

**NORTH HUNTINGDON TOWNSHIP
WESTMORELAND COUNTY, PENNSYLVANIA**

BID DOCUMENTS

FOR

John Deere Tractor with Boom Mower

July 2025

North Huntingdon Township is accepting bids for the purchase of a John Deere Tractor and Mower Boom. The bid specifications can be found on the Township website at www.nhtpa.us or at the municipal building. Sealed bids must be submitted to the Township no later than August 7, 2025, at 2:00 PM. The Sealed bids will be opened immediately after the deadline to the public at the North Huntingdon Township Municipal Building located at 11279 Center Highway, North Huntingdon, PA 15642.

GENERAL INSTRUCTIONS TO BIDDERS FOR

John Deere Tractor with Boom Mower

July 2025

1. All bids shall be submitted on the Official Bid Form of the Township of North Huntingdon which is attached to this Bid Document. The Official Bid Form shall be either typewritten or printed in ink. All questions/blanks on the Official Bid Form shall be completed.
2. Each proposal shall be clearly marked on the outside of the envelope as follows: “**John Deere Tractor with Boom Mower**”. If a proposal is not properly marked, the Township shall not be responsible for the premature opening of such proposal.
3. The bid price shall be quoted without Federal Excise or Transportation taxes or Pennsylvania sales tax since the Township of North Huntingdon is exempt from such taxes.
4. Proposals may be withdrawn by any bidder up to the official time scheduled for the opening of the bids. No bids shall be withdrawn after the bid has been officially opened by North Huntingdon Township. If a bidder requests the withdrawal of the bid, the bidder shall submit a written request authorizing the Township to return the bid.
5. The Township of North Huntingdon reserves the right to reject any and all bids or to waive any minor discrepancies in a proposal that will not materially affect the price or quality of goods or services received.
6. The successful bidder shall be required to prepare and submit all necessary paperwork to obtain a vehicle title and license plate.

GENERAL SPECIFICATIONS

John Deere Tractor with Boom Mower

July 2025

1. Bidder Certification. The successful bidder agrees to accept the bid award and enter into a Contract if the award is offered to the bidder.
2. Bid Acceptance Period. All bids submitted and opened by the Township of North Huntingdon shall be valid for a period of 60 days from the date of bid opening. If the Township of North Huntingdon has not awarded the bid within this 60-day time period, all bids shall be declared invalid and bid security shall be returned to all bidders.
3. Bidder Investigations. Bidders who submit a proposal certify that they have carefully and prudently reviewed all provisions, details, and requirements of this Bid Document and have based their final bid on a complete understanding of these provisions, details, and requirements.
4. Bidder Non-Collusion. All bids submitted shall contain the “Non-Collusion Affidavit” that is a part of this bid document.
5. Expenses Incurred in Bid Preparation. Bidders shall be responsible for all costs associated with preparing and submitting bids.
6. Late Submissions of Bids. There shall be no exceptions to the bid submission date established in this Bid Document. The Township of North Huntingdon shall assume no responsibility for any bid that does not reach the Township of North Huntingdon in time for the prescribed bid opening.
7. Applicable Law. Bidders concede that any disputes concerning this bid shall be governed by the laws of the Commonwealth of Pennsylvania.
8. Assignment. Bidders acknowledge that this Contract shall not be assigned to another party without the consent of the Township of North Huntingdon.
9. Subcontractors. If the bidder who enters into a Contract with the Township of North Huntingdon uses any subcontractors, the subcontractors shall be bound by the terms of this Bid Document. The successful bidder shall bear the responsibility to ensure that subcontractors adhere to the terms of this Bid Document.
10. Changes in Scope of Work. Once a Contract has been executed, any request for a change in terms of the Contract, whether requested by the Township or the successful bidder, shall be in writing. The approval or disapproval of the request shall also be in writing.
11. Indemnification. The successful bidder shall indemnify and save the Township of North Huntingdon harmless from any loss, personal injury, death, or other damage that the bidder may incur as a result of entering into this Contract.

12. Termination. If the successful bidder does not enter into a Contract in the time specified in this Bid Document, the Township of North Huntingdon shall maintain the right to not award the bid to this bidder. If this occurs, the Township of North Huntingdon may enter into a Contract with the next lowest responsible bidder.
13. Payment by Township of North Huntingdon. The Township shall pay for the goods or services prescribed by this Bid Document once the goods or services have been provided to the Township of North Huntingdon. Once the goods or services have been provided to the Township in accordance with the Bid Specifications, the Township will make full and final payment within 30 days from receipt of the goods or services.
14. Inclusion of Instruction to Bidders. All of the requirements outlined in the Instruction to Bidders part of this Bid Document are considered to be an integral part of this Bid Document and are made an integral part of this section, General Specifications, as if fully set forth in this section.
15. Time Period for Submitting Documentation and Executing Contract. From the date the successful bidder receives written notification from the Township of North Huntingdon that the bidder has been awarded the bid, the bidder shall adhere to the following time period.
 - (A) The bidder shall submit all required insurance certificates within 30 days of notice of award.
 - (B) The bidder shall submit all required bonds within 30 days of notice of award.

Once the insurance certificates and bonds have been approved by the Township of North Huntingdon, the Township shall forward a written Notice To Proceed to the contractor which shall be signed and returned to the Township of North Huntingdon within 15 days of receipt. This signed Notice To Proceed shall serve as the contract between the parties.

16. Time Period to Deliver Goods. From the date of execution of the Notice to Proceed by the bidder, the bidder shall have 30 days to deliver the goods to the Township of North Huntingdon in accordance with the specifications and provisions of this Bid Document. If the bidder does not deliver the goods within this 30 day period, the Township shall assess liquidated damages against the bidder in the amount of \$200.00 per day until the goods are delivered to the Township of North Huntingdon. If the Township invokes this Liquidated Damages provision, the Township shall deduct the amount of the penalty from the bid amount due to the successful bidder upon delivery of the specified product.
17. Delivery of Goods. The goods prescribed in this bid shall be delivered to the Township of North Huntingdon Public Works Department building, located at 12319 State Route 30. The bid price shall reflect any and all transportation costs to deliver the goods to this address.
18. Notices and Inquiries. All notices and inquiries concerning this Bid Document shall be addressed to Harry R. Faulk, Township Manager, at (724)863-3806 during regular business hours.
19. Disqualification of Bidders. The Township of North Huntingdon reserves the right to disqualify any bidder if the bidder's location precludes reasonable service to be provided by the bidder.

20. Exceptions to Technical Specifications. All bidders shall include as part of their bid any exceptions, deviations, or objections to the Technical Specifications required by this bid. The bidder shall identify each exception, deviation, or exception in a specific fashion and shall also describe what alternative, if any, will be provided to address the required technical specification. If the bidder does not include any such notice of exception to the Technical Specifications required by this bid, it shall be deemed that the bidder does not have any exceptions to the Technical Specifications of the bid and shall meet all of the Technical Specifications of the bid.

NORTH HUNTINGDON TOWNSHIP
WESTMORELAND COUNTY, PENNSYLVANIA
BID FORM

FOR

John Deere Tractor with Boom Mower

July 2025

Name of Bidder: _____

Address of Bidder: _____

Telephone Number of Bidder: _____

Fax Number of Bidder: _____

E-Mail Address of Bidder: _____

Contact Person: _____

The above-stated bidder plans to submit a bid for the goods or services indicated in the title of this Bid Form in the following amount:

Bid in Numbers: _____

Bid in Words: _____

Make, Model Number, and Year of Vehicle Bid: _____

Vehicle Mileage or Hours: _____

The undersigned authorized representative of the bidder indicated on this Bid Form represents the following by signing this Bid Form:

1. The bidder has reviewed this bid document including the Instructions to Bidders, General Specifications, Technical Specifications, Public Notice, Bid Form, and Non-Collusion Affidavit;
- ~~2.~~ The bidder understands the Bid Documents;
3. The bidder, if awarded the bid, intends to execute a Contract as prescribed by the Bid Documents; and
4. The bidder, if awarded the bid, understands the liquidated damages provision of the Bid Document.

Print Name of Authorized Representative of Bidder:_____

Print Title of Authorized Representative of Bidder: _____

Signature of Authorized Representative of Bidder:_____

Date of Bid:_____

SWORN TO AND SUBSCRIBED

BEFORE ME THIS _____ DAY

OF _____, 2025.

Notary Public

My Commission Expires:

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-Rigging Act, 73 P.S. Sec. 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer, or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval, or submission of the bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “complementary bid” as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.

NON-COLLUSION AFFIDAVIT

State of: _____ Contract/Bid _____ No: _____

County of: _____

I _____ state _____ that _____ I _____ am
_____ (name) _____ (title)

of _____
_____,
(name of firm)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible for my firm for the price(s) and the amount of this bid.

I state that:

1. The price(s) and amount of this bid has been established independently and without consultation, communications, or agreement with any other contractor, bidder or potential bidder.
2. Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before the bid opening.
3. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.

5. _____, its
(name of firm)

affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____ understands and
(name of firm)

acknowledges that the above representations are material and important and will be relied on by North Huntingdon Township in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from North Huntingdon Township of the true facts relating to the submission of bids for this contract.

Name and Title

SWORN TO AND SUBSCRIBED

BEFORE ME THIS _____ DAY

OF _____, 2025.

Notary Public

My Commission Expires:

NORTH HUNTINGDON TOWNSHIP
WESTMORELAND COUNTY, PENNSYLVANIA
TECHNICAL SPECIFICATIONS

FOR

John Deere Tractor with Boom Mower

July 2025

TRACTOR SPECS

1. Four-Wheel Drive
2. Cab with Heater and AC
3. At least 100 Engine HP and Power Reverse Transmission
4. Flange rear axle; 2 sets of SCV's; front crankshaft adapter
5. Vertical Exhaust and front auxiliary drive kit
6. Front & Rear Wiper & Washer
7. Radio
8. Strobe Light with Brush Guard

BOOM MOWER SPECS

1. Single Point Open Stow (10s) Transport System
2. Travel Safety Lock; Mounting System, Wheel Weight & Ballast
3. Hydraulic Drive System; 50" Rotary Head with disc and hydraulic door
4. Electro-hydraulic joystick & valve kit; front pump guard