TOWN OF WATERTOWN  
WATERTOWN, CONNECTICUT  

NOTICE OF BID  

Golf Cart Rental  
Crestbrook Park Golf Course  

Sealed bids are invited and will be received by the Purchasing Agent of the Town of Watertown at the office of the Purchasing Agent, Town Hall Annex, 424 Main Street, Watertown, Connecticut, until 11:00 a.m. Tuesday, December 22, 2015 at which time and place they will be publicly opened and read aloud for furnishing a multiple year lease for the rental of golf carts as specified herein to the Town of Watertown.

The Information for Bidders, Form of Bid, Specifications and other contract documents may be obtained or examined at the office of the Purchasing Agent, Town Hall Annex, 424 Main Street, Watertown, Connecticut 06795 or by accessing the Town of Watertown’s website at http://www.watertownct.org. Proposals must be submitted on the forms provided and in a sealed envelope plainly marked “Bid – Golf Cart Rental”.

To receive consideration bids must be in the hands of the Purchasing Agent or his authorized representative no later than the day and hour mentioned above.

The Purchasing Agent reserves the right to accept or reject any or all bids; to waive any informality; or to accept any bid deemed in the best interests of the Town of Watertown.

The Town of Watertown reserves the right to take into account the residency of bidders within the Town of Watertown and/or the location of the bidder’s business within the Town of Watertown in awarding this bid.

All bids will be considered valid for a period of ninety (90) days.

Jason Warner  
Purchasing Agent  
Town of Watertown
INFORMATION FOR BIDDERS

Golf Cart Rental
Crestbrook Park Golf Course

BID OPENING: 11:00 a.m. Tuesday, December 22, 2015

PROPOSALS RECEIVED
All bids must be in a sealed envelope and received prior to 11:00 a.m. Tuesday, December 22, 2015 at the office of the Purchasing Agent, 424 Main Street, Watertown, Connecticut 06795.

PREPARATION OF PROPOSALS
Proposals must be made upon forms contained herein. The blank spaces in the Proposal must be filled in correctly where indicated. The Bidder must state the prices for which he proposes to do each item of the work contemplated. In case of discrepancy where both words and the numerals are requested, the words shall govern. Ditto marks are not considered writing or printing and shall not be used. The Bidder shall sign his Proposal correctly. If the Proposal is made by an individual, his name, post office address and telephone number must be shown. If made by a firm, partnership, or corporation, the Proposal must be signed by an official of the firm, partnership, or corporation authorized to sign contracts, and must show the post office address and telephone number of the firm, partnership, or corporation. Failure to do so may disqualify the bid.

Each bid must be submitted in a sealed envelope bearing on the outside the name of the Bidder, post office address, and name of the project for which the bid is submitted. If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed to: The Purchasing Agent, Town Hall Annex, 424 Main Street, Watertown, CT 06795.

All information shall be entered in ink or by typewriter. Mistakes may be crossed out and corrections inserted before submission of your bid. The person signing the bid shall initial corrections in ink.

Corrections and/or modifications received after the closing time specified will not be accepted.

SUBMISSION OF PROPOSALS
All proposals and literature shall be submitted IN DUPLICATE on the proposal form, which is a part of these specifications.

Descriptive literature containing complete specifications must accompany each bid. If a bidder wishes to furnish additional information, more sheets may be added.
Response summaries will be available online at [http://www.watertownct.org](http://www.watertownct.org) on the day of the bid opening.

Responses delivered via fax are received subject to the following qualifications and limitations:

- The Town is not responsible for the confidentiality of the information transmitted.
- The Town cannot guarantee that its fax equipment will be operational and able to receive transmittals by a particular time and date. It is the Bidder's responsibility to ensure that quotations are received in their entirety and on time at the required location. It is recommended that vendors be advised to call immediately after transmitting a document electronically to confirm complete and accurate receipt by the Town. The Town assumes no liability in the event that a bidder’s electronic transmission is not received by the Town in a timely fashion, or is not received either in its entirety or error-free.
- Bids transmitted electronically which have a bond requirement are subject to the same submittal requirements as those responses delivered via traditional means, such as mail or hand delivery, or as otherwise stipulated by appropriate authority.

**INCURRING COSTS**

The Town of Watertown is not liable for any cost incurred for the preparation of proposals or submission of samples by the firms submitting proposals for the work requested in this bid document or request for proposals.

**FAMILIARITY WITH THE WORK**

Each bidder is considered to have examined the work to fully acquaint himself with the exact existing conditions relating to the work and has fully informed himself as to the work involved and the difficulties and restrictions attending the performance of this bid. Failure to do so will not relieve a bidder of his obligation to furnish, deliver and service (if contracted) the golf carts as specified for the consideration set forth in this bid. The submission of a bid will be considered as conclusive evidence that the bidder has made such examination.

**CONSIDERATION OF PRIOR SERVICE**

Previous performance, quality of service and merchandise will be considered.

**ADDENDA AND INTERPRETATIONS & ALTERNATE PROPOSALS**

Addenda information will be available online at [http://www.watertownct.org](http://www.watertownct.org). Adobe Acrobat® Reader may be required to view this document. It is strongly suggest that Bidders check for any addenda a minimum of forty eight hours in advance of the bid deadline.

At the time of the opening of bids each Bidder will be presumed to have inspected the work and to have read and to be thoroughly familiar with all of the Contract Documents (including all addenda).
The failure or omission of any Bidder to receive or examine any form, instruction or document shall in no way relieve any bidder from any obligation in respect to his bid.

If any person contemplating submitting a proposal is in doubt as to the true meaning of any part of these specifications, he may submit a written request for an interpretation to the Purchasing Agent. No interpretations as to the meaning of the plans, specifications or other Contract Documents will be made to any Bidder orally.

Every request for such interpretation should be in writing addressed (duplicate copy) to the Town of Watertown, Purchasing Agent, 424 Main Street, Watertown, Connecticut 06795, and to be given consideration, must be received at least five (5) days prior to the date fixed for the opening of Bids. Any and all such interpretations and any supplementary instructions will be in the form of written Addenda to the Specifications which, if issued, will be mailed by Registered Mail with Return Receipt Requested to all prospective Bidders at the respective addresses furnished for such purposes, not later than three (3) days prior to the date fixed for the opening of bids. Failure of any Bidder to receive any such Addendum or interpretations shall not relieve any Bidder from any obligations under his bid as submitted. All Addenda so issued shall become part of the Contract Documents. Oral explanations will not be binding on the Town.

The specifications listed are to be interpreted as meaning the minimum acceptable by the Town of Watertown. Bidders are requested to submit quotations on the basis of these specifications. Alternative bids providing a broader scope and/or services than requested in these specifications may receive consideration providing such equipment and/or service is clearly explained. Any exceptions to the specifications requested herein must be clearly noted in writing and are to be included as a part of the bid proposal. If none are included it will be assumed that there are none.

Definition of the word "complete" means that each unit of the equipment proposed shall include all appurtenances, fasteners, parts, accessories, and services ordinarily catalogued.

An item equal to that named or described in the specifications may be furnished by the Bidder, except where expressly noted as “no substitutions.” The naming of any commercial name, trademark, or other identification shall not be construed to exclude any item of any manufacturer not mentioned by name, nor limit competition, but shall establish a standard of equality only. An item shall be considered equal to the item so named or described if:

- It is at least equal in quality, durability, appearance, strength and design.
- It will perform at least equally the function imposed by the design for the work being contracted for or the material being purchased.
- It conforms substantially, even with deviations, to the detailed requirements for the item in the specifications.

The Bidder shall hold the Town of Watertown, its officers, agents, servants, and employees, harmless from liability of any nature or kind because of use of any copyrighted or uncopyrighted compositions, secret process, patented or unpatented inventions, articles or appliances furnished or
used under this bid, and agrees to defend, at his own expense, any and all actions brought against the
Town of Watertown or himself because of the unauthorized use of such articles.

QUOTATION LIMITATION
Bidders shall offer only ONE ITEM AND PRICE for each line item bid. If an or equal item is to be
bid, the bidder is to select the brand and model that meets or exceeds the specified item, and submit
his bid for that item.

WITHDRAWAL OF BID
Bidders may withdraw their proposals at any time prior to the bid date. No agent/broker shall
withdraw or cancel their proposal for a period of sixty (60) days after the bid closing date of
Tuesday, December 22, 2015. The successful agent/broker shall not withdraw, cancel or modify
their proposal.

POWER OF ATTORNEY
Attorneys-in-fact who sign contract bonds must file, with each bond, a certified and effectively dated
copy of their power of attorney.

EXECUTION OF CONTRACT
The party to whom the Contract is awarded, or his authorized representative, will be required to
attend at the office of the Purchasing Agent of the Town of Watertown, with the sureties offered by
him or them, and a current certificate of Corporate good standing issued by the Office of the
Secretary of State, in which the corporation is incorporated, and execute the Contract within five (5)
days from the date of the award. If the party entering into this contract is a corporation, a Corporate
Resolution duly executed by the President and Secretary of the Corporation authorizing the
Corporation to enter into this Contract shall be provided. In case of his failure or neglect so to do,
the Town may, at its option, determine that the Bidder has abandoned the Contract, and thereupon
the Proposal and acceptance shall be null and void, and bid security accompanying the Proposal shall
be forfeited as liquidated damages to the Town. If the party entering into this contract is a
partnership, a partnership resolution duly executed by a majority of the general partners authorizing
the partnership to enter into this contract shall be provided.

SUBCONTRACTORS
  • Each bidder contemplating the use of any subcontractor shall submit a list of
    subcontractors as listed on the Bid Form.
  • The apparent low bidder shall file with the Town of Watertown, within five (5) days after
    the date of bid opening, a complete list of the names and addresses of competent,
    responsible and qualified subcontractors who are actually to perform major portions of
    the work. This in no way restricts or limits the requirement that all subcontractors must
    be approved by the Town.
  • Subcontractors listed on the Bid Form or those previously approved may not be changed
    without the approval of the Town of Watertown.
Local subcontractors, material suppliers, and labor in the Town of Watertown should be considered and sought insofar as is practical in the performance of this project.

QUALIFICATION OF BIDDER
In determining the qualifications of a bidder, the Town may consider his record in the performance of any contracts for similar work into which he may have previously entered; and the Town expressly reserves the right to reject the bid of such bidder if such record discloses that such bidder, in the opinion of the Town, has not properly performed such contracts or has habitually, and without just cause, neglected the payment of bills or has otherwise disregarded his obligations to subcontractors, suppliers, state or local codes, men or employees of subcontractors.

The Town may make such investigation as he deems necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to the Town all such information and data for this purpose as the Town may request. The Town reserves the right to reject any bid if the evidence submitted by or the investigation of such bidder fails to satisfy the Town that such bidder is properly qualified, or that such bidder misrepresented material facts in the bid documents.

DISQUALIFICATION OF BIDDERS
More than one proposal from an individual, firm, partnership, corporation, or an association under the same or different names will not be considered. Reasonable grounds for believing that any Bidder is interested in more than one proposal for the work contemplated will cause the rejection of all proposals in which such Bidder is interested. Any or all proposals in which such Bidder is interested will be rejected if there is reason for believing that collusion exists among the Bidders and all participants in such collusion will not be considered in future proposals for the same work. Proposals in which the prices are obviously unbalanced may be rejected. No Contract will be awarded except to competent Bidders capable of performing the class of work contemplated.

SERVICE CENTER REQUIREMENTS
Bidders must state the location of the nearest available factory authorized service center and the availability of service for all components of the equipment specified.

DELIVERY
Inasmuch as this work concerns a needed public improvement, the provisions of this bid relating to the time of delivery, performance and completion of the work are of the essence of this bid. Accordingly, the successful bidder shall commence work **upon receipt of the signed Purchase Order** unless the Town shall authorize or direct a further delay, and shall proceed with the work diligently so as to permit delivery as specified herein.

Prices quoted must include delivery to the Town of Watertown as specified on the Purchase Order. No charges will be allowed for parking, crating, freight, express or cartage unless specifically stated and included in this bid.
Time of delivery may be considered in the award.

**PAYMENT**

The Town, after inspection and acceptance of workmanship, and in consideration of the faithful performance by the Bidder of all and singular his covenants, promises, and agreements contained herein, agrees to pay the Bidder for the full completion by him of the work embraced in this Contract, within (30) Thirty Days of the receipt of the final invoice. When subcontractors or suppliers are utilized, the successful Bidder for this project shall be required to submit a Mechanics Lien Waiver, acceptable to the Town, with each progress payment and/or at time of final payment prior to any payment being made.

Time, in connection with any discount offered, will be computed from the date of delivery to the Town or from the date a correct invoice is received by the Town's Finance Department, if the latter date is later than the date of delivery.

Prices will be considered as **NET**, if no cash or payment discount is shown.

The successful bidder shall submit invoices to the following address:

Town of Watertown  
Parks and Recreation Department  
61 Echo Lake Road  
Watertown, CT 06795

**IT IS UNDERSTOOD AND AGREED THAT SHOULD A BID BE ACCEPTED, IT WILL AUTOMATICALLY BECOME THE CONTRACT OR AN ADDENDUM TO ANY CONTRACT AGREED UPON.**

Notification of the bid award will be made by issuance of a purchase order. Bidders are to list their bids on the appropriate attached sheets. Bidders may attach a letter of explanation. A clear notification should be made on the standard bid sheets at the appropriate point of explanation that there is a letter of explanation attached. All bids must be **NET** prices.

The successful bidder shall submit an itemized invoice to the Town of Watertown for the work as described herein.

The bidder shall be required to submit a Mechanics Lien Waiver, acceptable to the Town of Watertown, with each progress payment and at time of final payment prior to any payment being made.

At the time of award the successful bidder shall be required to supply the Town of Watertown a Certificate of Good Standing, certifying that the corporation is in fact a valid corporation and presently licensed to conduct business in the State of Connecticut.
SALES TAX
Certain materials and supplies incorporated in the work of this project are exempt from Connecticut Sales Tax. The Bidder shall familiarize himself with current regulations of the State Tax Department. The tax on materials or supplies exempted by such regulations shall not be included as part of the bid. The Town will furnish the successful Bidder sales tax exemption authorization.

CARE AND PROTECTION OF PROPERTY
The Bidder shall take particular care to avoid damages to all private and public property and to private or public improvements within the Town's right of way. He shall make good any damages to the satisfaction of the Town. There shall be no additional compensation for the repair or restoration of private or public property improvements.

COMPLIANCE WITH FEDERAL, STATE AND LOCAL CODES
The Bidder shall be responsible for full compliance with any Federal, State and/or Local codes, laws, regulations and standards, as applicable.

AWARD
The Town of Watertown reserves the right to accept or reject any bid to best serve its interests, or to hold the bids for ninety (90) days before decision.

The Town reserves the right to reject any and all bids (or any part thereof), to waive defects in proposals, or to accept any proposal deemed to be in its best interest.

Exceptions will be considered to the specification provided, providing they are listed and fully explained on a separate page entitled "EXCEPTIONS TO SPECIFICATIONS"

Each exception will be considered as to its degree of impact and total effect on the bid. The purchaser shall determine which (if any taken) exceptions are acceptable, and this determination shall be final.

The Town of Watertown reserves the right:
- To award bids received on the basis of individual items, or groups of items, or on the entire list of items.
- To reject any or all bids, or any part thereof.
- To waive any informality in the bids.
- The Town of Watertown reserves the right to take into account the residency of bidders within the Town of Watertown and/or the location of the bidders business within the Town of Watertown in awarding this bid.
- To accept the bid that is in the best interest of the Town of Watertown. The Purchasing Agent's decision shall be final.
INSURANCE

A. General:
The Bidder shall be responsible for maintaining insurance coverage in force for the life of the contract of the kinds and adequate amounts to secure all of the Bidder’s obligations under the contract with an insurance company with an AM Best Rating of A - VII or better licensed to write such insurance in Connecticut and acceptable to the Town of Watertown.

The insurer shall provide the Town of Watertown with Certificates of Insurance signed by an authorized representative of the insurance company(ies) prior to the performance of this contract describing the coverage and providing that the insurer shall give the Town of Watertown written notice at least thirty (30) days in advance of any termination, expiration, or any and all change in coverage.

Such insurance or renewals or replacements thereof shall remain in force during the Bidder’s responsibility under this agreement.

The Bidder at his own cost and expense shall procure and maintain all insurance required and shall name the Town of Watertown, its employees, departments, boards, committees and commissions, as an additional insured on all contracts except Worker’s Compensation and Professional Errors & Omissions coverage.

In order to facilitate this requirement for insurance, it is recommended that the bidder forward a copy of this exhibit to the bidder’s insurance representative(s).

B. Specific Requirements:

(1) Workers’ Compensation Insurance
The Bidder shall provide Workers’ Compensation Insurance required by law and the Employer’s Liability Insurance for at least the amounts of liability for Bodily Injury by accident of $100,000 each accident; Bodily Injury by Disease each employee of $100,000; Bodily Injury by Disease, policy limit of $500,000.

(2) Commercial General Liability Insurance
The Bidder shall carry Commercial General Liability policy (Insurance Services Office Incorporated Form CG-0001 or equivalent). A per occurrence limit of $1,000,000 is required. The Aggregate Limit will be not less than $1,000,000.

(3) Business Automobile Liability Insurance
The Bidder shall carry Business Automobile Liability Insurance. (Insurance Services Office Incorporated Form CA-00001 or equivalent). A per occurrence limit of $1,000,000 is required. “Any Auto” (symbol 1 or equivalent) is required.
C. **Hold Harmless & Subcontractor’s Requirements:**
The Bidder shall require the same insurance that it is required to carry by the Town of Watertown to be carried by any subcontractors and independent contractors hired by the Bidder and to obtain Certificates of Insurance before subcontractors and independent contractors are permitted to begin work.

The Bidder shall require that the Town of Watertown, its employees, departments, boards, committees and commissions, be named as Additional Insured on all subcontractor’s and independent contractor’s policies before they are permitted to begin work.

The Bidder and all subcontractors and independent contractors and their insurers shall waive all rights of subrogation against the Town of Watertown, and its officers, agents, servants and employees for losses arising from the work performed by each on this contract.

The Bidder assumes and agrees to hold harmless, indemnify, protect and defend the Town of Watertown against any and all liability for injuries and damages to Bidder and to Bidder’s employees, agents, subcontractors and guests, third parties or otherwise incident to or resulting from any and all operations performed by a contractor under any terms of this contract.

D. **Other Data:**

**NOTE 1:** If Bidder is only a vender shipping goods via Common Carrier only, General Liability is required.

**NOTE 2:** If Bidder is a Professional, Errors & Omission coverage will be required.

**NOTE 3:** The Town reserves the right to amend amounts of coverage required and the types of coverage provided based on work or service to be performed.

**Nondiscrimination in Employment**
The successful bidder shall agree and warrant that, in the performance of this contract, he will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, sex, religion, or national origin in any manner prohibited by State, Federal, County, or Municipal law. A certification of Nonsegregated Facilities and a Certification Regarding Equal Employment Opportunity shall be considered a part of this contract.

For further technical or administrative information contact Jason Warner, Purchasing Agent at (860) 945-5260 or via email at warner@watertownct.org.
The Town of Watertown wishes to enter into a lease contract agreement with a qualified vendor for the purpose of leasing forty (40) new gasoline golf carts for use beginning March 1 through December 15 of each year of the contract for a period of four (4) years per the following, except that the golf carts will not be surrendered at the conclusion of the lease period until December 30th.

Full Service Lease:

Vendors will be responsible for all warranty items and all maintenance costs to include all parts, tires, batteries and labor over the full period of the lease.

Vendor shall provide all services necessary to maintain the leased fleet in good operating condition. This shall include parts, labor and scheduled weekly stops. Twenty-four hour emergency service shall be provided under this agreement.

Vendor shall provide loaner carts within 24 hours and at no additional cost to the Town should leased carts become inoperable due to product or service problems that cannot be corrected between scheduled or emergency service periods.

Vendors are encouraged to propose lease payments that provide maximum flexibility and savings to the Town.

As part of their proposal, all bidders shall furnish the lease documents suggested for use under this contract, if awarded.
Minimum Golf Cart Requirements
2016 Model Year

- Rear turf tires for maximum traction
- Gasoline engine, 4 cycle
- Four (4) wheels
- Single brake pedal with hill brake and automatic brake release
- Towing hitch
- Reverse warning buzzer
- Sweater basket; scorecard, pencil, tee and cup holders
- Stand-up bag rack with quick release buckles
- Electronic ignition system
- Ignition keys
- Roof
- Folding windshield
- Folding golf bag protection
- Seating for two (2) occupants
- Color – white
Lease Conditions

The Town of Watertown will be responsible for the cleanliness of the golf carts and the refueling of the golf carts. The golf carts will be stored in a secure location. Ignition keys are to be removed from the golf carts after release by user and at night before storage.

1. The Vendor shall provide, as part of the lease, fire, theft, collision, vandalism and liability insurance, naming the Town of Watertown as an additional insured. Should a claim be filed with insurance company pursuant to the aforementioned, Vendor shall be solely liable for any deductible.

2. The Town agrees to perform weekly services such as fueling, checking tire pressure and checking oil levels, using only approved oil as provided.

3. The Vendor, as part of the lease, shall provide emergency service within 24 hours of the call.

4. The Vendor will provide three (3) reconditioned golf carts to the Town at no additional charge to be used as back-up golf carts and/or starter-ranger use. The reconditioned golf carts shall be equipped with the same options and serviced in the same manner as are the forty (40) other golf carts and be no older than 5 model years.

5. The Vendor shall provide standard golf cart rental forms at no cost to the Town of Watertown for the duration of the lease. Quantities and design shall be agreed upon prior to lease agreement execution.

6. The Vendor shall attach visible numerical markings on each side of each golf cart.

7. Two (2) golf carts will be equipped with tow bars. The remainder of the golf carts will be compatible for towing by these golf carts. One (1) spare tire will be provided by the Vendor for every ten (10) golf carts.

8. Any acts of vandalism to the leased golf carts shall be reported by telephone and confirmed in writing to the Vendor upon discovery, together with any names and/or evidence that could lead to the apprehension of the vandals or that would aid in filling in an insurance claim.

9. The Vendor, as part of the lease, shall provide weekly service during the months of May thru September, and as needed service for the remainder of the months. Service will be provided on the same day of the week each week.

The vehicles shall be surrendered on December 30th at the conclusion of the four year lease period.
Lease Options

The Town of Watertown reserves the right to include any or all of the following options which the Town deems to be in its best interests:

1. One additional reconditioned golf cart to be used as a range picking vehicle. This vehicle will be equipped with a roof and cage for driver protection, attachment for a range picker and a bed to hold golf balls. This range picking vehicle and all additional carts shall be maintained under the lease maintenance contract.

2. Crestbrook Park Golf Course logos to be furnished by the vendor and installed each of the forty (40) golf carts.

3. Ten (10) gallons of golf cart oil to be provided and delivered at the beginning of each year of the lease.

4. Additional reconditioned golf carts to be provided for the months of June, July and August, as needed by the Town of Watertown, up to a total of six (6) golf carts.

5. GPS and Cart Control System; digital signal modulation monitor system capable of monitoring daily use of golf carts, date and time of golf cart rental which can be reconciled against cart rental forms. Similar to cart control system known as Cart Watch.

6. Option to renew this lease agreement for three (3) additional years (2020, 2021, 2022) with new golf carts (model year 2020) at the end of the 2019 golf season. Notice to the Vendor must be given by December 15, 2019 by the Town of Watertown.

7. Electric powered cars, and provide on the golf course chargers and charging station at the storage bay. Include comparisons of 36 volt vs. 48 volt cars.

8. Ability for on board advertising in individual cars.
PLEASE

IT IS A REQUIREMENT OF THIS BID THAT EACH PROPOSAL SUBMITTED MUST HAVE A DUPLICATE COPY ATTACHED.

YOUR COOPERATION IS APPRECIATED
TOWN OF WATERTOWN  
WATERTOWN, CONNECTICUT 06795  

BID PROPOSAL  

Golf Cart Rental  
Crestbrook Park Golf Course  

BID OPENING: 11:00 a.m. Tuesday, December 22, 2015  

TO:  
Jason Warner, Purchasing Agent  
Town of Watertown  
Town Hall Annex  
424 Main Street  
Watertown, CT 06795  

The undersigned, as bidder, agrees to furnish and deliver golf carts under the lease terms as specified herein and declares that no person or persons, other than those named herein, are interested in this Proposal; that this Proposal is made without collusion with any person, firm, or corporation; that he has carefully examined the location of the proposed work; that no person or persons acting in any official capacity for the Town is directly or indirectly interested therein or in any portion of the profit thereof; and that he proposes and agrees, if this Proposal is accepted, to execute a Contract with the Town; to provide all necessary equipment, tools, labor and deliver and to do all work and furnish all materials specified in the Contract, in the manner and time therein prescribed, and according to the requirements of the Town as therein set forth, and that he will take in full payment therefore, the following unit prices and lump sums, to wit:

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NAME ____________________________________________________________
Please Print

TELEPHONE NUMBER ____________________________________________

FAX NUMBER ____________________________________________

EMAIL ADDRESS ____________________________________________

SIGNED ____________________________ DATE ___________________
The attached proposal sheet is provided for proposed payment terms for the proposed lease. Lease payments shall include all costs associated with the lease, including local property tax. No other additional costs, other than optional equipment, will be allowed. The attached proposal form provides seven (7) columns for suggested payment options. Vendors may propose one or as many plans as they feel appropriate. Payment amounts should be listed in the month that payments are due.

Please provide below the additional cost per year to our base lease for the described optional equipment:

1. Reconditioned Range Cart $____________________per year per car.

2. Provide logos for all 40 vehicles $____________________per agreement, all cars.

3. Cost of additional 10 gallons of golf cart oil at beginning of each year $____________________per year total.

4. Cost per additional reconditioned golf cart equipped per base bid specifications $____________________ per 3 months, per car.

5. GPS & Cart Control System $____________________per year per car.

   **36 Volt** with on course chargers and Charging stations $____________________ per year per car.
   **48 Volt** with on course chargers and Charging stations $____________________ per year per car.

7. Advertising on board capability $____________________per agreement, all cars.
Have you taken any exceptions or have you deviated from our printed specification and if so, are such suggested changes clearly noted on the page provided for exceptions to specifications?:

___ yes    ___ no

EXCEPTIONS TAKEN TO SPECIFICATIONS:

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## RECEIPT OF ADDENDA

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NAME OF BIDDER: ____________________________________________________

OFFICIAL ADDRESS: ____________________________________________________

PHONE NUMBER: ______________________________________________________

BY: __________________________________ TITLE: _________________________
    (Please Print)

DATE:______________________________________________________________

SIGNATURE:________________________________________________________

19
PROPOSED SUBCONTRACTORS

FIRM ____________________________________________________________

Name __________________________________________________________

Street __________________________________________________________________________

City __________________________________ State ____________ Zip Code ________________

CONTACT ____________________________________ TELEPHONE____________________

Please Print
TYPE OF WORK TO BE PERFORMED ____________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

FIRM ____________________________________________________________

Name __________________________________________________________

Street __________________________________________________________________________

City __________________________________ State ____________ Zip Code ________________

CONTACT ____________________________________ TELEPHONE____________________

Please Print
TYPE OF WORK TO BE PERFORMED ____________________________________________

______________________________________________________________________________

______________________________________________________________________________

FIRM ____________________________________________________________

Name __________________________________________________________

Street __________________________________________________________________________

City __________________________________ State ____________ Zip Code ________________

CONTACT ____________________________________ TELEPHONE____________________

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REFERENCES
Please list a minimum of three references of similar work performed within the last three years.

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