



INVITATION FOR SEALED BID

Bid 02-514

Description: TRIPLEX GREENSMOWER

Department: PARK & RECREATION DEPARTMENT

NIGP Commodity Code(s): 515-40-00-000-0

Total pages including this page is 15

NOTE: FAXING OF BID IS NOT ACCEPTABLE

Important Instruction – Read Carefully:

If you have obtained these bid specifications from either of:

City of Tulsa's Fax-on-Demand (918-596-1171) or

City of Tulsa's Web-site : www.cityoftulsapurchasing.org

you must notify the buyer Darlene Donica of your intent to bid by e-mail ddonica@ci.tulsa.ok.us in order to receive addenda. The buyer will always acknowledge your e-mail for your records. All addenda will be posted on fax-on-demand and the web-site.

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Pay special attention to those pages with a reference to the following notes:

Note #1: Signature of authorized agent required

Note #2: Signature of an authorized agent and notarized required

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Your bid response should follow the same format listed above plus any additional format requested in the body of the bid invitation.

GENERAL TERMS AND CONDITIONS OF BIDS

THESE ITEMS APPLY TO AND BECOME A PART OF THE BID.

NO EXCEPTIONS TO THESE TERMS & CONDITIONS WILL BE CONSIDERED.

1. **BIDS MUST BE SUBMITTED ON THIS FORM ONLY INCLUDING A SIGNATURE OF AN AUTHORIZED AGENT.** Each bid shall be placed in a separate envelope. Be sure envelope is completely and properly identified and sealed, showing the bid number and date in the lower left hand corner. Bids must be time stamped in the office of the City Clerk by 5:00 P.M. on the day before date of opening.
2. No bidder may withdraw his proposal for a period of thirty (30) days after the date and hour set for the opening of bids.
3. All prices shall be quoted F.O.B. Tulsa, Oklahoma, and delivery to City of Tulsa location shall be without additional charge.
4. The bidder shall attach the manufacturer's name of the equipment or material to be furnished, type, model numbers, manufacturer's descriptive bulletins and specifications. All guarantees and warranties should be clearly stated. This data shall be in sufficient detail to describe accurately the equipment or material to be furnished. Manufacturer's specifications, in respect to the successful bidder, shall be considered as part of his contract with the City of Tulsa.
5. The bidder shall show in the proposal both the unit prices and total amount, where required, of each item listed. In the event of error or discrepancy in the mathematics, the unit prices shall prevail.
6. Any exceptions or deviations from written specifications shall be shown in writing and attached to the bid form.
7. Each bidder agrees to comply with the terms of Title 5, Chapter 1, of Tulsa, Oklahoma Charter and revised ordinances relating to equal employment opportunity.
8. **THE ENCLOSED FORMS REGARDING NON-COLLUSION AND FINANCIAL INTEREST MUST BE SIGNED, NOTARIZED, AND RETURNED WITH THE BID.**
9. The City of Tulsa reserves the right to reject any and all bids, to waive any technicalities in the bidding, and to award each item to different bidders or all items to a single bidder.
10. All bids must be accompanied by bidders bond, cash, certified or cashier's check in the amount shown on the face of the bid form. This amount shall be retained by the City of Tulsa as liquidated damages in the event the successful bidder (or bidders) fails to execute a contract, if required. The bidder agrees that said amount is presumed to be the damages sustained by the City due to the impracticability and extreme difficulty in fixing the actual damages. The office of the City Clerk will return the bid deposits to the unsuccessful bidders, after a contract has been awarded or all bids have been rejected.
11. In the event cash discounts are offered by the bidder, the discount date shall begin with the date of invoice, the date of receipt of all material covered by the purchase order, or the date of receipt by the City of Tulsa of the original copy of the purchase order with properly executed Affidavit of Claimant, whichever is the later date.
12. Direct purchase of certain items of equipment or material by the City of Tulsa are exempt from Federal Excise Tax and Oklahoma Sales Tax. In such cases the bidder shall quote prices which do not include Federal Excise Tax and Oklahoma Sales Tax. The City of Tulsa will furnish executed exemption certificates upon presentation by the bidder at the time of purchase.
13. Bid must show number of days required for delivery under normal conditions. Failure to state delivery time obligates bidder to complete delivery in fourteen (14) calendar days. Unrealistically short or long delivery promises may cause bid to be disregarded. Contractor must keep Purchasing Department advised at all times of status of order. Default in promised delivery or failure to meet specifications authorizes the Purchasing Agent to purchase supplies elsewhere and charge full increase of cost and handling to defaulting contractor. Consistent failure to meet delivery promises without valid reason may cause removal from bid list.
14. Bidder agrees to defend and save City of Tulsa from and against all demands, claims, suits, costs, expenses, damages and judgments based upon infringement of any patent relating to goods specified in this order or the ordinary use or operation of such goods by City or use or operation of such goods in accordance with bidders direction.
15. If the bid requires a written contract, the successful bidder shall execute a written contract with the City of Tulsa and return the required bonds and insurance certificates within ten (10) days after submission of contracts to said bidder by the City.

INTEREST AFFIDAVIT

STATE OF _____ }
 } ss
COUNTY OF _____ }

_____, of lawful age, being first duly sworn, states that s(he) is the agent authorized by the bidder to submit the attached bid. Affiant further states that no officer or employee of the City of Tulsa either directly or indirectly, owns a twenty-five percent (25%) interest in the bidder's business or such a percentage which constitutes a controlling interest. Affiant further states that the following officers and/or employees of the City of Tulsa have some direct or indirect interest in the bidder's business:

By _____
(Signature)

(Title)

Subscribed and sworn to before me this _____ day of _____, 20_____.

NOTARY PUBLIC SIGNATURE

My Commission Expires:

My Commission # _____

The Interest Affidavit must be completed, signed by an authorized agent, and notarized.

BIDDER AFFIDAVIT - TITLE 74 O.S. (1974 SUPP.) 85.22-85.25

STATE OF _____ COUNTY OF _____

_____, of lawful age, being first duly sworn on oath says
Authorized Agent

1. (s)he is the duly authorized agent of _____, the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached.
2. (s)he is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and
3. neither the bidder nor anyone subject to the bidder's direction or control has been a party;
 - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
 - b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
 - c. in any discussions between bidders and any municipal official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

SIGNATURE OF AUTHORIZED AGENT

Subscribed and sworn to before me this _____ day of _____, 20_____.

Signature of Notary Public

MY COMMISSION EXPIRES

My Commission # _____

The Bidder Affidavit must be completed, signed by an authorized agent, and notarized.

CONTRACTOR/BIDDER INFORMATION SHEET
To be completed by all Bidders
For Contracts with the City of Tulsa
(Please print or type)

Project No. or Description _____

Full Name of Bidder _____

Legal Identity
(Corporation, Partnership,
Individual, etc.) _____

Address _____

Telephone No. _____

FAX No. _____

Taxpayer Identification Number _____

Contact Person _____

Phone No. _____

Fax No. _____

E-mail address _____

Webpage Address _____

Price Sheet Summary

Vendor Name: _____ Signature: _____
Date: _____

You will be able to obtain a copy of the Bid Summary on the City of Tulsa's Purchase-Net Fax-on-Demand and Website shortly after bid opening.

BID 02-514

<u>Qty.</u>	<u>Description</u>	<u>Unit Cost</u>
1 (or more)	Triplex Greensmower	\$ _____

Make & Model: _____

NOTE: BIDDERS MUST SUBMIT ONE (1) ORIGINAL BID AND TWO (2) COPIES, EACH WITH ATTACHMENTS AS NECESSARY TO SHOW COMPLIANCE WITH BID SPECIFICATIONS.

**For questions or more information please contact:
Gary Burr @ 918-591-4160**

BID 02-514
TRIPLEX GREENSMOWER
PARK & RECREATION DEPARTMENT

INTENT:

It is the intent of this bid to secure, on a competitive basis, a source of supply for furnishing **One (1) or more Triplex Greensmowers** for the Parks & Recreation Department, City of Tulsa.

Inasmuch as some designs of equipment vary among different manufacturers, the City of Tulsa may accept bids on equipment with minor deviations to the written specifications. Generally, a minor deviation is defined as a deviation which does not: (A) materially affect the ability of the product to achieve or accomplish a necessary function or task in the manner required by the specifications; (B) compromise the safety of the user thereof; and, (C) produce higher latent or patent costs to the City in any of a multiplicity of ways. The City of Tulsa specifically reserves the right to make the final judgement concerning what is or is not a minor deviation and to award to the bidder(s) whose bid(s) best suit the City's need for the product being purchased.

PRICES:

Prices bid shall be firm and based on new, unused, current production model mowers.

WARRANTY:

Two (2) year unlimited warranty. Bidder shall supply a copy of warranty with your bid.

METHODS OF SAMPLING, INSPECTIONS & TESTS:

1. After bid results are tabulated, the City of Tulsa Purchasing Division reserves the right to require samples of selected mowers for inspection and evaluation. Samples may be demonstrator models with equipment similar but not necessarily identical to that listed in this specification.
2. Unless otherwise specified in the contract or purchase order, the supplier shall be responsible for the performance of all inspection and test requirements necessary to insure compliance with requirements for this specification. This does not preclude subsequent inspection and testimony by the City of Tulsa to further determine conformance with specification requirements of quality standards of workmanship, material and construction techniques.

**DESCRIPTIVE LITERATURE, BROCHURES,
SPECIFICATION SHEETS:**

Bidders must provide descriptive literature, brochures, and/or specifications sheets on the units bid. This information is to be part of your bid and included with your bid package. Failure to comply could result in rejection of your bid.

ALTERING BIDS:

Bids cannot be altered or amended after submission deadline. Any interlineation, alteration, or erasure made before opening time and date must be initialed by the signer of the bid, guaranteeing authenticity. Bids must be submitted in ink or typewritten. Penciling will not be accepted.

PRICING:

Bid prices, unless otherwise specified, must be net, including transportation and handling charges fully prepaid by vendor to destination and subject only to cash discount for prompt payment of invoice.

DELIVERY:

Delivery time must be stated in days in the appropriate spaces of the cover sheet. Indefinite terms such as “promptly”, “without delay”, etc., will not be given consideration. Failure to indicate delivery time shall be cause for rejection of the bid.

BIDDER AFFIDAVITS:

Each bidder shall accompany his bid with a fully executed and notarized copy of the attached **Non-Collusion Affidavit** and the **Interest Affidavit**. Failure to do so shall be cause for rejection of the bid.

DELIVERY AND SPECIAL INSTRUCTIONS:

The successful bidder(s) shall deliver all mowers, at their expense, to the location(s) specified by the City.

MANUALS, VIDEOS AND TRAINING:

The successful bidder shall supply the following:

1. Two(2) sets of operators, service and parts manuals with each unit purchased.
2. One (1) operator training video.
3. Servicing and operator instruction will be demonstrated upon delivery.

ADDENDA AND INTERPRETATIONS:

If it becomes necessary to revise any part of this bid, a written addendum will be provided to all the bidders. The City of Tulsa is not bound by any oral representations, clarifications, or changes made in the written specifications by City of Tulsa employees unless such clarification or change is provided to bidders in written addendum form from the Purchasing Division.

AWARD OF BID:

The bid shall be awarded to the firm whose proposal is responsive to the bid and is most advantageous to the City, considering the factors identified in the bid and Section 406E of Title 6, The Purchasing Ordinance set forth below:

406E. AWARD OF CONTRACT

1. Authority in the Mayor. The Mayor shall have the authority to award Contracts within the purview of this chapter.
2. Lowest Secure Bidder. Contracts shall be awarded to the lowest secure Bidder meeting specifications. Bid Specifications may include a point System for evaluating the lowest secure bid. In determining "lowest Secure bidder", in addition to price, the following factors shall be considered:
 - a. The ability, capacity and skill of the bidder to perform the contract or provide the service required;
 - b. whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference;
 - c. the character, integrity, reputation, judgment, experience and efficiency of the bidder;
 - d. the quality of performance of previous contracts or services;
 - e. the previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
 - f. the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
 - g. the quality, availability and adaptability of the supplies or contractual services to the particular use required;
 - h. the ability of the bidder to provide future maintenance and service for the use of the subject of the contract;
 - i. where an earlier delivery date would be of great benefit to the requisitioning agency, the date and terms of delivery may be considered in the bid award, and
 - j. the number and scope of conditions attached to the bid.
 - k. If a point system has been utilized in the bid specifications, the number of points earned by the bidder.

TECHNICAL SPECIFICATIONS

Engine:

Vanguard V-Twin cylinder, 4 cycle, OHV, air cooled, gas engine with cast iron cylinder sleeves. 16hp, 29.3 cubic inches displacement. Dual element air cleaner. 54 ounces oil capacity. Electronic ignition. Full pressure lubrication, oil filter. Engine should be vertically mounted with three focused isolation mounts.

Fuel Capacity:

7.5 gallon capacity; unleaded gasoline

Traction Drive:

Hydraulic gear pump. Foot pedal forward and reverse; infinitely variable, front wheel orbit motors.

Ground Speed:

Forward: 1st –Mow: 3.8 mph
2nd, transport: 8.1 mph
Reverse: 1.9 mph

Turf Compaction:

8-10 psi with operator and cutting units down

Implement Drive:

Hydraulic drive, individual pump and valve sections operating 3 reel motors

Hydraulic Oil Capacity:

4.5 gallons oil reservoir/automatic leak detection

Hydraulic Oil Filter:

10 micron, large capacity, long life replaceable cartridge, full flow.

Tires/Wheels/Pressure:

Three tires: 18 x 9.50 –8, 2 ply pneumatic, tubeless, demountable and interchangeable with smooth tread. Tire pressure: 8-12 psi

Main Frame:

Tricycle vehicle; two front wheels, rear wheel steering. Welded, steel lube frame construction. Two cutting units up front with center cutting unit beneath the operator.

Brakes:

Two 6" drum type mechanical brakes with rack and pawl lock for parking.

Steering:

Circular steering wheel. Adjustable steering arm.

Controls/Gauges Diagnostics:

Hand operated choke, throttle and gear selection. Foot operated traction drive, brakes and mow/lift pedal for starting or stopping of implements. Hour meter and ammeter.

Electrical Features:

12 volt battery; 32 amp hour. 16 amp alternator, circuit fused at 20 amps. Ignition switch/key
Seat switch, mow and traction drive interlock switches.

Seat:

Contour seat with high backrest. 7" fore/aft adjustment with 2 mounting positions.

Operator Sound Level:

81dB(A) at operator's ear under normal operation.

Bystander Sound Level:

SAE Bystander Sound pressure at 25, 50, and 100 foot distances:

	25ft	50ft	100ft
Mowing:	74dB(A)	68dB(A)	62dB(A)
In Transport:	72dB(A)	66dB(A)	60dB(A)

Certification:

Certified to meet ANSI specification B71.4-1990 and applicable Federal and State regulations based thereon.

Overall Weight & Dimensions:

Width of Cut: 59"
Wheel Tread: 49.5"
Wheelbase: 46"
Length: 90"
Width w/reels: 69.75"
Height: 48.5"
Wet Weight w/o reels: 1,021 lbs

Type of Cutter:

Three 21" reels.

Height of Cut Range:

HOC range: 1/8" to 3/4"

Bedknife and Blade Thickness:

Tournament Bedknife (SPA std.) - 3/32"

HOC and Roller Adjustment:

Front Roller: Micrometer hand adjustment; 1 turn= .025" HOC
Change
Rear Roller SPA Cutting Units: 4 fixed hole positions. Left-hand shoulder bolt
eccentric to provide rear roller leveling

Reel/Frame:

Reels are 5" diameter. High carbon steel blades, RC-42-48. Reel blades welded to 5 stamped steel spiders.

Bedknife/Bedbar:

Single Point Adjustment (SPA) Models: Replaceable single edged, high carbon steel bedknife austempered to RC 48-55, fastened to a machined cast iron bedbar. The bedbar should pivot on 4 rubber bushings with the left end having an eccentric pivot bolt for leveling.

Clip Frequency and Optimum HOC Range:

11 blade: .18" 217 cuts per meter 1/8"-7/32" Optimum HOC Range
Quantity should be 6; Complete with three mounted on unit and three assembled but not on unit.

Bedknife to Reel Adjustment:

Bedknife adjusts against reel with a single point control knob containing detents of .001" bedknife movement for each indexed position.

Reel Drive:

Each reel powered by a quick disconnect gear type motor with displacement of .43 in. 3/Rev.

Rollers:

Front and rear rollers: 2" diameter with regreasable water pump type bearings.

Options wanted:

Light Kit installed
Extra set of tires and rims

Full front roller kits, quantity of 3
Wichle sectional type roller, quantity of 1
Rear roller scraper kits, quantity of 3
Scraper comb assembly, quantity of 1
Tournament bedknives, quantity of 4 sets
Reels complete with solid front roller, quantity of 3 (Identical to the above specified cutting units)