CITY OF SULLIVAN | PARKS AND RECREATION DEPARTMENT

Notice to Bidders

PTO Driven Turf Topdresser

The City of Sullivan, Missouri, is accepting sealed bids for the purchase of one new PTO driven turf topdresser. The reference product is a Millcreek Turf Tiger 3200 TT Cub PTO, or approved equal. The equipment must meet the capacity, construction, performance, safety, warranty, delivery, and service requirements contained in the complete bid specifications.

Bid deadline. Sealed bids must be received no later than 10:00 a.m./p.m. on November 10, 2026.

Bid opening. Bids will be publicly opened at 10:00 a.m./p.m. on November 10, 2026 at City Hall, 210 W. Washington, Sullivan, MO

Submission. Bids may be mailed or hand delivered in a sealed envelope to:

Attn: Jan Koch, City Clerk
Sullivan City Hall
210 West Washington
Sullivan, Missouri 63080

Envelope marking. The outside of the envelope must clearly state "SEALED BID - PTO TURF TOPDRESSER - DO NOT OPEN" and include the bidder's name and return address.

Bid documents and questions. Complete specifications and official bid forms may be obtained from Sullivan City Hall or online at www.sullivan.mo.us. Questions should be directed to Dave Wall, Director of Parks and Recreation, at (573) 860-3039 or parks@sullivan.mo.us.

Bid requirements. Bids must be submitted on the official bid form and must remain firm for at least 60 calendar days after bid opening. Late, electronic, faxed, or unsealed bids will not be considered unless the City's published solicitation expressly authorizes that submission method.

The City of Sullivan reserves the right to reject any or all bids and waive any irregularities received. By virtue of statutory authority, a preference will be given to materials, products, supplies, provisions and all other articles produced, manufactured, made or grown within the State of Missouri.

CITY OF SULLIVAN, MISSOURI

Sealed Bid Specifications and Bid Form

PTO Driven Turf Topdresser

Millcreek Turf Tiger 3200 TT Cub PTO or Approved Equal

Issuing agency	City of Sullivan Parks and Recreation Department
Bid number	_____
Issue date	_____
Questions due	_____
Bid due	_____ at _____ a.m./p.m.
Public opening	_____ at _____
Bid submission address	Attn: Jan Sullivan City Hall 210 West Washington Sullivan, Missouri 63080
Delivery location	City of Sullivan Parks and Recreation Department 2 West Springfield, Sullivan, Missouri 63080

Envelope label: "SEALED BID - PTO TURF TOPDRESSER - DO NOT OPEN"

Bid questions: Dave Wall, Director of Parks and Recreation | (573) 860-3039 | parks@sullivan.mo.us

Invitation to Bid

The City of Sullivan, Missouri, invites sealed bids for one new, current-production PTO driven turf topdresser. The Millcreek Turf Tiger 3200 TT Cub PTO is identified as the reference product for the minimum level of capacity, construction, performance, and serviceability required. Equivalent products will be considered when the bidder provides complete documentation showing compliance with every minimum requirement.

The complete bid must be received at the location stated in the public notice no later than the date and time shown on the cover. Late, electronic, faxed, or unsealed bids will not be considered unless the City's published notice expressly permits that submission method.

Instructions to Bidders

Bid submission. Submit one signed original in a sealed envelope by mail or hand delivery to: Attn: Jan, Sullivan City Hall, 210 West Washington, Sullivan, Missouri 63080. Mark the outside with the bidder's name and the required envelope label. The bidder is responsible for timely delivery.

Official form. Use the Bid Form and Compliance Checklist in this packet. Complete every blank that applies. Entries must be typed or written in ink. The person signing must be authorized to bind the bidder.

New equipment. The topdresser must be new, unused, current production, and free of liens. Demonstrator, rental, remanufactured, or previously titled equipment is not acceptable unless expressly identified and approved in writing before bid opening.

Brand or approved equal. A bidder offering an alternate product must identify the manufacturer and model, attach current literature, and explain each variance. The City will decide whether an alternate is equal based on the City's operational needs.

Exceptions. List every exception or deviation on the Exceptions form. Silence means full compliance. Vendor standard terms that conflict with this packet will not bind the City unless the City accepts them in writing.

Price. Quote one firm, delivered price including freight, setup, assembly, training, manuals, and all other charges. The City is tax exempt; do not include taxes from which the City is exempt.

Bid validity. The bid must remain firm for at least 60 calendar days after opening unless the bidder states a longer period.

Delivery. State the guaranteed delivery time after receipt of purchase order. Risk of loss remains with the vendor until inspection and acceptance by the City.

Questions and changes. Direct questions to Dave Wall, Director of Parks and Recreation, at (573) 860-3039 or parks@sullivan.mo.us before the stated deadline. Only written addenda issued by the City modify the solicitation. Bidders must acknowledge all addenda.

Award. The City intends to award to the lowest responsive and responsible bidder whose product best satisfies the specifications and operational needs. Price, compliance, delivery, warranty, service support, parts availability, and bidder responsibility may be considered.

City rights and Missouri preference. The City of Sullivan reserves the right to reject any or all bids and waive any irregularities received. By virtue of statutory authority, a preference will be given to materials, products, supplies, provisions and all other articles produced, manufactured, made or grown within the State of Missouri.

Withdrawal. A bid may be withdrawn by written request received before the bid deadline. After opening, withdrawal is permitted only as allowed by applicable law and City policy.

Minimum Technical Specifications

Bidder shall mark each requirement on the Compliance Checklist. Published dimensions may vary slightly for an approved equal, but the offered machine must provide equivalent capacity, stability, turf protection, application control, and compatibility with the City's tractor fleet.

No.	Category	Minimum requirement
1	**Equipment**	One new pull-type PTO driven turf topdresser suitable for sports fields, ballfields, and general park turf.
2	**Reference product**	Millcreek Turf Tiger 3200 TT Cub PTO, or approved equal.
3	**Heaped capacity**	Not less than 2.3 cubic yards.
4	**Struck capacity**	Approximately 1.3 cubic yards or greater.
5	**Material payload**	Not less than 3,750 pounds.
6	**Drive**	Mechanical PTO drive compatible with a standard 540 RPM tractor PTO; complete guarded PTO shaft included.
7	**Tractor requirement**	Designed for operation with a tractor rated at approximately 30 PTO horsepower or greater. Bidder shall state minimum tractor weight and horsepower.
8	**Application range**	Capable of applications from a light dusting through approximately 1 inch in a single pass.
9	**Spread width**	Capable of distributing material up to approximately 8 feet wide, depending on material and settings.
10	**Materials**	Must effectively handle wet or dry sand or sand/peat mixes, infield mix, compost, grass clippings, crumb rubber or synthetic turf infill, pelletized lime, wood chips, and de-icing material.
11	**Metering**	Adjustable metering gate allowing controlled low- and high-volume material flow.
12	**Beater**	No-clog, aggressive beater comparable to Millcreek Saber Tooth technology; designed for uniform spreading of wet, clumpy, or difficult bulk material.
13	**Conveyor**	Heavy-duty T-rod apron-chain conveyor, approximately No. 5 or 3/8-inch class, with positive tracking and resistance to slipping.
14	**Apron drive**	Heavy-duty gearbox with chain reduction or equivalent durable positive-drive system.
15	**Beater drive**	Gearbox and chain drive or equivalent heavy-duty mechanical system.
16	**Bearings**	Sealed ball bearings on beater assembly or equivalent low-maintenance design.
17	**Construction**	All-steel body of approximately 13-gauge construction with durable poly floor, or equivalent corrosion- and wear-resistant construction.
18	**Finish**	Durable powder-coated finish or equivalent corrosion-resistant coating.
19	**Tires**	High-flotation turf tires approximately 26.5 x 14 x 12, 4-ply, or equal, selected to minimize turf compaction and damage.
20	**Dimensions**	Reference envelope: body about 114 inches long x 37 inches wide x 17.5 inches high; overall about 13 feet long x 70 inches wide x 51 inches high; loading height about 43 inches.
21	**Machine weight**	Approximately 1,300 pounds. Bidder shall state actual shipping/operating weight.

No.	Category	Minimum requirement
22	**Safety**	All required PTO, chain, sprocket, and rotating-component guards; safety decals; safety chains; and operator instructions must be installed and compliant with applicable standards.
23	**Hitch and support**	Complete compatible drawbar hitch, safety chain, parking jack, and all pins/hardware needed for normal operation.
24	**Setup**	Unit delivered fully assembled, lubricated, adjusted, and ready for operation after connection to the City tractor.
25	**Training**	Minimum one on-site delivery orientation covering safe operation, adjustment, calibration, routine maintenance, and storage.
26	**Manuals**	One printed or downloadable operator manual and parts manual provided at delivery.
27	**Warranty**	Manufacturer's standard new-equipment warranty. Bidder shall state term, coverage, exclusions, and nearest authorized service location.
28	**Parts and service**	Replacement parts and qualified service support must be reasonably available. Bidder shall identify parts source and service contact.

Bidder Compliance Checklist

Mark one response for every item. For any "No" or "Exception," identify the variance and the supporting literature page on the Exceptions form.

No.	Requirement	Yes	No	Literature page
1	Equipment: One new pull-type PTO driven turf topdresser suitable for sports fields, ballfields, and general park turf.	☐	☐	
2	Reference product: Millcreek Turf Tiger 3200 TT Cub PTO, or approved equal.	☐	☐	
3	Heaped capacity: Not less than 2.3 cubic yards.	☐	☐	
4	Struck capacity: Approximately 1.3 cubic yards or greater.	☐	☐	
5	Material payload: Not less than 3,750 pounds.	☐	☐	
6	Drive: Mechanical PTO drive compatible with a standard 540 RPM tractor PTO; complete guarded PTO shaft included.	☐	☐	
7	Tractor requirement: Designed for operation with a tractor rated at approximately 30 PTO horsepower or greater. Bidder shall state minimum tractor weight and horsepower.	☐	☐	
8	Application range: Capable of applications from a light dusting through approximately 1 inch in a single pass.	☐	☐	
9	Spread width: Capable of distributing material up to approximately 8 feet wide, depending on material and settings.	☐	☐	
10	Materials: Must effectively handle wet or dry sand or sand/peat mixes, infield mix, compost, grass clippings, crumb rubber or synthetic turf infill, pelletized lime, wood chips, and de-icing material.	☐	☐	
11	Metering: Adjustable metering gate allowing controlled low- and high-volume material flow.	☐	☐	
12	Beater: No-clog, aggressive beater comparable to Millcreek Saber Tooth technology; designed for uniform spreading of wet, clumpy, or difficult bulk material.	☐	☐	
13	Conveyor: Heavy-duty T-rod apron-chain conveyor, approximately No. 5 or 3/8-inch class, with positive tracking and resistance to slipping.	☐	☐	
14	Apron drive: Heavy-duty gearbox with chain reduction or equivalent durable positive-drive system.	☐	☐	
15	Beater drive: Gearbox and chain drive or equivalent heavy-duty mechanical system.	☐	☐	
16	Bearings: Sealed ball bearings on beater assembly or equivalent low-maintenance design.	☐	☐	
17	Construction: All-steel body of approximately 13-gauge construction with durable poly floor, or equivalent corrosion- and wear-resistant construction.	☐	☐	
18	Finish: Durable powder-coated finish or equivalent corrosion-resistant coating.	☐	☐	

No.	Requirement	Yes	No	Literature page
19	Tires: High-flotation turf tires approximately 26.5 x 14 x 12, 4-ply, or equal, selected to minimize turf compaction and damage.	☐	☐	
20	Dimensions: Reference envelope: body about 114 inches long x 37 inches wide x 17.5 inches high; overall about 13 feet long x 70 inches wide x 51 inches high; loading height about 43 inches.	☐	☐	
21	Machine weight: Approximately 1,300 pounds. Bidder shall state actual shipping/operating weight.	☐	☐	
22	Safety: All required PTO, chain, sprocket, and rotating-component guards; safety decals; safety chains; and operator instructions must be installed and compliant with applicable standards.	☐	☐	
23	Hitch and support: Complete compatible drawbar hitch, safety chain, parking jack, and all pins/hardware needed for normal operation.	☐	☐	
24	Setup: Unit delivered fully assembled, lubricated, adjusted, and ready for operation after connection to the City tractor.	☐	☐	
25	Training: Minimum one on-site delivery orientation covering safe operation, adjustment, calibration, routine maintenance, and storage.	☐	☐	
26	Manuals: One printed or downloadable operator manual and parts manual provided at delivery.	☐	☐	
27	Warranty: Manufacturer's standard new-equipment warranty. Bidder shall state term, coverage, exclusions, and nearest authorized service location.	☐	☐	
28	Parts and service: Replacement parts and qualified service support must be reasonably available. Bidder shall identify parts source and service contact.	☐	☐	

Exceptions and Alternate Product Information

If no exceptions are taken, write "None." Attach additional pages if needed. An alternate product must include current manufacturer literature and enough detail for the City to determine equivalency.

Manufacturer offered _____

Exact model offered _____

Model year _____

Country of manufacture _____

Spec no.	Exception or variance	Proposed alternative and explanation	Literature page

Required Attachments

- ☐ Current product brochure or specification sheet
- ☐ Warranty statement
- ☐ Delivery schedule
- ☐ Nearest authorized service and parts contact
- ☐ Completed W-9 or vendor registration form, if requested by the City
- ☐ Acknowledgment of each addendum

Official Bid Form

The undersigned offers to furnish and deliver the equipment described in this solicitation in full compliance with the bid documents, subject only to exceptions expressly listed in the submitted bid.

Bidder legal name _____

Doing business as _____

Street address _____

City, state, ZIP _____

Telephone _____

Email _____

Federal tax ID or last four digits _____

Manufacturer and exact model	
Base delivered price	$
Required equipment or options included	$
Freight, setup, and training	$
Trade-in allowance, if separately requested	($)
Total firm delivered bid price	$
Price written in words	

Guaranteed delivery: _____ calendar days after receipt of purchase order

_____

Bid valid for: _____ calendar days after bid opening (minimum 60) _____

Warranty term and coverage _____

Nearest authorized service location _____

Addenda acknowledged by number and date _____

Bidder Certification

By signing below, the bidder certifies that the bid is genuine and not collusive; that the signer is authorized to bind the bidder; that the bidder has reviewed the complete solicitation and any addenda; that the price includes all costs necessary for delivery and acceptance; and that the offered equipment is new and will conform to the stated specifications except as expressly disclosed.

Authorized signature: _____ Date: _____

Printed name: _____ Title: _____

Company: _____ Phone: _____

Email: _____