



SPECIFICATIONS

FOR

One (1) 2016 Jacobsen Model Truckster XD, 4x4, manual transmission, sixty six (66") inch bed and two speed hydraulics utility cart.

**CONSTRUCTION SPECIFICATION
BID DOCUMENTS FOR:**

INCLUDING:

- INVITATION TO BID**
- INSTRUCTIONS TO BIDDERS**
- GENERAL REQUIREMENTS**
- GENERAL CONDITIONS**
- SPECIFICATIONS**
- BID FORM**
- NON-COLLUSION AFFIDAVIT**
- NON-DISCRIMINATION AFFIDAVIT**
- TAX COMPLIANCE AFFIDAVIT**
- SEXUAL HARASSMENT POLICY CERTIFICATION**

BID OPENING: April 5th 2016 at 10:15am.

LOCATION: WINNETKA PARK DISTRICT OFFICE
540 HIBBARD RD.
WINNETKA, ILLINOIS 60093
(847)501-2040

INVITATION TO BID

The Winnetka Park District shall receive sealed bids for **One (1) 2016 Jacobsen Model Truckster XD 4x4 manual transmission, sixty six (66") inch bed and two speed hydraulics utility cart** in the Winnetka Park District Office, 540 Hibbard Rd., Winnetka, Illinois 60093 (Phone: 847/501-2040) until **April 5th 2016 at 10:15am.**

A public bid opening will be held in the Winnetka Park District Office on **April 5th 2016 at 10:15am.**

Bid documents and specifications are available at the Winnetka Park District Office or online at www.winpark.org.

Bid Results and a formal recommendation for action will be presented at the Board Meeting of the Winnetka Park District Board of Commissioners on **April 28th, 2016 at 6:30 pm.**

The Winnetka Park District Board of Commissioners reserves the right to waive any informalities in the bids received according to its own judgment, reserves the right to accept or reject any or all bids, reserves the right to accept only portions of each proposal and reject the remainder, and reserves the right to combine or separate any section or work if it is in the best public interest.

Robert Smith
Secretary
Board of Commissioners
Winnetka Park District

INSTRUCTIONS TO BIDDERS

I BIDS

- A. Bids shall be submitted only on the Bid Forms provided in these documents.
- B. Bid Forms shall be completed in full and all total prices stated therein shall be the total cost of **One (1) 2016 Jacobsen Model Truckster XD 4x4 manual transmission, sixty six (66") inch bed and two speed hydraulics utility cart** as indicated in specifications and drawings for this project.
- C. Bids shall be submitted in sealed envelopes with the name of the company indicated on the face of the envelope. Bids shall be addressed as follows:

Director
Winnetka Park District
540 Hibbard Rd.
Winnetka, Illinois 60093

Sealed Bids for: **One (1) 2016 Jacobsen Model Truckster XD 4x4 manual transmission, sixty six (66") inch bed and two speed hydraulics utility cart.**

- D. Bids are due no later than **April 5th 2016 at 10:15am** at the offices of the Winnetka Park District. Any bids received after that date and time shall be returned unopened to the company that attempted to submit the bid.
- E. Bids will be opened on **April 5th 2016 at 10:15am** at the offices of the Winnetka Park District.
- F. All bids submitted will be considered firm for a period of sixty (60) days from the opening date unless a written statement from the Bidder to the contrary is attached.
- G. All bids submitted will be accepted at face value. Errors and omissions will be interpreted as to the intent of the Bidder in each case.
- H. All bids shall be submitted in duplicate.

II SPECIFICATIONS

- A.** Specifications may be obtained at the offices of the Winnetka Park District, 540 Hibbard Rd., Winnetka, Illinois 60093, between 9:00 A.M. and 4:30 P.M., Monday through Friday. Telephone: 847/501-2040. FAX: 847/501-5779. Email: info@winpark.org.

III AWARDING OF CONTRACT

- A.** The Winnetka Park District Board of Commissioners will award the contract to the lowest responsible Bidder. The Board will consider the requirements of the bidding process and conformity with specifications, terms of delivery, quality and serviceability in determining the lowest responsible Bidder.
- B.** The Winnetka Park District Board of Commissioners reserves the right to waive any informalities in the bids received according to its own judgment, reserves the right to accept or reject any or all bids, reserves the right to accept only portions of each proposal and reject the remainder, and reserves the right to combine or separate any section or work if it is in the best public interest.
- C.** The Winnetka Park District Board of Commissioners will accept or reject bids within sixty (60) days of the opening date.

IV MINORITY BUSINESS FIRMS

- A.** The Winnetka Park District encourages “minority” business firms to submit bids.

V PRODUCTS

- A.** All products specified are to be new, clean and free from defects.
- B.** Where the product, material or equipment of a particular manufacturer is specified, it is intended that the Bid include that particular product, material or equipment. Where two or more manufacturers are specified, the choice is with the Contractor.
- C.** Should the Contractor wish to substitute the product, material or equipment with one that is equal to or greater than the one specified, he shall obtain approval from the Owner no less than five (5) working days before bids are due. The Owner will then notify the other Bidders of the items approved.
- D.** Should the Contractor wish to use any product, material or equipment not approved as equal, he is privileged to submit not more than two alternate proposals on any one item, listing the difference, if any, that will be made in his bid should such substitution be accepted.

- E.** The Owner reserves the right to select the product which best meets his needs based on information provided and conforming to the specifications.

VI SEXUAL HARASSMENT POLICY

- A.** Pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.) ("Act"), all bidders to this contract must have, prior to bidding on this contract, in effect and in force, a written sexual harassment policy that includes, at a minimum, the following provisions:
 - 1.** a statement on the illegality of sexual harassment;
 - 2.** the definition of sexual harassment under Illinois law;
 - 3.** a description of sexual harassment, utilizing examples;
 - 4.** an internal complaint process, including penalties;
 - 5.** the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights ("Department") and the Illinois Human Rights Commission ("Commission");
 - 6.** directions on how to contact the Department and the Commission; and;
 - 7.** protection against retaliation as provided by Section 6-101 of the Act.
- B.** The Bidder understands and warrants to the Winnetka Park District that by submitting a bid on this Contract, it is in compliance with Section 2-105 of the Act and will remain in compliance with Section 2-105 for the entirety of the Contract.
- C.** If the Bidder does not complete the Sexual Harassment Policy Certification Form and submit it with his Bid, the Bid shall be regarded as incomplete and shall not be considered in awarding the Contract.

GENERAL CONDITIONS

I TAXES

- A.** The Winnetka Park District is tax-exempt. Upon the awarding of the contract, the Winnetka Park District will provide to the Contractor a letter with the tax-exempt number of the Winnetka Park District.

II ARBITRATION

- A.** The exclusive venue for the litigation of any disputes between or among the Owner and the Contractor or any cause or action arising out of the Contract or the Project, or any of them, shall be the Circuit Court of Cook County, Illinois.

SPECIFICATIONS:

One (1) 2016 Jacobsen Model Truckster XD, 4x4, manual transmission, sixty six (66") inch bed and two speed hydraulics utility cart.

Engine

Type	Kubota® 972EFI gas, 3-cylinder, 4-cycle, liquid cooled electronic fuel injection
Horsepower	32.5 hp
Torque	51.6 ft-lbs
Air Cleaner	Donaldson® dry cartridge type with evacuator valve
Fuel Capacity	7.0 gal. unleaded
Electrical System	60 amp, heavy duty alternator; 12 V starter with safety interlock

Drive Train

Speed	Maximum speed of 23 mph
	Optional 5th gear lock out available
Clutch	7.1 in. single disc and pressure plate
Differential Lock	Electric differential lock on rear axle with momentary engagement switch on dash
Manual Transmission	Five speed manual truck transmission with low-low (creeper) first gear; synchronized in all forward gears; two-speed rear axle

Tires, Brakes, and Steering

Front Tires	23 x 10.5 - 14 6-ply Treaded (4WD)
Rear Tires	26 x 12 - 14 6-ply Ultra Chevron tread
Brakes	Service brakes: Heavy duty hydraulic four wheel disk brakes with 10.7 in. disk.
	Parking Brake: Hand lever actuated disk brakes on rear wheels.
Steering	Hydrostatic Power Steering
Front Suspension	Solid axle with heavy duty multiple leaf springs and shock absorbers
Rear Suspension	Solid axle with heavy duty multiple leaf springs and shock absorbers
Turning radius 4WD	80 in.

Weight and Dimensions

Maximum Capacity	3,550 lbs. Maximum capacity. Available payload capacity includes weight of driver, passenger, added accessories
Weight	4WD: 2,201 lbs

Length	132 in. without box; 136 in. with box
Height	78 in.
Wheel Base	65 in.
Width	65 in.
Options	Engine over hydraulic bed lift cylinder Two speed hydraulics (High/Low) 66" Cargo Box with quick disconnects Rear Trailer tow Package,(Trailer Hitch) Payload 3550 lbs with engine over hydraulics lift cylinder

BID FORM

BID ITEM: One (1) 2016 Jacobsen Model Truckster XD 4x4 manual transmission, sixty six (66") inch bed and two speed hydraulics utility cart.

BID TO: Director
Winnetka Park District
540 Hibbard Rd.
Winnetka, Illinois 60093

1. The following is our proposal to provide the items as described in the specifications and drawings.
2. Having carefully examined all specifications and drawings as prepared by the Winnetka Park District, we offer the following bid.
3. The Bidder hereby states that the price quoted herein constitutes the gross total cost to the Winnetka Park District for all equipment/supplies bid and that the cost also includes all taxes (other than Illinois Sales Tax), insurance, royalties, transportation charges, use of all tools and equipment, superintendence, bond and overhead expense, all profits and all other work, services and conditions necessarily involved in the work done and materials furnished, in accordance with the requirements of the "Bidder's Documents" considered severally and collectively.
4. We hereby agree that this proposal may be accepted by the Board of Commissioners without change at any time during a period stipulated in the specifications.

ITEM: One (1) 2016 Jacobsen Model Truckster XD 4x4 manual transmission, sixty six (66") inch bed and two speed hydraulics utility cart.

TOTAL BID: \$ _____

