

Form C

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS
AND SOLUTIONS REQUEST**

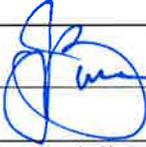


Company Name: Alamo Group (TX) Inc. dba Alamo Industrial

Note: **Original must be signed** and inserted in the inside front cover pouch.

Any exceptions to the Terms, Conditions, Specifications, or Proposal Forms contained herein shall be noted in writing and included with the proposal submittal. Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA and may or may not be included in the final contract. NJPA may clarify exceptions listed here and document the results of those clarifications in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA Accepts	NJPA Rejects
		No Exceptions		

Proposer's Signature:  Date: June 28, 2013

NJPA's clarification on exception/s listed above:

**Contract Award
RFP #070313**

Formal Offering of Proposal
(To be completed Only by Proposer)



GROUNDS MAINTENANCE WITH RELATED EQUIPMENT, ACCESSORIES AND SUPPLIES.

In compliance with the Request for proposal (RFP) for "GROUNDS MAINTENANCE WITH RELATED EQUIPMENT, ACCESSORIES AND SUPPLIES", the undersigned warrants that I/we have examined this RFP and, being familiar with all of the instructions, terms and conditions, general specifications, expectations, technical specifications, service expectations and any special terms, do hereby propose, fully commit and agree to furnish the defined equipment/products and related services in full compliance with all terms, conditions of this RFP, any applicable amendments of this RFP, and all Proposer's Response documentation. Proposer further understands they accept the full responsibility as the sole source of responsibility of the proposed response herein and that the performance of any sub-contractors employed by the Proposer in fulfillment of this proposal is the sole responsibility of the Proposer.

Company Name: Alamo Group (TX) Inc. dba Alamo Industrial Date: June 28, 2013

Company Address: 1502 E. Walnut

City: Seguin, State: Texas Zip: 78155

Contact Person: Ian Burden Title: President

Authorized Signature (ink only):  _____ Ian Burden
(Name printed or typed)



Contract Acceptance and Award

(To be completed only by NJPA)

NJPA 070313 GROUNDS MAINTENANCE WITH RELATED EQUIPMENT, ACCESSORIES AND SUPPLIES

Alamo Group (TX) Inc. dba Alamo Industrial
Proposer's full legal name

Your proposal is hereby accepted and awarded. As an awarded Proposer, you are now bound to provide the defined product/equipment and services contained in your proposal offering according to all terms, conditions, and pricing set forth in this RFP, any amendments to this RFP, your Response, and any exceptions accepted or rejected by NJPA on Form C.

The effective date of the Contract will be August 20, 20 13 and continue for four years thereafter AND which is subject to annual renewal at the option of both parties. This contract has the consideration of an optional fifth year renewal option at the discretion NJPA.

National Joint Powers Alliance® (NJPA)

NJPA Authorized signature: [Signature] Chad Coquette
NJPA Executive Director (Name printed or typed)

Awarded this 20th day of August 20 13 NJPA Contract Number #070313-AG1

NJPA Authorized signature: [Signature] Scott Veronen
NJPA Board Member (Name printed or typed)

Executed this 20th day of August 20 13 NJPA Contract Number #070313-AG1

Proposer hereby accepts contract award including all accepted exceptions and NJPA clarifications identified on FORM C.

Vendor Name Alamo Group (TX) Inc.

Vendor Authorized signature: [Signature] Ian Burden
(Name printed or typed)

Title: President

Executed this 23rd day of August 20 13 NJPA Contract Number #070313-AG1

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Form F

PROPOSER ASSURANCE OF COMPLIANCE



Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, representing the persons, firms and corporations joining in the submission of the foregoing proposal (such persons, firms and corporations hereinafter being referred to as the "Proposer"), being duly sworn on his/her oath, states to the best of his/her belief and knowledge:

1. The undersigned certifies the Proposer is submitting their proposal under their true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, that the Proposer possesses, or will possess prior to the delivery of any product/equipment and related services, all applicable licenses necessary for such delivery to NJPA members agencies nationally, and that they are authorized to act on behalf of, and encumber the "Proposer" in this Contract, and
2. To the best of my knowledge, no Proposer or Potential Proposer, nor any person duly representing the same, has directly or indirectly entered into any agreement or arrangement with any other Proposers, Potential Proposers, any official or employee of the NJPA, or any person, firm or corporation under contract with the NJPA in an effort to influence either the offering or non-offering of certain prices, terms, and conditions relating to this RFP which tends to, or does, lessen or destroy free competition in the letting of the Contract sought for by this RFP, and
3. The Proposer or any person on his/her behalf, has not agreed, connived or colluded to produce a deceptive show of competition in the manner of the proposal or award of the referenced contract, and
4. Neither I, the Proposer, nor, any officer, director, partner, member or associate of the Proposer, nor any of its employees directly involved in obtaining contracts with the NJPA or any subdivision of the NJPA, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses, bribery, attempted bribery or conspiracy to bribe under the laws of any state or federal government for acts or omissions after January 1, 1985, and
5. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request and other documents of this solicitation and that any and all exceptions have been noted in writing and have been included with the proposal submittal, and
6. If awarded a contract, the Proposer will provide the equipment/products and services and/or services to qualifying members of the NJPA in accordance with the terms, conditions, scope of this RFP, Proposer offered specifications and other documents of this solicitation, and
7. The undersigned, being familiar with and understand the expectations requested and outlined in this RFP under consideration, hereby proposes to deliver through valid requests, Purchase Orders or other acceptable forms ordering and procurement by NJPA Members. Unless otherwise indicated, requested and agreed to on a valid purchase order per this RFP, only new, unused and first quality equipment/products and related services are to be transacted with NJPA Members relating to an awarded contract, and
8. The Proposer has carefully checked the accuracy of all proposed products/equipment and related services and listed total price per unit of purchase in this proposal to include shipping and delivery considerations. In addition, the Proposer accepts all general terms and conditions of this RFP, including all responsibilities of commitment as outlined and proposed, and
9. In submitting this proposal, it is understood that the right is reserved by the NJPA to reject any or all proposals

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and it is agreed by all parties that this proposal may not be withdrawn during a period of 90 days from the date proposals were opened regarding this RFP, and

10. The Proposer certifies that in performing this Contract they will comply with all applicable provisions of the federal, state, and local laws, regulations, rules, and orders, and

Company Name: Alamo Group (TX) Inc. dba Alamo Industrial

Contact Person for Questions: Ian Burden

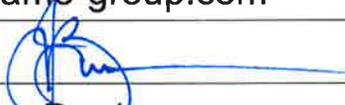
(Must be individual who is responsible for filling out this Proposer's Response form)

Address: 1502 E. Walnut

City/State/Zip: Seguin, Texas 78155

Telephone Number: 800-882-5762 Fax Number: 800-242-5266

E-mail Address: bids@alamo-group.com

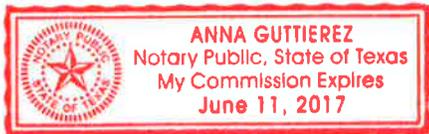
Authorized Signature: 

Authorized Name (typed): Ian Burden

Title: President

Date: June 28, 2013

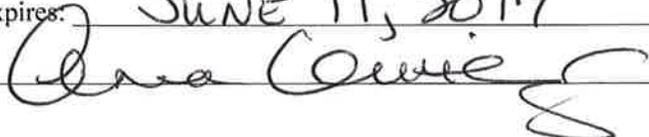
Notarized



Subscribed and sworn to before me this 27 the day of JUNE, 20 13

Notary Public in and for the County of GUADALUPE State of TEXAS

My commission expires: JUNE 11, 2017

Signature: 



PROPOSER QUESTIONNAIRE
Products/Equipment, Pricing, Sector Specific, Services, Terms and Warranty

Proposer Name: Alamo Group (TX) Inc. dba Alamo Industrial

Questionnaire completed by: Ian Burden

Payment Terms and Financing Options

- 1) Identify your payment terms if applicable. (Net 30, etc.)
Payment terms are Net 30, after receipt of order (ARO).
- 2) Identify any applicable leasing or other financing options as defined herein.
Extended terms are made available to local agencies on a case by case basis. Alamo Industrial does offer leasing capabilities through leasing agencies, including NJPA Corporative Leasing.
- 3) Briefly describe your proposed order process for this proposal and contract award. (Note: order process may be modified or refined during an NJPA member's final Contract phase process).
Alamo Industrial will utilize a Business-to-Government order process and funds flow. We will establish a national marketing program for the contract. The Process Flow for NJPA orders is structured to make the buying process easy for the member:
 - Members have the option of contacting their local authorized dealer or Alamo Industrial directly for the purchase. Either way the dealer will be involved throughout the entire process and for future servicing needs. The term "we" in the following information refers to the entity the member chooses to go to, either the dealer or Alamo Industrial.
 - Together we will determine if membership is already established. If it is not, we will work together to sign the member up and explain the values which come through membership. While at the website we will point out where to locate information.
 - Together with the member we will define the scope of the purchase. We will include our contract number on the quote and any other accompanying documents, i.e. freight matrix, pages from our NJPA price book. We advise the member that verification of the information can be received by contacting the NJPA.
 - If the quote is accepted, the members provide a purchase order to us and we place the order with the factory. Once the order is scheduled a confirmation notice is sent to the member of the expected delivery date. An Advanced Ship Notice is sent to the member when the order is loaded for delivery.
 - Our local dealer and our Territory Sales Manager deliver the order to the member. At which time we perform a full walk around of all equipment delivered which includes 1) how to operate the equipment, 2) reviewing the manuals, 3) discussing the general maintenance schedule, 4) assisting in registering the equipment, 5) going over the warranty process and 6) providing contact information.
 - An invoice is sent to the member in the manner in which they need to receive it, i.e. email, mail, duplicate locations, online, etc. Payment is received in the manner the member wishes to pay, i.e. credit card, bank transfer, check, etc.
 - If the order went through our dealer, they will send a copy of their invoice to the member and the members purchase order to us to be included in our NJPA fee documentation.
 - Alamo Industrial runs a quarterly NJPA fee report and attaches appropriate documentation for each sale at the time the fee is remitted.
- 4) Do you accept the P-card procurement and payment process? **Yes**
- 5) Describe your ability to serve NJPA and NJPA Members through an E-Marketplace solution?
Alamo Industrial engages in E-Marketplace solutions with several customers today. We retrieve purchase orders through the customer's site, set up individualized price books for product selection and purchase order creation in the customers system. Our spare parts can be ordered via a market basket ordering system directly by the customer. They have access to the parts and service manuals as well as the capability to track their orders. Our warranty process is handled either online or manually. Our online process allows the customer to download the information directly into their system as well as gives them the capability to track serial numbers for their fleet management systems and review their warranty claim status. Payments are accepted electronically in several forms, i.e. wire, credit cards, check. As customer E-Marketplace requirements expand, we have the IT staff available to implement the tools to

meet the member's needs.

Warranty

- 6) Describe, in detail, your Manufacture Warranty Program including conditions and requirements to qualify, claims procedure, and overall structure.
Alamo Industrials complete warranty coverage is documented in our Limited Warranty Statement and our Warranty Guide. See Attachment FormP6.
Do all warranties cover all products/equipment parts and labor?
Yes, in accordance with Attachment FormP6.
- 7) Do warranties impose usage limit restrictions?
As part of the selling process, we cover with the member the conditions and usage they will be operating the equipment in and we review any limitations or restrictions prior to selecting the right product.
- 8) Do warranties cover the expense of technicians travel time and mileage to perform warranty repairs?
Under normal circumstances travel time and mileage is not covered as stated in Attachment FormP6.
- 9) Please list any other limitations or circumstances that would not be covered under your warranty.
We believe we offer one of the best warranty and extended warranty coverage in the industry. We stand behind our products and we make sure to "do the right thing" when it comes to servicing warranty claims. It is difficult to justify warranty coverage when certain obvious operator error occurs.
- 10) Please list any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs. How will NJPA Members in these regions be provided service for warranty repair?
We offer full range of coverage in the United States.

Equipment/Products and Related Services and Pricing

- 11) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.
Alamo Industrial is offering its full specialized line of equipment including rotary and flail mowers, tree and brush cutters, ditchers, sickle bars and a remote operator controlled system which can handle the member's grounds maintenance requirements. We will also offer OEM parts and inventory management services and specialized training courses to support our equipment.
- 12) Provide a general narrative description of your pricing model identifying how the model works (line item and/or published catalog percentage discount).
The pricing model is based on offering a discount off of our standard published list price for our products and OEM parts. A freight matrix, see Attachment FormP13, is included to calculate freight for the delivery of the equipment. Our standard UPS rates apply for OEM part orders which typically are considerably lower than the member receives due to our large volume of shipments. We are unable to provide pricing for our training until the full scope is defined by the member to include the type of training, how many students and the location of the training. Pricing for training will be negotiated at the time of the requirement with the member.
- 13) Propose a strategy, process, and specific method of facilitating "Sourced Product/equipment and related services" or "Non-Standard Options" solution as defined herein.
Alamo Industrial will provide all products within our product line, OEM parts and specialized training as requested by the NJPA member. If the NJPA member's request includes a custom solution, including sourced goods, we will respond to their requirements using our NJPA pricing as a baseline and adding any additional features, options or upgrades and listing the "sourced goods" product as an open market item. Our NJPA discount will apply to the sourced goods.
- 14) Provide an overall proposed statement of method of pricing for individual line items, percentage discount off published product/equipment catalogs and/or category pricing percentage discount with regard to all equipment/products and related services and being proposed. Provide a SKU number for each item being proposed.
Alamo Industrial utilizes present actual manufacturing costs as well as industry indices to keep our pricing fair and competitive and acceptable to our customers. We view the pricing as a "ceiling price" and we train our sales teams as such. The discount percentage off of our standard published list price we are offering will provide the members with a highly competitive price. Attachment FormP14 is our standard published list price by product which includes options and accessories. Attachment FormP14.2 reflects the percent of the discount by product Alamo Industrial is offering the members purchasing off this award.
- 15) Describe your ability to take advantage of, or operate with electronic marketplace solutions, if any.
Alamo Industrial engages in E-Marketplace solutions with several customers today. We retrieve purchase orders through the customer's site, set up individualized price books for product selection and purchase order creation in the

customers system. Our spare parts can be ordered via a market basket ordering system directly by the customer. They have access to the parts and service manuals as well as the capability to track their orders. Our warranty process is handled either online or manually. Our online process allows the customer to download the information directly into their system as well as gives them the capability to track serial numbers for their fleet management systems and review their warranty claim status. Payments are accepted electronically in several forms, i.e. wire, credit cards, check. As customer E-Marketplace requirements expand, we have the IT staff available to implement the tools on our side to meet the member's needs.

16) If applicable, provide a "CORE LIST" of equipment/products and related services (defined as products/equipment or services most frequently used and highlighted with additional discounts when compared to the standard "Pricing") as a separate and named spreadsheet. Include special pricing, if any, on these items.

Not applicable.

17) If applicable, provide a "Hot List" format of specific product/equipment and related services as defined herein.

Not applicable.

18) Provide your NJPA customer volume rebate programs, as applicable.

At the present time we do not offer rebate programs.

19) Identify any Total Cost of Acquisition (as defined herein) cost(s) which is **NOT** included "Pricing" submitted with your proposal response. Identify to whom these charges are payable to and their relationship to Proposer.

Not applicable.

20) If freight, delivery or shipping is an additional cost to the NJPA member, describe in detail the complete shipping and delivery program.

In most cases Alamo Industrial has an advantage in negotiating shipping costs with the carriers as a result of the large volume of shipping we handle annually. We pass this savings on to our customers. Our carrier system is an online, real time search system which takes our requirement and matches it to one of many carriers we have approved to handle our equipment. The system searches by availability and pricing. As a result there are times a carrier does not have a full load with another company and we can make the load and share in the cost which can reduce the member's freight expense. The members have the option of a direct delivery to their location or one to the dealer who in turn takes it to the member. In either case once the delivery is made the dealer and Alamo Industrial will conduct the walk around and inspection to ensure everyone is satisfied.

21) As an important part of the evaluation of your offer, you must indicate the level of pricing you are offering.

Prices offered in this proposal are **(Your proposal will be deemed "Non-Responsive" if this question is not answered):**

_____ a. Pricing is the same as typically offered to an individual municipality, Higher Ed or school district.

_____ b. Pricing is the same as typically offered to GPOs, cooperative procurement organizations or state purchasing departments.

 X c. Better than typically offered to GPOs, cooperative procurement organizations or state purchasing departments.

22) Do you offer quantity or volume discounts? X YES _____ NO Outline guidelines and program.

Alamo Industrial reviews each order and considers it for volume discounting.

23) Describe in detail your proposed exchange and return program(s) and policy(s).

Exchanges, trade-in and return programs are handled through our Alamo Industrial authorized dealers.

24) Specifically identify those shipping and delivery and exchange and returns programs as they relate to Alaska and Hawaii and any related off shore delivery of contracted products/ equipment and related services.

Exchanges, trade-in and return programs are handled through our Alamo Industrial authorized dealers. Offshore deliveries will be negotiated at the time of the sale. Alamo Industrial has the capabilities to handle door to door deliveries throughout the world.

25) Please describe any self-audit process/program you plan to employ to verify compliance with your anticipated contract with NJPA. Please be as specific as possible.

Alamo Industrial begins the compliance process during the training of our dealers and our internal teams. Everyone is given the requirements to remain in compliance at all times.

- Membership number is written on all documents
- Contract number is written on all documents
- Members purchase order must accompany our dealers order.
- Our dealers invoice to the member must be submitted prior to commission payment.

- NJPA price book is clearly noted to be used only for all NJPA requests. This price book is under the NJPA section of our dealer portal.
- Our NJPA process, which has been documented throughout this RFP, is provided at each training as well as being online in our dealer portal.
- NJPA sales are noted on our order form and are flagged at order entry to maintain compliance in remitting our fees.
- All of our orders including NJPA orders are thoroughly reviewed for accuracy, contract compliance and pricing at our daily Sales Order Review meeting.
- Alamo Industrial contacts our NJPA contract manager each time we have questions regarding something not clearly defined in the contract.
- Our dealers and/or Territory Sales Managers forfeit their commission if they do not follow our NJPA process.

Industry or Sector Specific Questions

26) As a follow-up to question 3) above, please specify if you will be including your dealer network in the proposal. If so, please specify how involved they will be. (For example, will the dealer accept the P.O.), and how we are to verify a specific dealer is part of your network.

Yes, we will include our authorized dealer network in this proposal. One of the advantages Alamo Industrial offers to the members is if they choose to buy local we can support them with the large number of dealer locations we have throughout North America. The member will be allowed to choose going direct with Alamo Industrial or with their local authorized dealer. Our dealers will be trained on the NJPA features and benefits as well as on our NJPA process. They will be directed to lead with the NJPA award. When representing us they will be trained to utilize our NJPA marketing tools. We have included our dealer listing in this response. You may also locate them on our website under the “Find a Dealer” tab. Refer to Attachment FormA22.

27) As a follow-up to question 13) above, please quantify the discount range presented in this response pricing as a percentage discount from MSRP/published list.

Alamo Industrial is offering one discount, 15%, for equipment and one discount, 2%, for parts. Volume discounts will be considered at the time of each request for quotation.

28) Within the RFP category there is the potential to be several different sub-categories of solutions (*reference section 1.21.1.1*). What sub category title(s) would best describe your products, services and supplies?

Lawn care related equipment, parking area maintenance equipment, sidewalk and walking path maintenance equipment, tree, shrubbery, or other forms of vegetation maintenance equipment, grounds de-icing and snow removal equipment and supplies and equipment associated with the removal of debris from grounds.

29) What do you consider to be the top three market differentiators of your products/services relative to this RFP category, and in comparison to your perceived competitors?

- **Quality & Innovation** – Alamo Industrial is a world leader in the design, manufacture, distribution and service of high quality and innovative mowers, brush-cutters and land clearing equipment made for the right-of-way clearing, roadside vegetation management and grounds maintenance. We can design and build to meet a customer’s exact specification which puts us ahead of our competition.
- **Local Coverage** – With over 300 dealer locations we are able to offer the members quick and easy purchasing, servicing and training to support the life cycle of their purchase.
- **Service** – Alamo Industrial provides a very large, experienced sales force to the members to assist them in their product selection. We believe the most lasting support to the members is after the sale, throughout the life cycle of the purchase. For that reason we maintain a large number of highly trained, experienced service oriented personnel both at the dealers and the factory. Our factory engineering team’s involvement with the member cannot be matched by our competitors. Our online support and training courses complete the full range of best in class service we give each of the members each time they deal with a representative of Alamo Industrial.

Signature: _____ Date: _____