



**INVITATION TO BID (ITB)
LARAMER COUNTY COLORADO
200 W. OAK ST., SUITE 4000
FORT COLLINS, COLORADO**

BID NUMBER: B17-08
DESCRIPTION: Sale of Trimble Survey Equipment SN#63321658
CLOSING DATE: 3/30/2017

The right is reserved to reject any and all bids or parts thereof. Prices and terms shall remain in effect for 30 days from date of opening.

The Board of Larimer County Commissioners will be accepting sealed bids at the office of the Purchasing Director, 200 W. Oak Street, Suite 4000, Fort Collins, Colorado, 80521, up to 2:00 P.M. (our clock), on Thursday, March 30, 2017 at which time they will be publicly opened and read aloud to consider the sale of Trimble Survey Equipment with Serial Number 63321658. **Minimum bid required is \$3,000.00, or your bid will be rejected.**

Bid documents and specifications are available online at Rocky Mountain e-Purchasing at www.rockymountainbidsystem.com, and on the Larimer County Purchasing site at www.larimer.org/bids.

Please contact Brian Helminiak at the Larimer County Engineering Department at 970-498-5704 or e-mail at helminbm@co.larimer.co.us to set up an appointment to view the Trimble Survey Equipment SN#63321658.

GENERAL INSTRUCTIONS:

Bidder shall not stipulate in his bid any conditions not contained in the specifications, unless specifically requested in the special instructions. Any bids that fail to comply with the literal letter of these instructions and the specifications may be rejected forthwith.

Bids shall be typewritten or written in ink on the form prepared by the County. If the form is filled out using pencil, the bid may be considered non-responsive and may be rejected. The person signing the bid or an authorized representative of the company shall initial all corrections or erasures made on your bid.

Any charges for freight, delivery, containers, packaging, etc., will be included in the bid price.

In submitting the bid, the vendor agrees that acceptance of any or all bids by the County within a reasonable time period constitutes a contract.

It is understood that the Board of Larimer County Commissioners reserves the right to reject any and/or all bids and to waive informalities in bids, and to accept the bid that, in the opinion of the Board, is in the best interest of Larimer County. The total cost of bid preparation and submission shall be borne by the bidder.

If, in the sole judgment of the Board of County Commissioners, the proposals are substantially equal, the Board may grant the contract to companies located in Larimer County, however this is not applicable in the case that Federal funds are used.

All information submitted in response to this bid is public after the bid opening. The bidder should not include as a part of the response to the invitation to bid any information which the bidder believes to be a trade secret or

other privileged or confidential data. If the bidder wishes to include such material with a bid, then the material should be supplied under separate cover and identified as confidential. Statements that the entire bid is confidential will not be honored. Larimer County will endeavor to keep that information confidential, separate and apart from the bid subject to the provisions of the Colorado Open Records Act or order of court.

No telephone, e-mail, or facsimile bids will be accepted. Bids must be clearly identified on the front of the envelope by bid number and title. Responsibility for timely submittal and routing of bids, prior to opening, lies solely with the bidder. Bids received after the opening time specified will not be considered.

Larimer County strongly encourages the use of small and minority firms, women's business enterprises, and labor surplus area firm services. In accordance with Federal and State laws, Larimer County does not discriminate.

DESCRIPTION OF SURVEY EQUIPMENT SN#63321658:

- Trimble 5603 200+ Servo Total Station
- Geodimeter CU w/ pc software
- 2 x Remote Target 606 (Active Prism)
- 2 x Active Back sight Prism
- 2 x Trimble Carbon Fiber rod w/ integrated batteries
- Cable to connect total station to TSC data collectors
- All necessary chargers/batteries/cables & manuals
- Barcode #14360
- SN # 63321658

[See photos of the actual item at the bottom of this Invitation to Bid document](#)

NOTIFICATION OF WINNING BID

If and when an award is made, the award will be made to the person offering the **highest price** on the merchandise for sale, at which time the successful bidder will be advised of any sales tax, if applicable. High bidder for this sale will be notified upon completion of the tallying of bids. Once a bidder is notified of his/her award of bid, the bidder **must, within three (3) working days**, complete and send back the "Release and Waiver of Liability" (below) and make arrangements for payment with the Larimer County Purchasing Department. If the Purchasing Department has not received notification from the successful bidder within three (3) working days allotted for response, the item will be offered to the next highest bidder.

Note: It usually takes more than two (2) working days after the closing of sale before the successful bidder is notified.

PAYMENT INFORMATION:

Payment is required prior to removal of the awarded equipment and should be made within three (3) business days of the Notice of Award. Equipment must be paid for with cash or certified funds. **Certified funds are to be made out to Larimer County, Colorado.** If payment is not received within the allotted days given for response, the equipment will be offered to the next highest bidder. If paying by cash, **do not send cash through the mail.** Payment can be remitted in the following manner:

- **In Person or by Mail:**
- Larimer County Purchasing Department
- Attn: Purchasing Director
- 200 West Oak Street, Suite 4000
- Fort Collins, CO 80521

All equipment will be sold on an **AS-IS, WHERE-IS** basis. **No returns will be accepted.**

Removal of equipment is the responsibility of the buyer. Buyer will assume all costs incurred for removal of equipment. All equipment **MUST** be removed from Larimer County property within five **(5)** working days after payment is made, and a receipt has been given to the successful bidder. No equipment may be removed from Larimer County property until paid for and a receipt given to the successful bidder.

Release and Waiver of Liability
(READ CAREFULLY BEFORE SIGNING)

Larimer County makes certain surplus equipment available for purchase at public surplus auctions. Purchasers who desire to pick up surplus equipment ("equipment") from County facilities do so at their own risk.

By signing this document and in consideration of being permitted to participate in the surplus action and pick up purchased items at County facilities, I acknowledge and agree to all of the following:

1. **Assumption of Risk.** I understand that the retrieval, handling, loading, use, and transport of equipment purchased through Larimer County's public surplus auction is at my own risk and may involve a risk of injury, death, disability, economic loss, property damage, and other losses. I further understand that all such risks may result from my own actions, inactions, or negligence; but also through no fault of my own and due to the actions, inactions or negligence of others, the faulty or other condition of the equipment, misuse of the facility or equipment by others, or any other unintentional cause. I am accepting all such risks, whether known or unknown, and my retrieval, handling, loading, and transport of equipment use of the Fitness Center is with full understanding of the risks and dangers involved.

2. **Release of Liability, Covenant Not to Sue and Hold Harmless.** I, my personal and legal representatives, heirs, successors, and next of kin, forever waive and release Larimer County, Colorado, and its officials, employees, agents, attorneys, insurers, and representatives and their respective successors, heirs, assigns, and volunteers (collectively "Larimer County") from any and all actions, causes of action, claims, charges, demands, losses, damages, costs, and liabilities of any kind or nature that may hereafter be made or brought by me or on my behalf, for any and all known and unknown, foreseen and unforeseen bodily or personal injury, damage, death, disability, and any loss or injury of any kind or nature arising from or in any way related to my retrieval, handling, loading, use, and transport of equipment. I (and my heirs and representatives) will defend, indemnify, and hold harmless Larimer County from any and all actual or alleged claims, damages, and/or injuries arising out of or incident to any act, omission, negligence, and/or willful misconduct by me.

BY SIGNING BELOW, I ACKNOWLEDGE THAT I AM AT LEAST 18 YEARS OF AGE AND HAVE CAREFULLY READ THIS FORM IN ITS ENTIRETY AND FULLY UNDERSTAND ITS CONTENTS. I UNDERSTAND THAT I AM WAIVING SUBSTANTIAL RIGHTS, AND AFFIRM THAT I AM UNDER NO OBLIGATION TO SIGN THIS FORM AND AM DOING SO FREELY AND VOLUNTARILY.

Signature

Date

Printed Name

BID FORM:

Survey Equipment SN#63321658

- Trimble 5603 200+ Servo Total Station
- Geodimeter CU w/ pc software
- 2 x Remote Target 606 (Active Prism)
- 2 x Active Back sight Prism
- 2 x Trimble Carbon Fiber rod w/ integrated batteries
- Cable to connect total station to TSC data collectors
- All necessary chargers/batteries/cables & manuals
- Barcode #14360
- SN # 63321658

TOTAL BID PRICE

\$ _____
(Minimum bid required is \$3,000.00)

All merchandise will be sold on an **AS IS-WHERE IS** basis. **No returns will be accepted.**

Removal of merchandise is the responsibility of the buyer. Buyer will assume all costs incurred for removal of merchandise. All merchandise **MUST** be removed from Larimer County property within FIVE (5) working days after payment is made, and a receipt has been given to the successful bidder.

SIGNED: _____ TITLE: _____

PRINTED NAME: _____

FIRM: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

DATE: _____ TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

For further information regarding this invitation to bid, please contact Les Brown, Purchasing Agent, at (970) 498-5954, or brownld@larimer.org

PLEASE SUBMIT YOUR BID WITH THE FOLLOWING AFFIXED TO THE FRONT OF THE ENVELOPE:

Bid Number: B17-08, Sale of Trimble Survey Equipment SN#63321658
Bid Public Opening Date: _____
Vendor Name: _____

Return Your Bid to:
LARIMER COUNTY PURCHASING DIRECTOR
200 W. OAK STREET, SUITE 4000
FORT COLLINS, COLORADO 80521



NOTE: Use the label to the left on packages when returning your proposal response.









Trimble

Box 64, SE – 18211 Danderyd SWEDEN



Type: 5603 DR 200 + 571243003



N 324

Ser. no:63321658



