

Arkansas State Highway and Transportation Department
REQUEST FOR PROPOSALS No. 04-01P

August 22, 2003

TO CONDUCT A PUBLIC AUCTION
OF USED AND SURPLUS ROAD EQUIPMENT FOR
ARKANSAS STATE HIGHWAY & TRANSPORTATION DEPARTMENT

The AHTD is requesting sealed proposals from individuals or firms to conduct a public auction of used and surplus road equipment at the AHTD Equipment & Procurement Division Complex, 11302 W. Baseline Road, Little Rock, Arkansas. The sale is to be conducted in one day near the end of October 2003, on a day mutually agreed to by the successful bidder and the Department.

To be considered, proposals must be submitted as follows **by 1:00 p.m. on September 8, 2003:**

Mail to:	or Surface deliver to:	or Hand deliver to:
AHTD Equipment and Procurement Division P.O. Box 2261 Little Rock, AR 72203	AHTD Mailroom Central Office Annex 10324 Interstate 30 Little Rock, Arkansas	AHTD Equipment and Procurement Division 11302 W. Baseline Rd. Little Rock, Arkansas

Questions regarding this Request for Proposals (RFP) should be directed to the AHTD Equipment and Procurement Division at (501)569-2670. All information received by AHTD in response to this RFP is restrictive and will not be available until after award of the contract by the Department. The AHTD reserves the right to accept or reject, in part or in its entirety, any proposal received as a result of this RFP if it is in the best interest of the Department to do so.

This RFP is for a complete auction package wherein all expenses for conducting the auction (advertising, postage, concessions, etc.) are paid by the auctioneer, and the responsibility for collecting all monies (total of high bids) rests with auctioneer. The AHTD is to receive gross total of high bids less auctioneer's commission.

Bidder must include with his/her response complete information on the auction package proposed, and shall include information regarding previous auctions conducted by them, including types and dollar amount, number of registered bidders, number of bidders on auctioneer's mailing list and references. Successful bidder will be required to send auction notices to list of bidders supplied by AHTD in addition to auctioneer's mailing list. Proposals will be evaluated on the basis of bidder's ability to conduct auction including services offered, experience in prior auctions, advertising, bidder's mailing list and commission.

To be considered, bidder must provide an irrevocable letter of credit in favor of the Department, expiring no sooner than seven days after date of sale, in the amount of \$500,000.00, at the time proposal is submitted. Before contract is awarded, successful bidder will be required to provide proof of Liability Insurance in an amount of not less than \$1,000,000.

Successful bidder will be required to sign a contract to conduct auction for AHTD and sign a lease agreement on premises where auction will be conducted. (AHTD will lease the premises on which sale is to be conducted to auctioneer for a period of 14 days.)

Attached to this RFP is a tentative list of the items to be sold at this public auction. Quantities are approximate and may be adjusted when all equipment is assembled.

SUBMISSION OF PROPOSAL

By submission of auction proposal made a part of and accompanying this RFP form, bidder agrees to the conditions set forth herein and further agrees to conduct auction for a commission of _____% of the gross receipts of the auction (total of high bids).

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

Federal Tax ID or SS Number: _____

Name (Print or Type): _____

Signature: _____
Signature must be original (not photocopied) and in ink. Unsigned or improperly signed proposals will be rejected

Date : _____

ACCEPTANCE (AHTD Use Only)

Accepted as to _____

Date: _____ By: _____
AHTD Procurement Officer

August 22, 2003

ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT
Tentative Equipment Available For Fall 2003 Auction

Pursuit Sedans	20
Sedans	30
Jeep Cherokees, 4WD	7
Vans	3
Compact Pickup	1
1/2 Ton Pickups	175
3/4 Ton Pickups	5
3/4 Ton Extended Cab Pickups	1
3/4 Ton Extended Cab Pickups, 4WD	8
3/4 Ton Crew Cab Pickups	14
3/4 Ton Cab & Chassis	1
3/4 Ton Cab & Chassis w/Service Body	1
1 Ton Cab & Chassis	2
1 Ton Cab & Chassis w/Service Body	2
1 Ton Cab & Chassis w/Flat Bed Body	1
1 Ton Crew Cab & Chassis	4
Flat Bed Truck	1
Truck w/Sign Body	1
Truck Mounted Sweeper	1
Cab & Chassis (over 26,000# GVWR)	5
Tractor Trucks	5
Asphalt Distributors	4
Tilt Trailers	4
Low Boy Trailer	1
Motor Graders	4
Front End Loaders	8
4 – 6 Ton Rollers	6
8 – 10 Ton Rollers	2
Self Propelled Pneumatic Rollers	2
Backhoe/Loader	3
Wheel Tractors	4
Tractor Mounted Boom Mower	1
Slope Mower	1
15' Pull Type Mowers	27
Concrete Mixers, 9CF	2
Self Propelled Sweepers	2
Material Spreaders	10
Fork Lift	1
Portable Generators	<u>2</u>
TOTAL	372