

Date: October 31, 2017

Requisition No.: 161263

**PURCHASING DEPARTMENT
101 EAST 11TH STREET
CITY HALL
SUITE G13
CHATTANOOGA, TENNESSEE
37402**

Request for Bid (RFB) for the City of Chattanooga, Tennessee

*Proposals will be received at 101 East 11th Street, Suite G13,
Chattanooga, TN 37402 until 2:00 P.M., EST. on November 16, 2017*

Requisition / Bid No.: R161263 / 304918

Ordering Dept.: Golf Course, Public Works - Parks

Buyer & E-mail: Mark McKeel mmckeel@chattanooga.gov

Items Being Purchased: Golf Carts

*****REQUEST FOR BIDS MUST BE RECEIVED*****

2:00 P.M., EST on November 16, 2017

**The City of Chattanooga reserves the right to reject any and/or all proposals,
waive any informalities in the proposals received, and to accept any proposal
which in its opinion may be for the best interest of the City.**

**The City of Chattanooga will be non-discriminatory in the purchase of all goods
and services on the basis of race, color or national origin.**

The City's Standard Terms and Conditions may be found on website:

<http://www.chattanooga.gov/purchasing/standard-terms-and-conditions>

Note: ALL BIDS MUST BE SIGNED

All proposals received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Offeror acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.

PLEASE PROVIDE THE FOLLOWING INFORMATION:

Company Name: _____

Mailing Address: _____

City & Zip Code: _____

Phone/Toll Free No.: _____

Fax No.: _____

E-Mail Address: _____

Contact Person: _____

Company Title: _____

Signature: _____

BID SOLICITATION



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

BID OPENING DATE AND TIME:

16-NOV-17 at 2:00 PM

BID NUMBER: 304918

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

BUYER:

PHONE #: (423) 643-7230

DELIVERY REQUIRED:

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City of Chattanooga
 101 East 11th Street, Suite G13
 Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 161263 / 304918 Ordering Dept/: City Golf Courses, Public Works/Parks Buyer: Mark McKeel Phone No.: 423-643-7236 Items Being Purchased: Trade-in and Lease/Purchase of Golf Cart Fleet at Brown Acres and Brainerd Golf Courses ATTACHMENTS: Specifications (7 pages), Affirmative Action Plan (2 pages), Insurance Requirement (2 pages), Iran Divestment Act Disclosure (1 page) *** SEE SPECIFICATIONS FOR FURTHER CONTRACT TERMS & CONDITIONS *** *** BID MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST ON NOVEMBER 16, 2017 *** City of Chattanooga (COC) Terms and Conditions posted on Website http://www.chattanooga.gov/purchasing/standard-terms-and-conditions If you can't download call buyer for a copy. NOTE: ALL BIDS MUST BE SIGNED All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated. Any manufacturer;s names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item. The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city. The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin. **** NOTE **** PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION: Company Name _____ Address _____ Phone/Toll-Free No. _____ Fax No. _____					

NAME AND TITLE: _____

SEALED BIDS

14-DEC-17 at 2:00 PM

BUYER:

PHONE #: (423) 643-7230

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MAIL TO

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Request for bid: Replace existing golf cart fleet at Brainerd Golf Course (as per specifications)	1	Each	_____	_____
2	Request for bid: Replace existing golf cart fleet at Brown Acres Golf Course (as per specifications)	1	Each	_____	_____

COMPANY: _____

TERMS OF PAYMENT: _____

SIGNATURE: _____

TELEPHONE NUMBER: _____

NAME AND TITLE: _____

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INTRODUCTION

A. Overview

The City Of Chattanooga is seeking to replace their existing golf cart fleet. The current vendor is Yamaha Golf Carts. The carts are divided between two golf courses, Brainerd Golf Course and Brown Acres Golf Course. There are 50 at each course (100 total) that are on a lease/purchase agreement that concludes in March 2018. There are also 22 seasonal carts at each course. At the conclusion of the contract the 100 lease/purchase carts will be used as trade-ins for the new fleet.

B. Term of Contract

The term of the lease/purchase agreement will be 60 months. Seasonal carts must be provided for the duration of the lease/purchase. First payment date will be in April 2018.

Vendors should also quote a 36 month lease only option for new and used carts. First payment date will be in April 2018.

C. Delivery

Delivery will be required by February 20, 2018.

REQUIREMENTS

A. 100 Lease/Purchase carts

The specifications listed below are not meant to be exclusionary to any vendor. Approved equals on listed specifications will be accepted.

POWER SUPPLY

Power Source - Electric

Drive Motor - 48-volt DC Minimum

Horsepower - 3.0 (continuous) Minimum

Drive Unit – 12.3:1 direct-drive axle, double reduction helical gear or approved equal

Charger – Automatic 48-volt DC, 17 amp

Controller – 220 amp Solid State

Electrical System – Minimum 48-volt

Batteries – Six 8-volt 117 min. @ 56 amp Maximum with single source watering system – the Trojan T-875 is the preferred battery

STEERING / SUSPENSION

Steering – Self-adjusting rack & pinion

Front Suspension – Independent leaf spring with dual hydraulic shocks or approved equal

Rear Suspension – Leaf spring with dual hydraulic shocks or equal

Brakes – Self-adjusting rear wheel mechanical drum or approved equal

Park Brake – Multi-locking or approved equal

BODY / CHASSIS

Frame/Chassis – Aluminum or steel

Body – Provide color chart

Bumpers –Rear bumper minimum

DIMENSIONS

Overall Length – 95” Maximum

Overall Width – 48” Maximum

Overall Height – 71” Maximum

Dry Weight less Batteries – 595 lbs. Maximum

Ground Clearance under Differential – 4.0” Minimum

Wheelbase – 65.5” Maximum

Curb Clearance Circle – 18’ 6” dia. Maximum

INCLUDED ACCESSORIES

Fold Down Windshield

Canopy Tops

Cup Holders – 4 each

Number Decals – 2 each

Sweater Basket

Scuff Guards

Seating Capacity – two people

Sand bottles - 2

B. Seasonal Carts

The City of Chattanooga will require a maximum of 25 carts seasonal carts at each course that will be used each golf season from March 15th to October 15th. The City of Chattanooga will designate desired number of seasonal prior to the March 15th date of each golf season.

Seasonal cart submissions are left up to the vendor, under the following guidelines:

Carts can be used but are expected to be in good working order with no carts older than 3 years from delivery date.

Maintenance of seasonal carts will be the responsibility of the vendor including mechanical failures, batteries, brakes and tires.

Seasonal carts should adhere to the basic specifications of the lease/purchase carts.

Colors of seasonal carts and lease/purchase carts should match.

C. Straight Lease Option

The City of Chattanooga also requests that vendors bid a lease only option. The size of the fleet would be 60 to 75 golf carts per course and would be for a term of 36 months. Bidders should propose rates for new carts and rates for used carts. The used carts should be a maximum of two years old. These bids should also factor in the trade value from the 100 Yamaha carts.

SUBMITTALS

A. Vendor Response

Vendor

Trade-in value for 2012 Yamaha carts, per cart

Model and price of new cart

60 month lease/purchase of 100 carts - price per cart (new)

Interest rate for 60 month lease purchase

Description of warranty for new carts:

Monthly rental of a maximum of 50 seasonal carts – price per cart (used)

Brief description of seasonal carts

Lease only option:

36 month lease only option 120 to 150 carts- monthly per cart (new)

36 month lease only option 120 to 150 carts- monthly per cart (used)

Affirmative Action Plan

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and the employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. In all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, any contractor and/or subcontractor is further required to file in duplicate within ten (10) days of being notified that it is the lowest responsible bidder, an affirmative action plan with the EEO Director of the City of Chattanooga. This plan shall state the Contractor's goals for minority and women utilization as a percentage of the work force on this project.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project. This plan or attachment thereto shall further describe the methods by which the Contractor or Subcontractor will utilize to make good faith efforts at providing employment opportunities for minorities and women.

During the term of this contract, the Contractor upon request of the City, will make available for inspection by the City of Chattanooga copies of payroll records, personnel documents and similar records or documents that may be used to verify the Contractor's compliance with these Equal Opportunity provisions.

6. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraphs 1 through 6 in every subcontract so that such provisions will be requested of each subcontractor. The Contractor agrees to notify the City of Chattanooga of any subcontractor who refuses or fails to comply with these equal opportunity provisions. Any failure or refusal to comply with these provisions the Contractor and/or Subcontractor shall be a breach of this contract.

(Signature of Contractor)

(Title and Name of Construction Company)

(Date)

REQUIREMENTS FOR INSURANCE COVERAGE

The Contractor shall not commence work under these Contract Documents until he has obtained all insurance required herein nor shall the Contractor allow any Subcontractor to commence work on his subcontract until similar insurance required of the Subcontractor has been obtained by the Subcontractor. Insurance shall be placed by the Contractor with one or more insurance carriers licensed to do business in the State of Tennessee. Each insurance policy shall be renewed ten (10) days before the expiration date of the policy.

Certificates of Insurance shall be filed with the City prior to commencement of the work. These certificates shall contain a provision that coverage's afforded under the policies will not be changed or canceled unless at least fifteen (15) days' written notice has been given to the City. The Contract shall not be binding upon the City until the insurance coverage required herein has been obtained and certificates have been filed with the City.

Adequate insurance coverage shall be maintained by the Contractor at all times. Failure to maintain adequate coverage shall not relieve the Contractor of any responsibilities or obligations under these Contract Documents. In the event any insurance coverage is canceled or allowed to lapse, the Contractor will not be permitted to prosecute the work until adequate and satisfactory insurance has been obtained and Certificates of Insurance furnished to the City. Failure to keep insurance policies in effect will not be cause for any claims for extension of time under these Contract Documents.

All such policies shall be subject to approval by the City Attorney. Should the City Attorney at any time in his sole discretion determine that the insurance policies and certificate provided may not be sufficient to protect the interests of the City because of the insolvency of the insurance company or otherwise, the Contractor shall replace such policies with policies meeting his approval.

The Contractor shall procure and maintain at his own expense, during the Contract Time, insurance as hereinafter specified:

Workmen's Compensation Insurance that shall protect the Contractor against all claims under applicable state workmen's compensation laws shall be maintained. The Contractor shall also be protected against claims for injury, disease or death of employees which, for any reason, may not fall within the provisions of a workmen's compensation law. This policy shall also include an endorsement providing coverage in all States in which work is performed. The Contractor shall require all the Subcontractors to provide similar Workmen's Compensation Insurance for all the Subcontractors' employees on the work unless such employees are covered by the protection afforded by the Contractor. The liability limits shall not be less than that required by statute.

General Public Liability and Property Damage Insurance that shall be written in comprehensive form and shall protect the Contractor against all claims arising from injuries including death, to members of the public or damage to property of others arising out of any act or omission of the Contractor or his agents, employees, or Subcontractors. In addition, this policy shall specifically insure the contractual liability assumed by the successful bidder to defend and indemnify the City of Chattanooga against such claims or suits.

To the extent that the work may require blasting, explosive conditions or underground operation, the comprehensive general public liability and property damage coverage shall contain no exclusion relative to blasting, explosion, collapse of buildings, or damage to underground property.

The comprehensive general public liability and property damage coverage shall also protect the Contractor against all claims from damage to:

1. Private driveways, walks, shrubbery and plantings;
2. Public utility facilities; and
3. U.S Government monuments.

The liability limits shall not be less than:

Bodily Injury	\$ 500,000 each person \$1,000,000 each occurrence
Property Damage	\$ 250,000 each occurrence \$ 500,000 aggregate

The general public liability and property damage insurance shall carry an endorsement in form satisfactory to the City to the effect that the Contractor shall save harmless the City from any claims and damages whatsoever, including patent infringement. General public liability and property damage insurance shall be kept in force at all times during the course of the work until such time as the work covered by these Contract Documents has been completed and accepted by the City.

Comprehensive Motor Vehicle Liability and Property Damage Insurance that shall be written in comprehensive form and shall protect the Contractor against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on or off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired.

The liability limits shall not be less than:

Bodily Injury	\$ 250,000 each person \$ 500,000 each occurrence
Property Damage	\$ 100,000 each occurrence

Chapter No. 817 (HB0261/SB0377). "Iran Divestment Act" enacted.
Vendor Disclosure and Acknowledgement

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.

(SIGNED) _____

(PRINTED NAME) _____

(BUSINESS NAME) _____

(DATE) _____

For further information, please see website:

https://www.tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_Ann._12-12-106,_Iran_Divestment_Act-July.pdf