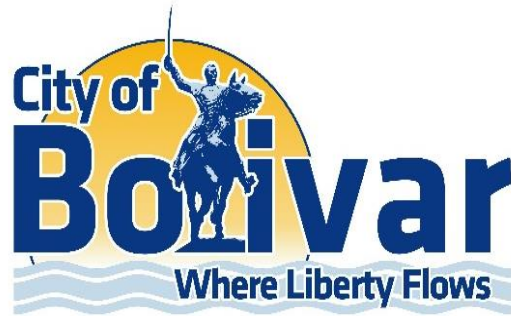




345 S. Main Ave, PO Box 9, • Bolivar, Missouri 65613  
Telephone (417)326-2489 • Fax (417) 777-3212  
[www.bolivar.mo.us](http://www.bolivar.mo.us)

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**REQUEST FOR PROPOSALS  
FOR  
EQUIPMENT LEASE**

The City of Bolivar is requesting proposals for capital lease financing.

Please find specific proposal requirements, terms, conditions and submittal instructions in this packet.

Proposals will be due by 2:00 p.m., June 7, 2022. If you have any questions, please contact Tracy Slagle City Administrator 417-326-2489.



## PROJECT

The City of Bolivar, Missouri seeking to purchase equipment –  
One Fire Mini-pumper Truck

## COST AND FINANCING

The current projection of the costs and financing needs of the project are shown below:

|  |                     |
|--|---------------------|
| (1) F-550 FOURTS Four Fire Mini Pumper | \$250,057.00        |
| <b>Total</b>                           | <b>\$250,057.00</b> |

Actual costs will be determined at the time of the purchase and may vary from the projected cost.  
The lease principal will be for the entire actual cost of the equipment.

## Suggested Terms and Conditions

The City of Bolivar is seeking a 4 year lease, in accordance with the schedule shown below.

- Submit Proposed Terms and all required Documents by June 7, 2022
- Council Award Lease by Ordinance at next available regular session on June 7, 2022
- First payment would offer a proposal by month or by quarter.
- Payments are to be equal in amount and are to be charged on either a monthly or quarterly basis starting as soon as possible.
- The City of Bolivar's obligation is to make lease payments are subject to annual availability of appropriations. Appropriations will be included in the current budget by board approval and The City of Bolivar will use its best efforts to obtain such appropriations in subsequent fiscal years.
- The lease agreement must include a standard non-appropriation of funds clause.
- The leased equipment will become the property of the City of Bolivar at the end of the lease term upon making the final payment.
- The City of Bolivar will have the right to terminate the lease agreement by purchasing the leased Equipment on any lease payment date by paying the principal balance accrued interest.
- The City of Bolivar will be responsible for insuring the equipment financed through this lease.
- The funding of the lease will be exactly the purchase price of the equipment. No over funding or under funding will be allowed.
- Any loan origination fee, documentation fee or any other fees will need to be proposed in bid.
- Interest rate should be fixed unless otherwise noted in bid.
- Proposals should be firm for 45 days following the opening of bid, due to the approval of the board aldermen.

## Instructions for Submitting Proposal

- Please submit each proposal in a sealed envelope with it marked "Proposal to Finance Fire Equipment"
- No facsimile transmissions will be accepted.



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- Any proposal received after the date and time stated for opening will not be considered.
- The company awarded the proposal is required to execute and deliver all necessary contracts and Documents within ten (10) calendar days of receiving notice of the acceptance of their proposal.
- The company may make alternative proposals. Each alternative should be clearly marked.

### **Instructions for Preparing the Proposal**

- The proposal must be signed by an authorized officer or agent having the authority to bind the company in a contract.
- Each proposal must be submitted in a sealed envelope bearing on the outside the name of the company making the proposal and the phrase “Proposal to Finance Equipment Lease.”
- No facsimile transmissions will be accepted.
- Any proposal received after the date and time stated for opening will not be considered. The company making the successful proposal is required to execute and deliver all necessary contracts and documents within ten (10) calendar days of receiving notice of the acceptance of their proposal.
- A company may make alternative proposals. Each, alternative should be clearly marked as such and be complete in its own right.
- Any ambiguity in the proposal will be interpreted in the way most favorable to the city.
- No changes, additions or deletions will be allowed after submission of the proposal.
- A proposing company may withdraw their sealed proposal prior to the scheduled opening time provided that the request to withdraw is submitted to the City in writing.

### **Opening and Award**

Deadline for submission of a proposal is June 7, 2022 by 2:00 p.m. and opened at City Hall 345 S Main, proposals will be evaluated and presented to the Board of Aldermen on June 7, 2022 at the June Work session Meeting. Questions may be directed to Tracy Slagle, City Administrator at [tslage@bolivar.mo.us](mailto:tslage@bolivar.mo.us).