



REQUEST FOR QUOTATION

(RFQ 2024-0011) FOR

ONE (1) SKID STEER WITH HIGH FLOW HYDRAULIC SYSTEM

Issuance Date: February 1, 2024

Due Date: March 1, 2024 at Close of Business (COB) (5:00 PM EST)

Vendor must fill in the information below:

Company Name: _____

Address: _____

City/State/Zip: _____

Contact Name: _____

Title: _____

Contact Phone & Cell: _____

Fax: _____

Email: (Point of Contact): _____

NO RESPONSE – To submit a NO RESPONSE, please complete and return this page.

The address for submission of this RFQ is as follows:

Mailing Address

Mrs. Christy Dixon
Savannah Airport Commission
400 Airways Avenue
Savannah, GA 31408

RFQs must be date and time stamped by the Savannah Airport Commission (“SAC”, or “Commission”) no later than the due date and time specified for RFQs to be considered. It is the sole responsibility of the Vendor to make sure the submitted RFQ is received in the SAC Administration Department by the due date and time. The Commission assumes no responsibility for delivery of RFQs.

1.0 INTRODUCTION

1.1 **Purpose:** The purpose of these specifications is to describe the requirements to procure one (1) New Skid Steer with a high flow hydraulic system for the Savannah Airport Commission. The unit furnished will be new without repair, including all the interior and exterior trim and appointments listed by the manufacturer as standard equipment and must meet all unit requirements by State and Federal safety and emission regulations.

1.2 A copy of the bidder's specifications for this unit will be submitted with the bid. The successful bidder will have a parts and service available in the Savannah, Georgia area.

Any manufacturer's name, trade name, brand name, or model number used in these specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. The bidder's proposal will meet or exceed all requirements of the listed specifications.

1.3 **Pre-Conference:** N/A

1.4 **Receipt for RFQ and Addendum(s):** It is the sole responsibility of the Vendor to ensure that they have received the entire RFQ and all Addendum(s) issued. The Commission reserves the right to, and may amend, modify or cancel this RFQ at any time, at its sole discretion. In the event it becomes necessary to revise or supplement any part of this RFQ, written addenda will be emailed to the Vendors using the contact information provided to SAC. It is the Vendors responsibility to check their email daily, and as such, the Vendor will be held accountable for any clarifications or amendments to the RFQ. ***Vendors are required to acknowledge receipt of any Amendments to this RFQ by signing and returning the Acknowledgement of Addendum Form with the RFQ submittal. All addenda can be found on the airport's website at <https://savannahairport.com/business/airport-business/notice-to-bidders/>. It is the sole responsibility of the bidder to check the airport's website on the final addendum release date to ensure that all addendums are acknowledged in the response.***

1.5 **RFQ Submittal:** One complete hard copy of the RFQ with responses must be received in the SAC Administration Offices by the due date and time specified to be considered.

1.6 **RFQ Opening:** The opening of this RFQ will take place at the Savannah Airport Commission. No RFQ information will be available until after an award has been made. Once an award is made, the awarded Vendor(s) will be notified via email or U.S. Postal Service.

1.7 **Contract Term:** N/A

1.8 **Force Majeure:** If by reason of Force Majeure, either party hereto will be rendered unable wholly or in part to carry out its obligations under this Agreement then such party will give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, will be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party will endeavor to remove or overcome such inability with all reasonable dispatch.

1.9 **Certification:** N/A

- 1.10 **Prices to be Firm:** Prices offered will remain firm for 90 days after the closing date of this RFQ.
- 1.11 **Cancellation:** In the event of equipment/service failure or default of the Vendor, the contract may be cancelled by SAC with a (30) day written notice, unless otherwise specified. The Vendor will be given an opportunity to cure the default within the 30-day written notice period.
- 1.12 **GA Statewide Contracts:** N/A
- 1.13 **Payment Terms:** Payment terms are net 30 days upon receipt of goods and validation of services by the Commission. All invoices must reference the purchase order number and will be addressed to SAC's Accounting Department @ accountspayable@flysav.com. The Commission will not provide prepayment for any order.
- 1.14 **Time of Delivery:** The bidder must specify the timeframe of delivery or specify the timeframe for the unit/vehicle to be ready for pick-up in Exhibit A of this RFQ.
- 1.15 **Delivery Point:** The preferred delivery point or preferred pick-up location must be clearly notated in the response to this RFQ. The specified delivery address of the unit is 640 Gulfstream Road, Savannah, GA. 31408.
- 1.16 **Contract PO Document:** The Commission will consider its executed Purchase Order (PO), or executed contract between the Vendor and SAC as the primary and binding contract document between SAC and the awarded Vendor.

2.0 SCOPE

- 2.1 The general requirements of work must at the least meet the following specifications. The pricing worksheet is in Exhibit A.

2.2 **Detailed Specification and Standards:** SAC Requests for the unit to meet the minimum requirements. The specifications of the unit must meet or exceed the specifications herein:

ONE (1) SKID STEER WITH HIGH FLOW HYDRAULIC SYSTEM

The unit must meet or exceed the following specifications: Please place a check in each box, indicating if each specification is applicable.

BASIC SPECIFICATIONS	
Y___ N___	Net power using SAE 1349 shall be at least 72.9 hp (54.4kW).
Y___ N___	Gross power using SAE J1995 shall be at least 74.3 hp (55.4 kW).
Y___ N___	Operating weight shall be 10688 lb (4848 kg) when equipped with 17.7 in (450 mm) wide tracks.
Y___ N___	Machine shall have a maximum length of 146.2 in (3714 mm) with bucket on ground and 117.9 in (2995 mm) without bucket on ground.
Y___ N___	Machine width shall be 78.0 in (1981 mm) when equipped with 17.7 in (450mm) wide tracks.
Y___ N___	Machine shall have a maximum overall height of 158.1 in (4015 mm).
Y___ N___	The height to the top of the cab shall be 83.2 in (2113 mm).
Y___ N___	Machine shall have a minimum ground clearance of no less that 8.9 in (226 mm).
POWERTRAIN/TRANSMISSION	
Y___ N___	Two hydrostatic axial piston drive pumps shall be splined directly to the engine via a flexible coupling for maximum efficiency, reliability and serviceability and shall power the final drive motors, driving the tracks.
Y___ N___	Hydrostatic drive pumps shall be contained in a mono-block housing for maximum reliability and durability.
Y___ N___	The drive system shall be of an external positive drive with steel on steel contact of tooth and sprocket engagement.
Y___ N___	Hand and foot throttles shall be provided to allow the operator to match engine speed to a task. The hand throttle shall allow the operator to maintain consistent engine speed and the foot throttle shall allow the operator to vary engine speed and minimize fuel consumption.
Y___ N___	Electronic hand throttle (dial) shall be provided to allow the operator to match engine speed to a task. The hand throttle shall allow the operator to maintain consistent engine speed when desired. Hand throttle (dial) will have capability to provide 'decel' functionality when hand throttle (dial) is placed in the High Idle position.
Y___ N___	Electronic foot throttle shall be provided to allow the operator to match engine speed to a task. The foot throttle shall allow the operator to vary engine speed and minimize fuel consumption. The machine will have the capability to electronically smooth foot throttle control while operating over rough ground.
Y___ N___	An electronic torque management feature shall allow maximum power to the tracks while minimizing engine stalling.
Y___ N___	Maximum forward and reverse travel speed 1 shall be at least 4.5 mph (7.2 kph).
Y___ N___	Maximum forward and reverse travel speed 2 shall be at least 8.3 mph (13.3 kph).
Y___ N___	Must have planetary gear reduction final drive.
Y___ N___	2 Speed must be standard.

ENGINE	
Y ___ N ___	Engine shall be a 3.3 L, Turbo Diesel Engine, meeting Tier 4 Final and EU Stage V emissions standards.
Y ___ N ___	The engine emissions solution shall incorporate the latest Tier 4 Final emissions technology which captures particulate matter by utilizing a wall flow filter design.
Y ___ N ___	Engine shall be direct fuel injected, turbocharged, liquid cooled and shall have four cylinders.
Y ___ N ___	Engine shall have a total displacement of not less than 203 in3 (3.3 L).
Y ___ N ___	The engine shall be equipped with an alternator that has a charging capacity of at least 80 amperes.
Y ___ N ___	Glow plugs shall be provided for improved starting in cold weather (not ether starting aid).
Y ___ N ___	Air filtration shall be accomplished via a radial seal air cleaner with a secondary backup, as well as a convenient in-cab air flow restriction indicator. The air intake system shall be designed to accept an external pre-cleaner.
Y ___ N ___	The machine shall not have any cooling cores or condenser mounted or stacked on top or below the radiator, restricting cooling capability.
Y ___ N ___	The engine and hydraulic oil coolers shall have an ambient temperature cooling capacity of 109 degrees F (43 degrees C).
Y ___ N ___	The cooling system shall pull air in from the rear of the machine and exhausted through the top of the cooling package, directing it away from the operator and site bystanders.
Y ___ N ___	The cooling fan shall not be belt driven, but should be powered by a hydraulic motor that is demand driven (activated by an electrical solenoid) based on climate and heat loads. When fan is active it must maintain constant airflow and fan speed, even under a load that would cause the engine to lug.
Y ___ N ___	Reversing Fan must be available to assist in removing material from the rear door intake screen. Must provide both automatic and manual purge modes.
Y ___ N ___	The machine shall have an electronic torque management system that automatically destrokes the hystat pump to reduce the chance of stalling the engine during lugging.
Y ___ N ___	There shall be no more than two belts driven off the engine.
Y ___ N ___	The machine shall have braided, color-coded and numbered wiring harness for easy diagnostics.
Y ___ N ___	The machine shall have sealed pin connectors to prevent dirt and moisture infiltration.
Y ___ N ___	The machine shall be equipped with a battery that has at least 12 volts and 850 CCA for cold start capabilities in 32 degrees F (0 degrees C) climate.
Y ___ N ___	Battery Disconnect switch (master switch) must be available which will provide a basic level of machine security and prevent battery drain during periods of inactivity.
Y ___ N ___	The machine shall be equipped with a water-in-fuel sensor and in cab indicator.
Y ___ N ___	Exhaust flow and cooling package airflow should be mixed to reduce temperature of exhaust gases leaving the exhaust stack.

STEERING

Y ___ N ___	The machine shall be equipped with a single, electrically operated joystick that controls the forward/reverse and steering directions.
Y ___ N ___	Machine must be equipped with a selectable pattern control changer to operate in either "ISO" Pattern or "H" Pattern.
Y ___ N ___	Machine must/can be equipped such that steering direction is controlled by two hand operated steering joysticks.
Y ___ N ___	Machine shall have an air ride seat with seat mounted / adjustable joystick controls.
Y ___ N ___	Full turning radius from the center/coupler without a bucket shall be no greater than 55.5 in (1410 mm).

BRAKES

Y ___ N ___	Machine shall have a spring applied, hydraulically released parking brake that shall automatically engage when arm bar is raised, and shall be designed to hold machine static at any point on a 2 to 1 slope.
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HYDRAULIC SYSTEMS

Y ___ N ___	The machine shall be equipped with a single, electrically operated joystick that controls the lift, lower and tilt functions.
Y ___ N ___	The hydraulic pumps shall be driven directly off the engine for maximum hydraulic performance and reliability-no belts shall be used.
Y ___ N ___	The Standard pump flow of the machine shall be at least 23 gal/min (86 L/min).
Y ___ N ___	The Standard pump flow hydraulic pressure of the machine shall be at least 3,335 psi (23,000 kPa).
Y ___ N ___	The Standard pump flow / hydraulic horsepower of the machine shall be at least 44.0 hp (33.0 kW).
Y ___ N ___	Machine shall be equipped with auxiliary hydraulics activated by a thumb switch located on the right joystick.
Y ___ N ___	The machine shall be equipped with a hydraulic tank that has an anti-cavitation feature.
Y ___ N ___	The machine shall be equipped with a hydraulically driven fan, eliminating maintenance costs and friction losses associated with a belt.
Y ___ N ___	The High Flow hydraulics of the machine shall be at least 32 gal/min (121 L/min).
Y ___ N ___	The High Flow hydraulic pressure of the machine shall be at least 4,061 psi (28,000 kPa).
Y ___ N ___	The High Flow hydraulic horsepower of the machine shall be at least 76.0 hp (57 kW).
Y ___ N ___	Dual, variable-displacement, axial piston pumps shall be driven off the engine and provide hydraulic flow to the drive motors via a closed loop system.
Y ___ N ___	Machine shall be equipped with abrasion resistant Tough Guard hoses and O-ring face seals help assure a leak free system.
Y ___ N ___	Standard auxiliary hydraulics to power tools shall be available through self relieving quick connect hydraulic couplings that are rigidly mounted to the loader arm.
Y ___ N ___	The drive and implement hydraulic pumps shall be electrically actuated and may not be actuated via any mechanical linkages.

LOADER LINKAGES / STRUCTURES

Y ___ N ___	Loader linkage shall be of a vertical lift style.
Y ___ N ___	Loader linkage shall be equipped with a split style D-ring for securing work tool auxillary hoses.
Y ___ N ___	The pins shall have countersunk grease fittings to protect them from damage.
Y ___ N ___	The machine shall be equipped with two tilt cylinders, protected by a heavy-duty torque tube.
Y ___ N ___	The machine shall have a tipping capacity of at least 8255 lbs (3750 kg).
Y ___ N ___	Rated operating capacity at 35% tipping load shall be no less than 2890 lb (1315 kg).
Y ___ N ___	Rated operating capacity at 50% tipping load shall be no less than 4130 lb (1880 kg).
Y ___ N ___	Rated operating capacity with counterweight shall be no less 4370 lb (1985 kg).
Y ___ N ___	The machine shall have a dump angle of at least 51.0° for superior bucket cleanout.
Y ___ N ___	The machine shall have an arched transition to the coupler for increased dump clearance.
Y ___ N ___	Vertical lift linkage shall provide visibility under the loader arm to left & right sides when bucket is in the carry position.
Y ___ N ___	Cantilevered pins in the loader linkage shall be forged and induction hardened, and shall be the same diameter all the way through using a flagged end to secure them to one side, allowing them to rotate in the corresponding bore.
Y ___ N ___	The machine shall have a maximum hinge pin height of at least 125.1 in (3178 mm).
Y ___ N ___	Reach at maximum lift and dump shall be at least 30.0 in (761 mm).
Y ___ N ___	Clearance at maximum lift and dump shall be at least 94.0 in (2387 mm).
Y ___ N ___	Rack back angle at maximum height shall be 84.0 degrees.
Y ___ N ___	Maximum reach with arms parallel to the ground shall be 50.0 in (1270 mm).
Y ___ N ___	Tilt cylinder breakout force shall be at least 7291 lb (3307 kg).
Y ___ N ___	Lift cylinder breakout force shall be at least 5510 lb (2499 kg).
Y ___ N ___	Electronic work tool return to dig feature and electronic work tool positioner shall be available.
Y ___ N ___	Electronic Self Level (raise only) with electronic lift cycle snubbing shall be available.

WORK TOOL OPTIONS

Y ___ N ___	Machine shall have a universal coupler interface to easily change work tools.
Y ___ N ___	Coupler shall have the following features: a low profile side plate designed for optimum match to work tools and minimal material packing, opposing wedges to ensure a tight tool fit, large contact areas to absorb loads and minimize stress, chrome plated and lubricated vertical pins for smooth engagement and prevention of corrosion.
Y ___ N ___	Coupler shall have manual engagement and disengagement of work tools using two high leverage handles.
Y ___ N ___	The quick coupler shall be activated from inside the cab to allow engagement and disengagement
Y ___ N ___	The machine shall have self relieving auxillary quick disconnects that connect under pressure for easier connection to work tools

OPERATOR STATION

Y ___ N ___	The machine shall be equipped with deep skid-resistant, self-cleaning steps.
Y ___ N ___	The machine shall be equipped with an High Back, Heated, "Air Ride" Suspension Seat with lumbar and recline adjustments.
Y ___ N ___	The machine shall have a one-piece sealed & pressurized cab design.
Y ___ N ___	The machine shall be equipped with both a hand and a foot throttle.
Y ___ N ___	The machine shall be equipped with two joysticks for steering and two foot pedals that control the loader lift and tilt functions.
Y ___ N ___	The machine shall be equipped with adjustable boom / bucket response control, adjustable drive response control as well as travel speed control (creeper).
Y ___ N ___	The machine shall be equipped with a single, electrically operated joystick that controls the lift, lower and tilt functions.
Y ___ N ___	The machine shall have a retractable high visibility seat belt.
Y ___ N ___	The machine shall come standard with an arm bar that when lifted, automatically engages the machine parking brake for added operator comfort and safety.
Y ___ N ___	The machine shall be equipped with ROPS/FOPS protective structures rated to at least (14,771 lb) 6700 kg.
Y ___ N ___	Cab door must be equipped with a 2 quick release handles to remove front door that require no use of tools to remove.
Y ___ N ___	The machine shall have a heater coil rated capacity of at least 23,518 Btu (5930 kcal).
Y ___ N ___	The machine shall have audible warning alarms for engine coolant temperature, engine oil pressure and hydraulic oil temperature.
Y ___ N ___	Machines equipped with a door shall be equipped with a hydraulic lockout mechanism that prevents loader arm movement with door in open position.
Y ___ N ___	Machine shall be equipped with a convex, rearview mirror for superior visibility to the rear and sides of the machine.
Y ___ N ___	Machine shall have removable side windows that require no use of tools to remove for easy cleaning.
Y ___ N ___	Side windows shall have two sliding panes, front and rear, to provide protection from the elements and allow fresh air ventilation.
Y ___ N ___	Standard forward halogen work lights shall be adjustable for better visibility.
Y ___ N ___	Machine shall be equipped with 2 adjustable, cab mounted front LED working lights and 2 frame mounted, rear LED working lights.
Y ___ N ___	Machine shall be equipped with a standard USB charging port.
Y ___ N ___	Air conditioning condenser shall not be mounted on any other cooling core(s), and have independent electrical cooling fans, separate from the main cooling fan.
Y ___ N ___	The machine shall have an 5 inch, full color, LCD display with video capability.
Y ___ N ___	The machine shall have up to 50 individual security codes where the operator preferences are retained for each code. The master code provides the capability to monitor each individual code/operator for fuel usage, hours of operation, as well as events and diagnostics.
Y ___ N ___	The machine display shall provide on screen adjustment capability for creep setting, ride control activation speed, top speed limit setting, English/Metric units, choice of 6 languages, choice of 4 backgrounds, and choice of 4 gauge styles.
Y ___ N ___	Machine shall have a rear view camera.
Y ___ N ___	The machine shall be equipped with Speed Sensitive Ride Control, which engages and disengages automatically, to cushion the loader arms during carry and travel operation.
Y ___ N ___	Machine shall have cellular based tracking providing machine hours and machine location.
Y ___ N ___	Machine shall come standard with an Anti-theft Security System with a 6 button keypad.
Y ___ N ___	Machine shall have Bluetooth capability and Microphone integrated with an AM/FM/Weather Band Radio with USB and Auxiliary Input Jack.

AXLES

Y ___ N ___	Machine shall have 4 heavy-duty torsion axles to suspend each side of the undercarriage from the machine frame and shall be shock absorbing.

UNDERCARRIAGE

Y ___ N ___	The track shall consist of molded rubber with embedded steel bars that span the width of the track.
Y ___ N ___	The track shall consist of continuous wound steel cables that provide tensile strength so that the track does not stretch.
Y ___ N ___	The undercarriage shall not be directly mounted to the machine frame, but shall instead be suspended via four independent torsion axles in order to minimize machine stresses and maximize traction.
Y ___ N ___	The undercarriage shall contain single flange steel rear idlers in order to reduce material buildup and improve clean out.
Y ___ N ___	The undercarriage shall contain dual flange steel front idlers in order to provide a smoother ride.
Y ___ N ___	An optional undercarriage configuration shall be available that provides front and rear triple flange steel idlers.
Y ___ N ___	Machine ground pressure shall not exceed 5.2 psi (36.1 kPa).
Y ___ N ___	Overall length of track shall be 83.8 in (2129 mm).
Y ___ N ___	Length of track on the ground shall be 64.2 in (1630 mm).
Y ___ N ___	Machine weight shall be evenly distributed across the entire width and length of the track via multiple sets of rollers to disperse pressure, and maximize traction and flotation.
Y ___ N ___	Undercarriage shall consist of an open design that allows easy cleaning of components.
Y ___ N ___	Elevated positive track shall keep drive components away from ground debris.

SERVICEABILITY

Y ___ N ___	Maintenance points shall be grouped in easily accessible, ground level locations.
Y ___ N ___	The machine shall be equipped with grouped filter configuration with fuel/water separator filter and hydraulic oil filter being cartridge style.
Y ___ N ___	The engine shall be mounted lengthwise for better accessibility.
Y ___ N ___	The radiator and hydraulic oil cooler shall be protected by a guard/grill which shall tilt up to gain access to the cores.
Y ___ N ___	The machine shall be equipped with sight gauges on the hydraulic tank and the radiator.
Y ___ N ___	The machine shall be equipped with standard system pressure and fluid analysis test ports.
Y ___ N ___	The machine shall have an electronic port allowing electronic machine diagnostics.
Y ___ N ___	The machine shall have a cab that tilts to the rear by an individual using hand tools and shall expose all pumps, motors, valves and lines. Cab shall be held in place when tilted by a self latching mechanism.
Y ___ N ___	The machine shall not have any required daily maintenance points that require lifting of the cab structure.
Y ___ N ___	Machine shall have a vented, steel, rear door, with a bumper that slightly protrudes beyond the door, in order to prevent damage to engine compartment components.
Y ___ N ___	The rear door shall open to provide for easy access to both sides of the engine without the need for hand tools.
Y ___ N ___	A removable belly pan section in the floor of the machine's lower frame shall provide excellent access for periodic cleaning
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Y ___ N ___	All filters shall be easily accessible from the ground, which makes routine service quicker and virtually spill free.

MINIMUM SERVICE FILL CAPACITIES

Y ___ N ___	The machine shall have a hydraulic oil tank capacity of at least 10.3 gal (39 L).
Y ___ N ___	Hydraulic system shall hold 13.7 gal (52 L).
Y ___ N ___	Fuel tank shall hold 27.7 gal (105 L).
Y ___ N ___	Engine crankcase shall hold 3.0 gal (11 L).
Y ___ N ___	Engine cooling system shall hold 3.7 gal (14 L).

OWNING AND OPERATING COSTS

Y ___ N ___	Extended life coolant shall be standard
Y ___ N ___	The machine shall have recommended 500-hour engine oil change intervals.
Y ___ N ___	The machine shall be equipped with hydraulic oil that can achieve 6000 hour life with regular oil sampling and recommended filter changes.

NOTE: Please see and complete the following attachments pertaining to pricing and the specifications listed:

EXHIBIT A (UNIT PRICING SHEET)

EXHIBIT B (EXCEPTIONS SHEET)

GENERAL REQUIREMENTS:

- 3.0 Terms and Conditions:** By signing this document, the Vendor agrees to abide by all the terms and conditions contained in this RFQ. Any exceptions to the requirements of this RFQ, or the SAC terms and conditions of this RFQ will be noted in writing, with detailed explanation, and included with the RFQ submittal by using the attached exceptions sheet. The contractor acknowledges that taking exceptions to this RFQ may subject the response submittal to be rejected.
- 3.1 Discussions and Questions:** All questions must be submitted in writing and directed to the Savannah Airport Commission’s Purchasing Department at cdixon@flysav.com to be considered.
- 3.2** The Vendor will not attempt to discuss any aspects of the request with any other party except for the email address described in 3.1 of this RFQ. No verbal agreements will be considered during the bid/quote process. The Commission reserves the right to reject the bid/quote of any Vendor violating this provision.
- 3.3 Supplemental Agreements:** The awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract (i.e. invoice requirements, ordering requirements, specialized delivery, etc). Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor.
- 3.4 Completeness:** All requested information and required forms must be completed, signed, and submitted with this document to constitute a proper bid/quote. The entire package must be returned, complete with all required forms, signature, and information. Failure to complete or comply with any part of the specifications or requirements in this RFQ may constitute a basis of rejection. It is within the right of the Commission to reject any RFQ submittal in this solicitation document.

3.6 Quotation and Quotation Forms Required:

- (a) The full proposal will be completed in its entirety.
- (b) The first item to be completed in your response will be the Small Business Participation Form located in Section 6.0 (page 17) of this RFQ. If your company is not a small business, please check the box noted as non-applicable). If your company is a Small Business, please complete the Participation Form, while also including your Small Business Certificate along with the form in this section.
- (c) The second item to be completed in your response will be the Vendor Certification Form in Section 8.0 (page 19) of this RFQ. Please complete the form in its entirety.
- (d) The third item to be completed in your response will be the Unit Pricing Sheet (Exhibit A), located on page 20 of this RFQ.
- (e) The fourth item to be completed in your response will be the Exceptions Sheet (Exhibit B), located on page 21 of this RFQ. Please sign and complete the form in its entirety.
- (f) The fifth item in your response will be the Acknowledgement of Addendum Form, (page 22). If applicable, please sign and complete the form in its entirety. If there is not an associated addendum with this RFQ, the Addendum Form is not required to be submitted. The form must be submitted if there is an associated addendum.

3.7 RFQ Procurement Schedule

RFQ Opens	Thursday, February 1, 2024
Questions From Bidders Are Due	No Later Than (NLT) 5pm on February 13, 2024
SAC Issues Last Addendum to Answered Questions (if applicable)	February 16, 2024
Bidder's Final Responses Are Due to SAC	COB, March 1, 2024
SAC Evaluates Responses	March 2, 2024 - May 2, 2024
SAC Makes Contact With the "Successful Bidder"	NLT May 15, 2024
SAC Makes Contact With the "Unsuccessful Bidder(s)"	NLT May 15, 2024

3.8 Errors: Vendors or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids/quotes. Vendors are cautioned not to obliterate, erase, or strike-over any printed material as set forth in this RFQ. In quoting prices, wherever the Vendor has made an error and has corrected, all such corrections should be initialed by the person signing this RFQ. If errors occur in the extension of prices in the RFQ, the unit prices will govern. Failure to comply with this provision may result in rejection of Vendor's submittal. All documents submitted must be legible.

3.9 Changes/Modifications: No changes or modifications will be made to any Savannah Airport Commission forms or your request may be considered null or void. If changes or modifications are noted by SAC, the bid submitted by Vendor may be rejected.

- 3.10 Compliance with Laws:** The Vendor will obtain and maintain all licenses, permits, liability insurance, workman's compensation insurance, and maintain compliance with any other federal, state, or local requirements during the term of the contract with SAC.
- 3.11 Specifications:** Whenever mention is made of any article, material, or workmanship to be in accordance with any laws, ordinances, codes, regulations, etc., these requirements will be construed to be the minimum requirements of these specifications.
- 3.12 Multiple Request:** Depending upon product/service being requested, the Vendor may be required to submit more than one RFQ response. Any alternate responses to the RFQ must be brought to the Savannah Airport Commission's attention and noted on submitted documentation as a separate and alternative request.
- 3.13 Invoicing:** The Commission normally will pay properly submitted Vendor invoices within thirty (30) days of receipt providing goods and/or services have been delivered, installed (if required), and accepted as specified. Invoices presented for payment must be submitted in accordance with instructions contained on the purchase order (PO) with reference to the PO number and submitted to the correct address for processing.
- 3.14 Description of Materials:** Requests for materials, supplies, or office machinery equipment should be accompanied by copies of detailed factory specifications, ratings, technical data, including accurate descriptions on which requests are based.
- 3.15 Brand Name:** If and wherever brand names, make, manufacturers, trade names, Vendor catalogs, or model numbers are stated, they are for the sole purpose of establishing a grade or quality of material.
- 3.16 "OR EQUAL" Interpretation:** It is the Vendor's responsibility to prove to SAC that each item offered by the Vendor is equal to the grade or quality of material specified. The Vendor will clearly indicate the product, including brand, catalog, model number, etc. being offered and supply sufficient data in detail to enable an intelligent comparison to be made with the brand or manufacturer specified. Failure to submit the required information may be sufficient grounds for rejection of bid/quote. The Commission will be the sole judge concerning the merits of the RFQ response submitted.
- 3.17 Quality:** All equipment/materials used for the manufacture or construction of any supplies, materials, equipment, or service will be new unless otherwise specified. All materials will be of the best quality, and to the highest grade of workmanship that meet the specs in this document. Materials or service must comply with all applicable Federal, State, or OSHA requirements.
- 3.18 Acceptance of Material:** The equipment/materials delivered will remain the property of the Vendor pending physical inspection and acceptance to the satisfaction of SAC. In the event the material supplied to SAC is found to be defective or does not conform to specifications, the Commission reserves the right to cancel the order upon written notice to the Vendor and return the product(s) to the Vendor at the Vendor's expense, and to invoke the provisions of the section titled "Default".
- 3.19 Default:** Any contract made between SAC and the Vendor maybe cancelled by SAC in whole or in part via written notice, upon the vendor's non-performance or violation of contract terms. An award may be made to the lowest quoting vendor for material or services specified, and purchases may be made on the open market. The defaulting vendor will be liable for costs to the Commission in excess of the defaulted contract prices. The Vendor will continue the performance of this contract to the extent any part is not terminated under the provisions of this clause.

- 3.21 **Guarantee:** The vendor will unconditionally guarantee the equipment/materials and workmanship on all materials and/or equipment for the vendor's specified guaranteed period, unless otherwise stated. Within the guarantee period, if any defects occur which are due to faulty material and/or services to the complete satisfaction of the Commission. These repairs, replacements, or adjustments will be made only at a time less detrimental to the operation of the Commission's business.
- 3.22 **Add/Delete Items:** During the term of the contract, items and or services may be added and/or deleted to the contract upon agreement between the successful Vendor and SAC.
- 3.23 **Additional Information:** Prior to the final selection, Vendors may be required to submit additional information which may be necessary to further evaluate the Vendor's response and/or qualifications. If such information is required, the Vendor will be notified and will be permitted approximately seven (7) days to submit the information requested.
- 3.24 **Reimbursement:** The Commission will not reimburse the Vendor for any costs associated with the preparation and submittal of any RFQ response, or for any travel and/or per diem costs that are incurred.
- 3.25 **Gratuity:** The Vendors will not offer gratuities, favors, or anything of monetary value to any official, employee or agent of the Commission as a means of influencing consideration of this RFQ.
- 3.26 **Submitted Material:** All requests, responses, inquiries, or correspondence relating to, or in-reference to this document submitted by Vendors will become the property of the Commission when received. Once an award is made, all excess copies the Vendor's request may be destroyed.
- 4.0 **SPECIAL CONDITIONS:**
- 4.1 **Mandatory Requirements:** The Commission has established certain requirements with respect to solicitations to be submitted by Vendors. Whenever the terms "must", "" or "is" are used in the package, the specifications being referred to is a mandatory requirement. Failure to meet any requirement(s) may cause rejection of the Vendor's submittal.
- 4.2 **Tax Exempt:** The Commission is exempt from State Sales Tax. If a tax- exempt certificate is necessary, please contact the SAC Purchasing Department.
- 4.3 **Demonstrated Capability:** N/A
- 4.4 **References:** N/A
- 4.5 **Indemnification:** Seller/Vendor agrees for itself and its contractors, subcontractors, suppliers, employees, agents, servants, patrons, customers, visitor and licenses to indemnify, protect, save and hold harmless the SAC, its members, directors, officers, employees, and agents against any expense, loss or liability paid, suffered or incurred, including any environmental fines and/or penalties, as a result of any breach by Seller/Vendor, Seller/Vendor's agents, servants, employees, patrons, contractors or subcontractors, suppliers, customers, visitors or licenses of any covenant or condition of any agreement with Buyer/SAC or as a result of the seller's/buyer's work or a product or service provided by seller/vendor or the seller's/Vendor's use, occupancy or presence on SAC's property or the carelessness, negligence or improper conduct of seller/Vendor, seller's/Vendor's contractors, subcontractors, suppliers, employees, agents, servants, patrons, customers, visitors, or licenses. Such indemnification will be to the extent caused in whole or in part by negligent acts or omissions by the Seller/Vendor, its contractors,

subcontractors, suppliers, employees, agents, servants, patrons, customers, visitors or licensees. Seller/vendor agrees to defend buyer/SAC from any legal or equitable actions brought against buyer/SAC based on the work or a product or service provided by seller/vendor or the carelessness, negligence or improper conduct of Seller/Vendor, Seller's/Vendor's contractors, subcontractors, suppliers, employees, agents, servants, patrons, customers, visitors, or licenses.

- 4.6 Basis of Award:** The basis of evaluation will be low bid/quote considering that all specifications are met. All other vendor accommodation that best suits the needs of the
- 4.7** Commission will also serve as the basis of the award. Vendor availability to seek or exceed SAC's specifications and requirements will be considered. Any contract awarded as a result of a selection process is to be awarded to the most responsive and responsible Vendor whose bid is evaluated to be the most advantageous to the Commission, considering price and other factors such as delivery time.
- 4.8 Changes and Alterations:** The Commission reserves the right to make any alterations in the RFQ and/or contract as may be necessary due to changing conditions found during the project. The Vendor will not claim forfeiture of contract by reasons of such changes by the SAC representative. If such changes increase or decrease the amount of the work or materials, the Vendor will be paid according to the quantity of product delivered at the prices established for such work under the contract. Any alterations or changes that diminish the scope of work or materials will not constitute a claim for damages or for the loss of anticipated profits. Any alterations from the original job estimate provided by vendor must be submitted in writing and must be approved by the designated SAC Representative.
- 4.9 Bonding:** N/A
- 4.10 Statutory Affidavit:** N/A
- 4.11 Cure and Cover Clause:** If a successful Vendor fails, or SAC concludes that there is a reasonable likelihood that the Vendor will not be able to timely perform its obligations under this RFQ and/or contract, SAC may (in addition to any other contractual, legal, or equitable remedies) proceed to take any of the following actions after a five (5) day written notice to the Vendor.
- (a) Withhold any monies then or next due to the Vendor; or
 - (b) Terminate the contract and obtain the deliverables (or equivalent) or portion thereof (or equivalent) from a third party, pay the third party for the same, and withhold the amount so paid from any money then or thereafter due party Vendor and hold Vendor liable for any amounts paid to the third party (or parties) to the extent that withholding payments to the Vendor does not cover SAC's cost of cover.
- 4.12 The Savannah Airport Commission Reserves the Right:**
- (a) to reject any or all RFQs or any part thereof; and
 - (b) to waive any irregularities and/or technicalities on the RFQ; and
 - (c) to accept the Vendor that is in the best interest of SAC; and
 - (d) to obtain clarification or additional information; and
 - (e) to purchase either selected items, or to not select any Vendor or purchase any goods

and/or services resulting from this request; and

(f) to reject any Vendor who has previously failed to perform properly or complete on time projects of a similar nature, or

(g) to reject any Vendor whom investigation shows Vendor is not in a position to perform the project and/or service as specified in this RFQ.

SECTION 5.0 – VENDOR’S PROFILE

Please provide the following information about your company below:

- Company’s official registered name.
- Define your standard terms of payment.



SECTION 6.0 – SMALL BUSINESS PARTICIPATION

All businesses listed **must be certified** by a federally-recognized or state-level certifying agency (such as USDOT, State DOT, SBA 8(a) or GMSDC) that utilizes known certification standards **prior** to the due date of this bid. **Proof of certification from a certifying agency is required to accompany this bid.** To expedite verification, please provide accurate phone numbers and ensure firms understand contact will be made following bid submittal.

Name of Business: _____ Associated NAICS: _____
Associated Project Title: _____

NOTE: Proof of Small Business Certification must be attached.

Business Name	Email	Address	Address (City, State)	Work Category	Certification of Disadvantaged Group	Certifying Agency? (City of Sav. or Other)

Printed name (company officer or representative): _____

Signature: _____ Date: _____

Title: _____

Telephone: _____

Not Applicable

SECTION 7.0 – SAVANNAH AIRPORT COMMISSION INSURANCE REQUIREMENTS

- A. With no intent to limit Vendor’s liability or the indemnification provisions set forth herein, Vendor will procure and maintain during the term of this Agreement the following minimum limits:
1. General Liability Insurance - no less than One Million (\$1,000,000) Dollars each occurrence, Combined Single Limit (“CSL”), bodily injury and property damage, including Employer’s non-ownership liability, patent infringement and intellectual property rights protection, and hired auto coverages as applicable, which will not be subject to cancellation or change until after thirty (30) days written notice have been given to Commission, as well as:
 2. Umbrella - \$5,000,000 (covers all liability lines).
 3. Worker's Compensation in compliance with Georgia Statutory Limits, including all States Endorsements.
- B. Vendor must maintain on file in the Commission office during the term of this agreement an original signed copy of Vendor's Certificate of Insurance reflecting the above limits and naming the Mayor and Aldermen of the City of Savannah and the Savannah Airport Commission, its directors, officers, employees, and agents *as additional insured*, and will be delivered to Commission by Vendor within ten (10) days of request by Commission.
- C. Indemnification
- Vendor protect, defend, and indemnify Commission and its officers, agents and employees from and against any and all liabilities, losses, suits, claims, judgments, fines or demands arising by reason of injury or death of any person, or damage to any property, including all reasonable costs for investigation and defense thereof (including but not limited to attorney fees, court costs, and expert fees), of any nature whatsoever arising out of or incident to this Agreement and/or the use or occupancy of the Commission or the acts or omissions of Vendor's officers, agents, employees, Vendors, sub-Vendors, licensees, or invitees regardless of where the injury, death or damage may occur unless such injury, death or damage is caused by the sole negligence and the full misconduct of the Commission or any of its officers, employees, Vendors or agents. The Commission will give to Vendor reasonable notice of any such claims or actions. The Vendor will also use counsel reasonably acceptable to Commission in carrying out its obligations hereunder. The provisions of this Section survive the expiration or early termination of this Agreement.
- D. All insurance policies will contain a standard cross-liability provision and will stipulate that no insurance held by Commission be called upon to contribute to a loss covered thereunder. Commission will have no liability for any premiums charged for such coverage, and the inclusion of Commission as an additional insured is not intended to and not make Commission a partner or joint venture partner with Vendor in Vendor’s operations on the premises. Such policies will also insure Vendor against the risks to which it is exposed as the Vendor of the business authorized under this Agreement, will be for full coverage and contain provisions on the part of the respective insurers waiving the right of such insurers to subrogation.



SECTION 8.0 – VENDOR CERTIFICATION

By responding to this RFQ, the offeror understands and agrees to the following:

- E. That the submitted solicitation constitutes an offer, which when accepted in writing by SAC, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and SAC; and
- F. That the Vendor has read the specifications and requirements shown or referenced in this RFQ and that the Vendor’s response is made in accordance with the provisions of such specifications and requirements; and
- G. That the Vendor guarantees and certifies that all items included in the Vendor’s response must meet or exceed any/all such stated requested specifications and requirements; and that if rewarded a contract, the Vendor will deliver goods/services that meet or exceed the requested specifications and requirements.
- H. That the response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a request for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. The Vendor understand and agrees that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
- I. The Vendor response must be complete, signed in all spaces provided; returned in its entirety, and submitted with all required information, attachments, and forms to receive consideration for award.
- J. Bidder’s Prices are guaranteed for **90 days**

Vendor Name: _____

Address: _____

Contact Name/Title: _____

Contact Phone & Cell _____

Fax: _____

Email: _____

Authorized Signature: _____

Printed Name of Signature: _____

Title: _____

Emergency Contact: _____



**EXHIBIT A: UNIT PRICING SHEET
ONE (1) SKID STEER WITH HIGH FLOW HYDRAULIC SYSTEM
REQUEST FOR QUOTATIONS (RFQ 2024-0011)**

The vendor will provide a Firm-Fixed-Price (FFP), to include the price of delivery and all other associated costs. Bidder Prices are guaranteed for **90 days**.

Pricing:

Specified Delivery Timeframe after award of this RFQ is as follows:

Warranty Includes: _____



EXHIBIT B: EXCEPTIONS SHEET

Deviations and/or exceptions from original text, terms, conditions, or specifications will be described fully. If the commodity(ies) and/or service proposed in the response to this bid/quote is in any way different from that contained in this bid/quote, the Vendor is to clearly identify by specification section number and item, all such differences in the space below. Otherwise, it will be assumed that the Vendor's offer is in total compliance with all aspects of the solicitation. Please list all accommodating/added specifications offered within the price of the vehicle. You may also attach a specification sheet, along with pricing to this RFQ (Exhibit A) as an attachment to this exceptions sheet.

Below are the exceptions to the stated specifications:

Name of Vendor: _____

Printed Name of Authorized Person: _____

Signature of Authorized Person: _____

Title of Authorized Person: _____ Date: _____



EXHIBIT C: SAMPLE ADDENDUM FORM

To: NAME
TITLE
FROM: Christy Dixon
Purchasing Manager
DATE: TBD
SUBJ: Addendum No. ____
Request for Quotation – One (1) Skid Steer with High Flow Hydraulic System
Savannah/Hilton Head International Airport

Dear Mr./Ms. _____:

Attached please find Addendum No. ____ to the above referenced RFQ. Please acknowledge the receipt of this Addendum in the space provided below and return one company to this office for our records prior to _____.

I hereby acknowledge receipt of Addendum No. _____

(Signature) (Date)

(Name of Company)

ADDENDUM NO. _____
(DATE)

SAVANNAH/HILTON HEAD INTERNATIONAL AIRPORT

**REQUEST FOR QUOTATIONS
ONE (1) SKID STEER WITH HIGH FLOW HYDRAULIC SYSTEM**

The following amendments, additions, deletions will be made to the Contract Documents. Insofar as these documents are at variance with this Agreement, Addendum No. _____, dated _____, will govern:

END ADDENDUM NO. 1

/////////////////////////////////NOTHING FOLLOWS////////////////////////////////