**Monroe County Intermediate School District**

**REQUEST FOR BID**

**New Utility Vehicle**

SCHOOL YEAR: 2017-18

The Board of Education for the Monroe County ISD is seeking bids for a new utility vehicle for grounds maintenance.

***Sealed bids will be received according to the following instructions:***

**GENERAL CONDITIONS**

1. Sealed bids (2 copies) will be received at the Monroe County ISD Administration Building, 1101 South Raisinville Road, Monroe, MI 48161 on or before **August 25, 2017.** **NO LATE BIDS WILL BE ACCEPTED. BIDS WILL BE OPENED AT 1:05 P.M. ON August 25, 2017.**

2. All bids must be in a sealed envelope and clearly marked “**MCISD New Utility Vehicle”** on the face of the envelope carrying said bid, and are to be addressed to:

**Eric Hoogendoorn**,

**Director of Transportation, Buildings, and Grounds**

**Monroe County Intermediate School District**

**1101 S. Raisinville Road**

**Monroe MI 48161**

**Any questions concerning the bid should be directed to Eric Hoogendoorn IN WRITING at** [**eric.hoogendoorn@monroeisd.us**](mailto:eric.hoogendoorn@monroeisd.us)

3. Bids are to be submitted to fully comply with all aspects in the specifications. Any deviation from what is listed is to be noted on your bid or the bid shall be considered rejected.

4. The MCISD reserves the right to reject any or all proposals and bids, including that of the lowest bidder; or to accept bids either in whole or in part; to award contracts by individual items or by lump sum total; or to waive any informalities, defects or omissions in any bid, should it be deemed to be in the best interest of the Monroe County ISD to do so.

5. Bids shall be binding for sixty (60) days from bid opening and prices will be binding for the length of the contract.

6. Awarding of the bid is pending final approval of purchase from the MCISD Assistant Superintendent of Business and Administrative Services.

7. Delivery of new utility vehicle must be completed within 60 days of the purchase order being issued.

**VENDOR INFORMATION**

**Name of Company:**

**Address: City:**

**State: Zip Code: Telephone:**

**Name of Contact: Title:**

**Signature:**

**SCHEDULE A – BID SPECIFICATIONS**

1. Model Year: 2017 (minimum)
2. Engine: 4 stroke twin cylinder DOHC (minimum)
3. Horsepower: 80 (minimum)
4. Cooling: liquid
5. Drive System: On demand AWD and 2WD
6. Transmission: automatic, shaft drive
7. Payload Capacity: 1,500 lb (minmum)
8. Towing Capacity: 2,500 lb (minimum)
9. Hitch: 2,500 lb tow rating (minimum)
10. Cab Capacity: 2 person (minimum)
11. Bed Box: dump type, salter/spreader added (with in cab controls), minimum size of 36” X 54” X 12”
12. Wheelbase: 81”
13. Front/Rear Brakes: 4 wheel hydraulic disc
14. Lighting: 55W low, 60W high, LED tail lights, and 24” LED light bar on front and back of cab
15. Steering: power with tilt wheel
16. Cab: fully enclosed glass windshields, flip down front windshield, slider type back windshield, poly carb doors with windshield, rearview mirror, and automatic windshield wiper system.
17. Heating/Air: in cab heating and air controls
18. Bumpers: front and rear
19. Winch: 4,500 lb (minimum)
20. Plow: V-Plow with 5’ to 6’ expansion with in cab controls (Boss is recommended brand)
21. Fuel Tank: 11 gallons (minimum)
22. Bed Box Accessory: bed extender rack
23. Owners Manual: (Provided with vehicle at delivery)

**\*Any deviation of above must be noted on the bid form.**

**Bid Form**

Manufacturer and Model #: Year:

**Complete** Price for Utility Vehicle: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Price should include delivery, prep, and all other costs involved.

Does the utility vehicle meet all specifications set forth in specifications:

Yes \_\_\_\_\_\_ No \_\_\_\_\_\_

If “no”, is the list of items not included attached:

Yes \_\_\_\_\_\_ No \_\_\_\_\_\_

Is manufacturer’s warranty attached:

Yes \_\_\_\_\_\_ No \_\_\_\_\_\_

Is manufacturer’s specifications sheet attached:

Yes \_\_\_\_\_\_ No \_\_\_\_\_\_

Additional Warranty or Services Provided:

Quote Prepared By:

Name of Company:

Address:

Phone: Fax:

Signature:

Printed Name:

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT

Utility Vehicle BID FORM

Acknowledgement of Authority to Bid

My signature certifies that the proposal as submitted complies with all Terms and Conditions set forth in this RFP. My signature also certifies that the accompanying proposal is not the result of, or affected by, any unlawful at of collusion with another person or company engaged in the same line of business or commerce or any act of fraud. Furthermore, I understand that fraud and unlawful collusion are crimes under Federal Law and can result in fines, prison sentences and civil damages awards.

I hereby certify that I am authorized to sign as a representative for the following firm:

Firm Name:

Firm Address:

Signature:

Printed Name:

Business Phone: Cellular Phone: