



## Pre-proposal Conference Notes for

### RFP 25D-0410 Grounds Maintenance Equipment, Tractors, and Utility Vehicles: Parts and Service

Wednesday, March 19, 2025 at 10:00 a.m. local Arizona time

Meeting held using Teams Meeting.

Michael R. Nentwig, CPPB, called the meeting to order at 10:01 a.m.

Michael R. Nentwig, CPPB, introduced himself as the author of RFP 25D-0410 and facilitated the meeting. The meeting notes will be posted on Mohave's website within 24 hours after the meeting. The questions asked today will determine if an amendment will be issued for clarifications, corrections, and/or additions. The final decision to issue an amendment rest with Mohave. If an amendment is issued, it will be emailed to the address provided in your OpenGov Procurement registration and posted under in "Addenda & Notices" for reference. **Note: An amendment will not be issued.**

There were 6 interested parties who called in.

#### **Reminders:**

- Mohave is requesting that all participants mute phones, while on the call.
- Any interested parties are welcome to the RFP's opening. Contact the author of the solicitation to request opening information. In addition, the solicitation's sign-in and opening documents will be posted on our website within 24 hours of the due date.
- Thursday, April 3, 2025 is the last day for questions. Written emails are preferred.
- **Statements made during this pre-proposal conference are not amendments to the solicitation.**
- **Mohave is not responsible for any unsuccessful submission of documents to the OpenGov Procurement website.**

#### **Michael R. Nentwig, CPPB, provided an overview of the procedure for the conference and solicitation reminders.**

- **The following heavy equipment and services are not requested and shall not be awarded under RFP 25D-0410:**
  - Earth moving, material handling, road maintenance, and construction equipment, (e.g. track-type tractor, motor grader, excavator, landfill compactor, wheel tractor scraper, off-highway truck, wheel loaders or track loaders) having a published manufacturer's minimum unit list price of fifty thousand dollars (\$50,000), or more **is not requested and shall not be allowed under an awarded contract.**
  - Golf Carts, Cart Golf Service, Golf Maintenance, and/or Golf Cart Parts **are not requested and shall not be allowed under an awarded contract.**
  - Used, reconditioned, refurbished equipment and vehicles valued more than 90% of the contracted price of the same or similar new model **shall not be allowed.**
  - Leasing and/or credit services **are not requested and shall not be allowed under an awarded contract.**

- **The following equipment and services are requested and shall be awarded under RFP 25D-0410:**
  - Equipment that is not certified or classified as earth moving, material handling, road maintenance, and construction equipment (e.g. track-type tractor, motor grader, excavator, landfill compactor, wheel tractor scraper, off-highway truck, wheel loaders or track loaders) that may meet or exceed the published manufacturer's minimum unit list price of fifty thousand dollars (\$50,000), **will be allowed under an awarded contract.**
- The Special and General Terms and Conditions in this solicitation include statutes and requirements identified by and found within current applicable Presidential Executive Order(s); the Code of Federal Regulations; decisions and requirements from the Offices of the Arizona Attorney General and Auditor General; the Arizona Administrative Code (School District Procurement Rules); the Arizona State Procurement Code; Uniform Commercial Code, risk management, and Mohave procedures. These statutes, requirements, rules, codes, and practices are what is required to ensure awarded contracts are compliant for our members use.

When considering taking any exceptions/deviations to the solicitation's terms and conditions, your firm must take into account that any exceptions or deviation will be evaluated for compliance to the statutes or requirements. Mohave cannot accept exceptions/deviations to statutes, requirements, rules, or codes, where it has been adopted into practice or law by the state or federal government. *Unacceptable exceptions/deviations may remove your proposal from consideration for award. Mohave shall be the sole judge on the acceptance of exceptions/deviations and Mohave's decision shall be final.* Mohave may allow revisions to proposals through best and final offers, as authorized in Arizona procurement rules and code. Issuance of a request for best and final offer is not guaranteed. Proposals should be complete and meet all specifications and requirements of this solicitation.

- To be considered, proposals shall be electronically submitted via OpenGov Procurement prior to the specified due date and time as stated on Page 1 of the RFP. The link to OpenGov Procurement is provided on Page 1 to upload your documents. Mohave strongly cautions all vendors not to upload the solicitation documents at the last minute. There is a chat function provided by OpenGov Procurement to help with any upload issues. However, in accordance with the procurement rules, solicitation documents will not be accepted after the RFP's due date and time. In addition, OpenGov Procurement's e-procurement website will not allow uploading of solicitation documents after the due date and time.
- The contract vendor under an awarded contract remits the 1% administration fees to Mohave. Offerors shall include the administration fee in all offered prices in the Price Schedule(s) and shall not add the administration fee separately (or as part of a reduction off the offered discount) into the prices.
- Plan rooms are not authorized by Mohave to post our solicitations. Please note that plan rooms and other notification firms receive solicitation information from requests for public information made to Mohave. These firms do not have timely information and should not be relied upon for solicitation information or updates. Mohave is not responsible for misinformation or incorrect solicitation information provided by Plan Rooms.
- If your firm has received notification of this solicitation by means other than the original solicitation email notification from OpenGov, your firm will need to register as potential bidder with OpenGov at <https://procurement.opengov.com/portal/mesc>. By clicking "Subscriber" on the Mohave's OpenGov portal, your firm, will receive all future solicitation notices issued by Mohave.
- By clicking "Following" on the solicitation's OpenGov solicitation page, your firm will receive any amendments, notices, and responses to questions that may be issued before the due date and time of the solicitation's opening.

**Previously Submitted Questions and Answers: None**

**Questions and Answers from the pre-proposal: None**

There were no other questions, and the meeting was concluded at 10:10 am.

Attachment: Attendee List

3/19/25: MN

Attendees List:

Michael Nentwig, MESC

Adrienne Larson, John Deere  
Tamera Herbert, John Deere

Sylvia Smith, GJH Motors

George Yandell, A&G Turf  
Kevin Mathis, A&G Turf

Shelly Spencer, Simpson Norton

