



Harvey County Parks

314 N. East Lake Road

Newton, Ks. 67114

(316)283-5420

INVITATION TO BIDDERS

1. Harvey County, Kansas will accept bid proposals for the purchase of **one (1) new 2023 or newer Utility Side by Side UTV**, for the Harvey County Parks department. See attached requirements. A copy of any applicable warranty or guarantee must accompany the bid along with an estimated delivery date.
2. Bid proposals must be sealed and clearly labeled ***"Parks side by side UTV"***, with name and address of vendor on the envelope. Bids will be mailed to: **Harvey County Administration Office, PO Box 687, 800 N. Main Street, Newton, KS, 67114.** They will be received by the Harvey County Administration office until **5:00 PM on Friday, March 31, 2023**, and opened in public by the Board of Harvey County Commissioners on **Tuesday, April 4, 2023**, at around **9:30 AM** at the Commissioner meeting at the Harvey County Courthouse, 800 N. Main St., Newton, Kansas.
3. If additional information or questions arise, call **Kass Miller, Parks Director, at (316)283-5420.** Mailing address is 800 N. Main St., PO Box 687, Newton, KS, 67114.

BID CONDITIONS

1. Harvey County, Kansas reserved the right to select the bid proposal which best meets its required needs and quality requirements.
2. Harvey County reserves the right to reject any or all bids, to accept or reject any item or items in the bids, and to waive any irregularities in the bids.
3. Faxed and e-mailed bids will not be accepted.
4. Bids may be corrected or withdrawn prior to the stated deadline. Requests for all such transactions must be submitted to Kass Miller, Parks Director, prior to the deadline. Correction or withdrawal of inadvertently erroneous bids after the deadline but before the award, or cancellation of awards or contracts based on mistakes, shall be permitted only upon authorization of the County Administrator.
5. The bid and/or contract will be awarded to a qualified vendor submitting the lowest responsible bid or best proposal as determined by the Board of County Commissioners after review of all vendor proposals and recommendations by the user department(s). Harvey County interprets the term lowest responsible bid/proposal as requiring Harvey County to (A) choose between the kinds of materials, goods, wares, or services subject to the bid, and (B) determine which bid is most suitable for its intended use or purpose. Harvey County can consider among other factors, however not limited to, such things as labor cost, service and parts availability, and maintenance cost of items upon which bids are received. All requested information must be provided. If you cannot respond to the request, state the reason you cannot respond. You may provide supplemental information, if necessary, to assist Harvey County in analyzing your bid.
6. All items furnished must be the best of their respective kinds and be free from defects in material and workmanship. Items furnished must be manufactured in compliance with all existing legal or governmental directives.

BID REQUEST

Harvey County – Parks Department

New (less than 50 miles) 2023 or newer Utility Side by Side UTV, is to be furnished with all the standard features, built to industry standards, with the following minimum specifications and options. Check Yes or No for each of the following:

MINIMUM SPECIFICATIONS

- | | | |
|-----|--------------|---|
| 1. | Y_____N_____ | Engine: Minimum 800cc displacement |
| 2. | Y_____N_____ | Automatic Transmission with Hi/Low range |
| 3. | Y_____N_____ | 4X4 |
| 4. | Y_____N_____ | Minimum 3 person seating |
| 5. | Y_____N_____ | Differential Lock |
| 6. | Y_____N_____ | Power steering |
| 7. | Y_____N_____ | Dumping bed |
| 8. | Y_____N_____ | Installed Solid Roof |
| 9. | Y_____N_____ | Front and Rear receiver hitch |
| 10. | Y_____N_____ | All-Terrain, heavy duty Tires |
| 11. | Y_____N_____ | front bumper/brush guard |
| 12. | Y_____N_____ | Minimum 2,000 lb. tow capacity |
| 13. | Y_____N_____ | Speed: must be able to travel up to/beyond 40 mph |

BID FORM

Harvey County – Parks Department

To the Board of Harvey County Commissioners,

The undersigned hereby certifies that the attached specifications and this bid form have been carefully examined and fully understand the intent. The undersigned proposed and agrees to furnish the 2023 or newer Utility Side by Side in compliance with this bid form and certifies that said Side by Side meets or exceeds the attached specifications. *Any variances from the specifications are noted on the attached specifications sheets.*

Cost for one (1) new 2023 or newer Utility Side by Side UTV with fewer than 50 miles, to meet or exceed minimum specifications:

\$ _____

Year / Make / Model: _____

Below, please include the costs, including installation, of additional features that may be purchased. The additional features will need to be separated from the cost of the UTV.

Front Windshield:

Solid: \$ _____

Flip Up: \$ _____

Flip Down: \$ _____

Rear View Mirror: \$ _____

Side Mirrors: \$ _____

Front Rope Winch: \$ _____

Describe included Warranty or attach copy of Warranty Sheet:

Delivery time in days after award of bid: _____

Signed this _____ day of _____, 2023.

Firm Name: _____

Mailing Address: _____

City, State, Zip Code: _____

Authorized Signature: _____

Print Name: _____

Telephone: _____ Email: _____

Harvey County reserves the right to reject any or all bids and to waive any irregularities therein.

****Pages 2 and 3 must be included with the bid submission****