



May 18, 2015

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, June 3, 2015, at 2:15 PM** for the following:

One (1) AWD Side by Side Seating Off-Road Vehicle
(specifications attached)

If the specifications are obtained from the City's new updated 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. If you so desire, you may call for results.

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, ext. 111 before the bid is submitted.

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

SPECIFICATION: 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 than enter "EXCEPTION" or other information which may pertain. 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 than 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 an AWD Side by Side Seating Off-Road vehicle. 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 PLEASE CONTACT MR. DAVE COURTAID, AT 231-922-4900, EXT. 111, BEFORE THE BID IS SUBMITTED

**BIDDER PROPOSES
TO FURNISH**

**Specifications based on a 2015 Polaris Ranger XP 900
With EPS:**

- Year and Model of Vehicle you are bidding _____
- Engine 4-stroke twin cylinder 875cc 68HP. _____
- Electronic fuel injection. _____
- Liquid Cooled. _____
- Transmission Automatic PVT H/L/N/R/P; Shaft Final Drive. _____
- On Demand True AWD/2WD/Versa Trac Turf Mode. _____
- Front suspension Dual A-Arm 10” travel. _____
- Rear suspension Dual A-Arm IRS 10” travel. _____
- 4-Wheel Hydraulic Disc Brakes with Dual-Bore front calipers. _____
- Parking brake, Park in transmission. _____
- Front tires 25x10-12; 489. _____
- Rear tires 25x11-12; 489. _____
- Stamped Steel wheels. _____
- 81” Wheel Base. _____
- Dry weight 1325 lbs. _____
- Overall Size 116.5x60x76”. _____
- Ground Clearance 12”. _____
- Fuel Capacity 10 Gallons. _____
- Bed box Dimensions (LxWxH) 36.5x54x11.5” _____
- Rear Box capacity 1,000 lbs. _____
- Payload capacity 1,500 lbs. _____

**BIDDER PROPOSES
TO FURNISH**

Hitch towing rating 2000 lbs. _____

Hitch type 2” standard receiver. _____

Lock and ride cargo system. _____

Lighting 55W low/ 60W high, LED tail lights. _____

Electronic Power Steering. _____

Instrumentation to be Digital Gauge including; Speedometer, Odometer, Tachometer, Trip meter, Clock, Hour meter, Gear indicator, Fuel gauge, Hi-Temp, Coolant temperature, Volt meter, Service Indicator, Seat Belt Reminder, 2 DC outlets. _____

Color to be Solar Red. _____

The vendor shall guarantee that the equipment shall perform in accordance with the information submitted with this proposal and as required by this specification.

DELIVERY: The ORV shall be serviced and checked in accordance with the manufacturer’s recommendations prior to delivery. The successful bidder shall provide instructions for maintenance and operation of the machine at time of delivery.

MANUALS: One copy of Owners/Operators Manual. One copy of Shop Repair and Parts Manuals (CD is acceptable and preferred for these).

WARRANTY: Minimum 12 months full warranty parts and labor to be performed at the City’s Garage when possible, if repairs are extensive enough to have to be performed at the dealer all transportation charges incurred will be the responsibility of the Dealer with the successful bid.

Bidder - Please complete and return

BID SUMMARY

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

DUE DATE: Wednesday, June 3, 2015, at 2:15 PM

Having carefully examined the attached specifications and any other applicable information, the undersigned proposes to furnish all items necessary for and reasonably incidental to the proper completion of this bid. Bidder submits this bid and agrees to meet or exceed all requirements and specifications unless otherwise indicated in writing and attached hereto.

Bidder certifies that as of the date of this bid the Company or he/she 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.

Bidder understands and agrees, if selected as the successful bidder, to accept a purchase/service order and to provide proof of the required insurance.

The Bidder shall comply with all applicable federal, state, local and building codes, laws, rules and regulations and obtain any required permits for this work.

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.

Bidder understands that the City reserves the right to accept any or all bids in whole or part and to waive irregularities in any bid in the best interest of the City. The bid will be evaluated and awarded on the basis of the best value to the City. The criteria used by the City may include, but will not be limited to: ability, qualifications, timeframe, experience, price, type and amount of equipment, accessories, options, insurance, permits, licenses, other pertinent factors and overall capability to meet the needs of the City. The City is sales tax exempt – Government.

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 manufacturers' 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.

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: 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 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 an OFF – ROAD VEHICLE.
To the City of Traverse City

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.

YEAR MAKE AND MODEL OF EQUIPMENT BID: _____

COST OF SPECIFIED EQUIPMENT: \$ _____

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

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