

**WILLIAMSPORT AREA SCHOOL DISTRICT  
DISTRICT SERVICE CENTER  
2780 WEST FOURTH STREET  
WILLIAMSPORT, PA 17701  
TELEPHONE: (570) 327-5500 EXT. 40105**

**BIDS REQUESTED**

**FOR**

**2 Golf Simulator Enclosures**

The Board of Directors of the Williamsport Area School District requests sealed bids for furnishing and delivering 2 Golf Simulator Enclosures in accordance with the specifications on file in the District Service Center, 2780 West Fourth Street, Williamsport, PA.

The bid must be submitted in an envelope plainly marked on the face thereof “**BID FOR 2 Golf Simulator Enclosures**” and be in the hands of the undersigned at the above address on or before **3:00 p.m., prevailing time, Tuesday, April 7, 2026**. All bids will be opened publicly at **3:00 p.m., prevailing time, Tuesday, April 7, 2026**, in the District Service Center located at the above address. The name and address shall appear on the outside of the envelope. Bids received after the bid deadline shall be returned to the bidder unopened. Oral, faxed or emailed bids are invalid and will not receive consideration.

**The Board of Directors reserves the right to reject any and all bids or to select a single item from any bid.**

Staci Godfrey  
Purchasing Agent

**WILLIAMSPORT AREA SCHOOL DISTRICT  
2780 WEST FOURTH STREET  
WILLIAMSPORT, PA 17701**

**INSTRUCTIONS TO THE BIDDERS:**

**GENERAL:**

1. All bids are to be submitted in a sealed, opaque envelope with the bidder's name and address in the upper left-hand corner and addressed to:

**Williamsport Area School District  
Attn: Staci Godfrey, Purchasing Agent  
2780 West Fourth Street  
Williamsport, PA 17701**

2. All bids must be submitted on the forms provided; failure to comply with this instruction shall be cause for the rejection of the bid.
3. The bid price must be on the designated unit such as each, dozen, gross, box, package, set, etc. All bids must be on the exact quantity specified.
4. The District shall not accept or be liable for any over shipments not approved prior to shipment.
5. All prices must be **F.O.B., 1400 West Third Street, Williamsport, PA 17701.** The successful bidder shall pay all transportation charges, retain ownership of material in transit and file any and all claims resulting from lost or damaged items.
6. **Please contact Dustin Brouse at (570) 326-0282, Ext. 47500 for delivery arrangements.**
7. The Board of Directors shall have sixty (60) days from the date bids are due to accept the bid offers. Bidders will not be permitted to withdraw their bids during this sixty (60) day period. The Board of Directors reserves the right to reject any or all bids and to select a single item from any bid.
8. When an alternate is proposed, the bidder shall submit a sample of the alternate whenever possible. In lieu of a sample, the bidder shall submit complete product specifications

and/or catalog cuts with the bid to enable the District to evaluate the proposed alternate. An alternate item may be rejected on the basis of a sample or complete specifications not being submitted for evaluation.

**WILLIAMSPORT AREA SCHOOL DISTRICT  
2780 WEST FOURTH STREET  
WILLIAMSPORT, PA 17701**

**INSTRUCTIONS TO THE BIDDERS (continued):**

9. **The bidder must return a completed Non-Collusion Affidavit along with the completed Bid Form. The bidder's name must appear on all pages returned. Failure to submit these forms in compliance with these instructions will result in disqualification of the bid.**
10. Anytime you need to make a correction on a bid form, please initial your correction if this procedure is not followed it may result in your bid being rejected.
11. ALL PRICES MUST BE IN FULL CENTS INCREMENTS. If this procedure is not followed it may result in your bid being rejected. Should figures be irreconcilable, the unit price and the number of units shall govern and awards will be made on this basis.

**DELIVERY:**

1. **Delivery shall be made to the Williamsport Area School District Service Complex, 1400 West Third Street, Williamsport, PA 17701. Please contact Dustin Brouse at (570) 326-0282, Ext. 47500 for delivery arrangements.**
2. The Board of Directors reserves the right to cancel any order or portion thereof if delivery is not completed within a reasonable period of time and remove such vendor from the approved bidder's list.
3. Partial shipments may be made on an order however; item(s) should be shipped complete. A packing list must be enclosed with each shipment identifying the contents by the assigned bid item number.
4. All cartons, package, etc. must show the purchase order number in a convenient location on the outside of each carton or package.

**WILLIAMSPORT AREA SCHOOL DISTRICT  
2780 WEST FOURTH STREET  
WILLIAMSPORT, PA 17701**

**INSTRUCTIONS TO THE BIDDERS (continued):**

**DELIVERY:**

5. The Board of Directors shall have full power and authority to reject any and all materials furnished which, in its opinion, is not in strict compliance and conformity with the requirements of the specifications, or equal in every respect to the samples submitted. The decision of the Board of Directors shall be final, conclusive and without exception or appeal. All articles rejected shall be promptly removed from the premises of the School District at the cost of the supplier.
  
6. **The bidder agrees to deliver immediately following receipt of an order, all items awarded under this bid.** The Board of Directors reserves the right to cancel any order or portion thereof if delivery is not completed within a reasonable period of time and remove such vendor from the approved bidders list.

**TAX STATUS:**

1. **PENNSYLVANIA SALES TAX** – The School District is a political subdivision of the Commonwealth of Pennsylvania. The Act of the General Assembly of the Commonwealth of Pennsylvania exempted political subdivisions from payment of the State Sales Tax. On December 15, 1987, the Director of the Bureau of Sales and Use

Tax issued to the School District, **PERMANENT SALES AND USE TAX EXEMPTION NUMBER 76-41720-6**. The District upon request will furnish a complete Sales and Use Tax Exemption Certificate.

**WILLIAMSPORT AREA SCHOOL DISTRICT  
2780 WEST FOURTH STREET  
WILLIAMSPORT, PA 17701**

**INSTRUCTIONS TO THE BIDDERS (continued):**

**COMMONWEALTH OF PENNSYLVANIA ACT 1984-159:**

1. As a condition of doing business in the Commonwealth of Pennsylvania, all supplies of chemical products shall be required to comply with Section 4 and Section 6 of the Commonwealth of Pennsylvania's Act 1984-159, "**Right To Know Act**" dealing with hazardous substances and/or all chemical products. The Pennsylvania Right to Know Law requires a Material Safety Data Sheet be provided by the supplier/distributor to the consumer. Therefore, the Williamsport Area School District requests a Material Data Safety Sheet (MSDS) be enclosed with your shipments and a copy of the MSDS Sheets shall be sent to the Purchasing Agent, Staci Godfrey.
2. Additional information regarding a supplier's obligation under Act 1984-159 may be obtained by contacting the Department of Labor and Industry, Worker and Community Right to Know Program, Room 1404, Seventh & Forster Streets., Harrisburg, PA 17120.

**PAYMENT:**

1. Payment will be made by the School District upon performance and acceptance of the vendor's obligations in accordance with our specifications. All invoices rendered for payment must be approved by the Board of Directors.
2. Invoices are presented to the Board of Directors for approval at the regular scheduled meetings, held the second Tuesday of each month.

## Bid Specifications For:

### 2 Golf Simulator Enclosures

Quantity 2 SimBooth 3 golf simulator enclosures with additional half walls or equivalent

- Enclosure length must be at least 179” not to exceed 180”
- Enclosure Side walls must be at least 96” wide
- Enclosure half walls must be at least 48” wide
- Enclosure width must be at least 169”
- Enclosure height must not exceed 144”
- Enclosure needs to be constructed from 6063-t52 aluminum
- Enclosure needs a full surface floor with inlayed hitting mat

Description	Quantity	Unit Cost	Total*
Simm Booth 3	2		
Half Wall - left	2		
Half Wall - right	2		
Shipping	1		
Installation	1		
Total			

\*Shipping and Handling are to be included in the Total Cost

Expected Ship Date: \_\_\_\_\_

NOTE: Bid is for enclosure only. Launch monitor and projector will be purchased separately. All questions and/or concerns are to be directed to Mr. Dustin Brouse, Director of Technology, at 570-326-0282, Ext. 47500 or [dbrouse@wasd.org](mailto:dbrouse@wasd.org).



## **INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT**

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antirigging Act, 73 p.s.((1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “complimentary bid” as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. **Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.**



