

**TOWN OF OYSTER BAY  
REQUEST FOR PROPOSALS  
FOR  
LEASING OF GOLF CARTS**



**PROPOSAL SUBMISSION DEADLINE: 3:00 PM, EST, March 2, 2018**

Department of Parks  
Joseph G. Pinto, Commissioner  
977 Hicksville Road  
Massapequa, New York 11758  
(516) 797-4142

## **Request for Proposals (RFP)**

### Leasing of Golf Carts

The Town of Oyster Bay's Department of Parks is soliciting proposals from individuals or business entities that have the ability and desire to lease golf carts to the Town for use at the Town's Golf Course.

The resulting Agreement shall cover services rendered in 2018, with an option for the Town to extend for three additional years if it is in the Town's best interest to do so.

#### **Limitations**

This Request for Proposals (RFP) does not commit the Town to award a contract, to pay any costs incurred in the preparation of a proposal in response to this request, or to procure or contract services or supplies. The Town reserves the right to accept or reject any or all proposals received pursuant to this request, to negotiate with all qualified sources, or to cancel in part or in its entirety this RFP if it is in the best interest of the Town to do so. The Department may require the Applicant selected to participate in negotiations and to submit any cost, technical, or other revisions of their proposal, as a result of any such negotiations. Applicants' protest rights are limited to violations of federal, State, or local laws and regulations.

#### **Equal Opportunity**

The Town of Oyster Bay is committed to the principles of Affirmative Action and Equal Employment Opportunity and hereby reaffirms that commitment. The Town will comply with all the nondiscrimination and equal opportunity provisions which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age disability, political affiliation, or belief.

#### **Specifications**

The Town is seeking a proposal for the lease of seventy-two (72) golf carts on an annual basis, and a proposal for the "spot rental" of additional golf carts on a daily and weekly basis.

The specifications for the carts desired are as follows:

- Gas powered carts;
- Canopy assemblies;
- Fold-down windshields;
- Power ribbed tires;

- Premium tread tires;
- Wheel covers;
- Message holders;
- Sand bottles;
- Town of Oyster Bay logo;
- Choice of colors;
- Drink holders; and
- Number decals.

The proposal shall include, but not be limited to, the following:

- The age of the carts;
- The make and model of the carts;
- Delivery of the carts to the Town's Golf Course in Woodbury, New York;
- Maintenance and repair of the carts; and
- Provision for replacement of carts needing repair or maintenance.

A complete proposal shall consist of the individual or entity's résumé, profile, relevant experience, and references.

As part of the proposal, proposers must purchase the Town's current fleet of 61 gas powered golf carts and the proposal must include a price for same. The vehicles are available for inspection by proposers by contacting Commissioner Joseph G. Pinto at 516-797-4142.

Proposers will not be reimbursed or otherwise compensated for costs associated in responding to this request for proposals. Kindly submit two (2) copies of the response no later than Friday, March 2, 2018 at 3:00 p.m. to the attention of the Commissioner at the address listed below.

#### Disclosure of Conflicts

Proposers will be required to provide an affidavit disclosing any possible conflicts of interest in compliance with the Town's Code of Ethics.

If you have any questions, please contact:

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 Department of Parks  
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 Massapequa, New York 11758  
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