# REQUEST FOR PROPOSAL

# WIDE-AREA ROTARY MOWER

## Grandview School District No. 200
## GRANDVIEW, WASHINGTON

**Date of Bid Opening: April 4, 2016 at 11:15 AM**

The Grandview School District No. 200 is requesting bids for Wide-Area Rotary Mower as defined by solutions proposed within this document. Qualified bidders may obtain bid and contract documents online at www.gsd200.org, referenced under Departments/Business.

Each bid **must** be submitted to Grandview School District in a sealed opaque envelope. Sealed bids **must** be received by **11:00 am on April 4, 2016** at the following address.

Grandview School District
ATTN: Brad Shreeve
913 2nd Street
Grandview, WA 98930

At that time, bids will be publicly opened and read aloud by the Grandview School District or its authorized representative at the above address. No bidder may withdraw its bid for a period of thirty (30) days after the date and hour set forth above for the bid opening. Bids must include a listing of any sub-contractor whose price equals 10% or more of the bid. Any bids received after the time for bid opening will not be considered. Grandview School District reserves the right to reject any or all bids, and to waive any informalities or irregularities in the bid or the bidding.

The Grandview School District #200 does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability in its programs and activities. Inquiries regarding compliance may be directed to the District's Compliance Officer.

Dated this 18th of March 2016

**Grandview School District #200**

**By:**

Brad Shreeve
**Assistant Superintendent**
**For Finance and Operations**

# Instructions to Bidders
## Grandview School District
## Wide-area Rotary Mower

Grandview School District will be accepting proposals for a Wide-Area Rotary Mower from qualified vendors. The primary district objective is to have a Mower procured quickly to maintain school lawns this mowing season. It is anticipated that the vendor will provide a solution that will provide efficient safe lawn care for the six school/campus locations. The district is soliciting information about Wide-Area Rotary Mower vendor obtainability and pricing for a Mower with the capability to quickly mow over 110 acres, maneuver around obstacles, with a 10 year plus life span.

## 1. Preparation and Submission of Bids

1.1 All bids **must** be in strict conformity with the bid documents and any addenda.

1.2 Bids **must** be submitted to Grandview School District in a sealed opaque envelope or Box, and must contain: (a) one signed copy of the Bid Form; (b) Vendor Eligibility and Reference Form; (c) Itemized bid. Also see section 1.6 for complete list and organization of bid documents.

The following information shall be specified in the upper left-hand corner of the envelope:

(a) The name and address of the bidder;

(b) Grandview School District Wide-Area Rotary Mower

(c) "SEALED BID ENCLOSED".

1.4 Bids **must** be received by Grandview School District no later **11:00 am on April 4, 2016** at the following address:

Grandview School District
ATTN Brad Shreeve
913 W. 2nd Street
Grandview, WA 98930

Bids received after the time and date designated for receipt of bids will **not** be considered.

1.5 The preparation and submission of a bid will be by and at the expense of the bidder. All bids must be submitted in a form and manner so as to comply with all applicable laws of the State of Washington.

1.6 **ORGANIZATION OF THE SUBMITTAL PROPROSAL**

The RFP information shall be organized per the Submittal Format. Organization and brevity will be appreciated. The sections of the RFP shall be indexed and tabbed per sections noted below per the Submittal Format for easy reference.

Each proposal shall be submitted by enclosing two (2) Hardcopies.

**Letter of Interest**
A maximum two page letter of interest that includes a synopsis of the firm, business principals, general qualifications and distinguishing characteristics, primary contact information (mailing address, email address, telephone and facsimile numbers), and signed by the principal-in-charge representing the contractual authority of the firm. Please provide a brief history of your company's support and repair history of Wide-Area Rotary Mower products.

**Bid Form and W-9**
Complete Bid Form and W-9 enclosed in the packet.

**Relevant Experience & References**
Provide a list, project description, and contact information for at least five (5) previous school, city, or county clients. Include relevant information about each piece of equipment that applies to the experience of your firm relevant to the current RFP.

## 2. Examination of Bid Documents and Conditions

2.1 Each bidder should carefully examine the bid documents and all addenda. If any bidder (a) finds any discrepancies, omissions or ambiguities in the bid documents; (b) is uncertain as to the intent or meaning of any provision of the bid documents; or (c) has any question regarding the bid documents, the bidder **must** promptly notify Grandview School District in writing thereof at the address specified in paragraph 1.4 above, or at twolkenhauer@gsd200.org. Replies to such notices will be made in the form of addenda at www.gsd200.org, referenced under Departments/Business.

## 3. Modification or Withdrawal of Bids

3.1 A bidder may modify or withdraw its bid by written request, provided that the request is received by Grandview School District in writing prior to the time specified in paragraph 1.4. Following withdrawal of its bid, a bidder may submit a new bid, provided that such new bid is received by Grandview School District prior to the time specified in paragraph 1.4. Bids cannot be withdrawn for a period of thirty (30) days after the official opening of the bids.

3.2 Grandview School District may modify any provision of the bid documents at any time prior to the time specified in paragraph 1.4 of the submission of bids. Such modifications will be made in the form of addenda at www.gsd200.org, referenced under Departments/Business.

## 4. Award or Rejection of Bids

4.1 All bids properly identified and received on time will be publicly opened and read aloud on the date and in the place named in the Invitation to Bid.

4.2 Grandview School District reserves the right to reject any or all bids, to make an award to other than the low bidder, to **make an award to a bidder for only a portion of the**

**goods described in its bid**, to reject a bid which is in any way incomplete or irregular, and to waive any informality or irregularity in any bid received.

4.3 In award of the contract, all factors and information which have a bearing on the decision to select a bidder may be considered by Grandview School District.

4.4 Grandview School District intends to award the District Wide-Area Rotary Mower Bid to one responsible and responsive vendor. Vendors must provide unit prices which will be available to Grandview School District for subsequent purchases for the duration of the bid award.

4.5 Protest Procedure

4.5.1 Any Bidder claiming to be aggrieved by the bid documents or the award of the contract may protest to the Grandview School District in accordance with the following procedures. Failure to comply with these procedures will render a protest void and will result in the rejection of the protest. Exhaustion of these protest procedures in a timely manner is a condition precedent to any action filed in a court of law.

4.5.2 Protests based upon the contents of the bid documents shall be submitted no later than five days before the Bid Delivery Date.

4.5.3 Protests based upon any other circumstances shall be submitted no later than five days after the Bid delivery date.

4.5.4 A protest must be in writing and must include: (1) the name and address of the aggrieved Bidder, (2) a detailed description of the specific grounds for the protest, (3) all documentation supporting the protest, and (4) the specific relief sought from the Grandview School District.

4.5.5 If the protest is not resolved by mutual agreement, the Grandview School District's Board will consider the protest in public session and make a final and conclusive determination.

## 5. Purchase Order Execution

5.1 The successful bidder will provide such information and assistance as Grandview School District may request.

5.2 Grandview School District intends to issue a Purchase Order using the form included with the bid documents. Within ten (10) days after presentation of the Purchase Order, the successful bidder must duly execute the same. The failure of the successful bidder to duly execute and submit certificates of insurance, W-9, and any other required documents, will entitle Grandview School District, in addition to all other rights and remedies of Grandview School District, to award the contract to another bidder.

5.3 All bid documents shall remain the property of Grandview School District. If requested by Grandview School District, the unsuccessful bidders shall return all bid documents

to Grandview School District at the address specified in paragraph 1.4 above, without mutilation, marks or annotations.

5.4 Grandview School District does not guarantee to purchase any minimum or maximum quantities of bid items.

5.5 In case of conflict between the provisions of these Instructions and any other Bidding Document, these Instructions shall govern. In case of conflict between the provisions of the bid documents and the Purchase Order the Purchase Order shall govern.

# Standard Terms and Conditions

## Wide-Area Rotary Mower
## Request for Proposal

### 1. Definitions

1.1 The following terms shall have the following definitions whenever used in this Request for Proposal:

1.1.1 "Buyer" is defined as Grandview School District.

1.1.2 "Seller" is defined as the seller or vendor identified in the Contract. If Seller is composed of more than one person or entity, then each such person or entity shall be jointly and severally liable as Seller under this RFP.

1.1.3 "Mower" is defined as Wide-Area Rotary Mower

1.1.4 "RFP" is defined as Request for Proposal

### 2. Price and Progress Payments

2.1 Payment of the specified Prices shall constitute full compensation for the Mower and satisfactory performance of all the Seller's obligations under this RFP. Such Prices shall be subject to adjustment only as specifically provided for elsewhere in this RFP. Should the list price decrease, the cost to the buyer shall be determined by applying the discount percentage to the new list price. Seller shall separately identify on the Schedule of Prices and the applicable invoice of Seller any applicable taxes arising out of the sale of the Mower payable by Buyer. Any time periods specified for accepting any discounts shall commence upon, and Buyer shall pay the appropriate amounts due thirty (30) days after, the later of: (a) the date that Buyer receives Seller's correct invoice therefor; or (b) the date that Buyer accepts the Mower (together with any required documentation) at the specified destination. If Seller fails to perform in a timely manner any of its obligations under this RFP, then Buyer may, upon ten (10) days advance written notice to Seller of Buyer's intention to do so, perform or have performed the same and deduct or offset such amount from the compensation payable to Seller under this RFP or otherwise charge to or recover from Seller the cost of such performance**.** Invoices received by the 10th of the month will be paid on the last working day of the month.

### 3. Delivery

3.1 Seller shall properly package the Mower for protection against damage or deterioration that may result from shipment, handling, storage or other cause. Seller shall ship the Mower from the specified point of shipment no later than the specified shipment date and shall deliver the Mower to Buyer FOB the specified destination no later than the specified delivery date. Seller must deliver Mower completely assembled. Risk of loss or damage to the Mower or its accessories shall remain with Seller until delivery of the Mower to Buyer at the specified destination at which time title to the Mower and such risk pass to Buyer.

## 4. Delays

4.1 Time is of the essence in the delivery of Seller's obligations under this Purchase Order. However, Seller shall not be liable for delays in delivery due to causes which (a) are not foreseeable: (b) are beyond Seller's control; and (c) cannot be overcome by Seller after using its best efforts to do so; provided that Seller, within three (3) days after the commencement of the delay or, if earlier, the date on which Seller knew or should have known that the delay would occur, gives Buyer written notice of the circumstances giving rise to the delay, the anticipated duration of the delay and the action being taken by Seller to overcome or mitigate the delay.

## 5. Inspection

5.1 The Mower shall at all times be subject to inspection, testing and expediting by Buyer. Mower shall be deemed accepted prior to final inspection and acceptance by Buyer at the specified destination. Failure of Buyer to inspect goods does not relieve Seller of its obligations or impair Buyer's right to reject defective or non-complying goods.

## 6. Warranty

6.1 Seller warrants that: (a) the Mower shall be free from all defects in design, materials, workmanship and title; (b) all materials, components, parts and other items incorporated in Mower shall be new, merchantable and of suitable quality for their intended purpose; and (c) the Mower shall conform to the attached Specifications and other requirements of this RFP. Seller shall promptly correct any goods that do not comply with this warranty. If Buyer requires Seller to make any such correction and Seller thereafter fails or indicates its inability or unwillingness to do so, then Buyer may correct (or cause to be corrected) the non-compliance or otherwise achieve compliance by the most expeditious means available to it and charge to or otherwise recover from Seller the cost thereof. If Buyer rejects Mower or any of its accessories that do not comply with the foregoing warranty, Seller shall have a reasonable time to correct the non-compliance; if Seller fails to correct the non-compliance within a reasonable time, Buyer may cancel this Purchase Order as to the non-complying Goods without any liability or obligation of, or cost to, Buyer with respect to such Mower and without prejudice to any other rights or remedies of Buyer with respect to such non-compliance (e.g., as to damages or cover).

## 7. Activities on Buyer's Premises

7.1 If Seller or any of its subcontractors or suppliers of any tier performs any activities on premises owned, leased, possessed or controlled by Buyer, Seller shall: (a) take all precautions which are necessary to prevent injury (including death) to persons and damage to any property or environment in connection with such activities; and (b) release, defend, indemnify and hold harmless the Buyer from all claims, losses, harm, liabilities, damages, costs and expenses (including, but not limited to, reasonable attorney's fees) that may arise in connection with such activities. Without limiting the generality of the foregoing, Seller waives its immunity under any applicable workers' compensation laws for purposes of this Section 7 and assumes potential liability for actions brought by Seller's employees, subcontractors or suppliers of any tier.

7.2 The Seller shall maintain a comprehensive general liability policy which shall provide bodily injury and property damage liability on Seller's operations; owned, non-owned and hired vehicles; on work sublet to others; and on the indemnity agreement set out above. The limits of liability insurance shall not be less than the following.

7.2.1 $1,000,000 per occurrence for bodily injury liability including sickness, disease or death and $1,000,000 bodily injury liability for all occurrences (other than automobiles); and

7.2.2 $1,000,000 for property damage liability (other than automobiles) because of damage to or destruction of property of others including loss of use thereof caused by one occurrence and $1,000,000 property damage liability for all occurrences.

7.2.3 (As an alternate to subparagraphs .1 and .2 above, Seller may insure for $1,000,000 combined single limit protection for both bodily injury and property damage liability per occurrence and $1,000,000 general aggregate.)

7.2.4 In addition, $1,000,000 per accident for bodily injury liability including sickness, disease or death and property damage liability because of damage to or destruction of property of others including loss of use thereof arising out of the operation of automobiles.

7.2.5 In addition, the Seller shall maintain a true umbrella policy which provides excess limits over the primary layer, in an amount not less than $1,000,000.

7.3 In addition, the Seller shall purchase and maintain insurance for claims under workers' compensation (industrial insurance), disability benefit and other similar employee benefit acts in the State statutory amount and Employer's Liability with coverage of at least $250,000/$500,000.

7.4 The insurance described above shall be in place prior to commencing activities on the Buyer's premises. The Buyer's specification or approval of the coverage’s or insurance in this agreement or of their amounts are not limits of liability and shall not relieve or decrease the liability of the Seller.

7.5 Before exposure to loss can occur, the Seller shall furnish the Buyer with **Certificates of Insurance** as evidence of all insurance required above. All policies and certificates must be signed copies and shall contain a clause agreeing that such insurance cannot be materially altered (i.e., the coverage reduced, the limits decreased, or the additional insured removed), allowed to expire or canceled without first giving 45 days written notice by certified mail to the Buyer. The Seller shall furnish to the Buyer copies of any subsequently issued endorsements amending, modifying, altering, or restricting coverage or limits.

7.6 If the Buyer is damaged by the failure of the Seller to maintain any of the above insurance to so notify the Buyer, then the Seller shall bear all costs properly attributable thereto.

## 8. Infringement

8.1 Seller releases and shall defend, indemnify and hold harmless Buyer from all claims, losses, harm, liabilities, damages, costs, expenses (including, but not limited to reasonable attorneys' fees) and royalties related to any claim, action, suit or proceeding involving

the Mower or any use or intended use of the Mower, which claim, action, suit or proceeding is based upon infringement (or alleged infringement) of any patent, copyright, mask work, trade secret, trade name or trademark or upon the wrongful use (or alleged wrongful use) of any confidential or proprietary concept, method, process, product, writing, information or other item. Further, if the Mower or any use or intended use of the Mower constitutes an infringement of any patent, copyright, mask work, trade secret, trade name or trademark or wrongful use of any confidential or proprietary concept, method, process, product, writing, information or other item, Seller shall: (a) procure for Buyer, at no cost to the Buyer, the right to use the infringing item; (b) replace the infringing item with a substantially equal but non-infringing item; or (c) modify the infringing item so that it becomes non-infringing.

## 9. Compliance with Laws

9.1 Seller shall comply (and shall ensure that the Mower and Seller's subcontractors and suppliers of every tier comply) with all applicable laws, ordinances, rules, regulations, orders, licenses, permits and other requirements, now or hereinafter in effect, of any governmental authority. All laws, ordinances, rules, regulations and orders required to be incorporated in agreements of this character are incorporated in this RFP by this reference.

## 10. Changes

10.1 Buyer may from time to time make changes in the requirements of this RFP (including, but not limited to, additions to or deletions from Mower, changes in quantities, drawings and specifications for the Mower, suspension of performance, changes in schedule and changes in shipment and delivery dates) by giving Seller written notice of such changes. If any such change causes an increase or decrease in the cost of or the time required for performance of this RFP, an equitable adjustment in the prices and schedule under this RFP shall be made to reflect such increase or decrease. Any changes must be approved by both parties in writing and include the cost increase or decrease of the project.

## 11. Termination of Contract

11.1 Buyer may from time to time terminate the Purchase Order as to all or any portion of the Mower not then delivered to and accepted by Buyer by giving Seller written notice of such termination. In the event of any such termination, an equitable adjustment shall be made under this Purchase Order with respect to the terminated Mower for the costs Seller unavoidable incurred as a result of such termination; provided that costs shall in no event exceed the total prices otherwise payable under the Purchase Order for the terminated Mower, less the sum of (a) the estimated costs (plus a reasonable allowance for profit) which would have been incurred by Seller to complete performance with respect to the terminated Mower and (b) the reasonable value of the terminated Mower at the time of such termination.

## 12. Successors and Assigns

12.1 Seller shall not (by purchase order, operation of law or otherwise) assign the Purchase Order or any right or interest in the Purchase Order, or delegate performance of any of its duties or obligations under the Purchase Order, without the prior written consent of Buyer. Any such assignment or delegation without Buyer's prior written consent shall be voidable at Buyer's option. Subject to the foregoing restriction on assignment and delegation by Seller, the

Purchase Order shall be fully binding upon and enforceable by Seller, Buyer, and their respective successors, assigns and legal representatives.

## 13. Non-Waiver

13.1 The failure of Buyer to insist upon or enforce strict performance by Seller of any of the provisions of the Purchase Order or to exercise any rights or remedies under the Purchase Order, shall not be construed as a waiver or relinquishment to any extent of its right to assert or rely upon any such provisions, rights or remedies in that or any other instance; rather, the same shall be and remain in full force and effect.

## 14. Applicable Law; Courts

14.1 This RFP shall be interpreted, construed and enforced, in all respects, in accordance with the laws of the state of Washington, without reference to its choice of law principles. Seller shall not commence or prosecute any suit, proceeding, or claim (to enforce the provisions of this RFP, to recover damages of, or default under this RFP or otherwise) arising under or by reason of this RFP, other than in the courts of the state of Washington in Yakima County, or the United States District Court for the Eastern District of Washington at Spokane. Seller irrevocably consents to the jurisdiction and venue of the courts identified in the preceding sentence.

## 15. Entire Agreement

15.1 The Purchase Order sets forth the entire agreement and supersedes any and all prior agreements, between Seller and Buyer regarding the Mower. No amendment or modification of any provision of the Purchase Order shall be valid unless set forth in a written instrument signed by both parties. Buyer shall not be bound by, and specifically objects to, any term, condition or other provision which is different from or in addition to the provisions of the Purchase Order (whether or not it would materially alter this RFP) and which has been proffered by Seller in any quotation, invoice, shipping document, acceptance, confirmation, correspondence or otherwise, unless Buyer specifically agrees to such provision in a written instrument signed by Buyer. The rights, remedies and warranties afforded to Buyer pursuant to any provision of this RFP are in addition to and do not in any way limit any other rights, remedies or warranties afforded to Buyer by any other provisions of this RFP, by any of Seller's subcontractors, suppliers of any tier, or by law.

## 16. Employees

16.1 The Seller shall enforce strict discipline and good order among the Seller's employees and other persons carrying out the Purchase Order. The Seller shall not permit employment of unfit persons or persons not skilled in tasks assigned to them. At no change to the Purchase price or time, the Buyer may provide written notice requiring the Seller to remove from the site any employee or other person carrying out the Purchase Order the Buyer considers objectionable. If the work is being performed at a site in active school use or where there is a likelihood of contact with children, a person shall be unfit if he or she has pled guilty to or has been convicted of any felony crime involving the physical injury or death of a child (RCW 9A.32 or 9A.36 but not RCW 46.61--motor vehicle violation), the physical neglect of a child (RCW 9A.42), sexual offenses against a minor (RCW 9A.44), sexual exploitation of a child

(RCW 9.68A), the sale or purchase of a minor child (RCW 9A.64.030), promoting prostitution of a child (RCW 9A.88), or violation of similar laws of another jurisdiction.

16.2 The Seller shall comply with all applicable provisions of RCW 49.28, "Hours of Labor".

16.3 Pursuant to RCW 49.70, "Worker and Community Right to Know Act," and WAC 296-62-054 et seq., the Seller shall provide the Buyer copies of and have available at the Project site a workplace survey or material safety data sheets for all "hazardous" chemicals under the control or use of Seller at the Project site. Seller shall not be entitled to any additional time or compensation arising from its failure or alleged failure to comply with this statute or regulation.

**17. Certifications**

19.1 The Seller also certifies the following: CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110. (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

# Technical Specifications
# Grandview School District
# Wide-Area Rotary Mower

## BASE PRODUCT CONFIGURATION SPECIFICATIONS

### 1.1 GENERAL

A. Engine
    a. 99+ Horsepower
    b. 4 Cylinder
    c. 199+ cu.in. Displacement
    d. 4-Wheel Drive
    e. Fuel-diesel
B. Cooling System
    a. Water Cooled
C. Traction and Drive
    a. Hydrostatic Drive
D. Tires, Brakes, Steering
    a. Hydrostatic Steering
    b. Pneumatic Wheels on Front and Wing Decks
E. Cutting Unit
    a. Hydraulic Motor Deck Drive
    b. 16’ Cutting Width
    c. 1-6” Cutting Height
    d. Shock Absorption Wing Decks
F. Cab
    a. Canopy/Sunshade Cover
G. Instrumentation
    a. Gauges
    b. Display

### 1.2 PRODUCTS ACCESSORIES

A. Accessories
    a. Mulcher kit
    b. Road package kit
    c. Adjustable Canopy
    d. Rear steering wheel weight kit

### 1.3 DELIVERY, SETUP, AND WARRANTY

A. Assembled and ready to use upon arrival
B. Mower parts and labor warranty

### 1.4 OTHER DECISION ATTRIBUTES

A. Self-Cleaning
B. Lights
C. 35 gallon Fuel Tank Size
D. Cruise Control

## ALTERNATE BIDS FOR ACCESSORIES AND OPTIONS

### 2.1 ENCLOSED CAB IN LIEU OF CANOPY/SUNSHADE

### 2.2 LIST OTHER ACCESSORIES OR OPTIONS AND THE COST

## Objective of this Request for Proposal

The objective of this RFP is to solicit information about durable long lasting Wide-Area Rotary Mowers vendor availability and pricing for an efficient grounds keeping solution to enable a crew of 2 to effectively mow 110 acres with the ability to maneuver around obstacles with no loss of time.

## I. RFP

Grandview School District will be accepting proposals for a Wide-Area Rotary Mower from qualified vendors. The primary district objective is to have a Mower procured quickly to maintain school lawns this mowing season. It is anticipated that the vendor will provide a solution that will provide efficient safe lawn care for the six school/campus locations. The district is soliciting information about Wide-Area Rotary Mower vendor obtainability and pricing for a Mower with the capability to quickly mow many acres, maneuver around obstacles, with a 10 year plus life span.

**Mower RFP Timetable and Process**

Request to Vendors: March 18, 2016

RFP DUE DATE: April 4, 2016 at 11:00 AM

School response and proposal acceptance by: April 5, 2016

If vendors have any questions, please forward them to the listed POC below for a response. Completed responses to this RFP must be received no later than 11:00 AM on April 4, 2016. Please send an electronic copy of your response to:

POC: Tom Wolkenhauer
POC's Title: Maintenance and Groundskeeper Supervisor
EMAIL ADDRESS: twolkenhauer@gsd200.org; and bshreeve@gsd200.org
PHONE NUMBER: 509-391-6111 or 509-882-8510

## III. SUBMITTAL REVIEW & SELECTION PROCESS

The Respondee should submit a comprehensive, but concise RFP submittal. Failure of the Respondee to provide any information requested in this RFP may result in disqualification of the submitted proposal. The provision of copious and irrelevant material may also result in disqualification of the submitted proposal. The School District selection committee shall evaluate and rank RFP submittals based on alignment with the RFP requirements, Submittal Format, and Evaluation Criteria in order to select the vendor of choice. After the final selection has been made, the school district will provide a rating matrix (based on the selection criteria noted in this RFP) & a memorandum of decision explaining their selection to each of the RFP Respondees

upon request. The Grandview School District reserves the right to reject any proposal for any reason.

## IV. TYPE OF CONTRACT & FEE PROPOSAL:

Contract will be a lump sum "not to exceed" format. Vendor shall delineate with their fee all anticipated deliverables included in fee. All proposers shall be required to include a sealed a lump sum fee to be included with their proposal. If the fee proposal of the final candidate is not acceptable to the district, the district reserves the right to negotiate with the selected candidate, and to consider the next best candidate in the event that the fee proposal is not acceptable and an agreed upon fee cannot be reached.

**V. Selection Criteria**
The following criteria will be considered by the Grandview School District selection committee:

| **Consultant Selection Criteria** | **Point Value** |
|---|---|
| **RFP Completion.** How complete and concise was the letter of interest and RFP response? Was the RFP well organized, with complete information responding to all of the submittal criteria? | 10 points |
| **Project Approach.** RFP documents a clear understanding of District's needs and clear direction toward supplying a Mower | 10 points |
| **Value.** Overall base cost of Mower. | 30 points |
| **Delivery Date.** Ability to deliver Mower in an efficient time frame. | 10 points |
| **Firm Experience.** Relevant experience with school Implementation. | 10 points |
| **References.** References verifying quality of equipment and support. | 10 points |
| **Accessories:** Available within acceptable time table. | 10 points |
| **Warranty:** Length of warranty | 10 points |
| **Total Points** | **100 points** |

# Grandview School District
# Wide-Area Rotary Mower
## PROPOSAL – BID FORM

This Bid is for a W.A.R.M. for Grandview School District

Legal Name of Bidder _____

Contact _____

E-Mail Address _____

Business Address _____

_____

(City) (State) (Zip Code)

**Total Base Cost Before Taxes** $_____

**Sales Tax** **$**_____

**Total Base Cost** $ _____

**Expected Delivery Date** _____

Receipt of addenda number ____ through addenda number ____ is hereby acknowledged.

**Alternate Items:**

| Description | Amount (Pre-Tax) |
|---|---|
| Enclosed Cab | $_____ |
| _____ | **$**_____ |
| _____ | $_____ |
| _____ | $_____ |

Attach additional paper if needed.

Please list any state or federal contracts that were used in this bid, if any.

| Contract Name | General products/services | Contract # |
|---|---|---|
| | | |
| | | |

_____

Signature Title Date