

**ADVERTISEMENT TO BIDDERS
FOR
TWO (2) 2006 OR NEWER
HEAVY DUTY UTILITY VEHICLES
FOR
JACKRABBIT RUN GOLF COURSE**

CITY OF GRAND ISLAND, NEBRASKA

Sealed bids will be **received at the office of the City Clerk, 100 East First Street, P.O. Box 1968, Grand Island, Nebraska 68802, until 2:00 P.M., (Local Time), on November 14, 2012, for furnishing Two (2) 2006 or Newer Heavy Duty Utility Vehicles, FOB the City of Grand Island.** Bids will be publicly opened at this time in the Grand Island City Council Conference Room #1, located on 1st Floor of City Hall. Bids received after the specified time will be returned unopened to sender.

Specifications are on file in the office of the Parks & Recreation Department. Bids shall be submitted on forms which will be furnished by the City.

Bids will be evaluated by the City based on specification fulfillment, cost, quality, economy of operation, manufacturers experience, repair and maintenance service availability, and adaptability of the equipment bid for the specific use intended. The City reserves the right to reject any or all bids, to waive technicalities, and to accept whichever bid that may be in the best interest of the City, at its sole discretion.

No bidder may withdraw their bid for a period of thirty (30) days after date of bid opening.

RaNae Edwards, City Clerk

**GENERAL SPECIFICATIONS AND BID SHEET
FOR
TWO (2) 2006 OR NEWER
HEAVY DUTY UTILITY VEHICLES
JACKRABBIT RUN GOLF COURSE**

CITY OF GRAND ISLAND, NEBRASKA

Sealed bids will be received at the office of the City Clerk, 100 East First Street, P.O. Box 1968, Grand Island, Nebraska 68802, until 2:00 P.M., (Local Time), on November 14, 2012, for furnishing Two (2) 2006 or Newer Heavy Duty Utility Vehicles, as specified in these bidding documents, FOB Grand Island, Nebraska.

Exceptions to Specifications - Any bidder who has exceptions to any specifications and requirements listed in the bidding documents must so state in the space provided below. It is the bidder's responsibility to clearly outline any exceptions. Failure by bidder to outline exceptions will require the successful bidder to comply with the specifications.

Exceptions to specifications:

Attached are detailed minimum specifications. The following general specifications also apply to this bid.

Bid Submittal	All envelopes submitted by Bidder must state the item being bid on, on the face of envelope.
Manuals	Supply one (1) hard copy of service and parts manual.
Warranty	The equipment shall carry the standard warranty; bidder should include warranty details with his/her bid; failure to comply may cause bid rejection.
Descriptive Literature	The bidder shall attach hereto, and it shall be made part of this bid, regularly printed literature as published by the factory which sets out and fully describes the equipment to be furnished in the bid. This literature or other supplemental information shall clearly indicate compliance with each and every item of these Specifications. Failure to indicate compliance may be cause for rejection of bid.
Optional Equipment	The general and detailed specifications are the minimum requirements. Bidder may include optional equipment if desired. Optional equipment should be noted as such.
OSHA & ANSI Requirements	In addition to other specified requirements, the equipment shall meet all current Occupational Safety and Health Administration and American National Standards Institute requirement specifications.
Delivery	Equipment is to be delivered from assembly point to Grand Island, Nebraska, by commercial freight, rail or truck. Equipment shall not be towed in whole or part or driven in excess of 150 miles without the express authorization of purchaser. Units are to be delivered completely serviced and ready for operation.

Delivery Date

Each bidder shall state in his/her bid a realistic delivery date for this equipment. Award winning bidder must deliver within quoted delivery time.

Payment

The equipment must be new, the latest make or model, unless otherwise specified. Prior to approving the invoice for payment, the City reserves the right to thoroughly inspect and test the equipment to confirm compliance with specifications. Any equipment which does not meet the City's requirements will be returned at vendor's expense for correction. Title, manufacturer's use tax form, odometer form and any specified data, diagrams and manuals must be received prior to approval of invoice. The invoice will be paid after approval at the next regularly scheduled Council meeting occurring after departmental approval of invoice; the City Council typically meets the second and fourth Tuesday of each month. Invoices must be received well in advance of Council date to allow evaluation and processing time.

Fair Employment Practices - Each bidder agrees that he/she will not discriminate against any employee or applicant for employment because of age, race, color, religious creed, ancestry, handicap, sex or political affiliation.

Data Privacy - Bidder agrees to abide by all applicable Local, State, and Federal laws and regulations concerning the handling and disclosure of private and confidential information concerning individuals and corporations as to inventions, patents and patent rights. The bidder agrees to hold the City harmless from any claims resulting from the bidder's unlawful disclosure or use of private or confidential information.

Independent Price Determination - By signing and submitting bid, the bidder certifies that: the prices in the bid have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

Clarification of Specification Documents - Vendors shall promptly notify the Purchasing Agent of any ambiguity, inconsistency or error which they may discover upon examination of the specifications. Interpretations, corrections and changes made to the specifications will be made by written addenda. Oral interpretations or changes to the specifications made in any other manner will not be binding on the City; and bidders shall not rely upon such interpretations or changes.

Demonstration/Samples - If requested, the bidders shall, at bidder's expense, demonstrate and/or furnish samples of the exact item(s) proposed within seven (7) calendar days from receipt of such request from the City.

Bid Evaluation and Award - No bid shall be withdrawn for a period of thirty (30) days after bid due date. The City reserves the right to reject any and all bids, to waive technicalities and to accept the bid considered by the purchaser to be in the City's best interest. The bid will be evaluated based on price, quality, delivery, adherence to specifications, warranty and adaptability of the particular equipment for the specific use intended.

Gratuities and Kickbacks - *Gratuities*. It shall be unethical for any person to offer, give, or agree to give any City employee or former City employee, or for any City employee or former City employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefor. *Kickbacks*. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

**CITY OF GRAND ISLAND
BID REQUEST INSTRUCTIONS**

The City of Grand Island, Nebraska, Parks & Recreation Department, Jackrabbit Run Golf Course respectively requests sealed bids for the following:

Two (2) 2006 or Newer Heavy Duty Utility Vehicles

As part of the Bid Request the following items are attached:

**Advertisement to Bidders
General Specifications
Bid Request Instructions
Minimum Bid Specifications with Bid Sheet**

Sealed bids will be **received at the office of the City Clerk**, 100 East First Street, P.O. Box 1968, Grand Island, Nebraska 68802, until **2:00 P.M., (Local Time), on November 14, 2012**, for furnishing **Two (2) 2006 or Newer Heavy Duty Utility Vehicles** and be addressed to:

**City Clerk
City of Grand Island
(Street Address) 100 East 1st Street, Grand Island, NE 68801
(Mailing Address) P.O. Box 1968, Grand Island, NE 68802-1968**

Reminder: All envelopes submitted by Bidder must state the item being bid on, on the face of the envelope.

Bid must include the following:

Completed Specifications and Bid Sheets - Attached
Warranty Information/Extended Warranty Information (attach copy to bid)
Descriptive Literature

All information required in specifications must be included with bid. Supplementary material that the bidder wishes to include will be appreciated, but is not required.

Please direct any bid questions to Doug Sweeney, Golf Course Superintendent, (308) 385-5342 or fax at the same number.

**MINIMUM BID SPECIFICATIONS
FOR
TWO (2) 2006 OR NEWER
HEAVY DUTY UTILITY VEHICLES**

**JACKRABBIT RUN GOLF COURSE
CITY OF GRAND ISLAND, NEBRASKA**

The units described shall be new, 2006 or newer with less than 1000 hours on each vehicle. All standard equipment shall be included and any optional equipment as deemed necessary by the City of Grand Island. The units shall be complete with all parts and components not specifically mentioned in these specifications but which are required to provide a complete unit. The units must arrive serviced, fueled and ready for work. These units are to be of industrial heavy duty build in order to handle heavy lifting up to 2000 pounds. The City will consider any unit that meets or exceeds required minimum specifications and falls under required maximum specifications as stated herein or any approved equal unit. The City of Grand Island reserves the right to reject any or all bids and waive any technicalities, at its sole discretion.

Stated requirements are minimum, unless stated maximum; equipment that exceeds these requirements in quantity and/or size and capacity will be acceptable unless otherwise stated. Standard equipment that exceeds the requirements will become the City's new minimums. Bids will only be accepted with the following specification and terms listed below:

- 2006 or newer, demo, used heavy duty utility vehicles.
- Hydraulics and P.T.O. capabilities to operate, core harvester, vehicle mounted chemical sprayer, vehicle mounted topdresser.
- Standard size steel box with side's and tailgate.
- 2000 lbs. or greater load hauling capability.
- Fully serviced and mechanically tested by vendor and repaired before accepted. Repair work order's listed.
- Hard copy service and parts manuals provided.
- Frame mounted tow hitch.
- 27 horsepower or greater engine.
- Manual Transmission.
- Hydraulic Lift box.
- High flow hydraulics.
- Turf type tires with the capability of driving on putting greens.
- High/Low range differential.
- Both vehicles must be of the same make and model.
- 2-wheel drive.
- Gas or Diesel.
- One year warranty on drive train, engine, tranny rear end from date of purchase.
- Total price will include delivery to Jackrabbit Run Golf Course.
- City of Grand Island and Jackrabbit Run is tax exempt and proper paperwork must be completed before purchase, thus no taxes will be on bid.
- City of Grand Island and Jackrabbit Run Golf Course hold the right to decline vehicles after a visual inspection.

- The units must be delivered to the Jackrabbit Run Golf Course, 2803 N Shady Bend Rd, Grand Island, Nebraska 68802 between the hours of 8:00 am – 3:00 pm local time, Monday through Friday. The Golf Course must receive 48 hour's notice prior to delivery. (308) 385-5342.

Bids will be evaluated by the City based on specification fulfillment, cost, quality, economy of operation, manufacturers experience, repair and maintenance service availability, and adaptability of the equipment bid for the specific use intended.

The City reserves the right to reject any or all bids, to waive technicalities and to accept whatever bid that may be in the best interest of the City, at its sole discretion.

(All bids must be submitted on this form)

TO THE CITY COUNCIL
CITY OF GRAND ISLAND
GRAND ISLAND, NEBRASKA

The undersigned bidder, having examined all specifications and other bidding documents, and all addenda thereto, and being acquainted with and fully understanding all conditions relative to the furnishing of the specified equipment to the City of Grand Island, NE, hereby proposes to furnish and deliver such equipment FOB Grand Island, NE, at the following price:

<u>ITEM DESCRIPTION</u>	<u>UNIT COST</u>
<u>Base Bid:</u>	
One (1) 2006 or Newer Heavy Duty Utility Vehicle	\$ _____
: _____ Make and Model	
One (1) 2006 or Newer Heavy Duty Utility Vehicle	\$ _____
: _____ Make and Model	
TOTAL BID	\$ _____

*The City of Grand Island does not pay Federal, State or City tax; do not include tax in your pricing.

If awarded the contract, the undersigned bidder agrees to deliver the specified equipment within _____ days from date of order.

Terms will be Net 30 unless otherwise stated by bidder.

The equipment warranty is as follows: _____

Attached to the bid is all supplementary information requested in the bidding documents.

The City reserves the right to accept or reject any or all bids, and to waive any informalities and to enter into such contract as it shall deem to be in the City's best interest.

Dated This _____ day of _____ 2012.

Respectfully submitted,

Bidder Company Name	Address
Name of Person Completing Bid (please print)	Signature of Bidder
Telephone Number /	Fax Number

NOTE: Any exceptions to specifications must be noted in the space provided on page one of General Specifications.