

**INVITATION FOR BID  
YELLOWSTONE COUNTY  
METRAPARK RIDE-ON SCRUBBER/SWEEPER**

Notice is hereby given that the Board of County Commissioners of Yellowstone County, Montana will receive sealed bids for the purchase of new/unused 2024 or 2025 model year ride-on floor scrubber for MetraPark located at 308 6<sup>th</sup> Avenue North, Billings, MT until 3:00 p.m. March 24<sup>th</sup>, 2025. **All bids should include freight to MetraPark.** All proposals must be labeled **‘Metra Scrubber/Sweeper’** and mailed with 4 copies (1 original and 3 copies) to the Board of County Commissioners, PO Box 35000, Billings, MT 59107 or delivered to their office, Room 3101, located on the 3<sup>rd</sup> floor of the Stillwater Building, 316 North 26<sup>th</sup> Street, Billings, MT 59101.

All bids received will be time and date stamped. The time and date stamped on each bid must indicate that it was received no later than 3:00 p.m. March 24<sup>th</sup>, 2025. All bids received that are time and date stamped later than 3:00 p.m. March 24<sup>th</sup>, 2025, will not be opened.

All timely bids will be opened and read aloud at 9:00 a.m. March 25<sup>th</sup>, 2025 in the Commissioner’s Boardroom, Room 3101, located on the 3<sup>rd</sup> floor of the Stillwater Building, 316 North 26<sup>th</sup> Street, Billings, MT 59101.

All bids must include a Bid Security made in favor of Yellowstone County in an amount equal to 10% of the total bid. The security may consist of a bid bond, cash, a cashier’s check, a certified check, a bank money order, a certificate of deposit, a money market certificate, or a bank draft. The security must be: a) drawn and issued by a federally chartered or state chartered bank or savings and loan association that is insured by or for which insurance is administered by the Federal Deposit Insurance Corporation; or b) drawn and issued by a credit union insured by the National Credit Union Share Insurance Fund; or c) a bid bond or bonds, original only, no photocopies, executed by a surety company authorized to do business in the State of Montana. Facsimiles, personal and/or business checks are not an acceptable form of security.

Questions related to the bid specifications should be address to Kole Kuntz at [kkuntz@yellowstonecountymt.gov](mailto:kkuntz@yellowstonecountymt.gov), 406-256-2412. For questions concerning the bid procedure contact Matt Kessler, Purchasing Agent, at [mkessler@yellowstonecountymt.gov](mailto:mkessler@yellowstonecountymt.gov) or 406-256-2717. Bid documents are also available on the Yellowstone County website: <http://www.yellowstonecountymt.gov/purchasing/>.

The Board of County Commissioners will award the project to the lowest and most responsible bidder. The Board reserves the right to reject any or all bids received, to waive informalities, to evaluate the bids submitted and to accept the bid which best serves the interests of Yellowstone County.

**COMPLIANCE WITH LAWS**

The Contractor must, in performance of work under this contract, fully comply with all applicable federal, state or local laws, rules, and regulations, including the Montana Human Rights Act, Civil Rights Act of 1964, the Age Discrimination Act of 1975, and the American with Disabilities Act of 1990. Any subletting or subcontracting by the Contractor subjects Subcontractors to the same provisions. In accordance with Section 49-3-207, MCA, the Contractor agrees that the

hiring of persons to perform the contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing under the contract.

## **INSURANCE REQUIREMENTS**

CONTRACTOR shall maintain at its sole cost and expense, commercial general liability insurance naming Yellowstone County/MetraPark, as additional insured for this contract against liability for damages for bodily injury, including death and completed operations and property damages in a minimum amount of Seven Hundred Fifty Thousand Dollars (\$750,000.00) for each claim and One Million Five Hundred Thousand Dollars , (\$1,500,000.00), in the aggregate arising from incidents which occur as the result of Contractors negligence during the contract and for which Yellowstone County/MetraPark, sole basis of liability is vicarious liability for the acts or omissions of the Contractor or/and subcontractors. Contractor shall maintain for this contract at its cost and expense, insurance against claims for injuries to persons or damages to property, including contractual liability which may arise from or in connection with the contract by Contractor, agents, employees, representatives, assigns and sub-contractors. This insurance shall cover claims as may be caused by any negligent act or omission. The policy of insurance shall be an occurrence policy with a Best Rating of A- or better and must be in force throughout the contract.

Contractor shall name on the Certificate of liability insurance Yellowstone County, as additional insured throughout the contract. In addition, Contractor will furnish to Yellowstone County/ MetraPark, a copy of the policy endorsement, CG 32 87 05 10, indicating that Yellowstone County/ MetraPark, are named as an additional insured under the Contractors insurance policy for this contract. Contractor agrees to furnish both the Certificate of insurance and policy endorsement at least ten (10) days prior to beginning work on the contract.

Contractor agrees to defend, indemnify and hold harmless Yellowstone County, from and against any and all claims demands, obligations causes of action, lawsuits and all damages and liabilities fines, judgments, costs, (including settlement costs), and expenses associated therewith (including reasonable attorney's fees and disbursements), arising from incidents that occur the result of Contractors negligence during this contract. And for which Yellowstone County, sole basis of liability is vicarious liability for the acts or omissions of Contractor. The defense and indemnification obligations under this paragraph shall not be limited by any assertions or finding that Yellowstone County, is liable for any damages by reason of a non-delegable duty.

Done by order of the Board of County Commissioners, Yellowstone County, Montana this 11<sup>th</sup> day of February, 2025.

Board of County Commissioners  
Yellowstone County, Montana

---

Mark Morse, Chair

Attest:

---

Jeff Martin, Clerk and Record

## Specifications

### 2024 or 2025 New/Unused Ride-On Floor Scrubber

#### Basic Machine

1. Propane powered/battery backup
2. The equipment shall be a combination sweeper-scrubber capable of sweeping and scrubbing surfaces in a single pass
3. Scrubbing Path: Minimum 48 inches (122 cm) with three 17-inch disc brushes
4. Sweeping Path (Dual Side Brooms): Minimum 61 inches (154 cm)
5. Adjustable Steering Column
6. The unit must provide independent dry sweeping and wet scrubbing functions to prevent contamination of the debris hopper
7. Adjustable Operator Seat
8. Headlights
9. Replacement parts must be readily available
10. New unused 2024 or 2025 model year

#### REQUIREMENTS

Ride-on scrubber/sweeper shall meet OSHA requirements and specifications on the date of bid opening.

No bid will be considered unless accompanied by the specified bid bond.

Delivery shall be F.O.B, MetraPark campus 308 6<sup>th</sup> Ave. North, Billings, Montana 59101.

The bid shall include all operating, service, parts and technical repair manuals.

Bidders must specify an estimated delivery date.

Ride-on scrubber/sweeper shall be current advertised and produced model with all the latest changes and features offered as standard, whether called for in the specifications or not, except where the specification requires a substitution in lieu of the manufacturer's standard equipment. Complete and submit the Bid Sheet with bids.

**BIDS MUST BE F.O.B BILLINGS, MT**  
**Delivered to MetraPark 308 6<sup>th</sup> Avenue North**

**Lump Sum Bid Ride-On Floor Scrubber-Sweeper**

**Company Name (Vendor submitting Bid)** \_\_\_\_\_

**Model Year** \_\_\_\_\_

**Brand** \_\_\_\_\_

**Meets all Specifications ?** \_\_\_\_\_

**Numerical**      \$ \_\_\_\_\_

**Written** \_\_\_\_\_

**Expected Delivery Date** \_\_\_\_\_

## **CHECK LIST**

Please be sure you have completed the following prior to submitting your bid.

1. Read and understand the specifications.
2. Enclosed a ten (10) percent bid security.
3. Made yourself familiar with any State laws that pertain to the bid
4. Asked and received any answers to any questions regarding the bid procedure, specifications, or general information.
5. Addressed and mailed or delivered your bid to be received at the correct address by the time and date indicated in the Invitation to Bid.

**END OF IFB**