



# CITY OF RAPID CITY

300 SIXTH STREET  
RAPID CITY, SOUTH DAKOTA 57701

## PARKS AND RECREATION DEPARTMENT

Jerry W. Cole,  
Director  
(605) 394-5225

Date: December 11, 2007

To: Legal & Finance Committee Members

From: Doug Lowe, Recreation Division Manager

Subject: RFP for Golf Cart Rental

Lon VanDeusen,  
Parks Division  
Manager  
(605) 394-4175

**Summary:** The current golf cart lease with Golf Carts West will expire at the end of 2007. Staff is requesting authorization to solicit proposals for a new lease for golf carts for Meadowbrook and Executive golf courses.

**Recommendation:** Authorize staff to request Proposals from vendors who are interested in providing a golf cart rental fleet for Meadowbrook and Executive golf courses. The Request for Proposals is attached for your information. The Golf Division is requesting a five year lease (2008-2012).

Doug Lowe,  
Recreation Division  
Manager  
(605) 394-4168

### Analysis/Background:

James (JJ) Walraven  
Golf Course  
Superintendent  
(605) 394-4199

Meadowbrook and Executive Golf Courses will continue to rent golf carts for customer use. The RFP includes rental of 65 carts; 60 for Meadowbrook, 3 for Executive, 1 handicap cart, and one utility cart.

All carts will be 2006 or newer and must have 11 HP with gas engines. These requirements will assist staff at the Golf courses in providing the level of customer service our customers have come to expect.

Duncan Olney  
Aquatics Division  
Manager  
(605) 394-5223

# REQUEST FOR BIDS

The City of Rapid City is accepting sealed bids for the lease of the following items:

60 golf carts maroon in color  
No model under 2006 in year  
No less than 11 HP/gas engine  
Meadowbrook logo to be fixed to the front of each golf car  
Consecutive side numbers shall be affixed to each car  
Fleet shall include one cooler with bracket per car  
Each cart will have a sun top, windshield, and sand/seed bottles with brackets.

3 golf carts maroon in color  
No model under 2006 in year  
No less than 11 HP/gas engine  
Fleet shall include one cooler with bracket per car  
Each cart will have a sun top, windshield, and sand/seed bottles with brackets.

1 handicap golf cart maroon in color  
No model under 2006 in year  
No less than 11 HP/gas engine  
Fleet shall include one cooler with bracket per car  
Each cart will have a sun top, windshield, and sand/seed bottles with brackets.

1 utility vehicle cart maroon in color  
No model under 2006 in year  
No less than 11 HP/gas eng

The total of the 65 carts shall include a maintenance agreement and other applicable services associated with the fleet such as the delivery of tournament cars, extra keys, additional tires, etc. Maintenance agreement will include a complete service of each vehicle annually.

This will be a 5-year lease beginning 2008 through 2012. Vendor will agree to provide golf carts on March 1 of each year and will pick them up on December 15 of the same year.

65 Golf Carts @ \$ \_\_\_\_\_ per car / per year

Total cost of \$ \_\_\_\_\_ per year

Sealed bids will be received by the City of Rapid City until 2:00 pm (MST), Monday, January 21, 2008 at the address below:

Golf Cart Bid  
City of Rapid City  
300 Sixth Street  
Rapid City SD, 57701

Inquires shall be directed to Doug Lowe, Recreation Division Manager at (605) 394-4168.