

**CITY OF ELKO, NEVADA**

**REQUIREMENTS, SPECIFICATIONS AND CONTRACT DOCUMENTS**

**TO FURNISH**

**FLEET OF 30 TO 35 NEW GAS POWERED GOLF CARTS**

**FEBRUARY 2012**

**CITY OF ELKO  
GOLF DEPARTMENT**

**SET NO. \_\_\_\_\_**

**CITY OF ELKO  
INVITATION TO BID**

Sealed bids will be received until **3:00 P.M., local time, on Thursday, February 9, 2012**, at the office of the Elko City Clerk; 1751 College Avenue; Elko, Nevada 89801, for the following:

**FLEET OF 30 TO 35 NEW GAS POWERED GOLF CARTS**

Proposals received after that time will not be accepted. Bidders mailing their bids assume the risk of late delivery.

The submitted bids will be opened at the Elko City Hall immediately after the published deadline for acceptance of said bids with City staff present. All interested parties are invited to be in attendance at the bid opening.

The City Council may formally accept or reject the bids at their regular meeting after **4:00 P.M., local time, on Tuesday, February 14, 2012**.

Specifications and other information may be obtained at the office of the Elko City Clerk.

The City of Elko reserves the right to accept or reject any or all items specified in the bid request as is deemed in the best interest of the City of Elko.

CITY OF ELKO,  
CITY COUNCIL

BY: \_\_\_\_\_  
BRIAN MICKELS  
GOLF COURSE SUPERINTENDENT

Publish: Elko Daily Free Press-  
January 20, 2012

**BIDDING INFORMATION PER UNIT  
NEW GAS POWERED GOLF CART**

The City of Elko reserves the right to accept or reject any or all items specified in the bid request and reserves the right to waive any minor technicalities in the preparation of these bidding documents or specifications.

***Upon mutual agreement between the City of Elko and the successful bidder, the City of Elko reserves the right to purchase additional carts of the same make and model at the same bid price, or less, for one (1) year from the date of "Notice of Award."***

The award may be made to the lowest responsive and responsible bidder. The lowest responsive and responsible bidder will be judged on the basis of price, conformance to specifications, materials, or equipment offered and their adaptability to the required purposes, and the best interest of the public--each of such factors being considered.

A. Sealed bids are to be filed with the Office of the City Clerk; 1751 College Avenue; Elko, Nevada; **prior to 3:00 P.M., local time, Thursday, February 9, 2012.**

B. All bids shall be enclosed and sealed in an envelope and endorsed:

**FLEET OF 30 TO 35 NEW GAS POWERED GOLF CARTS**

C. The submitted bids will be opened at Elko City Hall immediately after the published deadline for acceptance of said bids with Elko City staff present. All interested parties are invited to be in attendance at the bid opening.

D. The City Council may formally accept or reject bids at their regular meeting after **4:00 P.M., local time, on Tuesday, February 14, 2012.**

E. Items to be bid:

**FLEET OF 30 TO 35 NEW GAS POWERED GOLF CARTS**

F. Bids will be accepted only on the form provided, along with completed specification sheet indicating compliance of units offered and any other information as requested in bidding documents.

**SPECIAL TERMS AND CONDITIONS**

**FLEET OF 30 TO 35 NEW GAS POWERED GOLF CARTS**

A. Bidder is required to submit descriptive data or printed specifications describing units offered. Failure to comply with this request may be cause for non-acceptance of bid.

B. ADHERENCE TO SPECIFICATIONS: Deviations to any of the requirements set forth in this bid shall be so stated in written form in space provided or attached on separate sheet if additional space is required.

C. Service and Parts Availability: May be determining factor in award of this bid. State name and location of nearest service and parts facility:

\_\_\_\_\_  
\_\_\_\_\_  
Phone No: \_\_\_\_\_

CONTACT PERSON NAME: \_\_\_\_\_  
(Please Print)

D. Delivery: Units shall be transported to the City of Elko Golf Course Department; 2100 Ruby View Drive; Elko, Nevada; completely furnished and ready for operation.

E. Warranty: Minimum warranty shall be manufacturer's standard warranty. **Copy of warranty must be furnished with submitted bid.** Successful bidder shall provide warranty service within seventy-two (72) hours after notification that such service is required on any cart that is inoperative due to failures covered by warranty. In the event such service is not provided within the specified time, the City of Elko may elect to have the repairs made or make the repairs in their own shop and bidder shall reimburse the City of Elko for all costs incurred for such repairs.

All warranty and recall service shall be performed at an authorized service facility.

Successful bidder shall be responsible for any service or inspection required at specified intervals to keep warranty in effect. Any costs for this service of inspection shall be included in bid.

F. Successful bidder shall supply one (1) parts book, one (1) service and repair manuals, one (1) electrical trouble shooting manual with wiring diagrams and one (1) operator's manual.

G. Bidder shall be prepared to give a complete demonstration of the merits of the cart offered under the normal working conditions of the City of Golf Department any time prior to an Award being made.

H. Questions pertaining to bidding documents shall be directed to the City of Elko Golf Course Superintendent at 775-777-7270.

I. The laws of the State of Nevada shall govern the validity, construction, performance and effect of the contract or lease, which to successful bidder shall execute. Jurisdiction and venue for any action related to the contract or lease shall be in the District Court of the Fourth Judicial District, Elko County, Nevada.

**BID SPECIFICATIONS  
FLEET OF 30 TO 35 NEW GAS POWERED GOLF CARTS**

**GENERAL:** The City of Elko, Nevada is accepting bid proposals for **A FLEET OF 30 TO 35 NEW GAS GOLF CARTS**. New carts furnished under this specification shall be basically the manufacturer's current conventional design for the type of cart specified and the allied equipment specified, completely fueled with all necessary operation accessories customarily furnished with this cart type whether stipulated herein or not, with such modifications and attachments as may be necessary to enable the cart to function reliably and efficiently in sustained operation.

New unit offered shall include all equipment specified, complete with all necessary operating accessories customarily furnished with the cart. Further, this unit will, under the specification, comply with applicable Federal Regulations and Laws along with all requirements of Nevada Revised Statutes.

Carts will be used in Elko at an altitude of approximately 5,000 to 6,000 feet.

**UNIT DESCRIPTION FOR A FLEET OF 30 TO 35 NEW GAS POWERED GOLF CARTS**

The following are the required minimum options:

**COLOR-**

Factory standard - **Please state color** \_\_\_\_\_

**OVERALL LENGTH:** Maximum 95 inches. Yes \_\_\_\_\_ No \_\_\_\_\_

**OVERALL WIDTH:** Maximum 48 inches. Yes \_\_\_\_\_ No \_\_\_\_\_

**MINIMUM GROUND CLEARANCE:** 4 inches Yes \_\_\_\_\_ No \_\_\_\_\_

**SUN TOP/CANOPY:** "Rain Guard" type or equal. Yes \_\_\_\_\_ No \_\_\_\_\_

**ENGINE:** 4-cycle gas engine. Yes \_\_\_\_\_ No \_\_\_\_\_

**HORSE POWER RANGE:** 11 TO 13.5 hp Yes \_\_\_\_\_ No \_\_\_\_\_

**STEERING:** Self-compensating double reduction helical rack-and-pinion, permanently lubricated with sealed bearings and greaseless tie-rod ends. Yes \_\_\_\_\_ No \_\_\_\_\_

FRONT SUSPENSION: Fully independent automotive-style strut suspension.

Yes \_\_\_\_\_

No \_\_\_\_\_

REAR SUSPENSION: Unit swing arm with coil springs over hydraulic shock absorbers.

Yes \_\_\_\_\_

No \_\_\_\_\_

SEATING: Contoured seat cushions mated to a warp and moisture resistant polypropylene bottom.

Yes \_\_\_\_\_

No \_\_\_\_\_

BUMPERS: Front and rear 5 mph energy-absorbing bumpers.

Yes \_\_\_\_\_

No \_\_\_\_\_

SILLS: Reinforced side sills/bumpers for added protection against side impacts.

Yes \_\_\_\_\_

No \_\_\_\_\_

SPEED RANGE: 12 to 15 mph.

Yes \_\_\_\_\_

No \_\_\_\_\_

FUEL TANK CAPACITY: Minimum 5.5 gallon.

Yes \_\_\_\_\_

No \_\_\_\_\_

TIRES: 18.00 X 8.50-8.00 with 4-ply rating.

Yes \_\_\_\_\_

No \_\_\_\_\_

SEATING CAPACITY: 2 persons

Yes \_\_\_\_\_

No \_\_\_\_\_

DRY CART WEIGHT: Maximum 700 lbs  
(with sun top, less battery)

Yes \_\_\_\_\_

No \_\_\_\_\_

ESTIMATED DELIVERY DATE:

\_\_\_\_\_

EXCEPTIONS: Exceptions to bid specifications shall be listed here, or attached on a sheet properly identified as "EXCEPTIONS".

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**ADDED ALTERNATE ONE**

SAND/SEED (DIVOT MIX) BOTTLE AND HOLDER ADDED TO EACH UNIT

**ADDED ALTERNATE TWO**

INSTALLED DECAL FLEET NUMBERS 30 THROUGH 70

**ADDED ALTERNATE THREE**

PRICE OPTIONS FOR NON STANDARD COLORS

PLEASE LIST COLORS AND PRICING

**CITY OF ELKO  
BID PROPOSAL FORM**

Bid Proposal to furnish and deliver:

**FLEET OF 30 TO 35 NEW GAS POWERED GOLF CARTS**

**PRICE PER CART**

\$ \_\_\_\_\_ Dollars (numerical form)

Total **PER CART** bid price in written form: \$ \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

Make & Model: \_\_\_\_\_

Cart Year: **2011 or 2012 acceptable.** \_\_\_\_\_

Cart Warranty: \_\_\_\_\_  
\_\_\_\_\_

Attach Cart Warranty and List of Options.

**The City of Elko reserves the right to award the bid including any or all of the added alternates listed, based upon the best interests of the City of Elko.**

**Bid Price Added Alternate One – SAND/SEED (DIVOT MIX) BOTTLE AND HOLDER**

\$ \_\_\_\_\_ **PER CART**

Written form \$ \_\_\_\_\_ **PER CART**

**Bid Price Added Alternate Two – FLEET NUMBERS 30 THROUGH 70**

\$ \_\_\_\_\_ **PER CART**

Written form \$ \_\_\_\_\_ **PER CART**

**Bid Price Added Alternate Three - PRICE OPTIONS FOR NON STANDARD COLORS**

***Please attach price list for various color options***

**(In case of discrepancy bids in written form shall prevail.)**

The undersigned declares that he/she has carefully examined and understands the bidding documents. Also, the requested information as noted in bidding documents has been included with this form.

\_\_\_\_\_  
Company Submitting Bid

\_\_\_\_\_  
Company Representative

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Fax

**\*\*\*USE THIS FORM TO SUBMIT BID PROPOSAL  
ATTACH COMPLETED SPECIFICATION SHEET, DESCRIPTIVE DATA,  
BROCHURES, "EXCEPTIONS TO BIDDING CONDITIONS AND  
SPECIFICATIONS" (IF NEEDED) AND ANY OTHER INFORMATION  
REQUIRED IN BIDDING DOCUMENTS\*\*\***