



**MISSOURI DEPARTMENT OF TRANSPORTATION
NORTHEAST DISTRICT
SOLICITATION GUIDELINES AND DOCUMENTATION
REQUEST FOR QUOTATION**

It is the vendor's responsibility to read and comply with all conditions, specifications, and instructions outlined in this document. This document and any subsequent attachments shall supersede all confirmation forms, receipts, or any other paperwork needed to secure materials, equipment, or services.

TODAY'S DATE: JUNE 17, 2015	RESPONSES DUE NO LATER THAN: JUNE 23, 2015 @ 1:00 PM CENTRAL TIME	F.O.B. REQUIREMENTS: PLANT PICK UP (SEE INSTALLATION FACILITY BELOW)
SPECIFY THE LOCATION OF INSTALLATION FACILITY AND COMPLETION TIMES IN THE SPACES PROVIDED BELOW.	REQUEST # NE15-52Q-R2 THIS NUMBER SHOULD BE REFERENCED ON ALL MAILING LABELS, ENVELOPES, AND ANY OTHER CORRESPONDENCE ABOUT THIS SOLICITATION.	BUYER NAME: WILLIAM D. "BILL" NOYES, CPPO, CPPB SENIOR PROCUREMENT AGENT PHONE NUMBER: (660)-385-8245 FAX NUMBER: (573)-526-3169
Mailing Address: MoDOT – Northeast District – Macon Regional Office General Services (Procurement) Division 26826 U.S. Highway 63 Macon, MO. 63552	RFQ RESPONSES ACCEPTED BY FAX	Installation Facility (For Delivery of Units/Chassis): MoDOT will deliver units/chassis to the awarded vendor at the facility where the removal/installation will take place. MoDOT will return to the facility to inspect, accept & pick up the units when all work is completed.

SCOPE OF WORK: Remove a Flannegan Western aerial unit, steel service body, as well as the fan belt driven clutch hydraulic pump system (including hoses, fittings, tank, reservoir, etc.), and all accessories (lighting systems, ICC bumper, and Class V receiver hitch, etc.), from a 2000 Chevrolet 3500 1-ton truck (VIN # 1GBKC34F9YF451957 – MoDOT Unit # G8684). Transfer and install those items (including new hydraulic fluid) onto a 1998 Chevrolet 3500 1-ton truck (VIN # 1GBKC34F2WF071534 – MoDOT Unit # 5970). Both units are 84-inches cab-to-axle. The existing mounting hardware will need to be modified to fit on the new chassis. Pre-existing repair items should be identified and reported to MoDOT when unit is delivered/inspected. Any non-pre-existing damages to the units/chassis, which occur while the units are in the vendor's possession, will be the vendor's responsibility to replace or repair to the same condition as when the units/chassis were delivered by MoDOT to the installation facility.

QUANTITY	DESCRIPTION	TOTAL QUOTED COST
1	BASE QUOTATION: Labor and materials to complete this project according to the requirements of the scope of work.	\$
	Location of installation facility (Delivery point for units/chassis):	
	Earliest date units/chassis could be delivered to installation facility:	
	Completion time required after delivery of units/chassis to installation facility:	

Award will be based on a comparison of the responses received to the Base Quotation above. If you are unable to provide the services of the follow options, simply indicate "NO QUOTE" on the line(s) below.

OPTION 1: Painting the aerial unit "victory red" to match the chassis cab.	\$
OPTION 2: Inspection per OSHA 1910.67, ANSI A92.2, and ANSI A10.31.	\$

This annual safety inspection may be done directly by the vendor or may be completed by a third-party company. The inspection shall be documented and MoDOT shall be provided a copy of the inspection report. A copy of the previous inspection on the aerial unit is included for your information.

VENDOR NAME: _____
(Enter your company name in this block)

VIEWING/INSPECTING THE CURRENT AERIAL UNIT:

The unit is located at the MoDOT Kirksville Maintenance Building, 22777 Potter Trail, Kirksville, MO. 63501 (Adair County – On old Route 6 – 2 miles West of the Route 63 junction). It is not mandatory to view/inspect the unit, but, if you wish to do so, you must call at least 24 hours ahead, during regular working hours, to make an appointment for this purpose. The viewing/inspection must be completed during regular working hours so no overtime accrues to MoDOT staff. The work hours for the Kirksville Maintenance Building are Monday thru Thursday, 6:00 AM to 4:30 PM. **To schedule an appointment, contact the building supervisor, Mr. Monte Fisher, at 660-785-2471 (office) or 660-651-2006.**

SPECIAL TERMS AND CONDITIONS

Award

Award of this solicitation will be made on an “All Or Nothing” basis using the “lowest and best” principle of award. Comparisons will be made using the “Base Quote” amount along with consideration being given to the distance to the installation facility and the time frames quoted for the beginning and completion of all work. If MoDOT chooses to proceed with the painting option, comparisons will be made using the “Base Quote” amount plus the “Option” pricing along with the other consideration listed above. Notification of award will be at the time the tabulation is posted to the Internet. It is the sole responsibility for all vendors to check the website for any addendums and tabulation/award results.

F.O.B. Requirements, Tax Exemption & Fees

Price all materials as F.O.B. Plant Pick Up (Installation Facility). All costs for labor, materials, inspections, etc. must be included in the quoted prices and not listed separately. MoDOT is tax exempt. No additional fees, such as delivery, handling, tire, battery, environmental fees, taxes, or fuel surcharges, will be accepted on any purchase. These costs should all be buffered into your unit pricing.

E-Verify

If the service (installation) cost portion of this project exceeds \$5,000, the awarded vendor will have to comply with the requirements of, complete the necessary forms, and provide documents related to the federal E-Verify program. MoDOT staff will work with the awarded vendor to obtain these forms and documents prior to the issuance of a purchase order or notice to proceed.

Liquidated Damages

In the event the vendor fails to complete the project within the time specified, the Department and the public will sustain damages because of such delay in delivery, the exact extent of which would be difficult to ascertain, and in order to liquidate such damage in advance it is agreed that **the sum of \$100.00 per day shall be assessed** for each calendar day after which the project has not been completed beyond the quoted completion time, is reasonable and the best estimate which the parties can arrive at as liquidated damages, and it is therefore agreed that said amount will be withheld from payments due the vendor or otherwise collected from the vendor as liquidated damages. Saturdays, Sundays, holidays and days whereas the Department has suspended work shall not be assessable days.

VENDOR NOTES

VENDORS MAY ATTACH OTHER PERTINENT/SUPPORTING DATA WITH THEIR RESPONSE TO THIS SOLICITATION.

All responses to this solicitation should be submitted on this form and returned to the buyer listed above at the district address shown. Responses may be faxed, mailed, or hand-delivered.

VENDOR INFORMATION & PREFERENCE CERTIFICATION FORM

Vendor Information

All bidders must furnish ALL applicable information requested below

Vendor Name/Mailing Address:	Vendor Contact Information (including area codes):
Email Address:	Phone #:
Printed Name of Responsible Officer or Employee:	Cellular #:
For Corporations - State in which incorporated:	Fax #:
For Others - State of domicile:	Signature:
If the address listed in the Vendor Name/Mailing Address block above is not located in the State of Missouri, list the address of Missouri offices or places of business:	
<i>If additional space is required, please attach an additional sheet and identify it as Addresses of Missouri Offices or Places of Business.</i>	
M/WBE/DBE INFORMATION: List all certified Minority or Women or Disadvantaged Business Enterprises (M/W/DBE) utilized in the fulfillment of this bid. Include <u>percentages</u> for subcontractors and identify the M/WBE certifying agency:	
<u>MBE, WBE, or DBE</u>	<u>M/W/DBE Name</u>
<u>Percentage of Contract</u>	<u>M/W/DBE Certifying Agency</u>
_____	_____
_____	_____
<i>If additional space is required, please attach an additional sheet and identify it as M/W/DBE Information</i>	

Preference Certification

All bidders must furnish ALL applicable information requested below

GOODS/PRODUCTS MANUFACTURED OR PRODUCED IN USA: If any or all of the goods or products offered in the attached bid which the bidder proposes to supply to the MHTC are <u>not</u> manufactured or produced in the "United States", or imported in accordance with a qualifying treaty, law, agreement, or regulation, list below, by item or item number, the country other than the United States where each good or product is manufactured or produced.	
Item (or item number)	Location Where Item is Manufactured or Produced
<i>If additional space is required, please attach an additional sheet and identify it as Location Products are Manufactured or Produced.</i>	
MISSOURI SERVICE-DISABLED VETERAN BUSINESS: Please complete the following if applicable. Additional information may be requested if preference is applicable. See below definitions for qualification criteria:	
Service-Disabled Veteran is defined as any individual who is disabled as certified by the appropriate federal agency responsible for the administration of veterans' affairs.	
Service-Disabled Veteran Business is defined as a business concern:	
a. Not less than fifty-one (51) percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than fifty-one (51) percent of the stock of which is owned by one or more service-disabled veterans; and	
b. The management and daily business operations of which are controlled by one or more service-disabled veterans.	
<u>Veteran Information</u>	<u>Business Information</u>
Service-Disabled Veteran's Name (Please Print)	Service-Disabled Veteran Business Name
_____	_____
Service-Disabled Veteran's Signature	Missouri Address of Service Disabled Veteran Business
_____	_____

IF NOT SUBMITTING A RESPONSE TO THIS SOLICITATION, PLEASE COMPLETE AND RETURN THIS FORM TO ASSIST PROCUREMENT STAFF IN OUR PROCESS EVALUATIONS AND TO HELP US KEEP OUR VENDOR LISTS UPDATED. THANK YOU.

NO BID / NO QUOTE

DATE: _____

TO: Missouri Department of Transportation – Northeast District
General Services (Procurement) Division
26826 U.S. Highway 63
Macon, MO. 63552
(573)-526-3169 – fax #

FROM: _____ (Company Name)
_____ (Contact Person)
_____ (Mailing Address)
_____ (City, State, Zip Code)
_____ (Office Phone #)
_____ (Cellular Phone #)
_____ (Fax #)
_____ (Email Address)

Our company is submitting “NO BID / NO QUOTE” on Request # _____ for the reasons indicated below (check all that apply):

- Product or service is not available or cannot meet the required specifications
- Cannot make required deadline
- The delivery point or work location is outside of our territory or coverage/service area
- Other – Please explain below:

- Please keep our name on the bidder’s list for future opportunities on this product or service.
- Please remove our name from your bidder’s list for this product or service.

FAILURE TO RETURN A RESPONSE OR THIS FORM MAY RESULT IN REMOVAL FROM OUR VENDOR DATABASE FOR FUTURE OPPORTUNITIES

This “No Bid/No Quote” form may be faxed back to (573)-526-3169.

Note: The following pages detail further terms and conditions which apply to this solicitation document. However, it is not necessary to return these pages with your bid submission. If any “Standard Solicitation Provisions” and “General Terms and Conditions” below conflict with any requirements outlined on previous pages, the requirements above take precedence.

Tax Exempt Status

The Missouri Highways and Transportation Commission (MHTC) is exempt from paying Missouri Sales Tax, Missouri Use Tax and Federal Excise Tax. However, the Contractor may themselves be responsible for the payment of taxes on materials they purchase to fulfill the contract. A Project Tax Exemption Certificate will be furnished to the successful Bidder upon request, if applicable.

Right of Acceptance/Rejection

MoDOT reserves the right to reject any or all bids/quotes/proposals, and to accept or reject any items thereon, and to waive technicalities. In case of error in the extension of prices in the solicitation response, unit prices will govern.

General Performance

This work is to be performed under the general supervision and direction of MoDOT and, if awarded any portion of the work, the Contractor agrees to furnish at his/her own expense all labor and equipment required to complete the work, it being expressly understood that this solicitation is for completed work based upon the price(s) specified according to the scope of work and the requirements and specifications detailed within the solicitation documents.

Invoicing and Payment

Each invoice should be itemized in accordance with items listed on the purchase order and/or contract. The statewide financial management system has been designed to capture certain receipt and payment information. Therefore, each invoice submitted must reference the purchase order number and must be itemized in accordance with items listed on the purchase order. Failure to comply with this requirement may delay processing of invoices for payment. Unless otherwise provided for in the solicitation documents, payment for all equipment, supplies, and/or services required herein shall be made in arrears. The MHTC shall not make any advance deposits. The MHTC assumes no obligation for equipment, supplies, and/or services shipped or provided in excess of the quantity ordered. Authorized quantity is subject to the MHTC's rejection and shall be returned at the Contractor's expense. The MHTC reserves the right to purchase goods and services using the state-purchasing card.

Inspection and Acceptance

No equipment, supplies, and/or services received by MoDOT pursuant to a contract shall be deemed accepted until MoDOT has had reasonable opportunity to inspect said equipment, supplies, and/or services. All equipment, supplies, and/or services which do not comply with the specifications and/or requirements or which are otherwise unacceptable or defective may be rejected. In addition, all equipment, supplies, and/or services which are discovered to be defective or which do not conform to any warranty of the Contractor upon inspection (or at any later time if the defects contained were not reasonably ascertainable upon the initial inspection) may be rejected. The MHTC reserves the right to return any such rejected shipment at the Contractor's expense for full credit or replacement and to specify a reasonable date by which replacements must be received. The MHTC's right to reject any unacceptable equipment, supplies, and/or services shall not exclude any other legal, equitable or contractual remedies the MHTC may have.

STANDARD SOLICITATION PROVISIONS

- a. The solicitation for the procurement of the supplies referenced therein, to which these “Standard Bid Provisions, General Terms and Conditions and Special Terms and Conditions” are attached, is being issued under, and governed by, the provisions of Title 7 – Missouri Department of Transportation, Division 10 – Missouri Highways and Transportation Commission, Chapter 11 – Procurement of Supplies, of the Code of State Regulations. The Missouri Highways and Transportation Commission (MHTC), acting by and through its operating arm, the Missouri Department of Transportation (MoDOT), draws the Bidder's attention to said 7 CSR 10-11 for all the provisions governing solicitation and receipt of bids/quotes and the award of the contract pursuant to this solicitation.
- b. All bids/quotes must be signed with the firm name and by a responsible officer or employee. Obligations assumed by such signature must be fulfilled.

GENERAL TERMS AND CONDITIONS

Definitions

Capitalized terms as well as other terms used but not defined herein shall have the meaning assigned to them in section 7 CSR 10-11.010 Definition of Terms.

Nondiscrimination

- a. The Contractor shall comply with all state and federal statutes applicable to the Contractor relating to nondiscrimination, including, but not limited to, Chapter 213, RSMo; Title VI and Title VII of Civil Rights Act of 1964 as amended (42 U.S.C. Sections 2000d and 2000e, *et seq.*); and with any provision of the "Americans with Disabilities Act" (42 U.S.C. Section 12101, *et seq.*).
- b. Sanctions for Noncompliance: In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, MHTC shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
 - i. withholding of payments to the Contractor under the contract until the Contractor complies, and/or,
 - ii. cancellation, termination or suspension of the contract, in whole or in part.

Contract/Purchase Order

- a. By submitting a bid/quote, the Bidder agrees to furnish any and all equipment, supplies and/or services specified in the solicitation documents, at the prices quoted, pursuant to all requirements and specifications contained therein.
- b. A binding contract shall consist of: (1) the solicitation documents, amendments thereto, and/or Best and Final Offer (BAFO) request(s) with any changes/additions, (2) the Contractor's bid response, and (3) the MHTC's acceptance of the bid by post-award contract or purchase order.
- c. A notice of award does not constitute an authorization for shipment of equipment or supplies or a directive to proceed with services. Before providing equipment, supplies and/or services, the Contractor must receive a properly authorized notice to proceed and/or purchase order.

Applicable Laws and Regulations

- a. The contract shall be construed according to the laws of the State of Missouri. The Contractor shall comply with all local, state, and federal laws and regulations related to the performance of the contract. The exclusive venue for any legal proceeding relating to or arising, out of the contract shall be in the Circuit Court of Cole County, Missouri.
- b. The Contractor must be registered and maintain good standing with the Secretary of State of the State of Missouri, Missouri Department of Revenue, and other regulatory agencies, as may be required by law or regulations. Prior to the issuance of a purchase order and/or notice to proceed, the Contractor may be required to submit to MHTC a copy of their current Authority Certificate from the Secretary of State of the State of Missouri and/or a copy of their Certificate of No Tax Due from the Missouri Department of Revenue.
- c. Prior to the issuance of a purchase order and/or notice to proceed, all **out-of-state** Contractors providing services within the state of Missouri must submit to MHTC a copy of their current Transient Employer Certificate from the Missouri Department of Revenue, in addition to a copy of their current Authority Certificate from the Secretary of State of the State of Missouri.

Executive Order

The Contractor shall comply with all the provisions of Executive Order 07-13, issued by the Honorable Matt Blunt, Governor of Missouri, on the sixth (6th) day of March, 2007. This Executive Order, which promulgates the State of Missouri's position to not tolerate persons who contract with the state engaging in or supporting illegal activities of employing individuals who are not eligible to work in the United States, is incorporated herein by reference and made a part of this Agreement.

- 1) "By signing this Agreement, the Contractor hereby certifies that any employee of the Contractor assigned to perform services under the contract is eligible and authorized to work in the United States in compliance with federal law."
- 2) In the event the Contractor fails to comply with the provisions of the Executive Order 07-13, or in the event the Commission has reasonable cause to believe that the contractor has knowingly employed individuals who are not eligible to work in the United States in violation of federal law, the Commission reserves the right to impose such contract sanctions as it may determine to be appropriate, including but not limited to contract cancellation, termination or suspension in whole or in part or both.
- 3) The Contractor shall include the provisions of this paragraph in every subcontract. The Contractor shall take such action with respect to any subcontract as the Commission may direct as a means of enforcing such provisions, including sanctions for noncompliance.

Preferences

- a. In the evaluation of bids/quotes, preferences shall be applied in accordance with 7 CSR 10-11.020(7). Contractors should apply the same preferences in selecting subcontractors. The attached document entitled "**VENDOR INFORMATION AND PREFERENCE CERTIFICATION FORM**" must be completed and returned with the solicitation documents.

- b. Bidders are encouraged to obtain minority business enterprise (MBE) and women business enterprise (WBE) participation in this work through the use of subcontractors, suppliers, joint ventures, or other arrangements that afford meaningful participation for M/WBEs. Bidders are encouraged to obtain 10% MBE and 5% WBE participation.

Cancellation of Contract

The MHTC may cancel the Contract at any time for a material breach of contractual obligations or for convenience by providing Contractor with written notice of cancellation. Should the MHTC exercise its right to cancel the contract for such reasons, cancellation will become effective upon the date specified in the notice of cancellation sent to the Contractor.

Bankruptcy or Insolvency

Upon filing for any bankruptcy or insolvency proceeding by or against the Contractor, whether voluntarily, or upon the appointment of a receiver, trustee, or assignee, for the benefit of creditors, the Commission reserves the right and sole discretion to either cancel the Agreement or affirm the Agreement and hold the Contractor responsible for damages.

Warranty

The Contractor expressly warrants that all equipment, supplies, and/or services provided shall: (1) conform to each and every specification, drawing, sample or other description which was furnished to or adopted by the MHTC, (2) be fit and sufficient for the purpose expressed in the solicitation documents, (3) be merchantable, (4) be of good materials and workmanship, and (5) be free from defect.

Status of Independent Contractor

The Contractor represents itself to be an independent Contractor offering such services to the general public and shall not represent itself or its employees to be an employee of the MHTC. Therefore, the Contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save and hold the MHTC, its officers, agents and employees harmless from and against any and all losses (including attorney fees) and damage of any kind related to such matters.

Non-Waiver

If one of the parties agrees to waive its right to enforce any term of this Contract, that party does not waive its right to enforce such term at any other time or to enforce any or all other terms of this Contract.

Indemnification

The Contractor shall defend, indemnify and hold harmless MHTC, including its members and department employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the Contractor's performance of its obligations under the contract awarded pursuant to this solicitation.

(T&C's Version August 2014)

Informational Note: For mailing bid responses, UPS deliveries are typically made to the Procurement office in Macon in the mid-morning, while FedEx and U.S. Postal Mail are not typically received until the late afternoon. Regardless of delivery method, check with the carrier to ensure the response will be delivered before the 1:00 PM deadline. Late responses cannot be accepted.



Consolidated Fleet Services, Inc.

P. O. Box 8238 Searcy, AR 72145
cfservices@sbcglobal.net

Phone: 866.811.5237
Fax: 501.279.1225

Report of Inspection

ANNUAL SAFETY INSPECTION
FOR

AERIAL DEVICES AND DIGGER DERRICKS

In accordance with
OSHA 1910.67, ANSI A92.2, ANSI A10.31

Customer MO DOT

Location Macon, MO

Manufacturer Flanagan Flannegan Western (FW)

Date of Manufacture N/A Date of Inspection 06/17/14

Category # II

Unit Number

68684

Type of Unit

SB



Serial Number

N/A

Model Number

N/A

PO #:

Inspector(s): Gary Elliott

Job#: 2014GE0004

DISCLAIMER

Consolidated Fleet Services, Inc. ("CFS") represents that CFS conducted its assessment of the equipment and prepared the report in accordance with the professional and industry standards prevailing at the time such services were rendered.

The information provided in this report is the result of the specific testing and inspection procedures conducted by CFS on the equipment and identified herein, as limited by the scope of work authorized by the customer (the "test results"). The test results reflect only the conditions of the components tested or inspected within the scope of work authorized. We have reviewed neither the maintenance records nor the actual use of the equipment before or after the date of the testing or inspection. No attempt has been made and no information is rendered with respect to any conditions of equipment or any component other than as expressly stated in the written test results. Specifically, but without limitations, no information, testing or inspection services are rendered concerning equipment design, suitability of the equipment for any particular purpose or the future serviceability of the equipment. The test results should not be construed as statement that equipment is safe or serviceable.

Additionally, you should be advised that the above report contains information that is time sensitive and that the report was prepared by CFS subject to the particular scope limitations, budgetary and time constraints and business objectives detailed in the report. If at any time this report is to be used by a third party other than the customer, CFS has the right to verify, at third party expense, the accuracy of the information contained in the report, as deemed necessary by CFS, based upon the passage of time or other material change in conditions since its assessment of the Site.

The information provided in this report is not a substitute for proper use, maintenance, modification, inspection and repair of the equipment, assurance of safe operation of the equipment within its intended limitation. Furthermore, nothing in the test results should be construed as a recommendation for corrective action and CFS has not and will not supervise corrective action of any condition found to exist, as such is the sole responsibility of the owner/operator and it is hereby expressly excluded from the scope of the work performed by CFS. The test results are intended solely for informational purposes of the customer and should *not be utilized or relied upon by any other person.*

To the full extent permitted by law, the Customer agrees to indemnify and hold CFS harmless from and against any liabilities, claims, damages and costs (including reasonable attorney's fees) that arise out of any use of this survey.

In the event that any questions arise with respect to the scope or meaning of CFS's statements or conclusions, you are directed to immediately contact us for clarification, explanation or to update the Report. These services will be provided in accordance with CFS's standard commercial rates and terms in effect at the time of the request.



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Job #: 2014GE0004

Unit #: G 08684

Date: 06/17/14

Ultrasonic Equipment Manufacturer Krautkramer

Model # DMS 2

Magnetic Particle Equip. Manufacturer Parker Probe

Model # DA 400

Ultrasonic Inspection Checklist

1. Lower boom lift cylinder pin(s)
2. Lower boom main pin
3. Upper boom lift cylinder pin(s)
4. Upper boom main pin at elbow
5. Extension cylinder pin(s)
7. Bucket shaft pin
8. Bucket rotation cylinder pin(s)
9. Bucket rotation hinge pin(s)
10. Jib extension cylinder pin(s)
11. Jib tilt cylinder pin(s)
12. Outrigger foot attachment pin(s)
13. Outrigger extension cylinder pin(s)

Magnetic Particle Inspection Checklist

1. Outrigger attachment welds
2. Pedestal mounting welds
3. Pedestal support welds
4. Turret ear & support welds
5. Lift cylinder pin support welds on turret
6. Lower boom support
7. Pin support welds on lower boom
8. Boom seam welds (upper/Lower)
9. Boom rest assembly (upper/Lower)
10. Scissors arms/links
11. Boom support welds at elbow
12. Bucket attachment welds
13. Jib attachment welds
14. Pintle Hook



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Job #: 2014GE0004

Unit #: 6 08684

Date: 06/17/14

Visual and Operational Inspection Checklist

Pedestal

1. Pedestal Mounting Bolts-Welds
2. Gusset support welds inside Pedestal
3. Pedestal Base Welds
4. Rotation Gear attachment bolts
5. Hydraulic reservoir mounting and condition
6. Hydraulic fluid level
7. Condition of Hydraulic hoses inside Pedestal
8. Control Operation
9. Control Markings

Turret

1. Support Welds
2. Lift Cylinder support welds
3. Lift Cylinder pins
4. Lift Cylinder pin retainers
5. Lift Cylinder pin bushings
6. Rotation gear attachment bolts
7. Slack in rotation assembly
8. Rotation gear box attachment bolts
9. Rotation gear teeth condition
10. Condition of Hydraulic hoses-fittings
11. Control Operation
12. Control Markings

First Stage Boom (Lower Boom)

1. Boom Seam welds
2. Main boom pin supports
3. Lift Cylinder support welds
4. Lift Cylinder pin(s)
5. Lift Cylinder pin retainers
6. Lift Cylinder pin bushing(s)
7. Lift Cylinder condition
8. Holding valve condition
9. Hydraulic hoses-fittings
10. Condition of Scissor arms-Links
11. Scissor pins and bushings
12. Scissor assembly
13. Lift Cables
14. Lift Cable attachment Assembly
15. Lift Cable Sheaves and Guides
16. Extension Rollers-Wear Pads
17. Fiberglass insert-mounting
18. Condition of Leveling cables
19. Condition of Leveling cable sheaves
20. Condition of Leveling Rods
21. Lower Boom Saddle Assembly
22. Upper boom Saddle Assembly

Second Stage Boom

1. Boom Seam welds
2. Pivot pin support welds
3. Condition of Pivot Pin-Bushings-Retainers
4. Lift Cylinder support welds
5. Lift Cylinder pin(s)
6. Lift Cylinder pin retainers
7. Lift Cylinder pin bushing(s)
8. Lift Cylinder condition
9. Extension Cylinder(s)
10. Extension Cylinder Pins
11. Extension Cylinder Pin Retainers
12. Extension Cylinder Pin Bushings
13. Extension Rollers-Wear Pads
14. Fiberglass Mounting
15. Fiberglass Coating
16. Condition of Leveling cables
17. Condition of Leveling cable sheaves
18. Condition of Leveling Rods
19. Condition of Hydraulic Hoses-Fittings
20. Hose Wrap up at Elbow



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Third Stage Boom & Additional Sections

1. Boom Seam Welds
2. Boom tip Welds
3. Extension Cylinder(s)
4. Extension Cylinder Pins
5. Extension Cylinder Pin Retainers
6. Extension Cylinder Pin Bushings
7. Extension Rollers-Wear Pads
8. Fiberglass Boom Mounting
9. Fiberglass Coating
10. Condition of Hydraulic Hoses-Fittings

Material Handling Aerial Devices

1. Jib
2. Jib Attachment Assembly
3. Jib Slide Collar
4. Jib Winch Condition
5. Jib Winch Attachment Assembly
6. Jib Winch Line
7. Jib Winch Line Hook
8. Jib Winch Line Sheaves
9. Jib Winch Line Sheave Pins and Bushings
10. Jib Tilt Cylinder
11. Jib Tilt Pins/Retainers
12. Jib Assembly Covers
13. Jib Capacity Chart
14. Jib Controls
15. Jib Control Markings

Outriggers

1. Foot
2. Foot welds
3. Foot attachment assembly
4. Foot attachment pins and keepers
5. Hydraulic cylinders
6. Hydraulic cylinder pins and keepers
7. Hydraulic hoses
8. Hydraulic hose fittings
9. Outrigger attachment assembly
10. Outrigger support and crossbrace welds
11. Condition of pads
12. Outrigger control markings
13. Outrigger control operation

Bucket(s)

1. General Condition
2. Bucket Rotator Assembly
3. Bucket Rotator Operation
4. Bucket Rotator Cylinder(s)
5. Bucket Rotator Cylinder(s) Pins
6. Bucket Rotator Cylinder(s) Pin Retainers
7. Upper Control Emergency Dump System
8. Emergency Power Control
9. Start/Stop Control(s)
10. Throttle Control
11. Hydraulic Hose Wrap up
12. Upper Control Operation
13. Upper Control Markings
14. Upper Control Guard
15. Capacity Chart
16. Bucket Liner Condition

Digger Derrick

1. Pole Claw Arms
2. Pole Claw Attachment
3. Pole Claw Cylinder Welds-Bolts
4. Auger
5. Auger Gear box Housing
6. Auger Motor
7. Auger Wind Cable
8. Auger Stow Assembly
9. Auger Slide Collar Assembly
10. Auger Slide Collar Guide Pins
11. Auger Latch Assembly
12. Wire Rope or Winch Line
13. Condition of Lifting Hook
14. Load line Condition

Chassis

1. Frame
2. Springs and spring hangers
3. Axle "U" bolts
4. Subframe mounting bolts and welds
5. Outrigger to frame mounting bolts/welds
6. Pedestal to frame mounting bolts/welds
7. PTO pump condition
8. Hydraulic hose condition
9. Hydraulic hose routing/mounting
10. Pintle Hook mounting and condition