

Request for Bids



Project Name: Disc Golf Baskets
Project Location: McCoy Creek Recreation Area, Buchanan MI
Issue Date: April 22, 2025
Bid Due Date: May 6, 2025 by 12pm

PROJECT OVERVIEW

The City of Buchanan, MI is accepting proposals from qualified companies to provide disc golf baskets for use in a future Disc Golf course located in the McCoy Creek Recreation Area.

SCOPE OF SERVICES

Disc Golf Basket Specifications:

- Provide pricing for 18 permanent disc golf baskets and sleeves.
- Please provide color options and associated pricing.
- Specify whether locks are included or available, and confirm that they can be keyed the same
- Baskets must be delivered to the City of Buchanan Public Works Department.

CONTENT OF PROPOSAL

Related Project Experience - Provide a list of clients for which the company has provided similar services.

Cost - Provide a detailed breakdown of costs per unit.

RATING CRITERIA

The proposals will be evaluated according to the following criteria in order of relative importance:

- Quality & Customization
- Demonstration of the ability to deliver the scope of services
- Cost

SELECTION PROCESS

An award may be made to the responsible Company whose proposal is determined to be the most advantageous taking into consideration cost and criteria set forth above to determine the lowest and best bidder. The City of Buchanan reserves the right to reject any and all bids and is not obligated to award a contract to any bidder. If it is determined that no acceptable proposal has been submitted, all proposals may be rejected and at the City's discretion, new proposals may be solicited.

SCHEDULE

In order to be considered, the proposal must be received at the City of Buchanan, 302 N Redbud Trail, Buchanan MI 49107, on or before **May 6, 2025 by 12:00 pm**. All proposals shall be in a sealed package marked: ATTN: BID - Disc Golf Baskets

Please submit your sealed bid by **April 22, 2025 at 12 PM EST** to:
Kalla Langston-Weiss, City Clerk
302 North Red Bud Trail
Buchanan, MI 49107

For any questions regarding the project, please contact:
Emma Lysy, Administrative Assistant
elysy@cityofbuchanan.