

City of Jonesboro  
**Invitation to Bid - Not an Order**

P.O. Box 1845  
 515 West Washington Ave. (72401)

**Purchasing Office**

**Jonesboro, Arkansas 72403**

Bid No. 2012:04

Date January 19, 2012

Sealed bids, subject to the conditions on the reverse hereof, and as may be attached hereto, will be received at this office until **2:00pm Wed Feb 8, 2012** and then publicly opened, for furnishing the supplies, materials and/or services as described below and tabulated for presentation to the City Council on n/a.

F.O.B. Jonesboro Parks Dept  
 Maximum Delivery or completion time after issuance of Purchase Order or work ordered by the City 30 days.

By: **Steve A. Kent**  
 Purchasing Agent  
 (870)932-0740

Item #	Description	Quantity	Unit	Unit Price	Amount
1.	<p>The City of Jonesboro is accepting bids for the following 72" Zero Turn Mower. The following minimum specifications are considered necessary to perform the work required.. Bidder shall meet or exceed these specifications. Manufacturers' published literature must clearly show that the products being offered are in compliance with these specifications. All equipment furnished under this contract shall be new and manufacturer's current production model unless stated otherwise. Accessories, not specifically mentioned herein but necessary to furnish a complete unit ready for use, also shall be included.</p> <p><u>If any of the equipment bid varies from the specifications, such variation(s) must be listed in writing and attached as part of the bid proposal.</u> The City of Jonesboro reserves the right to waive minor variance(s) if in the opinion of the Parks Department that the basic bid meets the general intent of these specifications.</p> <p>Diesel Zero Turn Mower 72" as per specs-----</p> <p>Warranty on units being bid: _____</p> <p>Brand/Model being bid: _____</p> <p>The City of Jonesboro reserves the right to accept or reject any and or all or any part of any bids received.                      Bid number (2012:04) <u>must</u> be annotated on the outside of the bidder's envelope                      Bid <u>must</u> be signed or bid will be rejected.</p> <p>Email Address: _____</p> <p>Fax Number: ( ) _____</p> <p>Does bidder meet all specifications? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>Estimated time of delivery: _____ days</p> <p>Any addendums concerning this bid may be found no later than one week prior to bid opening on the City's web site (see page 2) and clicking on "Purchasing".</p> <p>There are 3 (three) pages to this bid. All pages must be returned as a complete bid.</p> <p>Please include 2 (two) copies of all printed material on unit being bid.</p> <p>Cash Discounts _____ % _____ Days</p>	5	EA	\$ _____	\$ _____

**Execution of Bid**

Date \_\_\_\_\_

We, the undersigned, have read all the requirements set forth in this bid proposal including specification, instructions, conditions and pertinent information regarding the articles being bid on, and we agree to furnish articles at the prices stated.

Arkansas Use Tax Register No. \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Bidder \_\_\_\_\_ Address \_\_\_\_\_

By \_\_\_\_\_ City \_\_\_\_\_  
 (Person Authorized to Sign Bids) (Title)

**Unsigned Bids Will Be Rejected**

**Bids number MUST be annotated on Bidder's envelope.**

**Bids are subject to rejection unless submitted on this form.**

**Notice to bidders: See reverse side for instructions and conditions.**

## CITY OF JONESBORO, ARKANSAS

### CONDITIONS OF BIDDING

COMPLIANCE WITH THE FOLLOWING CONDITIONS IS NECESSARY FOR CONSIDERATION OF THIS BID:

1. **SIGNATURE** - This bid must be signed with the firm name and by an authorized officer, employee, or agent.
2. **SALES OR USE TAX** - is not to be shown in the bid price (unless otherwise stated) but is to be added by the vendor to the invoice billing to the City. The City is not exempt from Arkansas State Sales & Use Tax. Although Use Tax is not included in this bid, vendors are to register and pay tax direct to the Arkansas State Revenue Department.
3. **FREIGHT & OTHER DELIVERY CHARGES** - to designated City facility in Jonesboro must be included in bid. Charges may not be added after the bid is opened.
4. **DISCOUNTS** - Show rate, total amount, and latest day any discounts will be allowed after receipt of article and invoice, otherwise City will deduct allowed discount when payment is made.
5. **FIRM PRICE** - All prices quoted will remain firm for at least 30 days from date of bid, unless otherwise specified by the City or bidder.
6. **IDENTICAL BIDS** - In the event of two or more identical low bids, the contract may be awarded arbitrarily or for any reason to any of such bidders or split in any proportion between the said two or more bidders at the discretion of City.
7. **LIQUIDATED DAMAGES** - Liquidated damages shall be assessed beginning on the first day following the maximum delivery or completion time entered on this bid form and/or provided for by the plans and specifications.
8. **AMBIGUITY IN BID** - Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance by the bidder with specifications, instructions, and all conditions of bidding shall be construed in the light most favorable to the City.
9. **CONSTRUCTION** -
  - A. When noted, the Contractor is to supply the City with evidence of having and maintaining proper and complete insurance, specifically Workman's Compensation Insurance in accordance with the laws of the State of Arkansas, Public Liability and Property Damage. All premiums and cost shall be paid by the Contractor. In no way will the City be responsible in case of accident.
  - B. When noted, a Certified check or bid bond in the amount of 5% of total bid shall accompany bid.
  - C. A performance Bond equaling the total amount of any bid exceeding \$3,000.00 must be provided for any contract for the repair, alteration or erection of any public building, public structure or public improvement (pursuant to Ark. Stat. SS51-632.SS51-565 as amended.)
10. The City reserves the right to reject any and all bids, to accept in whole or in part, to waive any informalities in bids received, to accept bids on materials or equipment with variations from specifications in those cases where efficiency of operation will not be impaired, and unless otherwise specified by the bidder, to accept any item in the bid. If unit prices and extensions thereof do not coincide, the City may accept the bid for the lesser amount whether reflected by the extension or by the correct multiple of the unit price.
11. **Minority Business Policy** - It is the policy of the City of Jonesboro that minority business enterprises shall have the maximum opportunity to participate in the city purchasing process. Therefore, the City of Jonesboro encourages all minority businesses to compete for, win and receive contracts for goods, services, and construction. The city also encourages all companies to subcontract portions of any city contract to minority business enterprises.

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### INSTRUCTIONS TO BIDDERS

(PLEASE READ CAREFULLY)

1. Submit bid on bid form on reverse side of this sheet. NO Facsimiles will be accepted.
2. Address all bids to: Purchasing Agent. P.O. Box 1845, Jonesboro, Arkansas 72403-1845 and make certain to indicate identifying bid number on the outside of bidder's envelope.
3. DO NOT include Federal Excise Tax in bid. City will furnish exemption certificate.
4. State Manufacturer, Brand Name, Model, etc for each item bid on.
5. Samples of items, when required, must be furnished free, and, if not called for within 30 days from date of bid opening, will be disposed of by City
6. Bids received after stated time will not be considered.
7. Be sure and read all conditions and verify amounts before submitting bids. No changes or additions will be allowed after submission.
8. Guarantees and warranties should be attached as a part of the bid as they may be a consideration in awarding a contract.
9. Delivery or contract completion time is to be shown, as this date may, where time is of the essence, determine the contract award.
10. Additional information may be obtained from the Purchasing Office.

**THE CITY RESERVES THE RIGHT TO ACCEPT PART OR ALL OF ANY SPECIFIC BID OR BIDS AND TO ACCEPT ANY BID WITH OR WITHOUT TRADE-IN. THE CITY FURTHER RESERVES THE RIGHT TO REJECT ALL BIDS, OR PART OR ALL OF ANY SPECIFIC BID OR BIDS.**

Click on Purchasing at [www.jonesboro.org](http://www.jonesboro.org) for any additional information.

**Bid Specifications**  
**Diesel Z-Turn Mower - 72"**

A. General: Bids shall include the furnishing of all equipment and accessories listed in the specifications to be installed by seller.

B. Specifications: Manufacturer's published literature must clearly show that the products are furnished are in compliance with these specifications. Include 2 (two) copies with bid.

- 1 Engine: 33.5 hp Diesel. State hp: \_\_\_\_\_
- 2 Cutting Width: 72"
- 3 Cutting Height: Standard hydraulic lift 1.5" x 6" in 0.25 increments
- 4 Deck: heavy duty gauge top and skirt. State gauge: Top \_\_\_\_\_ Skirt \_\_\_\_\_ All corners to be suspension mounted.
- 5 Fuel Requirements: Diesel
- 6 Fuel Capacity: 15 gallons minimum. State gallons \_\_\_\_\_
- 7 Cutting Performance: side-discharge
- 8 Blade Spindles: Cast iron Hercules spindles 1.25" tapered roller bearing, 1.25" shaft has a 10.25" 6-bolt flange
- 9 Electrical System: 12-V battery
- 10 Tractor Frame: One piece - fully welded frame with main frame 1.5" by 2.5" tube type with 0.25" thickness.
- 11 Drive System: Twin independent pumps and wheel motors.
- 12 Tires Front: 13 x 6.5-6 Smooth Tread, semi-pneumatic tires.
- 13 Tires - Rear: 26 x 12-12, 4-ply MultiTrac
- 14 Turning Radius: True zero-turn
- 15 Ground Speed: 0-12 MPH forwards, 0-8 MPH in reverse
- 16 PTO Engagement: Electric
- 17 Parking Break: Disk type.
- 18 Seat: Premium adjustable seat.
- 19 Must furnish an instruction and maintenance manual with each unit
- 20 Suspension: Front - independent with coil over adjustable shocks.
- 21 Suspension: Rear - dual coil over shocks with dual cast iron maintenance free suspension arms.
- 22 Standard, folding ROPS with retractable seatbelt.
- 23 Bidder will provide routine maintenance training to the City's staff upon delivery.
- 24 Shall have a 2 year limited manufacturer's warranty on the Engine.
- 25 Shall have a 2 year limited warranty on the Transmission
- 26 Balance of machine - 2 year limited commercial use, front to rear, parts & labor excluding belts, tires and brake pads.
- 27 Cost to City to pick up mower within City Limits to take to bidder's shop for repair and delivery back to the City. \$\_\_\_\_\_ (during warranty) \$\_\_\_\_\_ (after warranty expires)