

# CITY OF WASHINGTON



## BID PROPOSAL REQUEST FOR

### Riding Mower

#### BID INSTRUCTIONS

##### GENERAL

The specifications and dimensions that follow shall apply to the purchase of Riding Mower for the City of Washington, Kansas. The City reserves the right to waive minor technicalities under this specification. Federal and State laws supersede any conflicting part of this specification.

The Riding Mower shall be a 2020 model or newer; new and unused, under standard production by the manufacturer. All parts on the mower shall be new and unused. Bidder must be a manufacturer's authorized dealer for the product represented in their bid, and will be held responsible for the submission of proper information to the manufacturer.

The bidder agrees, if his proposal is accepted, to guarantee the design, material and workmanship of the Riding Mower according to the standard factory warranty, or for one year, whichever is greater. A copy of the warranty shall accompany the bid. All service called for in the standard warranty shall apply without exception. Warranty coverage shall include costs incurred in the transportation of the truck to and from the dealer's shop, if required, or travel time and expenses to and from the City of Washington facilities, should warranty work be performed in the field.

Complete specifications and literature on the Riding Mower shall accompany the bid. Any exceptions to these specifications shall be indicated on the bid or on a separate attachment to the bid, labeled as such.

Any "Or Approved Equal" or "equivalent" (OAE) items for brand specified components shall be listed with the bid package. Complete description and literature on the "equivalent" components shall be supplied for consideration by the City. The burden of proof regarding "equivalent" items will be upon the vendor. Exceptions shall be noted on the specifications sheets.

##### DELIVERY

The Riding Mower shall be delivered complete and fully operational. Delivery shall be made to the City Shop at 1004 D Street, Washington, Kansas. The mower must comply with all applicable

Federal and State regulations. It shall be properly serviced, free of leaks, and all mechanical adjustments made prior to delivery. A minimum of three (3) days' notice shall be given prior to delivery. Delivery must be made between the hours of 8:00 a.m. and 4:00 p.m. during a City work day.

All cost associated with transportation will be bidder's responsibility.

Inspection of the Riding Mower will be made at time of delivery. The riding mower with missing equipment or otherwise failing to meet specification shall not be accepted and shall become the vendor's responsibility.

A dealer's representative shall provide instructions in the proper operation and maintenance at the time of delivery.

### **TECHNICAL SERVICE**

The services of a competent technician, thoroughly knowledgeable in the use, operation and servicing of the Riding Mower, shall instruct the City personnel in the proper use, safety, operation and preventive maintenance of the mower and test the mower for satisfactory performance. This instruction shall be performed at time of delivery on a date to be agreed upon by the Public Works Superintendent.

**ITEM SPECIFICATIONS**

BASE BID – Riding Mower

ALTERNATE – With Trade In

If specification is met, indicate with a “Y” in the provided space. If exception is taken, bidder must indicate with an “N” and explain in the Exception Comment section following the line item specification. (Use separate page, if necessary and list page number and item number.)

All components and accessories shall be new, unused, serviced and ready for operation upon delivery.

MFG. & MODEL OFFERED: \_\_\_\_\_

Spec. Met:  
(Y/N)

Item #

**BASE BID**

- 1) \_\_\_\_\_ New commercial 2020 zero radius turn riding mower.  
Exception Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- 2) \_\_\_\_\_ 60 inch mower.  
Exception Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- 3) \_\_\_\_\_ Minimum 24 horse power gas engine  
Exception Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- 4) \_\_\_\_\_ Electric operated P.T.O.  
Exception Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- 5) \_\_\_\_\_ Hydrostatic transmission.  
Exception Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6) \_\_\_\_\_ ROPS.  
Exception Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ALTERNATE**

1) \_\_\_\_\_ Trade in. The City has a 2011 John Deere Z925A with 1494.2 hours  
available for possible trade-in value.  
Exception Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TRADE – IN INFORMATION**

The City of Washington will have a 2011 John Deere Z925A Riding Mower with 1494.2 hours available for possible trade-in. The bidder shall consider the trade-in as optional, and the City of Washington shall be free to select whether or not to accept the trade-in offer. The trade in is available for inspection by appointment only. Contact Carl D. Chalfant at (785) 325-2284 to set up a time to view the mower.

**TAXES**

This purchase is tax exempt. Appropriate certification will be supplied to the vendor upon request.

**BID SCHEDULE**

<u>Date</u>	<u>Activity</u>
January 14, 2021	Advertisement of bids
January 28, 2021	Bid Opening at 1:00 p.m.
February 1, 2021	Recommendations presented to City Council
February 2, 2021	Bidders notified of City Council action

**BID SHEET**

Riding Mower

State bids will be considered in determining the lowest responsible bid, if applicable.

BRAND AND MODEL \_\_\_\_\_

YEAR \_\_\_\_\_

APPROXIMATE DELIVERY DATE \_\_\_\_\_

WARRANTY \_\_\_\_\_

Delivered to:

City of Washington  
Street Department  
1004 D Street  
Washington, KS 66968

Base Bid:     \$ \_\_\_\_\_                      Alternate 1     \$ \_\_\_\_\_

**Total Bid     \$ \_\_\_\_\_**

Representative: \_\_\_\_\_

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_