

5-11-82 #12 B

**BID TO THE
CITY OF SACRAMENTO, CALIFORNIA
PURCHASING DIVISION**

BIDS MUST BE RECEIVED BY THE
CITY CLERK, ROOM 203, CITY HALL
PRIOR TO 10:30 A.M., TUESDAY
JUNE 1, 1982

FOR: THREE-WHEELED TURF TYPE VEHICLE
WITH PICK UP BED

BID NO: 446

Name of Bidder _____ Telephone _____

Type of Business: Corporation, Co-partnership, Individual doing business under his own name,
 Individual doing business using a firm name.

Business Address: _____
Street City State Zip Code

To the City of Sacramento:

The undersigned, as bidder, certifies that the only persons or parties interested in this bid as principals are those named herein as bidder; that this bid is made without collusion with any other person, firm, or corporation; that in submitting this bid he has examined the "General Conditions and Instructions to Bidders" and the specifications; that he proposes and agrees if this bid is accepted, he will execute and fully perform the contract for which bids are called; that he will perform all the work and / or furnish all the materials specified in the contract, in the manner and time therein prescribed, and according to the requirements as therein set forth; and that he will take in full payment therefor, the prices set forth in the attached schedule.

Typed or Printed Name and Title Signature

Address (If different than above business address)

PLEASE READ CAREFULLY BEFORE SIGNING

- To be signed by authorized corporate officer or partner or individual submitting the bid. If bidder is: (Example)
1. An individual using a firm name, sign: "John Doe an individual doing business as Blank Company."
 2. An individual doing business under his own name, sign: your own name only.
 3. A co-partnership, sign: "John Doe and Richard Roe, co-partners doing business as Blank Co., By John Doe, co-partner."
 4. A corporation, sign: "Blank Company, by John Doe, secretary," (or other title).

FOR CITY USE ONLY

Bid was opened on above date and at prescribed place:

Bid bond required No Yes Amount _____

Received: Cash Cashiers or Certified Check Surety Bond

City Clerk/Purchasing Agent

Approved as to form and legality

City Attorney

GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDER

NO BID IS IN LEGAL FORM UNLESS THE FOLLOWING INSTRUCTIONS ARE FULLY COMPLIED WITH

1. Bid must be submitted on this printed bid form and sealed in the envelope supplied.
2. All bids shall be clearly and distinctly written without erasure or interlineation, and properly signed by an authorized party, who shall indicate the capacity in which the signature is executed.
3. Alternate bids are invalid unless invited and covered by the specifications.
4. If required, a bid bond in the amount stated on the front of this form must accompany this bid. Payment must be made by cash, cashier's or certified check, or by surety bond.
5. All bids must be delivered to the designated recipient not later than the time specified on the front of this form.
6. No bidder shall be interested in more than one bid as provided by City Code Section 57.302.
7. The right to reject any and all bids is reserved by the City.
8. The City reserves the right to waive any informalities or minor irregularities in connection with bids received.
9. All provisions of Chapter 57 of the City Code are applicable to any bid submitted or contract awarded pursuant thereto.
10. **Faithful Performance Bond.** The successful bidder will [] will not [X] be required to submit a faithful performance bond, in a form approved by the city attorney, in the amount of _____.
11. **Cash Discounts.** Cash discounts offered for payment in less than ten (10) days will not be considered as a basis of award. Cash discounts offered for payment in ten (10) or more days will be subtracted from the total bid price for the purposes of bid evaluation. Any cash discount offered by the successful bidder will be accepted by the City of Sacramento, whether or not it was considered as a basis of award.
12. Bids will be opened, in public, in the City Council Chambers, City Hall, 915 - Eye Street, Sacramento, California, at ~~10:15~~ ^{10:30} a.m., June 1, 1982 (Bids must be submitted prior to ~~10:15~~ ^{10:30} a.m.)
13. Within thirty (30) days after the bid opening a contract will be awarded by the City to the lowest responsible bidder, subject to the right of the city to reject all bids, as it may deem proper. The time for awarding a contract may be extended an additional thirty (30) days, at the sole discretion of the City, if required to evaluate bids or for such other purpose as the City may determine, unless the Bidder objects to such extension in writing with his bid. The "lowest responsible bidder" is defined as follows:

In addition to price in determining the lowest responsible bidder under the provisions of this chapter, consideration shall be given to: (i) the quality and performance of the supplies to be provided by the bidder; (ii) the ability, capacity and skill of the bidder to perform the contract or effectuate the transaction; (iii) the ability of the bidder to perform the contract or effectuate the transaction within the time specified, without delay; (iv) the character, integrity, reputation, judgement, experience and efficiency of the bidder; (v) the quality of bidder's performance on previous purchases by, or contracts with, the City; and (vi) the ability of the bidder to provide future maintenance, repair parts and services for the supplies provided. (Section 57.102)

In addition to the above considerations, the City will also consider which bids will result in receipt by the City of sales or use tax under the Provisions of Part 1.5 of Division 2 of the California Revenue and Taxation Code and Article III of Chapter 41 of the Sacramento City Code and shall deduct the amount of such sales or use tax which will be received from any such bid. (Ordinance No. 4064)

THE CITY CANNOT ACCEPT A BID FAILING TO COMPLY WITH ANY OF THE ABOVE REQUIREMENTS

Vendors not wishing to bid this particular requirement are encouraged to return the bid package marked "no bid" with a brief statement explaining the reason for non-response: not interested at this time, not our field of manufacture/expertise, etc. This will enable us to maintain a current list of responsive bidders as well as verify receipt of the bid by your company.



CITY OF SACRAMENTO
SACRAMENTO, CALIFORNIA

BIDDING SHEET FOR THREE-WHEELED TURF TYPE VEHICLE WITH PICK UP BED

For furnishing to the City of Sacramento three (3) each three-wheeled turf type vehicles with pick up bed in accordance with attached Specification #98-B.

The quantities shown are based upon the best estimates available and are subject to increase or decrease.

<u>Estimated Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Extension</u>
3 each	Three-wheeled turf type vehicles with pick up bed in accordance with attached Specification #98-B	\$ _____	\$ _____
		6% Sales Tax	_____
		TOTAL BID PRICE \$	_____

Manufacturer and Model Number: _____

Federal Excise Tax

All prices quoted should exclude all Federal Excise Taxes. The City of Sacramento is exempt and will furnish all necessary Federal Excise Tax exemption certificates.

Award

The City of Sacramento will make an award to that lowest responsible bidder whose proposal is most responsive to the needs of the City.

Prompt Payment Discount

Cash discount of _____ % for payment within _____ calendar days which will be computed from the date delivery is made or the date a proper invoice is received, whichever is later.

Delivery

Delivery will be made within _____ calendar days after receipt of order.

F.O.B. Destination: City of Sacramento
c/o Equipment Maintenance Division
5730 - 24th Street
Sacramento, CA 95822-3699

BIDDER'S NAME: _____

DO NOT DETACH THIS SHEET - SUBMIT ENTIRE BID PACKAGE AS YOUR PROPOSAL

C I T Y O F S A C R A M E N T O
S A C R A M E N T O , C A L I F O R N I A
3-Wheeled Cart - Turf Type

APWA #3602

1.0 SCOPE AND INTRODUCTION:

- 1.1 This specification describes a new, unused, latest model, gasoline fueled, three wheeled turf type vehicle with a pickup bed mounted on rear of body. Vehicle(s) purchased with this specification will be used primarily in golf course maintenance for the City of Sacramento, Recreation and Parks Department.
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- 1.2 Vehicle(s) shall be complete with all equipment and accessories necessary for safe and efficient operation. They are to be delivered as a complete unit, certified and ready for immediate job site operation within the City of Sacramento area.
- 1.3 It is intended that the manufacturer in the selection of components will use material and design practices that are the best available in the industry for the type of operating conditions to which the vehicle(s) will be subjected. Suspension, wheels, tires and other component parts shall be selected to give maximum performance, service life and safety and not merely meet the minimum requirements of this specification. All parts, equipment and accessories shall conform in strength, quality of material and workmanship to recognized industry standards.
- 1.4 The term "heavy duty" as used in these specifications shall mean that the item to which the term is applied shall exceed the usual quantity, quality or capacity supplied with standard production vehicle(s); and it shall be able to withstand unusual strain, exposure, temperature, wear and use.
- 1.5 If any of the equipment bid varies from the specifications, such variation(s) must be listed in writing and attached as part of the proposal. The City of Sacramento reserves the right to waive minor variation(s) if in the opinion of the Equipment Maintenance Superintendent the basic unit meets the general intent of these specifications.
- 1.6 The City reserves the right to reject any and all bids or alternate bids as the best interest of the City may require. Consideration will be given in comparing proposals and in awarding a contract, not only to the amount of the proposal, but also the kind and quality of the equipment offered, its suitability for use in the service intended, as well as the lowest ultimate cost to the City. Time required for delivery is important and may influence the award.

1.7 Specifications on the following pages are written with intent to meet all applicable documents but the final certification to comply shall rest with the vendor and not the City of Sacramento. Should requirements as specified not comply, the manufacturer is required to refigure and revise the specifications to meet all laws, rules and regulations where it applies to items such as the ratings of axles, tires, rims, brakes, etc., and the City of Sacramento is to be notified thereof.

2.0 APPLICABLE DOCUMENTS AND CERTIFICATIONS:

- 2.1 Federal Motor Vehicle Safety Standard, Department of Transportation.
- 2.2 State of California Motor Vehicle Code.
- 2.3 State of California General Industrial Safety Orders.
- 2.4 State of California Health and Safety Code, Motor Vehicle Pollution Control.
- 2.5 California Occupational Safety and Health Act (O.S.H.A.)

3.0 SUBSTITUTION FOR SPECIFIED EQUIPMENT:

Whenever in the specifications any material or process is indicated or specified by patent of proprietary name and/or by name of manufacturer, such specifications shall be deemed to be used for the purpose of facilitating descriptions of the material and/or process desired and shall be deemed to be followed by the words "or equivalent". The Contractor may offer any material or process which shall be equal in every respect to that so indicated or specified, provided however, that if the material, process or article offered by the Contractor is not, in the opinion of the City of Sacramento, equal in every respect to that specified, then the Contractor must furnish the material, process or article specified or one that in the opinion of the City of Sacramento is the equal thereof in every respect.

4.0 PAINT FINISH:

Standard factory paint over at least one (1) coat of undercoat.

5.0 GENERAL:

- 5.1 Complete specification, published literature and photos or illustrations of unit proposed, e.g., blue print, name of manufacturer, body I.D. number, etc., shall be furnished with bid.
- 5.2 All equipment and components listed as standard by the manufacturer for model quoted shall be furnished whether or not such items are detailed herein, e.g., special wrenches, tool kits, jacks - adequate to safely lift the vehicle when loaded to rated capacity, etc. Optional equipment as necessary to meet the following requirements of this specification shall also be supplied.

- 5.3 Successful contractor shall, at time of delivery, supply to the Equipment Maintenance Department a completed vehicle parts card and predelivery check sheet. (Equipment Maintenance Department will supply both forms to the successful contractor.)
- 5.4 Noise level shall be in conformance with standards established by Local, State and Federal Agencies. Each unit delivered may be tested by City personnel for noise level and must meet noise requirements before the unit is accepted.

5.5 Equipment Manuals:

a. One (1) operator's manual for each unit.

b. One (1) service and repair manual.

c. One (1) parts manual.

d. _____

6.0 DELIVERY:

6.1 "Caravan" or "In Tow" delivery from points of manufacture or assembly will

6.2 Delivery shall be made to the City of Sacramento Corporation Yard, 5730-24th Street, Sacramento, California, serviced and operable with min. $\frac{1}{4}$ tank fuel.

6.3 The original dealer's Report of Sale or certificate of origin, smog certificate (original copy) and certified weight certificate, any or all of which, if required, to obtain tax exempt license shall be furnished to the consignee at time of delivery of the vehicle(s) before payment can be made. NOT REQUIRED

7.0 INSPECTION:

Vehicle(s) will be inspected before acceptance by an authorized representative of the City of Sacramento for workmanship, appearance, proper functioning of all equipment, and systems and conformance to all other requirements of this specification. If deficiencies are found, it shall be the responsibility of the dealer to pick up the vehicle(s), make necessary correction and redeliver the vehicle(s) for reinspection and acceptance. Payment and/or commencement of a discount period (if applicable) will not be made until corrective action is made.

8.0 GUARANTEE:

A manufacturer delivering vehicle(s) against this specification shall guarantee that they meet the minimum requirements set forth herein. If it is found that the vehicle(s) delivered do not meet the minimum requirements of this specification, the manufacturer will be required to correct the same at his expense.

9.0 WARRANTY:

- 9.1 The vehicle manufacturer shall provide a new vehicle warranty F.O.B. Sacramento regardless of the method of delivery for each equipment. Warranty time to start when vehicle(s) are placed in operation, not delivered.
- 9.2 Unit(s) and components shall be guaranteed under standard factory and/or dealer warranty and a copy of manufacturer's warranty policy shall be delivered with each vehicle.
- 9.3 If the City of Sacramento is required to deliver a unit outside of the immediate Sacramento area for warranty work, vendor shall reimburse City of Sacramento at the rate of \$25.00 per hour for pickup and delivery time involved. City of Sacramento shall be furnished, no-charge, invoice for all work performed under warranty indicating type of work performed and parts replaced.
- 9.4 Bidders must list the nearest factory authorized service representative(s) who will be responsible for servicing the complete unit or any part thereof under warranty if required after delivery of unit.
- 9.5 No 1,000 mile inspection service policy required.

10.0 DEMONSTRATION:

- 10.1 City reserves the option for an "on the job demonstration and evaluation" by City personnel before acceptance of contract in the event performance of unit proposed is not familiar to the City.

REQUIREMENTS

11.0 CAPACITY:

1,000 pounds payload - minimum.

11.1 DIMENSIONS:

- a. Length (chassis) - 92" - 106" approximately.
- b. Width (chassis) - 54" - 57" approximately.
- c. Wheel Base - 72" - 76" approximately.
- d. Tread (rear) - 46" - 48" approximately.
- e. Ground clearance - 5" - 9" approximately.
- f. Weight with battery - 900 - 1,000 lbs. approximately.

11.2 POWER TRAIN:

- a. Engine - one (1) or two (2) cylinder, 4 cycle.
- b. Horsepower - 14 minimum.
- c. Fuel - gasoline, low lead or no-lead.
- d. Cooling system - air cooled; adequate to properly cool vehicle under all operating conditions within the City limits.
- e. Governor - manufacturer's standard.
- f. Clutch - 6 $\frac{1}{2}$ " minimum, automotive type. Not required if equipped with hydrostatic drive.

11.3 TRANSMISSION:

Automotive type, H-shift pattern, 3 speeds forward and one reverse, synchromesh in second and high gear; or variable speed hydrostatic drive.

11.4 DIFFERENTIAL:

Geared for approximately 15 to 18 m.p.h. governed speed.

11.5 STEERING:

Wheel type.

11.6 BRAKE:

- a. Service - H.D. hydraulic, internal expanding on rear wheels.
- b. Emergency - over center lever type.

11.7 TIRES:

- a. Front - 8.00-6 turf rib tread minimum.
- b. Rear - 18 x 9.50-8 turf traction tread minimum, with adequate mud deflectors (fenders).

11.8 SUSPENSION:

- a. Front - Leading link type or coil spring with shock absorbers.
- b. Rear - Coil or semi-elliptical spring with shock absorbers.

11.9 ELECTRICAL SYSTEM:

- a. Starting - 12 volt gear drive starting motor.
- b. Charging - Heavy duty, 15 amp alternator minimum.
- c. Lights - Sealed beam headlight on all units.

11.10 FRAME:

- a. Welded steel construction, properly designed and reinforced to withstand heavy duty operation.

11.11 BODY (PICK-UP BOX):

- a. All steel construction box with swing down tailgate. Approximate inside dimensions of 46"x35"x10".

11.12 MISCELLANEOUS EQUIPMENT:

- a. Ignition lock - Keyed.
- b. Horn - standard, wired independent of ignition switch.
- c. Ammeter and fuel indicator - Gauge type.
- d. Oil pressure indicator - Gauge or light.
- e. Hourmeter.
- f. Rubber floor mat.
- g. Reflectors - two (2) located at rear of vehicle.
- h. Seat and back rest - Foam rubber padded and upholstered with weather resistant material.
- i. Seat belts to meet Federal Safety Standards.
- j. Trailer hitch mounted to main frame.
- k. Front bumper.

EQUIPMENT PARTS & DATA CARD

MAIN CAB & CHASSIS

Year Make _____ Eng. Air Compr. Belt # _____
 Mfg. Name _____ Trans. Make _____ Mod.# _____
 Eq. Mod. # _____ Trans. No. of Speed _____
 Eq. Ser. # _____ Trans. Lube Type _____
 Tare (curb weight) _____ Trans.(main) Oil Filter # _____
 G V W R (total) _____ Trans.(aux.) Oil Filter # _____
 G A W R (front) _____ Axle (front) Make _____ Mod.# _____
 G A W R (rear) _____ Axle (rear) Make _____ Mod.# _____
 Eng. Make _____ Mod. # _____ Diff. Make _____ Mod.# _____
 Eng. C.I.D. _____ # of Cyl. _____ Diff. Gear Ratio _____
 Eng. Governor Setting _____ Diff. Lube Type _____
 Eng. Valve Gap (int.) _____ Steering Make _____ Mod.# _____
 Eng. Valve Gap (exh.) _____ Steering Lube Type _____
 Eng. Oil Lube Type _____ Steering(power) Filter # _____
 Eng. Oil Filter (main) # _____ Steering(power) Belt # _____
 Eng. Oil Filter (aux.) # _____ Brake Make _____ Mod.# _____
 Eng. Water Filter # _____ Brake Booster Make _____ Mod.# _____
 Eng. Rad.(capacity-qts) _____ Brake Shoe Size (front) _____
 Eng. Rad. Cap. Pressure _____ Brake Shoe Size (rear) _____
 Eng. Points # _____ Gap _____ Tire Size (front) _____ Press. _____
 Eng. Spark Plug # _____ Gap _____ Tire Size (rear) _____ Press. _____
 Eng. Condenser # _____ Rim Size (front) _____ Rear _____
 Eng. Timing _____ Dwell _____ Key (ign.) # _____
 Eng. Elect. Sys.(volts) _____ Gnd. _____ Key (trunk) # _____
 Eng. Alt. Make _____ Mod. _____

MOUNTED UNIT

Eng. Alt. Output _____
 Eng. V. Reg. # _____ Setting _____ Body Make _____ Mod.# _____
 Eng. Batt. Size _____ Amp Hr. _____ Eng. Make _____ Mod.# _____
 Eng. Fan Belt # _____ Eng. C.I.D. _____ # of Cyl. _____
 Eng. Air Conditioner Belt # _____
 Eng. Clutch Disc # _____ Air Compressor Asy.Make _____ Mod.# _____
 Eng. Clutch P. Plate # _____ Air Compressor Asy Lube Type _____
 Eng. Clutch T.O. Brg. # _____ Air Compressor Asy Filter _____
 Eng. Rad. Hose(top) # _____
 Eng. Rad. Hose(bypass) # _____ Hydraulic Oil-Lube type _____
 Eng. Rad. Hose(bottom) # _____ Hydraulic Oil Filter # _____
 Eng. Air Compr. Make _____ Mod.# _____

PRE - DELIVERY CHECK SHEET
(CHECK APPLICABLE SYSTEMS WHEN COMPLETED)

UNDER HOOD - Engine Off

- Engine Oil level
- Steering gear housing fluid level
- Brake master cylinder fluid level
- Windshield washer reservoir fluid level
- Radiator coolant level
- Battery fluid level
- Carburetor requirements for local altitudes
- Drive belt tensions
- Battery voltage and load-voltage drop
- Point resistance (Coil-to-ground test)
- Ignition bypass circuit resistance

UNDER HOOD - Engine Operating & Hot

- Automatic transmission fluid level
- Distributor dwell
- Condensor condition
- Initial ignition timing
- Alternator and voltage regulator setting
- Primary circuit resistance
- Coil condition
- Distributor cap and rotor condition
- Rotor air gap
- Spark plug & Hi-Tension wire condition

OTHER OPERATIONS

- Carburetor idle mixtire & speed adjustments
- Fast idle speed adjustment
(Automatic choke engines)
- Hydraulic lines, fittings, connections and components for leaks
- Adjust mechanical valve tappet clearance

ON OUTSIDE

- Latches, keys and locks - operation
- Hood, deck and door panels for fit and alignment
- Bumpers and moldings - alignment
- Weather strips - adhesion and fit
- Wheel nut torques

ON INSIDE

- Operation of lights, turn signals, stop signals, courtesy lights, oil pressure & alternator warning lights
- Front seat control - operation (manual or power)
- Station wagon rear seat and floor operation
- Inside locks & door handles - operation
- Windows and vents - operation and fit
- Glass condition
- Cigarette lighter - test

ON HOIST - Or underside

- Axle fluid level
- Hydraulic lines, fittings, connections & components on underside for leaks
- Tire pressures - all
- Steering linkage and connections

ALIGNMENT STALL

- Front wheel toe-in

ROAD TEST

- Neutral switch - operation (Auto. Trans.)
- Parking brake - operation
- Horns, w/s wiper & washers - operation
- Heater & air vents - operation
- Air conditioning - operation
- Brake - operation
- Transmission shift lever - operation
- Automatic transmission shift timing and quality
- Accelerator pedal - operation
- Engine performance
- Drive Belts
- Steering control
- Squeaks, rattles and wind noise
- Speedometer, odometer, fuel and temperature gauge - operation
- Other optional equipment - operation

AFTER ROAD TEST

- Wash vehicle and check for leaks
- Inspect for interior & exterior metal & paint damage
- Check soft trim for soilage and excess sealer

Vehicle warranty shall be the standard warranty furnished by the manufacturer of the vehicle supplier. All vehicle defects covered by factory warranty shall be corrected by Contractor, or any factory authorized dealer for that vehicle, at no cost to the City of Sacramento. Read the warranty covering the new vehicle.

THE VEHICLE SHOULD NOT BE ACCEPTED UNTIL THE CONTRACT VENDOR HAS PERFORMED THE PRE-DELIVERY SERVICE ON THE VEHICLE IN ACCORDANCE WITH THE ABOVE LISTING.

Inspected by _____