, 8” diameter Convex	
Mirrors – Exterior and heated	
Mirrors – Heated Timeout (CA), Heated mirror time-out, 60 min	

Overhead Console (2)Storage compartments and net retainers w/ center mounting for CB provisions	
Radio/Radio Accommodation AM/FM premium stereo, CD-player, MP3, weatherband, handsfree interface, Bluetooth	
Radio – Radio Antenna, cab mounted behind LH door	
Radio – Antenna – CB Citizen Band Radio 48” antenna left side mirror mounted	
Radio – Binding Posts for CB Power leads (5-way binding posts for CB radio) in header console	
Radio – CB Radio MountingCB radio mounting reinforcement in header console	
Rear Cab SuspensionRear cab suspension, Air	
Rear WindowRear window (Fixed type)	
Reflector Kit Emergency reflector kit Mounted parallel & centered against BOC	
Roof Marker Light (5) Trucklite LED chrome bullet type lamps	
Rear Wall Storage Compartment Storage pouch rear	
Seat – Driver’sAir-National 2000 prem wide (high back) 3-way frt cushion adjustment; power cushions & back bolster	

Seat – Rider National 2000 (hi-back), single chamber air lumbar, 2 pos front cushion adj. air-suspension	
Seat – Arm Rests Inboard mounted arm rest, driver's seat only	
Seat Belt(s) Lap & shoulder (both seats) cab mtd shoulder belt adjustment (not avail w/ exted rider seat)	
Seat Covering Cloth & Vinyl, cab interior dependent color, driver & rider seats	
Starter Switch Key Type	
Steering Wheel 2 spoke urethane grip, charcoal spokes	
Sun Visor – Interior, Front Sun visor – both sides	
Sun Visor – Exterior Sun visor, exterior, fiberglass (painted)	
Turn Signals Self cancelling turn signals	
Window Controls- Power window lift with electric door lock, Left Hand & Right Hand	
Windshield type: 2-Piece windshield	
Windshield Wipers 2 speed electric motor with intermittent feature	
<b>Wheels &amp; Tires</b>	<b>Mark and 'X' demonstrating Compliance</b>
Tires Brand/Type – Front 425/65R22.5 L Michelin XFE or equivalent (Steer only)	
Tire Speed Limit: Tire speed limit basic	
Wheels – Front 22.5x12.25 Alcoa lvl one alum disc, 10-hole hub piloted (11 ¼"/286mm BC) 5.81" offset	

Wheel Finishing, Front Machine clean buffed-all wheels	
Front Axle Tire & Wheel Quantity: Two front tires and wheels	
Tires Brand/Type – Rear 11R24.5 H Bridgestone M799 (Drive only)	
Wheels – Rear 24.5x8.25 alcoa lvl one alum disc, 10-hole hub piloted, severe service (1 1/4" 286mm BC), 6.60" out	
Rear Disc Wheel Polish: Machine clean buffed – all wheels	
Rear Axle Tire & Wheel Quantity: Eight rear axle tires & wheels	
Valve Stems & Caps Provide standard valve stems and caps	
<b>Communication Systems</b>	<b>Mark and 'X' demonstrating Compliance</b>
Co-Piolet – Display Features Access LE Display features, limited, no driver access level 1	
Telematic Gateway: Remote connect W/3G and wlan system with diagnostic	
<b>Paint</b>	<b>Mark and 'X' demonstrating Compliance</b>
Paint/Vinyl Striping – Cab Exterior Single color	
Paint Type Solid Paint	
Paint Color – First Color White (High Gloss)	
Paint – Cab Paint System Paint – cab, urethane clear coat	
Cab Color: Same as first color – cab	
Paint: Hood Color: Same as first color – hood	
Paint: Sleeper Roof Color Without sleeper roof color	

Chassis Fairing Color: Without chassis fairings	
Paint: Roof Fairing Color: Without roof fairing	
Paint – Chasses Running Gear: Black (Urethane)	
Sun Visor Color: Same as First Color 173 White (High Gloss)	
<b>Base Warranty Minimum Requirements</b>	<b>Mark and 'X' demonstrating Compliance</b>
Vehicle Warranty Type: Heavy duty warranty classification	
US & Canada Basic Chassis Coverage Heavy duty standard base coverage 12 months/100,000 Miles (161,000 KKM)	
Engine Warranty: Base engine coverage 24 month or 250,000 miles (402,000KM)	
Emission Component Coverage: US and Canada equipped vehicle emission components coverage 60 months/100,000 miles (161,000 KM)	
Transmission Warranty: Standard Manufacturer Warranty	
Carrier & Axle Housing Warranty Standard heavy duty coverage 36 months/350,000 miles (563,000 KM)	
Air Conditioning Warranty Air conditioning standard coverage (Sealed system only) 12 months unlimited milage	
Chassis Towing Warranty Standard normal/heavy duty chassis towing 90 days or 5,000 miles	

Engine Towing Warranty: Standard engine towing coverage 24 months or 250,000 miles (402,000 KM)	
<b>Additional Purchased Services</b>	<b>Mark and 'X' demonstrating Compliance</b>
Remote Connect Bundle: 24 month – remote connect – includes assist and onecall; 1-800#; 24/7 365 OEM Support	
Onecall Bundle: 24 month – assist and onecall	
<b>SPECIFICATIONS FOR KNUCKLEBOOM</b>	
	<b>Mark and 'X' demonstrating Compliance</b>
Gross Vehicle Weight 60,000 lbs.	
Mount Requirements 60 inches between the rear of the cab and the front of the roll-off unit to mount the loader	
Pedestal Assembly Must be an open A-frame type to allow flexing under repeated load shocks. Total height not to exceed 7 ft. from mounting plate to top of pedestal/main boom connection point.	
Swing post to be single piece high strength solid steel (ASTM 4140) turning in (ASTM-D4020-81) cast nylon bearings. Welded spindle/head assembly is to be stress relieved prior to installation.	

<p>Boom rotation to be accomplished by a direct drive 270 degree planetary gearbox with geroller hydraulic motor. Model Dinamic Oil RE 1523 / 250, with a maximum torque rating of 251,064 in. lbs. This enclosed gearbox eliminates the metal-to-metal wear found in open, exposed pinion and bull gear design. To prevent spindle bending moments from being transmitted to enclosed gearbox, the gearbox must be mounted by means of a torque arm assembly.</p>	
<p>Boom Construction: Main boom must be comprised of two ea., 4 in. x 8 in. x 3/8 in. thick high tensile steel tubes connected to each other at their center line to allow a shock absorbing flexing action of the boom. Main boom must have a minimum of 1200psi down pressure on the main boom for compacting loads.</p>	

Tip boom to have an extendible/retractable telescopic section controllable from the operator's platform. Must have mechanical stops to prevent cylinder stress. The inner and outer sleeves of the telescopic section must be separated by replaceable cast nylon wear blocks on all sides to prevent metal-to-metal wear. Hydraulic hoses for the telescopic section must be enclosed in steel box for protection. No exposed tip extension hoses shall be permitted.

Lifting Capacities: Boom radius is measured from the center of rotation to the center of the bucket. Capacities shown must not exceed 85% of vehicle tipping moment, with machine level and outriggers fully extended. Weight of bucket and/or attachments to boom must be subtracted from lift capacities shown.

Boom Radius	Lift Capacity
10 ft.	7,100 lbs.
16 ft.	4,400 lbs.
20 ft.	3,200 lbs.

Boom connection points must be equipped with replaceable cast nylon or bronze bushings and a 2 in. bolt with castellated nut to prevent spreading of the connection pivot point.

<p>Trash Bucket shall be a special municipal trash bucket actuated by a single double-acting cylinder. The bucket shall be capable of continuous rotation with no need for physical stops. Bucket rotation to be accomplished by a continuous rotation bucket motor, with 5,500 in. lbs. torque rating. Bucket must have the capability to be rolled over on the load without damage to any components. This allows a maximum load and keeps boom height within acceptable limits. Bucket must also have a minimum reach of 9 ft. below grade to allow pick up of items over bridges and in ditches.</p>	
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<p>The bucket must incorporate :</p> <ul style="list-style-type: none"> <li>a. 3/16 inch smooth steel clamshell scoop for leaves and sand.</li> <li>b. A minimum of 5 ribs per side to handle branches, logs and appliances.</li> <li>c. A trample ram in the center for compressing trash in body.</li> <li>d. The bucket must be 4 ft. long with an opened width of 5 ft. between pickup blades. These blades must be high impact, tempered steel that form a reverse curve in the closed position to help prevent “scalping” and digging of grass lawns. No hydraulic hoses below bucket rotator will be allowed.</li> </ul>	
<p>The rolloff truck’s existing hydraulic system will be utilized as a power source. Either a separate or tandem pump (as required), a diverter valve, and hydraulic quick couplers will be installed on the truck system.</p>	
<p>Hydraulic Components</p>	

<p>a. Reservoir: 40 gallon baffled tank with suction and return filters and cutoff valves for easy servicing. Includes a sight gauge with a thermometer and a vent filter.</p> <p>b. Cylinders: Double acting with chromed rods and aluminum pistons.</p> <p>c. Main Boom: 5 in. x 32 in. with a 2 ½ in. shaft.</p> <p>d. Tip Boom: 5 in. x 32 in. with a 2 ½ in. shaft.</p> <p>e. Tip Extension: 2 in. x 48 in. with a 1 ¼ in. shaft.</p> <p>f. Bucket: 4 in. x 12 in. with a 2 in. shaft.</p> <p>g. Control Valves: Gresen stack type with port reliefs</p> <p>h. Safety Locking Valves: Counter balance valves to be installed on boom cylinders and check valves on outrigger cylinders to prevent a leakdown or collapse in case of a hydraulic hose rupture.</p> <p>i. Pump: Single Commercial Intertech P-20</p> <p>j. Conductors: Steel tubing and high tensile steel wire braided hoses, 4,000 PSI, 16,000 PSI minimum burst.</p> <p>k. Pressure: Main relief set at 2,400 PSI maximum.</p>	
<p><b>Engine Control</b>          Engine is to be programmed for the proper RPM level and activated by a heavy duty switch at the operator's station.</p>	

Operator Controls

DUAL CONTROLS: Control platform to be located directly behind cab to allow operator safe access from the truck cab without ever having to touch the ground. This provides the operator with superior visibility relative to the material being handled. Quadstick mechanical joystick controls with a single bank of control valves to be mounted at the mid-point of loader, with control handles accessible from the operator platform on either side of truck. Control handle pattern must be the same on both sides of the truck. Control handles must be mounted in a fashion so as not to need lubrication. A "Grip Strut" serrated steel walk platform is included.

<p>Outrigger Stabilizer          Outriggers to be constructed with hydraulically powered telescoping rectangular tubing to prevent side loading and bending of cylinder shafts.</p> <p>a. Outriggers to be equipped with large steel pads to minimize damage to street. Outriggers must telescope out and down to reach a horizontal distance of 11 ft. 8 in. between outer edges.</p> <p>b. Outward stabilizer movement of each stabilizer to be powered by a hydraulic cylinder with a bore of 2 in. and a stroke of 20 in. The housing that accomplishes this outward movement must be separated by cast nylon bushings on all four sides to prevent metal-to-metal wear and to allow a greater area for grease.</p> <p>Downward movement to be powered by two hydraulic cylinders with a bore of 3 in. and a stroke of 22 in. These cylinders must be fully enclosed for protection.</p>	
<p>Loader must receive 1 coat of high-grade primer and 2 coats of high-grade enamel Orange County Omaha Orange.</p>	

<p>Includes boom up sensor with indicator light and audible alarm (light in cab with audible alarm warns the driver of excessive boom height), and back-up alarm.</p> <p>a. One safety parts/service manual to be included.</p> <p>b. One hour training videotape for operators/mechanics must be included.</p> <p>c. HDHI LED strobe on each outrigger. Single strobe mounted on top of each outrigger. Switch is located in truck cab.</p> <p>d. Heat shield for walk-thru platform. Designed to shield operators from the radiant heat produced by the truck. Includes a flap of PVC belting that is bolted to the platform to cover the gap between the chassis cab and the platform, and two overlapping sheets of 18.5 in. wide 14 gauge sheet metal installed below the walking area of the grip strut platform.</p> <p>e. Hose guards- head and valve bank. Metal guards cover the valve bank and back of head assembly to protect operator on walk thru platform from hydraulic fluid in the case that there is a leak at these connection points.</p> <p>f. HD control box including throttle switch, engine kill and horn.</p>	
<b>MINIMUM WARRANTY REQUIREMENTS FOR KNUCKLEBOOM</b>	
	<b>Mark and 'X' demonstrating Compliance</b>
<p>Contractor shall provide a minimum of three year period for major structural and a minimum one year hydraulic warranty for loader and body.</p>	
<p>Miscellaneous: Safety bumper and body prop shall be provided.</p>	