



March 22, 2016

Bidder:

The City of Traverse City will receive sealed bids in the Office of the City Manager, Second floor, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, 49684, until **Wednesday, April 6, 2016 at 2:00 PM** for the following:

One (1) 2016 or newer AWD Side by Side Seating Off-Road Vehicle
(Specifications attached)

If the specifications are obtained from the City's website link at: http://www.traversecitymi.gov/bids_and_rfps.asp, it is the sole responsibility of the Bidder to check the website for updates and addenda prior to the bid being submitted. Bidder may also sign up to receive notifications when bids and RFPs are posted by sending an e-mail requesting same to jdalton@traversecitymi.gov

The City of Traverse City reserves the right to accept or reject any or all bids, waive irregularities, and to accept the bids either on an entire or individual basis that is in the best interest of the City.

The City accepts no responsibility for any expense incurred by the Bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the Bidder. Only the successful Bidder will be notified.

You must indicate on the outside of the sealed envelope that the bid is for the **“AWD OFF-ROAD VEHICLE.”**

You must submit **TWO (2) SEALED COPIES** of the bid to the City Manager's Office prior to the above-indicated time and date or the bid will not be accepted. Telefaxed or E-Mail bids will not be accepted.

Please note that if you have previously submitted an informal quote, you will still need to submit a sealed bid prior to the date and time specified above in order to be considered. Please ensure that all requirements listed in the specifications are met.

If you have any questions, please contact Dave Courtad, Garage Superintendent, at (231) 922-4900 X-111 before the bid is submitted.

PLEASE SUBMIT BID TO: Julie Dalton, Purchasing Agent
400 Boardman Avenue, 2nd floor
Traverse City, MI 49684

SPECIFICATIONS

SUPPLY AND DELIVER ONE (1) AWD Side by Side Seating Off-Road Vehicle.

MINIMUM REQUIREMENTS: The attached detailed specification shall be construed as minimum. Should manufacturer's current published data or specifications exceed these, such standards shall be considered minimum and furnished. All integral parts not specifically mentioned in the scope of these specifications which are necessary to provide a complete working unit shall be furnished.

SILENCE OF SPECIFICATIONS: The apparent silence of this specification and any supplemental specification as to any details or the omission from it of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only material of first quality and correct type, size, and design are to be used. All workmanship is to be first quality. All interpretations of this specification shall be made upon the basis of this statement.

COMPLIANCE: Bidder must complete and return the enclosed bid forms, including bid sheet. Enter "COMPLY" in the "BIDDER PROPOSES TO FURNISH" column if your equipment meets or exceeds the requested specification. If your equipment does not comply with the requested specification then enter "EXCEPTION" or other information which may pertain. If the item is equivalent then please indicate that fact. All exceptions must be fully explained in the "bidder proposes to furnish" column or on another sheet of paper. If nothing is written in the column then the City will assume that the bidder will precisely and exactly meet the specifications requested.

THE CITY OF TRAVERSE CITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS, WAIVE IRREGULARITIES, AND TO ACCEPT THE BIDS EITHER ON AN ENTIRE OR INDIVIDUAL BASIS THAT ARE IN THE BEST INTEREST OF THE CITY OF TRAVERSE CITY.

IN ANY CIRCUMSTANCE DURING OR PRIOR TO DELIVERY OF THE VEHICLE/ EQUIPMENT, WHEREUPON THE CITY OF TRAVERSE CITY (CUSTOMER) BECOMES ELIGIBLE TO RECEIVE A REBATE FOR ANY VEHICLE PURCHASED UNDER THIS BID, IT SHALL BE THE SUCCESSFUL BIDDERS RESPONSIBILITY TO INFORM DAVE COURTAID, GARAGE SUPERINTENDENT, OF ITS QUALIFICATION FOR SUCH REBATE AND TO ADVISE THE PROCEDURES FOR OBTAINING SUCH REBATES.

It is the intent of these specifications to describe one AWD Side by Side Seating Off-Road Vehicle, per the following specifications. There are numerous makes and models of equipment available that will meet or closely meet these criteria. If the specifications requested do not exactly coincide with your equipment you may take exception and bid your equipment. All exceptions must be noted and fully explained on a separate sheet of paper.

If you have ANY questions, or are unclear about what we may be requesting, please contact Dave Courtad at, 231-922-4900, ext. 111. Please ask questions or request clarifications before the bid is submitted.

Specifications: This Bid “IS NOT” Brand specific, for comparison purposes please bid your equipment that most closely matches the specifications of a 2016 Polaris Ranger 570 EPS.

**Bidder Proposes
To Furnish**

Make, Model, and Year of Proposed Equipment _____

Engine 4-Stroke 567cc, EFI Liquid Cooled. _____

Automatic Transmission H/L/N/R/P; Shaft Final Drive. _____

Drive System; On-Demand true AWD/2WD/Versa Trac Turf Mode. _____

Front Suspension MacPherson Strut 9”, Rear Dual A-arm IRS 10”. _____

4 Wheel Hydraulic Disc Bakes (Parking Brake P in Transmission). _____

Front tires 25x8-12; 489, Rear tires 25x11-12; 489 with Cast Aluminum Wheels. _____

Wheelbase 73”. _____

Dry Weight 1059 lb. _____

Overall Size 110 x 58 x 73”. _____

Ground Clearance 10”. _____

2 Seats side by side. _____

Fuel Capacity 9 Gallons. _____

Bed size (L x W x H) 32 x 42 x 11.5”. _____

Box Capacity 500 lb. _____

Payload 1000 lb. _____

Standard 2” Tow Receiver with 1500 lb. Tow rating. _____

Lighting 50W Headlight, LED Tail. _____

Electronic Power Steering. _____

**Bidder Proposes
To Furnish**

Digital Gauge, Speedometer, Odometer, Tachometer, Tripmeter,
Clock, Hour Meter, Gear Indicator, Fuel Gauge, Hi-Temp, Coolant
Temperature, Voltmeter, Service Indicator, Seat Belt Reminder, and
One (1) DC Outlet.

Color Sunset Red.

Additional Options Required:

Polaris Lock and Ride Pro-Fit LX Cab System part # 2859435.

Lock and Ride Cargo box part # 2877033.

Under Seat Storage Box part # 2880046.

Rear Brush Guard part # 2879972.

Cab Top Mounted Amber Strobe Light.

Horn Kit.

Heater Kit with Warm air directed to Windshield for Defrosting.

Windshield Wiper Kit.

Bidder - Please complete and return

BID SUMMARY

TITLE: One (1) 2016 or newer AWD Side by Side Seating Off-Road Vehicle

DUE DATE: Wednesday, April 6, 2016 at 2:00 PM

Having carefully examined the specifications and any other applicable information, the bidder proposes to furnish all items necessary for and reasonably incidental to the proper completion of this bid. Bidder submits this bid and agrees that the bid may not be withdrawn for a period of thirty (30) days from the actual date of the opening of the bid.

Bidder understands and agrees, if selected as the successful bidder, to accept a Purchase Order / Service Order / Contract from the City and to provide proof of any required insurance.

Bidder submits this bid and agrees to meet or exceed all the City of Traverse City's requirements and specifications unless otherwise indicated in writing and attached hereto.

Bid forms are to be completed, including bid sheet, and submitted. Items not meeting specifications must be noted in the "comply" column and bidder shall fully describe every variance, exception, and/or deviation. Additional sheets may be used and submitted with bid.

Bidder is also required to submit, with the bid, the latest printed manufacturer's specifications and advertising literature on the equipment (including components) to be provided. Completed unit MUST be equipped in compliance with all applicable ANSI, OSHA, State and Federal Motor Vehicle Safety standards and regulations in effect at time of manufacture.

Bidder understands that the City reserves the right to accept any or all bids in whole or in part and to waive irregularities in any bid in the best interest of the City of Traverse City. The bids will be evaluated and awarded on the basis of the best value to the city. Criteria used will include, but not be limited to, bidder/contractor's ability, qualifications, experience, type and amount of equipment, purchase price, maintenance cost(s), insurance, resale, license and permits and overall capability meeting the needs of the City of Traverse City. The City is sales tax exempt – Government.

The Bidder certifies that it is in compliance with the City's Nondiscrimination Policy as set forth in Administrative Order No. 47 and Chapter 605 of the City's Codified Ordinances.

The Bidder certifies that none of the following circumstances have occurred with respect to the Bidder, an officer of the Bidder, or an owner of a 25% or more share in the Bidder's business, within 3 years prior to the bid:

(a) conviction of a criminal offense incident to the application for or performance of a contract;

(b) conviction of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense which currently, seriously and directly reflects on the Bidder's business integrity;

(c) conviction under state or federal antitrust statutes;

(d) attempting to influence a public employee to breach ethical conduct standards; or

(e) conviction of a criminal offense or other violation of other state, local, or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in the opinion of the City indicates that the bidder is unable to perform responsibility or which reflects a lack of integrity that could negatively impact or reflect upon the City of Traverse City, including but not limited to, any of the following offenses or violations of:

i. The Natural Resources and Environmental Protection Act.

ii. A persistent and knowing violation of the Michigan Consumer Protection Act.

iii. Willful or persistent violations of the Michigan Occupational Health and Safety Act.

iv. A violation of federal, local, or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.

v. Repeated or flagrant violations of laws related to the payment of wages and fringe benefits.

(f) the loss of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

Pre-delivery Inspection: Successful bidder shall make a complete inspection of vehicle (and/or equipment) to insure it meets specifications and perform any pre-delivery service(s) required before the vehicle is delivered. Acceptance shall be subject to complete inspection and approval of the City.

Terms: Net Cash. Payment will be made as soon as possible after delivery/acceptance of vehicle/equipment. Price quoted shall include any title fee and all delivery costs to the City Garage, 625 Woodmere Ave., Traverse City, MI 49686.

Bidder certifies that as of the date of this bid, Bidder's company or Bidder is not in arrears to the City of Traverse City for debt or contract and is in no way a defaulter as provided in Section 152, Chapter XVI of the Charter of the City of Traverse City.

The City may require an in house equipment demonstration for your bid to be considered.

Bidder agrees that the bid may not be withdrawn for a period of thirty (30) days from the actual date of the opening of the bid.

Please direct ALL questions to: Dave Courtad, Garage Superintendent, City of Traverse City, at 231-922-4900, ext. 111.

BID PAGE

Supply and Deliver One (1) 2016 or newer AWD Side by Side Seating Off-Road Vehicle

Price quoted shall include title fee, any documentation fee, and all transportation (delivery) charges fully prepaid to the City Garage, 625 Woodmere Ave., Traverse City, MI 49686

MAKE AND MODEL OF EQUIPMENT BID: _____

COST OF DELIVERED SPECIFIED EQUIPMENT: \$ _____

EXPECTED DELIVERY DATE: _____
(Length of time after receipt of purchase order and Vehicle)

Submitted by:

Signature

Company Name

Name and Title (Print)

Company Address

Phone Fax

City, State, Zip

Sole proprietorship/partnership/corporation

If corporation, state of corporation