

# CITY OF MOBILE

## BID SHEET

This is Not an Order

**Mailing Address:**  
 P. O. Box 1948  
 Mobile, Alabama 36633  
 (251) 208-7434

**Purchasing Department  
 and Package Delivery:**  
 Government Plaza  
 4<sup>th</sup> Floor, Room S-408  
 205 Government St  
 Mobile, Alabama 36644

**READ TERMS AND CONDITIONS  
 ON REVERSE SIDE OF THIS PAGE  
 BEFORE BIDDING**

typed by: nm Buyer: 002

**Please quote the lowest price at which you will furnish the articles listed below**

|                           |                        |                                  |   |
|---------------------------|------------------------|----------------------------------|---|
| DATE<br><b>07/31/2017</b> | BID NO.<br><b>5067</b> | DEPARTMENT<br><b>GOLF COURSE</b> | Commodities to be delivered F.O.B. Mobile to:<br><b>TO BE SPECIFIED</b> |
|---------------------------|------------------------|----------------------------------|---|

**This bid must be received and stamped by the Purchasing office not later than: 11:30 AM., Friday, August 18, 2017**

| QUANTITY | ARTICLES   | UNIT | UNIT PRICE   |       | EXTENSION |       |
|----------|--|------|--------------|-------|-----------|-------|
|          |  |      | Dollars      | Cents | Dollars   | Cents |
| 80       | <p style="text-align: center;"><b>WHEEL ELECTRIC GOLF CARTS</b></p> <p>The City of Mobile requests Bids on the Lease of eighty (80) new latest Models Four (4) Wheel Electric Golf Carts as per the following <b>MINIMUM</b> Specifications.</p> <p><b><u>LEASE REQUIREMENTS</u></b></p> <ol style="list-style-type: none"> <li>1. The Lease Agreement shall be for three (3) years (36 months) and must include financing as well for the carts.</li> <li>2. The payments must be for 36 equal monthly payments with the first payment being due no earlier than December 2017. The date of payment should be the 15<sup>th</sup> of each month. There shall be no up front payments.</li> <li>3. An amortization schedule of the lease payments must be provided with the bid.</li> <li>4. The low-cost successful bidder will be the one offering the lowest lease payments or the lowest equal periodic payment. This will also be the bid with the lowest effective compound interest rate.</li> <li>5. Bidders to state MINIMUM cart condition required to turn in carts at the end of the three (3) year lease.</li> <li>6. Bidders to include their written warranty that will be offered during this three (3) year lease.</li> </ol> |      |              |       |           |       |
|          | Page 1 of 5  |      | <b>TOTAL</b> |       |           |       |

**RETURN ONE SIGNED COPY OF THIS BID  
 IN ENCLOSED ENVELOPE**

State delivery time within \_\_\_\_\_ days of receipt of P.O.

Firm Name \_\_\_\_\_

Typed Signature \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to reject any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassigned except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in separate package. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 200-7461 or [cityofmobile.org/taxes.php](http://cityofmobile.org/taxes.php).
15. If a bid bond is required in the published specifications, see below:  
Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution.  
All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that are unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See [www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx](http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx). Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority if applicable, prior to issuance of a Purchase Order.

## BID CONTINUATION SHEET

| QUANTITY | ARTICLES   | UNIT | UNIT PRICE   |       | EXTENSION |       |
|----------|--|------|--------------|-------|-----------|-------|
|          |  |      | Dollars      | Cents | Dollars   | Cents |
|          | Page 2 of 5  |      |              |       |           |       |
|          | <p>The successful bidder will remove the old battery chargers and install the new battery chargers.</p> <p>Delivery not earlier than December 2017, and not later than January 01, 2018.</p> <p>Low bidder may be requested to provide an on-site demonstration of cart prior to awarding of bid.</p> <p><b><u>GOLF CART TECHNICAL SPECIFICATIONS:</u></b></p> <p><b>BODY</b> - UV Stable, High Density, Thermoplastic Olefin Material that will not dent or crack from blows by blunt objects.<br/>Color: To be standard. State options.</p> <p><b>FRAME</b> – Seamless tubular steel, protected with electro deposition epoxy paint and baked two-part polyurethane topcoat or aluminum I-beam frame.</p> <p><b>MOTOR</b> – 48 volt AC or DC Series wound G. E. Motor, 3.0 HP or greater.</p> <p><b>TRANSMISSION</b> – Double reduction, helical gear with a ratio between 12 to 1 and 13 to 1.</p> <p><b>ENERGY CONTROLLER</b> – Solid state electronic speed control to conserve battery charge at low speeds.<br/>Forward Speed – 12 to 15 MPH.<br/>Maximum Reverse Speed – 8 MPH.</p> <p><b>SUSPENSION</b> – Coil Springs and Hydraulic shock absorbers over all four wheels.</p> <p><b>BRAKES</b> – Self-Adjusting mechanical drum type brakes on each rear wheel. Locking Gill brake with automatic release.</p> <p><b>STEERING</b> – Worm gear and Pitman pin system, adjustable, permanently lubricated.</p> <p><b>BUMPERS</b> – Cart will have front and rear bumpers rated for 5 MPH impact. Front and rear bumpers, as well as, side sills must protrude past body in order to offer body protection.</p> |      |              |       |           |       |
|          |  |      | <b>TOTAL</b> |       |           |       |

**RETURN ONE SIGNED COPY OF THIS QUOTATION IN ENCLOSED ENVELOPE**

**READ ABOVE INSTRUCTIONS BEFORE QUOTING**

Firm Name \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.

**BID CONTINUATION SHEET**

Page \_\_\_\_\_ of \_\_\_\_\_

| QUANTITY | ARTICLES   | UNIT | UNIT PRICE   |       | EXTENSION |       |
|----------|--|------|--------------|-------|-----------|-------|
|          |  |      | Dollars      | Cents | Dollars   | Cents |
|          | Page 3 of 5  |      |              |       |           |       |
|          | <b>COMPUTER</b> – Each vehicle to be equipped with an on board computer.   |      |              |       |           |       |
|          | <b>BATTERY CHARGERS</b> – Each cart must be furnished with a 48-volt, 21-amp battery charger which automatically delivers the proper amount of charge. Each charger unit must have independent lightning surge protection to keep power surges from damaging carts. The 48 volt charger is controlled by the on board computer. Successful vendor must remove old chargers and install/hang new battery chargers in cart barn. |      |              |       |           |       |
|          | <b>BATTERY WATER FILL KITS</b> – PRO-FILL Battery Watering System or equal to be factory installed on all cart batteries. Vendor to provide literature on system.  |      |              |       |           |       |
|          | <b>TIRES/WHEELS</b> – Carts shall be furnished with upgraded “Power Rib” tires as opposed to standard rib tires. To include Wheel Covers.  |      |              |       |           |       |
|          | <b>SEATS</b> – Two occupants, all-new molded foam cushions, covered with seamless fabric-backed vinyl .062 thickness, mounted on engineered resin seat bottoms. Color to be decided prior to delivery.   |      |              |       |           |       |
|          | <b>ELECTRICAL CONNECTIONS</b> – All crimped electrical connections shall be soldered and sealed. Service Manual and Parts Manual to be provided.   |      |              |       |           |       |
|          | <b><u>ACCESSORY EQUIPMENT:</u></b>   |      |              |       |           |       |
|          | <b>WINDSHIELDS</b> – Each vehicle to be equipped with a Plexiglas “Split Windshield”.  |      |              |       |           |       |
|          | <b>SWEATER BASKETS</b> – Each cart shall be equipped with a vinyl-dipped steel sweater basket mounted behind seat.   |      |              |       |           |       |
|          | <b>SCUFF GUARDS</b> – Each cart shall be equipped with scuff guards on the rear fenders.   |      |              |       |           |       |
|          | <b>SAND BOTTLES</b> – Each cart shall be equipped with two 1 quart sand bottles and bottle holders; one mounted behind each seat. The sand bottles shall be the Gooseneck type design.   |      |              |       |           |       |
|          |  |      | <b>TOTAL</b> |       |           |       |

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|----------|--|------|--------------|-------|-----------|-------|
|          |  |      | Dollars      | Cents | Dollars   | Cents |
|          | Page 4 of 5  |      |              |       |           |       |
|          | <p><b>CANOPY TOP</b> – Each cart shall be equipped with a canopy top mounted directly to the frame of the cart. The canopy top shall be designed such that water run-off will be directed away from the passengers and golf bags.</p> <p><b>DRINK HOLDERS</b> – Each cart shall be equipped with four drink holders.</p> <p><b>SCORE CARD AND PENCIL HOLDERS</b> – Each cart shall be equipped with a score card and pencil holder mounted on the steering wheel.</p> <p><b>INFORMATION HOLDER</b> – Each cart shall be supplied with an information holder mounted on the top, front, and center of the canopy top. The information holder shall be clear so that the message can be seen from the seat of the cart, as well as, from in front of the cart.</p> <p><b>NUMBER DECAL</b> – Each cart shall be equipped with a number decal mounted on each side of the cart. All carts in the fleet shall be sequentially numbered 1 through 80.</p> <p><b>BAG RACK</b> – All carts shall be equipped with metal bag racks covered with plastic or rubber and locking bag straps.</p> <p><b>BAG PROTECTOR</b> – All carts shall be equipped with vinyl a bag protector.</p> <p><b>GOLF CART BATTERY FILL KITS</b> – All carts shall be equipped with a “Pro-Fill”, or equal, kit as per attached specification sheets.</p> <p><b>KEYS</b> – Two sets per cart.</p> <p><b>NOTE:</b>      <b>Any exceptions to these minimum specifications shall be noted in the bid.</b></p> <p>Make &amp; Model Golf Cart: _____</p> <p>Furnish Literature and Specifications.</p> <p>State Monthly Payment: _____</p> |      |              |       |           |       |
|          |  |      | <b>TOTAL</b> |       |           |       |

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|          |  |      | Dollars      | Cents | Dollars   | Cents |
|          | <p align="center">Page 5 of 5</p> <p><b>A copy of your bid will become part of the contract if awarded to your company.</b></p> <p><b>Business License Required: See Item 14 on reverse of Page 1.</b></p> <p>All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at <a href="http://immigration.alabama.gov/">http://immigration.alabama.gov/</a></p> <p>If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order.</p> <p>Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required.<br/>See: <a href="http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx">www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx</a>.<br/>Please note that the time between application for the issuance of a Certificate of Authority may be several weeks.</p> <p>Upon notification, vendor will have 10 business days to provide the Certificate of Authority and the E-Verify numbers to the Purchasing Department before award can be completed. (Vendors will possibly need to pay the expedite fee to meet this requirement because application is not sufficient. We must have a copy of the certificate with your Company ID number).</p> <p>Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State, nor the E-Verify for certification to submit a bid, but will need to obtain the Business License and Certificate of Authority verification and/or provide the E-Verify Certification, if applicable, prior to issuance of a Purchase Order.</p> <p>Successful vendor shall be required to have a City of Mobile Business License, to be registered with the Alabama Secretary of State to do business in the State of Alabama, and to be enrolled in the E-Verify Program.</p> <p><b>TO BE AWARDED ALL OR NONE.</b></p> |      |              |       |           |       |
|          |  |      | <b>TOTAL</b> |       |           |       |

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## **GOLF CART TECHNICAL SPECIFICATIONS**

BODY - UV Stable, High Density, Thermoplastic Olefin Material that will not dent or crack from blows by blunt objects. Color – Standard Color Options.

FRAME - Seamless tubular steel, protected with electro deposition epoxy paint and baked two-part polyurethane topcoat or all aluminum I-beam frame.

MOTOR - 48 volt A.C. or D.C. Series wound G.E. motor 3.0 HP or greater.

TRANSMISSION - Double reduction, helical gear with a ratio between 12 to 1 and 13 to 1.

ENERGY CONTROLLER – Solid state electronic speed control to conserve Battery charge at low speeds.  
Forward Speed – 12 to 15 MPH  
Maximum Reverse Speed – 8 MPH

SUSPENSION - Coil Springs and Hydraulic shock absorbers over all four wheels.

BRAKES - Self-Adjusting mechanical drum type brakes on each rear wheel. Locking Gill brake with automatic release.

STEERING – Worm gear and Pitman pin system, adjustable, permanently lubricated.

BUMPERS – Cart will have front and rear bumpers rated for 5MPH impact. Front and rear bumpers as well as side sills must protrude past body in order to offer body protection.

COMPUTER: Each vehicle to be equipped with an on board computer.

BATTERY CHARGERS - Each cart must be furnished with a 48 volt, 21 amp Battery charger which automatically delivers the proper amount of charge. Each charger unit must have independent lightning surge protection to keep power surges from damaging carts. The 48 volt charger controlled by the on board computer. Chargers to be installed by successful bidder.

TIRES/WHEELS – Carts shall be furnished with upgraded "Power Rib" tires as opposed to standard rib tires. To include wheel covers

SEATS – Two occupants, all-new molded foam cushions, covered with seamless fabric backed vinyl .062 thickness, mounted on engineered resin seat bottoms. Color to be Tan.

ELECTRICAL CONNECTIONS – All crimped electrical connections shall be soldered and sealed.

SERVICE MANUAL AND PARTS MANUAL TO BE PROVIDED.

### **ACCESSORY EQUIPMENT**

WINDSHIELDS - Each vehicle to be equipped with a Plexiglas "split windshield".

SWEATER BASKETS - Each cart shall be equipped with a vinyl dipped steel sweater basket mounted behind seat.

SCUFF GUARDS – Each cart shall be equipped with scuff guards on the rear fenders.

SAND BOTTLES – Each cart shall be equipped with two 1 quart sand bottles and bottle holders one mounted behind each seat, the sand bottles shall be the Gooseneck design.

CANOPY TOP – Each cart shall be equipped with a canopy top mounted directly to the frame of the cart. The canopy top shall be designed such that water Run-off will be directed away from the passengers and golf bags.

DRINK HOLDERS – Each cart shall be equipped with four drink holders.

SCORECARD AND PENCIL HOLDERS – Each cart shall be equipped with a scorecard and pencil holder mounted on the steering wheel.

INFORMATION HOLDER – Each cart shall be supplied with an information holder. The information holder shall be clear so that the message can be seen from the seat of the cart as well as from in front of the cart.

NUMBER DECAL – Each cart shall be equipped with a number decal mounted on each side of the cart. All carts in the fleet shall be sequentially numbered 1 through 80.

BAG RACK – All carts shall be equipped with metal bag racks covered with plastic or rubber and locking bag straps.

BAG PROTECTOR – All carts shall be equipped with vinyl bag protector.



GOLF CART BATTERY FILL KITS – All carts shall be equipped with a “Pro-Fill”, or equal, kit as per attached specification sheets.

KEYS – Two sets per cart.



## PURCHASING DEPARTMENT

**Potential bidders are responsible to check this site for any ADDENDUMS that are issued. It is the responsibility of the BIDDER to check for, download, and include with their BID RESPONSE any and all ADDENDUMS that are issued for a specific BID published by the City of Mobile. Failure to download and include ADDENDUMS in your BID RESPONSE may cause your bid to be rejected.**

**This is a sealed bid. Any responses faxed or e-mailed will be rejected.**

**This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.**

**Any response that arrives improperly marked or with no bid number and opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.**

**It is the responsibility of the bidder to insure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.**

**Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.**

**Be sure to sign your bid!**

**Package/Bid Delivery Address:  
Purchasing Department  
205 Government St. Room S408  
Mobile, AL 36644**

**(Request First Delivery)**