



3300 Airport Rd., Escanaba, MI 49829 | 906.789.5100 | <https://flyesc.com/>

To: Delta County Board of Commissioners
From: Robert C. Ranstadler, Airport Manager, Delta County Airport

Via: (1) Delta County Airport Advisory Board (Approved 6/3/2024)
(2) Delta County Finance Committee (Approved 6/20/2024)

Date: June 20, 2024

Re: Request for Proposals: Compact Utility Tractor

1.1 Purpose

Delta County Airport is requesting sealed bids for the procurement of a Compact Utility Tractor, as well as associated equipment, meeting the specifications outlined below. Airport Operations Specialists intend to use the tractor and desired equipment to perform landscaping and snow-removal duties across various parts of the airfield where the use of a larger farm-grade equipment would prove hazardous or otherwise prohibitive (e.g. runway lighting areas, taxiway connectors, hangar entryways, etc.). The new Compact Utility Tractor would replace an aging zero-turn Grasshopper Lawn Mower, which lacks functions and features needed to adequately landscape airfield property during inclement weather conditions and civil aviation operations.

1.2 Scope of Agreement

Delta County Airport is a county-owned public-use airport located two miles southwest of central Escanaba, a city in Delta County, Michigan. The Federal Aviation Administration (FAA) National Plan of Integrated Airport Systems classifies the Airport as a non-hub primary commercial service facility.

The Airport covers an area of 944 acres, which occupies federally-obligated land, at an elevation of 609 feet above mean sea level. It has two asphalt paved runways, including RWY 10/28, which measures 6,498 by 150 feet, and RWY 1/19, which measures 5,016 by 100 feet. Wetlands and grasslands adjacent to these movement surfaces must be aggressively landscaped, maintained, and protected in accordance with multiple federal and state regulations.

The Compact Utility Tractor central to this request would be ideal for in working on and around the areas described above. The requested configuration, as outlined below, would permit year-round use of the equipment to facilitate landscaping and snow-removal operations across various parts of the airfield.

Desired Specifications & Supplementary Equipment

- 35-50 HP Engine
- 30-40 HP Power Take-Off (PTO) Power
- Steering Hydraulics
- Factory Installed Loader with Bucket

- Deluxe (Enclosed) Cab
- Dual Mid & Single Electrohydraulic Rear Selective Control Valve (SCV)
- Mid PTO
- Transmission Oil Heater
- Engine Coolant Heater Kit
- Beacon Light Kit
- Stereo with AM/FM, Hands-Free Calling, Short Din Chassis
- Rear Tire Ballast
- 70 in – 75 in Mid-Mount Side-Discharge Mower
- Heavy-Duty Snow Blower
- Lift-Type Rotary Cutter
- 6 ft – 7 ft Landscape Rake
- Warranty
- Service Agreement (Subject to Terms and Conditions)

1.3 Required Submission Documents

All vendors and/or service providers are required to submit: (1) a cost proposal (e.g. quote or estimate) and (2) any applicable service agreements or warranties included with the purchase of the Compact Utility Tractor and its associated equipment.

1.4 Schedule of Events

Proposals must be received, in a sealed envelope, at the below address, no later than **3:00 p.m. EDT by Thursday, August 1, 2024. Envelopes must be marked, “Compact Utility Tractor for Delta County Airport.”**

Administrative Office
Delta County Courthouse
310 Ludington St, Suite 222
Escanaba, MI 49829

Proposals will be opened **Thursday, August 1, 2024 at 3:00 p.m. EDT**, at 310 Ludington St., Escanaba, MI 49829, Room 222, Administrator Conference Room.

The final decision to accept and award bids is expected to be made during the Delta County Board of Commissioners Meeting scheduled for **Tuesday, August 6, 2024 at 5:00 p.m. EDT** at the Delta County Service Center. Proposals received after **3:00 p.m. EDT on Thursday, August 1, 2024** will not be opened or eligible for consideration. The Delta County Board of Commissioners will make their selection based on its current approved procurement policy.

1.5 Amendments to Proposals

Amendments to or withdrawals of proposals will only be allowed if acceptable requests are received prior to the deadline. No amendments or withdrawals will be accepted after the deadline unless they are in response to the County’s request.

1.6 Required Review

Vendors and/or service providers shall carefully review this RFP for defects as well as questionable or objectionable matter. Comments concerning defects and questionable or objectionable material must be made in writing and received by Delta County Administrator Ashleigh Young, 310 Ludington St., Suite 222, Escanaba, MI 49829. Telephone conversations are not considered official and must be confirmed in writing by the interested party.

1.7. Preparation Costs

The County is not responsible and will not pay for any costs associated with the preparation, submittal, or presentation of any proposal.

1.8 Copies of Proposals

Interested Bidders will provide four (4) copies of their proposals.

1.9 Confidential Information

Once bids are opened, they will become public record, subject to public viewing and requests under the Freedom of Information Act.

1.10 Right to Cancel

The County of Delta reserves the right to cancel the RFP at any time when it is in the best interest of the County. The County reserves the right to accept or reject any and all submitted bids. The County is not required to accept the lowest bid.

Robert C. Ranstadler

Airport Manager

Delta County Airport