



PURCHASING DIVISION  
Room 100 City Hall  
411 West First Street  
Duluth, Minnesota 55802-1199  
218/730-5340 218/730-5922 FAX  
purchasing@duluthmn.gov

## **CITY OF DULUTH INVITATION TO BID**

**BID NUMBER: 15-04AA, GOLF CARTS AND TURF UTILITY CARTS - LEASE**

**BID OPENING: THURSDAY, OCTOBER 15, 2015 AT 2:00 PM**

The City of Duluth is seeking bids to enter into a four year lease agreement for 120 golf carts and 10 maintenance carts in accordance with the following specifications.

### **MINIMUM BID SPECIFICATIONS**

- EFI or similar carbureted gas engine
- Foot-operated parking brake
- Speed range 12-17 MpH with governor
- Floorboard height (minimum): 12 inches or greater
- Power: 12hp engine or greater
- Braking system: self-adjusted, rear-drum

**BID PRICE MUST INCLUDE BUY-BACK OF THE EXISTING FLEET.** Vehicles must be appraised on site. To schedule a site visit to view the fleet, please contact Gary Nelson, General Manager, at 218-723-3451.

### **OPTIONS**

- Quote all requested on attachment by line item

### **SUPPLEMENTAL FLEET**

- Propose via separate line item a best-offer cost of 15 single-day rentals of 30 golf carts for the club's use in servicing special events throughout the year

### **TRANSITION**

- Should the requested delivery date of November 1, 2015 be unattainable, propose via separate line item the best offer of arrangement to provide golf carts to both golf courses between November 1, 2015 and the anticipated delivery date of the new/incoming fleet

### **REQUESTED TERMS OF FINANCING:**

- 48-month, split-pay lease allowing for residual value of \$2000 at the conclusion of the lease
- Split-pay months will be May through October annually
- First payment on lease will be May 2016
- City of Duluth, MN will be lessee of record and should receive municipal financing
- Billy Casper Golf will be the lessee's management company and national partner pricing discount(s) should be reflected in final quote/bid response



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- Maintenance vehicles requested (Turf vehicles) should be priced separately per unit per the quote request form, but consolidated for the purpose of the final lease agreement

UPON EXECUTION OF LEASE / BID AWARD:

- Vendor will supply electronic file (spreadsheet: .xls, .csv, etc) of all serial numbers for all vehicles assigned to the lease.

PLEASE NOTE:

Follow the instructions at the top of the bid form (Excel spreadsheet).

All bids must be signed by an authorized bidder's representative and submitted in a **sealed** envelope, plainly marked with the bid number and opening date. Bids may be sent in via mail or dropped off at the Purchasing Office. Late bids will not be accepted.

Bidder must state in proposal if bid is based on acceptance of total order.

Do not include sales tax. Fed. Excise Tax Exemption No. 41-74-0056 K

Prices should be FOB Destination, Freight Prepaid.

Low bid may not be the only consideration for award. The City of Duluth reserves the right to split award where there is substantial savings to the city, to waive informalities, and to reject any and all bids.

QUESTIONS:

Please submit questions via e-mail to [purchasing@duluthmn.gov](mailto:purchasing@duluthmn.gov). Responses will be provided to all interested bidders as an addendum to this solicitation.