

Invitation for Bids

JEFFERSON COUNTY HIGHWAY COMMISSION
1425 SOUTH WISCONSIN DRIVE
JEFFERSON, WISCONSIN 53549

Bid opening at 10:00 A.M., Thursday, August 6th, 2026.

The Jefferson County Highway Fleet Manager will meet at the Highway Commissioner's Office, Jefferson, Wisconsin, on Thursday, August 6, 2026, at 10:00 A.M. for the purpose of receiving sealed bids on the following equipment:

- **ONE (1) NEW 2026 or NEWER MODEL
18 INCH BRUSH CHIPPER**

The bid / proposal form must be filled out by dealer and must be submitted by 10:00 A.M, Thursday, August 6, 2026, at which time it will be publicly opened and read at the Jefferson County Highway Commissioner's Office. Bids which are not on this proposal form, prepared by the Highway Department, may be rejected.

Specifications, Special Provisions, and Proposal Forms are available at the Jefferson County Highway Shop, Jefferson, Wisconsin, upon request- call Fleet Manager Troy Schneider 920-674-7286 or go to Jefferson County Website www.jeffersoncountywi.gov.

The Highway Committee reserves the right to reject any or all bids, and to accept such bids as will be most advantageous to Jefferson County.

BY ORDER OF THE JEFFERSON COUNTY HIGHWAY COMMITTEE

**Sean Heaslip
Highway Commissioner**

SPECIFICATION FOR 2026 or 2027 MODEL 18 INCH CAPACITY DRUM TYPE BRUSH CHIPPER

These specifications describe the minimum requirements for a new, 2026 or 2027 model, gasoline or diesel powered 18 inch capacity drum type brush chipper.

The 18 inch capacity brush chipper bid under these specifications must be a new, current production model. Any machine bid must meet or exceed the following specifications.

Machine bid must have all minimum standard equipment as listed in manufacturer's published specifications. Manufacturer's specifications shall be included as part of the bid.

The successful bidder will be required to furnish to the County a warranty by the manufacturer and include an extended warranty option if applicable. The vendor shall agree to replace and install without charge any defective parts within the warranty period. The vendor is responsible for pick-up and delivery for all warranty repairs during this period to the vendors facility.

DRUM

32-inch minimum diameter cutter drum with 4 knives.

FEED SYSTEM

Dual minimum of 18 inch wide by 10 inch diameter feed rollers.
Synchronized hydraulic feed and dual feed stops on infeed.
Auto-Reversing feed system capabilities.
Hydraulic feed wheel lift cylinder.
Minimum feed rate of 100 ft/min.
Adjustable feed rate capabilities.
Oversized perimeter opening with large throat opening.
Operator safety combined upper & side control bar to control feed direction.
Last chance, safety cables.
One emergency stop button located on each upper rear corner of infeed hopper.
Winch package with heavy duty, 5000# pull capacity rope with chafe guard and interlock device.
Rubber infeed curtain.
Welded non-folding infeed tray.
Electronic engaging centrifugal clutch.

DISCHARGE SYSTEM

Hydraulic operated height adjustable discharge chute with adjustable chip deflector.

ENGINE & CONTROLS

Minimum 140HP gasoline engine.
Motor must possess a muffler or sound level limiter to achieve no more than 100dB for the operator.
Radiator guard with removable debris screen.
Tachometer, hour meter, engine monitoring gauges with automatic protection shutdown system.
Steel guard protection on hydraulic valve distribution block.
Lockable security unit enclosure system for controls and fluid fill location.
Keyed lockout access to cutter drum compartment.

TRAILER EQUIPMENT

2 inch by 6 inch by 3/16 inch thick main frame.
17.5 inch tires on 10,000 pound single rubber sprung axle.
Electric trailer brakes & and LED lighting with flat 7 pin round trailer plug.
2 1/2 inch adjustable height pintle loop with tow safety chains.
Bolt on tongue extension.
Hydraulic 10,000# tongue jack with foot pad.
Toolbox mounted on trailer.
Minimum 25 gallon fuel tank.
Led mounted beacon light.

ADDITIONAL

Operator training.
2 sets operator manuals in print.
1 complete set engine and chipper parts manual in print form or electronically.
1 complete set of filters to PM service entire machine.
1 complete set of replacement knives.
1 mounted spare tire.

Vendor Proposed Bid & County Spec Match

Details of submitted bid by vendor matches above County specification completely.

YES _____ signature & date _____.

NO _____

Notes & Explanations of any deviations from above specification:

**JEFFERSON COUNTY SPECIFICATION FOR
NEW 2026 OR NEWER BRUSH CHIPPER**

NOTE: BIDDERS ARE REMINDED TO CAREFULLY EXAMINE THE BID AND SPECIFICATIONS UPON RECEIPT. IF NECESSARY, BIDDERS SHOULD MAKE A WRITTEN REQUEST TO THE PURCHASING AGENT WHOSE NAME APPEARS ON THE BID, FOR INTERPRETATION OR CORRECTION OF ANY AMBIGUITY, INCONSISTENCY OR ERROR DISCOVERED.

ADDITIONALLY, IF IN YOUR OPINION, ANY OF THE TERMS AND CONDITIONS OF THIS SPECIFICATION OR BID PREVENT YOU FROM BIDDING, CONSIDERATION WILL BE GIVEN TO A BIDDER'S REQUEST FOR CHANGE.

ANY REQUESTS FOR CHANGES, CLARIFICATIONS, ETC. **MUST** BE SUBMITTED TO JEFFERSON COUNTY **IN WRITING** AT LEAST **FIVE WORKING DAYS** PRIOR TO BID OPENING. REQUESTS RECEIVED AFTER THAT TIME **WILL NOT** BE CONSIDERED.

ANY CHANGES MADE AS A RESULT OF A WRITTEN REQUEST WILL BE ISSUED VIA A BID AMENDMENT TO ALL PROSPECTIVE BIDDERS AND IF NECESSARY, AN EXTENSION WILL BE MADE TO THE BID OPENING DATE. **AMENDMENTS WILL BE POSTED BY EMAIL TO ALL DEALERS OF EQUIPMENT SPECIFIED. BIDDERS ARE RESPONSIBLE FOR CHECKING EMAIL FOR ANY FUTURE AMENDMENTS, ETC., PRIOR TO THE OPENING DATE. ALL AMENDMENTS MUST BE RETURNED PRIOR TO THE OPENING DATE AS SPECIFIED IN THE AMENDMENT. BIDDERS WHO DO NOT RETURN THE AMENDMENTS MAY HAVE THEIR BIDS REJECTED. IF YOU ARE UNABLE TO ACCESS EMAIL, CONTACT THE BUYER LISTED FOR A HARD COPY.**

BIDDERS ARE CAUTIONED NOT TO CHANGE ANY OF THE TERMS OR CONDITIONS IN THE BID AND/OR SPECIFICATIONS WITHOUT THE WRITTEN APPROVAL OF THE PURCHASING DIVISION. ANY UNAUTHORIZED CHANGES WILL CONSTITUTE A COUNTER OFFER AND WILL SUBJECT THE BID TO REJECTION.

GENERAL: It is the intent of this specification to describe the minimum requirements for the purchase of 2026 or newer Brush Chipper, All parts, items, or features not specifically mentioned, which are necessary or which are regularly furnished to provide a complete unit, shall be furnished by the successful bidder at the bid price and shall conform in strength and quality of material and workmanship to that usually provided by the practice indicated in this specification.

"PIGGYBACK" PROVISION: This commodity has been selected to be made available for use by other units of local government in Jefferson County Wisconsin. These subdivisions include cities, towns, and villages. The use of the contract, by the above units of government, will be optional.

Sales to the above units of government, by the contractor, shall be optional.

If the prices offered on this proposal will be extended to the above-mentioned governmental units, indicate in the space provided below. If the prices, terms, or conditions are not the same, include a statement completely detailing the changes.

Any resulting contract is solely between supplier and third party unit of government. Billings for items purchased under this agreement shall be directed to the governmental agency purchasing these items.

This agency shall not be responsible for any problems, which may arise between other units of government and the contractor as a result of any sales and/or purchases made.

Participation will not be considered in making of awards under this inquiry.

We agree to extend this contract to other members of Local Government in accordance with this proposal:

Yes _____ No _____

BID MODIFICATIONS: Jefferson County shall have the sole authority to modify this bid.

TAXES: Bids should not include Federal Excise and Wisconsin Sales Taxes as the agencies are exempt from payment of such taxes. State Statute No. 77.54(9a).

UNSUITABLE EQUIPMENT: Bids will not be considered for vehicles/equipment that have previously failed to perform satisfactorily or from contractors or subcontractors who have a history of performance problems with Jefferson County.

DESCRIPTIVE LITERATURE: Bidder shall attach manufacturer's line set ticket covering the vehicle/equipment on which he is bidding and which specifically and clearly indicates coverage of all items shown in the bid specifications. If the manufacturer's literature does not clearly reflect these items, the bidder shall attach certification from the manufacturer verifying compliance with the bid specifications. Failure to provide this information may result in bid rejection.

MODEL: Vehicles/equipment defined in this document shall be the latest model offered. Vehicles/equipment shall be new and not previously titled or used.

DELIVERY: The price of the vehicle/equipment shall include delivery to Jefferson County Highway Department 1425 S. Wisconsin Drive Jefferson Wisconsin 53549. All equipment shall be completely inspected and serviced by the dealer prior to delivery. Upon receipt, Jefferson County shall make an inspection and, if found not to be in accordance with these specifications, the dealer shall, upon notification, pick up and deliver the vehicle again after it has met the specifications.

Vehicles/equipment being delivered shall be accompanied by a delivery slip which has been prepared in duplicate. The original will be returned to the vendor and the copy retained by Jefferson County. A Tax Exemption Certificate, a completed Certificate of Origin, or an application for Title/Registration shall accompany each vehicle/equipment. **For Jefferson County, the vehicle titles under this section shall list Jefferson County, 311 S. Center Avenue, Jefferson, WI 53549.**

FACTORY MANUFACTURED/INSTALLED EQUIPMENT: It is the intent of this specification that all items bid are factory installed, and bidder must bid factory-installed items where available from dealer. If factory installation of an item is not available to the dealer, and the dealer is making a dealer modification in order to meet the specification, the bidder must clearly note the specific dealer modification he is making.

EQUIPMENT STANDARDS: Vehicles/equipment bid must meet or exceed all Federal, State and Local health, safety, emissions, lighting and noise standards.

FREIGHT INCREASE: If there is a freight increase prior to delivery of the units, the additional increase must be at the dealer's expense.

PATENT PROTECTION: The vendor shall protect and hold harmless the buyer from any patent infringements on mechanical devices or process for which the equipment may be used.

MANUFACTURER'S WARRANTY: As Jefferson County is obligated to purchase vehicles that will provide service over a long life, the successful bidder may be required to furnish a warranty by the manufacturer that the vehicle bid on is suitable for the service intended in accordance with the specifications defined. The vendor shall furnish Jefferson County the same warranty as offered to fleet customers, and shall agree to replace and install within ten working days and without charge, any defective parts. The basic warranty period shall be for a 1-year period and go into effect at the time the vehicle is placed into service by Jefferson County. Optional 5 year full warranty cost to be included on bid worksheet.

VENDORS ARE TO INCLUDE A COMPLETE WARRANTY STATEMENT WITH THEIR BID RESPONSE. **Note: In the event any warranty item is not resolved within the fifteen (15) calendar days specified, vendor will provide an equivalent loaner Brush Chipper to Jefferson County Highway Dept free of charge until warranty repair is complete.**

SERVICE FACILITIES: In order for Jefferson County to be assured of being able to maintain and repair the vehicles purchased, there shall be a service facility, with a reasonable stock of repair parts for the vehicle/equipment bid on, within sixty miles of Jefferson County. **Note:** The successful bidder does not have to be located within Jefferson County as long as there is an authorized dealer within the range specified.

NEW VEHICLE CHECKUP AND SERVICE FOR ALL VEHICLES: Prior to delivery, the vehicle must be completely serviced by the successful bidder (dealer) in accordance with the manufacturer's standard new vehicle "make-ready" recommendations. Crankcase, differential, and transmission must be filled to capacity as recommended by the manufacturer. Each vehicle shall contain a pre-delivery check sheet showing what operations the selling dealer has performed on the vehicle. Vehicles are to be clean, and all stickers are to be removed from glass prior to delivery with the exception of any sticker required by law (Manufacturers suggested retail price label). Factory pre-delivery will not be acceptable.

REJECTION: Vehicles/equipment will be evaluated by Jefferson County for compliance with the specifications. Failure to comply with this specification is sufficient cause for rejection. For multiple purchases, one complete pilot model shall be submitted for acceptance and approval before delivery of the remaining units.

TRAINING: The successful bidder will provide a minimum of 2 hours of service training to cover all aspects of the unit including complete drive train, chassis, electronics, ABS, and accessories for up to 6 technicians within 6 months of taking delivery of the unit.

PRE-ORDER MEETING: The successful bidder must contact Troy Schneider, Fleet Manager 920) 723-7286 to arrange a pre-order meeting to verify actual vehicle/equipment order is correct and meets specification prior to processing the order(s).

PAYMENT: Payment will be made within 30 days after acceptance of vehicle/equipment and receipt of a properly documented invoice. Invoices must be submitted in duplicate. The original invoice is to be mailed to the "BILL TO" address listed on the purchase order. The duplicate invoice is to be delivered with the vehicle/equipment, certificate of origin and title registration. **Note: Jefferson County must have a clear title or no payment will be made.**

I. REQUIREMENTS: Bidders are required to provide data as indicated throughout this bid document. Any minimum specifications not met must be stated, and any deviation from the specification for the item being bid must be described in detail. If you are offering a substitute, a complete explanation must be provided on the advantage of the substitute. Jefferson County will make the sole determination as to the acceptability of the substitute.

Any deletions, additions or variations from the specifications, including dealer modifications, must be noted.

Any items appearing in the manufacturer's regular published specifications furnished by the bidder are assumed to be in the bidder's price. For items allowing "or equivalent", the equivalent manufacturer and model shall be clearly stated.

Bidders may bid on more than one unit by duplicating this bid document. The entire document must be signed and submitted prior to the bid opening date noted on the Invitation for Bids page. **NOTE: You must confirm compliance by initialing each section on the individual specifications.**

Prior to order successful vendor will provide all factory pre-programmed engine settings/parameters to Jefferson County Shop Fleet Manager. The Fleet Manager will determine settings for programming prior to delivery. (max road speed, idle shutdown time, etc)

II. WARRANTY REPAIR:

NOTE: It is not the intent of this bid to eliminate the local Dealer from support requirements, however, the proposal will include vehicles/equipment that will at times require immediate repairs and Jefferson County requires the ability to program/troubleshoot basic failures for its vehicles.

_____ **Will Comply** _____ **Can Not Comply**

III. VEHICLE DIAGNOSTICS/PARAMETER SETTINGS: The successful vendor will provide Jefferson County with any software & website access required to complete vehicle/equipment diagnostics and parameter settings. The software or website access will include basic parameter programming. Specify the process for obtaining this access, with all software & website access costs included in purchase price of vehicle/equipment for two years from purchase date.

_____ **Will Comply** _____ **Can Not Comply**

IV. SERVICE/WARRANTY NETWORK/Manuals: winning vendor, per above paragraph, will cover any Internet access charges or OEM authorization fees charged to access dealer or OEM on-line service network. Additionally, all chassis will come with 1 operator's manual. The vendor will provide 1 additional operator's, service, parts, electrical manual and access to the dealer on-line service network with access to the items listed above, for vehicle/equipment purchased. Additionally, the vendor will provide 1 complete set of filters & belts to PM service entire machine, for each vehicle/equipment purchased.

_____ **Will Comply** _____ **Can Not Comply**

NOTE: It is the intent of Jefferson County to ensure that the Brush Chippers are standardized with regard to features, components, and capabilities. For bidding purposes, when in doubt, defer to Jefferson County Fleet Manager Troy Schneider (920)723-7286 for clarification.

JEFFERSON COUNTY – PRICE PROPOSAL & EQUIPMENT INFORMATION SHEET

2026 or NEWER ASPHALT BRUSH CHIPPER BIDS

NAME OF COMPANY: _____

For the price(s) listed below, our company hereby offers to provide the following item(s) in accordance with the specifications of this bid. Pricing must include delivery.

18 INCH BRUSH CHIPPER - EQUIPMENT INFORMATION

Option 1 Gas Powered

- **Make / Model / Year:** _____
- **Bid Amount for Machine:** \$ _____
- **Standard Warranty Duration:** _____ Years
- **Optional 5 Year Warranty:** \$ _____
- **Delivery Date/Timeframe:** _____

Option 2 Diesel Powered

- **Make / Model / Year:** _____
- **Bid Amount for Machine:** \$ _____
- **Standard Warranty Duration:** _____ Years
- **Optional 5 Year Warranty:** \$ _____
- **Delivery Date/Timeframe:** _____
- **Hours on Unit:** _____

WARRANTY INFORMATION

- **Warranty Coverage:**

(Attach Manufacturer's Warranty Statement, if necessary.)

- **Company Responsible for Warranty Work:**

Name: _____

Address: _____

Phone #: _____

DELIVERY INFORMATION

- **Delivery Location:**

Jefferson County Highway Department

1425 South Wisconsin Drive

Jefferson, WI 53549

REQUIRED ATTACHMENTS

- Manufacturer specifications sheet
 - Warranty documentation (if applicable)
-

CERTIFICATION

By signing below, the undersigned certifies that the information provided is accurate and the equipment offered meets or exceeds all bid specifications.

Signature: _____

Print Name & Title: _____

Name of Contractor/Bidder: _____

Date: _____

