



To: Prospective Supplier

From: Kip Smalligan, Sr. Strategic Sourcing Specialist, Procurement Services
Ph 616/331-3211 Fx 616/331-3287 smalligk@gvsu.edu

Date: March 20, 2014

Subject: Request for Proposal #214-23
Meadows Golf Course Greens Mowers

Grand Valley State University is accepting proposals for greens mowers for the Meadows Golf Course. See the attached instructions and specifications.

If you wish to bid on this equipment, please submit your proposal for RFP #214-23 **no later than 5:00 p.m. Thursday, April 3, 2014**. Mail or drop off your proposal to Attn: Kip Smalligan, Grand Valley State University, Procurement Services, 201 Lake Michigan Hall, 1 Campus Dr., Allendale, MI 49401-9403. Please put the above RFP number on the outside of your envelope.

Your proposal must be received before the above RFP opening date and time. No fax, verbal, or telephone quotations will be accepted. Grand Valley State University is not responsible for late, lost, misdirected, damaged, incomplete, illegible or postage-due mail.

Before submitting proposal, check that:

1. The Proposal & Contract form is signed with authorized signature
2. All RFP addenda received are acknowledged (on Proposal & Contract form).

Direct questions to Kip Smalligan at above contact information.

GVSU RFP #214-23 Instructions

1. Provide **two copies** of your proposal **no later than 5:00 p.m. Thursday, April 3, 2014**. Mail or drop off your proposal to Attn: Kip Smalligan, Grand Valley State University, Procurement Services, 201 Lake Michigan Hall, 1 Campus Dr., Allendale, MI 49401-9403. Please put the above RFP number on the outside of your mailing envelope. Your proposal must be received by the above RFP opening date and time. No fax, verbal, or telephone quotations will be accepted. Grand Valley State University is not responsible for late, lost, misdirected, damaged, incomplete, illegible or postage-due mail.
2. Should it become necessary to revise any part of the RFP, notice of the revision will be given in the form of an addendum to all prospective suppliers on record as having received the RFP. Addendums will also be posted on the Bid Opportunities page of the GVSU Procurement Services website www.gvsu.edu/purchasing. Each supplier should acknowledge receipt of addenda in their proposal, but the failure of a supplier to receive or acknowledge receipt of any addendum, shall not relieve the supplier of the responsibility for complying with the terms thereof.
3. Please quote each piece of equipment individually, that is, independent of the others. GVSU may award this RFP to multiple suppliers. Grand Valley State University reserves the right to accept or reject any or all proposals or to negotiate with suppliers if it feels is in its best interest.
4. Products are to be delivered F.O.B Allendale MI campus. Proposal cost must include all packing, transportation, insurance, set-up, instruction, operation, technical and parts manual charges. Estimated cost of freight/insurance must be included as a line item of total cost and will be considered when evaluating the total cost of the supplier's proposal.
5. **State if there are any special delivery requirements.**
6. **State product availability. Desired delivery date is first week of June.**
7. GVSU has used equipment that is available for trade-in value. See list on page 5. State any applicable trade in value.
8. Acceptance of awarded proposal will be made by GVSU purchase order.
9. Grand Valley State University is Michigan state sales tax exempt. Our exemption statement is available online at www.gvsu.edu (see Popular Pages section on upper right)
10. Any questions regarding specifications should be directed to Kip Smalligan at 616/331-3211 or smalligk@gvsu.edu.

GVSU RFP #214-23 Specifications

All products and materials shall be new and all work shall be of good quality, free from defects. New equipment is defined as less than 15 hours on the machine. [The specification features/options listed are required.](#) GVSU is willing to look at newer generation mowers as alternates if you have special deals, but the below meet our needs.

1. 22" Walking Greens Mower with Trailer (any of the three models listed are acceptable), Quantity 5 each.

John Deere 220SL

http://www.deere.com/wps/dcom/en_US/products/equipment/walk_greens_mowers/sl_precisioncut_walk_greens_mowers/220sl/220sl.page?

- 11 blade reel
- 2.5 mm bedknife
- Wiley front roller
- Light kit
- Hour and rpm meter
- Out Front push brush
- Transport wheels
- Grass catcher
- Full Factory Warranty
- Transport trailer (non-box type preferred)

OR

Jacobsen GK522

<http://www.jacobsen.com/gk500>

- 11 blade reel
 - Push brush
 - Light kit
 - Hour and rpm meter
 - Wiley front roller
 - Transport wheels
 - Grass catcher
 - Full Factory Warranty
 - Transport trailer (non-box type preferred)
- <http://www.jacobsen.com/assets/products/jacobsen/brochures/mowercaddy.pdf>

OR

TORO Greensmaster 1000

<http://www.toro.com/en-us/Golf/Mowers/Walk-Greensmowers/Pages/Model.aspx?pid=Greensmaster-1000>

- 11 blade reel
- Wiley front roller
- Light kit
- Hour and rpm meter **[continued next page]**

- Push broom brush
- Transport wheels
- Grass catcher
- Full Factory Warranty
- Transport trailer (Trans Pro 80 preferred)

<http://www.toro.com/en-us/Golf/Mowers/Walk-Greensmowers/Pages/Model.aspx?pid=Trans-Pro-80->

100

2. 26" walking Tee/Collar/Approach Mowers with Trailers (any of the three models listed are acceptable), Quantity 5 each

John Deere 260SL

http://www.deere.com/wps/dcom/en_US/products/equipment/walk_greens_mowers/sl_precisioncut_walk_greens_mowers/260sl/260sl.page?

- 7 blade reel
- Wiley front roller
- Light kit
- Hour and rpm meter
- Transport wheels
- Grass catcher
- Full Factory Warranty
- Transport trailer (non-box type preferred)

OR

Jacobsen GK526

<http://www.jacobsen.com/gk500>

- 7 blade reel
- Light kit
- Wiley front roller
- Hour and rpm meter
- Transport wheels
- Grass catcher
- Full Factory Warranty
- Transport trailer (non-box type preferred)

<http://www.jacobsen.com/assets/products/jacobsen/brochures/mowercaddy.pdf>

OR

TORO Greensmaster 1600

<http://www.toro.com/en-us/Golf/Mowers/Walk-Greensmowers/Pages/Model.aspx?pid=Greensmaster-1600>

- 7 blade reel
- Wiley front roller
- Light kit
- Hour and rpm meter
- Transport wheels
- Grass catcher **[continued next page]**

- Full Factory Warranty
- Transport trailer (Trans Pro 80 preferred)

<http://www.toro.com/en-us/Golf/Mowers/Walk-Greensmowers/Pages/Model.aspx?pid=Trans-Pro-80-100>

3. Lastec 2861AGC Articulating Mower, Quantity 1 each

- Light kit
- Filter and service kit
- Replacement mule belt
- Full Factory Warranty

4. State the **trade in value you would give for the following used equipment** (hours listed are as recorded at the start of the 2014 season).

5 each - John Deere 220 Walk mowers

- 11 blade reel
- Wiley front roller
- Light kit
- Transport wheels
- Grass catcher
- with SmithCo/Jacobsen trailer
 - M00220A-070065 w/1384 hours
 - M00220A-070127 w/1426 hours
 - M00220BZ-011363 w/1512 hours
 - M00220BZ-011365 w/1542 hours
 - M0220CA-010485 w/1641 hours

5 each - John Deere 260 Walk mowers

- 7 blade reel
- Wiley front roller
- Light kit
- Transport wheels
- Grass catcher
 - M0260BS-010066 w/1158 hours – no light kit
 - M0260BU-01027
 - M0260BU-010086 w/1151 hours
 - M0260BU-010087 w/1200 hours
 - M0260BU-010126 w/1025 hours

1 each - Lastec 2861AGC articulating mower

- Light kit
 - Model 2861AGC
 - Serial # 2450506
 - 2086 hours



Proposal and Contract
Meadows Golf Course Greens Mowers • RFP 214-23

The undersigned certifies that to the best of his/her knowledge:

- ☐ There is no officer or employee of Grand Valley State University who has, or whose relative has a substantial interest in any contract award subsequent to this proposal.
- ☐ The names of any and all public officers or employees of Grand Valley State University who have, or whose relative has, a substantial interest in any contract award subsequent to this proposal are identified by name as part of this submittal.

Name(s) _____

The undersigned further certifies that their company ____ IS or ____IS NOT currently debarred, suspended or proposed for debarment by any federal entity. The undersigned agrees to notify the University of any change in this status, should one occur, until such time as an award has been made under this procurement action.

Bidder declares the following legal status in submitting this proposal:

- ☐ A partnership
- ☐ A corporation organized and existing under the laws of the State of _____
- ☐ An individual doing business as (DBA) _____

Bidder declares that company is at least 51% owned, controlled and actively managed by
(check all that apply):

- | | | |
|--|--|---|
| <input type="checkbox"/> African-American | <input type="checkbox"/> Native American | <input type="checkbox"/> Woman/Women |
| <input type="checkbox"/> Asian American | <input type="checkbox"/> Multi-Racial | <input type="checkbox"/> ADA Disabled Person(s) |
| <input type="checkbox"/> Hispanic American | | |

Bidder acknowledges receipt of the following addenda:

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

BASE PROPOSAL: ATTACH YOUR PROPOSAL

The undersigned proposes to furnish all labor, materials, equipment, tools and services required to complete the work in accordance with the proposed Contract Documents listed herein, including all addenda issued pertaining to same, for the sum or sums as stated, and agrees that these Documents will constitute the Contract if accepted by Grand Valley State University.

Company Name

Address

City/State/Zip Code

Office Phone No.

Cellular Phone No.

Fax No.

Authorized Agent Signature

Name & Title

Witness Signature

Name

Tax Identification No.

Date

VIII. ACCEPTANCE: This proposal is accepted by Grand Valley State University

Authorized Agent Signature

Name & Title

Office Phone No.

Mobile Phone No.

Fax No.

38 1684280

GVSU Tax Identification No.

Date