

City of Coquitlam

Request for Proposals

RFP No. 23-077

## One (1) Single Axle Dump Truck with Plow and Sander

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### [PROPOSAL SUBMISSION FORM](#)

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**SUMMARY OF KEY INFORMATION**

<b>RFP Reference</b>	<p align="center"><b>RFP No. 23-077</b></p> <p align="center"><b>One (1) Single Axle Dump Truck with Plow and Sander</b></p>
<b>Overview of the Opportunity</b>	The purpose of this RFP is to invite Proposals from qualified firms for the supply and delivery of <b>One (1) Single Axle Dump Truck with Plow and Sander</b> as specified within this RFP document.
<b>Closing Date and Time</b>	<p align="center"><b>2:00 pm local time</b></p> <p align="center"><b>Tuesday, August 08, 2023</b></p>
<b>Instructions for Proposal Submission</b>	<p>Proposal submissions are to be returned in Microsoft Word and any other supporting documents to be consolidated into one PDF file and uploaded through QFile, the City's file transfer service accessed at website: <a href="https://qfile.coquitlam.ca/bid">qfile.coquitlam.ca/bid</a></p> <ol style="list-style-type: none"> <li><b>In the "Subject Field" enter:</b> RFP Number and Name</li> <li><b>Add files in .pdf format and Send</b> (Ensure your web browser remains open until you receive 2 emails from QFile to confirm receipt.)</li> </ol> <p>Phone 604-927-3037 should assistance be required.</p> <p>The City reserves the right to accept Proposals received after the Closing Date and Time.</p>
<b>Obtaining RFP Documents</b>	<p>RFP Documents are available for download from the City of Coquitlam's website: <a href="https://www.coquitlam.ca/Bid-Opportunities">https://www.coquitlam.ca/Bid-Opportunities</a></p> <p>Printing of RFP documents is the sole responsibility of the Proponents.</p>
<b>Instructions to Proponents</b>	The guidelines for participation that will apply to this RFP are posted on the City's website: <a href="#">Instructions to Proponents</a>
<b>Questions</b>	<p>Questions are to be submitted in writing quoting the RFP number and name up to 3 business days before the Closing Date sent to email: <a href="mailto:bid@coquitlam.ca">bid@coquitlam.ca</a></p> <p>Questions received after that time may not receive a response.</p>
<b>Addenda</b>	<p>Proponents are required to check the City's website for any updated information and addenda issued, before the Closing Date at the following website: <a href="https://www.coquitlam.ca/Bid-Opportunities">https://www.coquitlam.ca/Bid-Opportunities</a></p>
<b>Withdrawal of Submission</b>	Proposals may be withdrawn by written notice only, made by an authorized representative of the Proponent sent to email: <a href="mailto:bid@coquitlam.ca">bid@coquitlam.ca</a> prior to the Closing Date and Time.
<b>Terms and Conditions of Contract</b>	City of Coquitlam <a href="#">Standard Terms and Conditions - Purchase of Goods and Services</a> are posted on the City's website and will apply to the Contract awarded as a result of this RFP.

## DEFINITIONS

**“Agreement” “Contract”** means the contract for services or City Purchase Order that will be issued to formalize with the successful Proponent through negotiation process with the City based on the proposal submitted and will incorporate by reference the Request for Proposals, Specifications, Drawings, any additional subsequent information, any addenda issued, the Proponent’s response and acceptance by the City.

**“City” “Owner”** means City of Coquitlam;

**“Price”** means the amount that will be paid by the City to the Contractor for delivery and acceptance of goods and Services;

**“Proponent”** means responder to this Request for Proposals;

**“Proposal”** means the submission by the Proponent;

**“Request for Proposals” “RFP”** shall mean and include the complete set of documents, specifications and addenda incorporated herein, and included in this Request for Proposals;

**“Services” “Work” “Works”** means and includes the provision by the successful Proponent of all services, duties, and expectations as further described in this RFP. This will also mean the whole of the work, tools, materials, labour, equipment, travel, and all that is required to be done, furnished and performed by the Contractor;

**“Shall” “Must” “Will” “Mandatory”** means a requirement that must be met;

**“Supply” “Provide”** shall mean supply and pay for and provide and pay for.

**“Supplier”** means the person(s) firm(s) or corporation(s) appointed by the City to carry out all duties, obligations, work and services described in the Request for Proposal and all associated documentation, which may also include mutually agreed revisions subsequent to submission of a Proposal. Both “Supplier” and “Proponent” are complementary in terms of duties, obligations and responsibilities contemplated at the Request for Proposals stage, through evaluation process, execution and performance of the services and works.

## 1 INSTRUCTIONS TO PROPONENTS

### 1.1 Acknowledgement

The City acknowledges with gratitude and respect that the name Coquitlam was derived from the hən̓q̓əmin̓əm' word kʷikwə́ləm (kwee-kwuh-tlum) meaning “Red Fish Up the River”. The City is honoured to be located on the kʷikwə́ləm (Kwikwetlem) traditional and ancestral lands, including those parts that were historically shared with the sq̓əciyaʔt təməxʷ (Katzie), and other Coast Salish Peoples.

### 1.2 Purpose

The purpose of this RFP is to invite Proposals from qualified, experienced companies for the supply and delivery of **One (1) Single Axle Dump Truck with Plow and Sander** as stated within this RFP. Equipment shall be new and that which has never been owned except by a manufacturer, distributor or dealer and has never been registered.

The City is seeking to identify and select qualified Suppliers that have the knowledge, technical resources, experience, reputation and capacity to supply, deliver and provide continuous support for the equipment.

### 1.3 Proposal Submission

Proponents should complete and submit the information requested in this RFP document on the **Proposal Submission Form** and [APPENDIX A – PREFERRED SPECIFICATIONS](#) or in a format that has been approved and is acceptable to the City.

### 1.4 Instructions to Proponents

Proponents are advised that the rules for participation that will apply to this RFP are located: [Instructions to Proponents](#).

By submission of a Proposal in response to this RFP, the Proponent agrees and accepts the rules by which the bid process will be conducted.

The City will not be responsible for any delay or for any submission not received for any reason, including technological delays or issues by either party's network or email program, and the City will not be liable for any damages associated with submissions not received.

### 1.5 Specifications and Alternatives

Wherever the Specifications state a brand name, make, name of manufacturer, trade name, or Supplier catalogue number, it is for the purpose of establishing a grade or standard. It is not intended to rule out competition from equal brands or makes. If vehicles or equipment other than that specified is offered, it is the Proponent's responsibility to provide information in its Proposal that enables the City to confirm equivalency and acceptance.

Except where stated otherwise, [APPENDIX A – PREFERRED SPECIFICATIONS](#), describe what is considered necessary to meet the performance requirements of the City and Proponents should consider this in its Proposal. If the Proponent cannot meet Specifications, the Proponent may identify and offer an alternative which it believes to be an equal or better alternative.

Special consideration may be given to accessibility of the various units which require periodic maintenance and ease of operation.

Proponents shall clearly indicate any variances from the City's Specifications or conditions and attach descriptive literature.

Proponents may also propose alternative equipment which meets the majority of the specifications if it is immediately available for delivery. The City will review proposed alternative equipment for suitability in order to take delivery sooner; however, the City is not obligated to accept any alternatives. The City will determine what constitutes acceptable deviations and overall best value.

Proponents are to provide environmentally efficient equipment and services wherever possible. If there are known alternatives or substitutions for such materials that would mitigate the effects of any adverse conditions on the environment, the Proponent agrees to advise the City of such alternatives or substitutions.

#### 1.6 Requested Departures

The Proponent acknowledges that the departures requested in the Proposal Submission Form will not form part of the Contract unless and until the City specifically consents in writing to any of them. The City may not consider any departures not stated in the Proponent's Proposal Submission.

#### 1.7 Evaluation Criteria

Evaluation Criteria of each Proposal will be determined in accordance with the following:

Proposal Evaluation Summary	Maximum Points to be Awarded
<a href="#"><u>Corporate Experience, Reputation, Capacity and Resources</u></a>	25
<a href="#"><u>Sustainable Benefits and Social Responsibility</u></a>	10
<a href="#"><u>Technical</u></a>	25
<a href="#"><u>Financial</u></a>	40
Total	100

The criteria for evaluation of the Proposals may include, but is not limited to:

##### **Corporate Experience, Reputation, Capacity and Resources**

- Business and technical reputation and capabilities; experience, financial stability, capacity and resources
- References (on time delivery, support, performance, etc.)
- Value added benefits

##### **Sustainable Benefits and Social Responsibility**

- Sustainable benefits
- Reconciliation
- Social Responsibility

**Technical**

- Delivery Lead Time
- Compliance with the preferred specifications
- Ease of operation
- Maintenance requirements
- Maintenance - Local support and parts availability in Metro Vancouver area
- Warranties
- Training
- Demonstration Unit
- Quality assurance

**Financial**

- Price and warranty

These criteria will be used to determine best overall value to the City. Proposals will be compared to select one or more that are most advantageous.

And, upon selection of one or more lead Proponent(s):

- References may be contacted
- Interviews may be conducted

The City reserves the right to check references on other projects even if they are not specifically listed. Information obtained from references will be confidential and will not be disclosed to any Proponents.

These criteria will be used to determine best overall value to the City as well as any other criteria that may become evident during the evaluation process.

The City may, at its discretion, request clarification or additional information from a Proponent with respect to any Proposal and the City may make such requests to only selected Proponents. The City may consider such clarifications or additional information in evaluating a Proposal.

Incomplete Proposals or Proposals submitted on forms other than the Proposal Form may be rejected.

Proponents agree the City may disclose names of Proponents and total award amount, however, unevaluated results, unit prices, rates or scores will not be provided to any Proponents.

The City reserves the right to reject without further consideration any Proposal which in its opinion does not meet the criteria it considers essential for the work outlined in this RFP.

Where only one Proposal is received, the City may reject such and re-issue the RFP on a selected basis.

**1.8 Eligibility**

For eligibility, and as a condition of award, the successful Proponent would be required to meet or provide the equivalent:

- a) Accept the City's standard Terms and Conditions posted on the City's website: [Standard Terms and Conditions - Purchase of Goods and Services](#)
- b) A City of Coquitlam or Tri Cities Intermunicipal [Business License](#)

**These items are not required as part of this Proposal Submission but will be required prior to entering into an agreement with the City for Services.**

## 1.9 Warranties

The Proponent shall provide a full statement of the warranty period and terms, including extended warranty options, for items listed in [Appendix A – Preferred Specifications](#), as a minimum. This warranty should clearly describe the terms under which the equipment manufacturer or sub-suppliers of the manufacturer accept responsibility for the cost to repair defects caused by faulty design, quality of work or material and for the applicable period of time after delivery.

## 1.10 Prices

Prices shall be all-inclusive and stated in (Canadian Funds). Prices shall remain FIRM for the delivery of equipment and completion of the Services.

Supply and delivery of materials is to be included in the price, FOB, Freight Prepaid to:

**City of Coquitlam  
Works Yard West  
500 Mariner Way  
Coquitlam, BC, V3K 7B6**

Prices shall include the provision of all tools, materials, equipment, labour, transportation, fuel, supervision, management, overhead, materials, traffic control, services, all necessary packing and crating (where applicable), Canadian Customs import and export duties, freight, handling, insurance, all other associated or related charges, foreign, federal, provincial and municipal taxes, bonding costs, all licences, permits, inspections and all other requirements necessary for the commencement, performance and completion of Services as described.

Taxes are to be shown separately at time of invoicing.

The lowest price of any Proposal will not necessarily be accepted but will be analyzed to determine best overall value.

## **2 GENERAL CONDITIONS OF CONTRACT**

### 2.1 Terms and Conditions of Contract

The City's [Standard Terms and Conditions - Purchase of Goods and Services](#), as published on the City's website, the Conditions listed in this RFP, along with the accepted Proposal, addenda and any subsequent clarifications, correspondence, the totality of which will constitute the Contract.



### 3 SCOPE OF SERVICES

#### 3.1 General Requirements

The Supplier is to provide One (1) Single Axle Dump Truck with Plow and Sander to be used in a municipal environment as specified in [APPENDIX A – PREFERRED SPECIFICATIONS](#).

The unit is to be the current production model with all the latest updates including, where requested, all manuals, instructions, training and requested spare parts.

The Services include, but are not limited to:

- Supply and Delivery of the equipment proposed;
- Provide local (Metro Vancouver) dealer warranty service;
- Provide post-delivery services and parts availability at a local dealer area; and
- Preventative maintenance schedule.

#### 3.2 Quality and Workmanship

The quality and workmanship of the completed delivered product must meet or exceed that of any sample, demo unit, or any other representation made by the Supplier prior to delivery.

Vehicles and equipment shall comply with all applicable legislated and regulatory standards. All welding shall meet American Welding Society or Canadian Welding Bureau current standards.

#### 3.3 Environmental Considerations

Equipment offered is to be environmentally friendly, including but not limited to the manufacturing process, materials, oils, lubricants, paints and other fluid materials, wherever possible.

#### 3.4 Pre-delivery Services

The equipment shall be delivered clean and shall be complete with all equipment required for the equipment to be operable. The delivered equipment will be inspected for compliance with the approved Purchase Order and current standards.

#### 3.5 Pre-delivery Inspection

A road performance test and general operation inspection must be performed prior to delivery.

#### 3.6 Delivery

Delivery is to be made with **minimum 48 hours' notice**, at a scheduled time that is mutually acceptable to the City, freight prepaid F.O.B to:

**City of Coquitlam  
Works Yard West  
500 Mariner Way  
Coquitlam, BC, V3K 7B6**

An authorized representative of the Supplier shall supervise delivery to the City.

### 3.7 Regulatory Requirements

The vehicles must have a standard road package that meets all legal requirements for operation on public roadways, including the BC Motor Vehicle Act, the federal Motor Vehicle Safety Act and Work Safe BC regulations.

Must comply with all WorkSafe BC Regulations.

Must meet all B.C. Motor Vehicle Regulations and meets all requirements to be driven on highways, roads, etc.

Meet Canadian motor vehicle safety standards.

### 3.8 Documentation at Time of Delivery

The Supplier is to provide the following documentation upon delivery with each piece of equipment:

Quantity	Description
4 sets	<b>KEYS</b> - All keys (four full sets), a complete parts list, and service manuals are to be delivered with the vehicle
1	Manufacturer's <b>Certificate of Origin</b>
1	<b>Warranty</b> document and certifications
1 set	One complete <b>Service Manual</b> to cover, but not limited to, tires, engine, batteries, transmission, axles, electrical components to cover each piece of equipment proposed
1 set	One <b>Parts Manual</b> covering the entire piece of equipment proposed
1 set	One set of <b>As-built Electrical Wiring Schematics</b> to cover any and all wiring not installed by chassis manufacturer. This diagram to include part numbers and brand names of switches, lights, etc. of parts used
1 list	Complete <b>PARTS LIST</b> of all belts, hoses, and filters; including part numbers, manufacturer and use
1 list	All <b>Fluid Capacities</b> in litres.

### 3.9 Warranties

The Supplier agrees to repair or replace any faulty equipment and that any defects discovered and failures which occur during the guarantee period will be rectified to the satisfaction of the City within a reasonable amount of time at no cost to the City.

### 3.10 Recall Notices

In the event of any recall notice, technical service bulletin, or other important notification affecting a unit purchased under this Contract, a notice shall be sent to the City. It shall be the responsibility of the Supplier to assure that all recall notices are sent directly to the City Fleet department.

### 3.11 Manufacturer-Authorized

Supplier must be authorized by the manufacturer to sell vehicles and parts where such authorization is granted by the manufacturer. The relationship with the manufacturer must be direct and not indirect through a third party.



City of Coquitlam

## PROPOSAL SUBMISSION FORM

RFP No. 23-077

### One (1) Single Axle Dump Truck with Plow and Sander

Proposals will be received on or before 2:00 pm local time on

**Tuesday, August 08, 2023**

(Closing Date and Time)

#### **INSTRUCTIONS FOR PROPOSAL SUBMISSION**

Proposal submissions are to be returned in Microsoft Word and any other supporting documents to be consolidated into one PDF file and uploaded through QFile, the City's file transfer service accessed at website: [qfile.coquitlam.ca/bid](http://qfile.coquitlam.ca/bid)

**1. In the "Subject Field" enter:** RFP Number and Name

**2. Add files in .pdf format and "Send"**

(Ensure your web browser remains open until you receive 2 emails from QFile to confirm upload is complete.)

Proponents are responsible to allow ample time to complete the Proposal Submission process. If assistance is required phone 604-927-3037.

<b>Legal Name of Proponent</b>	
<b>Contact Person and Title</b>	
<b>Business Address</b>	
<b>Telephone</b>	
<b>Email Address</b>	

1.

## DEPARTURES AND AWARD

<b>a) CONTRACT</b> - I/We have reviewed the City's <a href="#">Standard Terms and Conditions - Purchase of Goods and Services</a> and would be prepared to enter into in an agreement that incorporates the City's Standard Terms and Conditions, amended by the following departures (list, if any):	
Section	Requested Departure(s) / Alternative(s)
<b>b) SERVICES</b> - I/We have reviewed the Scope of Services as described in this RFP and are prepared to meet those requirements, amended by the following departures and additions (list, if any):	
Requirements – Requested Departure(s) / Alternate(s) / Addition(s)	
<b>c) AWARD</b> - For eligibility of award, the City requires the successful Proponent to complete and have the following in place before providing the Goods and Services. <b>Section 1c items are not required as part of this Proposal but may be required prior to entering into an agreement with the City.</b>	
i. <b>Vendor Info</b> - Complete and return the City's <a href="#">Vendor Profile and Electronic Funds Transfer Application (PDF)</a>	
ii. <b>Business License</b> - A City of Coquitlam or Tri Cities Intermunicipal <a href="#">Business License</a>	
iii. <b>Contract</b> – Acceptance of the City's Terms and Conditions: <a href="#">Standard Terms and Conditions - Purchase of Goods and Services</a>	
<b>As of the date of this Proposal, we advise that we have the ability to meet all of the above requirements except as follows (list, if any):</b>	

2.

## CORPORATE

### a) DEMONSTRATION UNITS

Availability, location and notification required to arrange for a demonstration and testing of the following equipment as proposed:

**\*\*The City may choose to use the demo vehicle in the field for one day\*\***

### b) CAPABILITIES, CAPACITY AND RESOURCES - Proponents to provide information on the following (use the spaces provided and/or attach additional pages, if necessary):

i. Structure of the Proponent, background, how many years they have been in business and organizational history (e.g. mission, vision, corporate directions, years in business, etc.):

ii. Proponent is to state any value added benefits and activities they can provide in delivering the Services. Provide details:

iii. Proponent is to state how many units they have produced in the last three (3) years:

**c) REFERENCES – Proponent shall be competent and capable of performing the Services requested and successfully delivered service contracts of similar size, scope and complexity. The City reserves the right to contact any person(s), agency(ies) or firm(s) not listed as part of an independent review.**

#### Reference No. 1

<b>Description of Contract</b>	
<b>Size and Scope</b>	
<b>Work Performed</b>	
<b>Start Date</b>	
<b>End Date</b>	
<b>Contract Value</b>	
<b>Project completed on budget</b>	
<b>Project completed on schedule</b>	
<b>Reference Information</b>	Company:
	Name:
	Phone Number:
	Email Address:

Reference No. 2	
Description of Contract	
Size and Scope	
Work Performed	
Start Date	
End Date	
Contract Value	
Project completed on budget	
Project completed on schedule	
Reference Information	Company:
	Name:
	Phone Number:
	Email Address:

Reference No. 3	
Description of Contract	
Size and Scope	
Work Performed	
Start Date	
End Date	
Contract Value	
Project completed on budget	
Project completed on schedule	
Reference Information	Company:
	Name:
	Phone Number:
	Email Address:

**3. SUSTAINABLE BENEFITS AND SOCIAL RESPONSIBILITY**

a) Describe all initiatives, policies, programs and product choices that illustrate your firm's efforts towards sustainable practices and environment responsibility in providing the services that would benefit the City

b) What policies does your organization have for hiring apprentices, indigenous peoples, recent immigrants, veterans, young people, women, people with disabilities and any other groups:

c) What policies does your organization have for the procurement of goods and services from local small and medium sized business or social enterprises or Indigenous owned businesses:

d) What policies does your organization have to support reconciliation with indigenous peoples:

**4. TECHNICAL**

**a) LEAD TIME FOR DELIVERY**

The lead time for delivery of the new unit is an important consideration in this purchase. The Proponent guarantees to deliver the vehicle(s) F.O.B. (freight pre-paid) to:

**City of Coquitlam, Works Yard West, 500 Mariner Way, Coquitlam, BC.**

Lead time in days for manufacture and delivery once the final specification is approved by the City:

**b) KEY FACILITY LOCATIONS**

Manufacturing Plant, Business Name and Location:

**I. Warranty and Repair Service Center**

State location of nearest affiliate service facilities with factory authorized technicians located in Metro Vancouver area. Business Name and Location:

**II. State the procedure for handling warranty claims:**

**c) MRO Parts Distribution Center**

**I. Business Name and Location:**

**II. Regular Lead Time for Delivery of Stocked Parts:**

**III. Provide a list and details of stocked parts available at the local dealership for the equipment proposed (attach additional information if necessary):**

**IV. Location for non-stocked parts:**

**V. Regular Lead Time of Non- Stocked Parts:**



<b>d) Quality Assurance</b>	
I.	Provide information on the systems of Quality Control and build specification assurance.
II.	<b>Preventative Maintenance</b> – Provide preventative maintenance schedule. Attach if necessary

<b>e) TRAINING AND MANUALS</b>	
I.	<b>Operators</b> – state duration of training, number of attendees and number of on-site workshops at Coquitlam Works Yard:
II.	<b>Fleet and Maintenance</b> – state duration of training, number of attendees, number of workshops and Location
III.	<b>Training Method</b> – State type of training method used to teach.
IV.	<b>Manuals</b> (online/web based/DVD/paper manuals) included: <ul style="list-style-type: none"> <li>• 1 parts manual</li> <li>• 1 repair manual for truck and all mounted equipment</li> <li>• 1 service manual</li> <li>• 2 Operator’s manuals</li> <li>• Wiring schematics including all installed systems and equipment</li> </ul> <b>State format available:</b>
V.	<b>Training Materials:</b> Access to online/web based or DVD training, 1 for Operators and 1 for Mechanics <b>Confirm and State format available:</b>

<b>f) WARRANTIES AND EXTENDED WARRANTIES</b>	
Attach Warranty information including extended warranties. Any additional cost is to be stated:	
Manufacturer Warranty	<b>State:</b>

## 6. FINANCIAL

a) <b>One (1) Single Axle Dump Truck with Plow and Sander</b> In accordance with <a href="#">APPENDIX A – PREFERRED SPECIFICATIONS</a>			
<b>One (1) Single Axle Dump Truck with Plow and Sander – State Manufacturer and Model:</b>			
	<b>Item</b>	<b>Quantity</b>	<b>Unit Price</b> (exclude PST & GST)
a)	<b>One (1) Single Axle Dump Truck with Plow and Sander</b>	<b>1</b>	<b>\$</b>
b)	<b>Levies (per unit):</b>	<b>1</b>	<b>\$</b>
c)	<b>Environmental Tax (per unit):</b>	<b>1</b>	<b>\$</b>
<b>Sub-Total</b>			<b>\$</b>
<b>PST</b>			<b>\$</b>
<b>GST</b>			<b>\$</b>
<b>TOTAL PRICE (per unit)</b>			<b>\$</b>
<b>TOTAL PRICE (x Units)</b>			<b>\$</b>
The Price must include all required decals, paint and any features required to be compliant with all regulations and standards and be fully operational.			

b) <b>WARRANTIES AND EXTENDED WARRANTIES</b>	
Attach Warranty information including extended warranties. Any additional cost is to be stated:	
Extended Bumper to Bumper Warranty State term:	<b>State Term:</b>
	<b>\$</b>
Other available Warranty Options:	<b>State Options:</b>
	<b>\$</b>

**Attention Purchasing Manager:**

7. **I/We, the undersigned duly authorized representative of the Proponent**, having received and carefully reviewed all of the Proposal documents, including the RFP and any issued addenda posted on the City's website [www.coquitlam.ca/Bid-Opportunities](http://www.coquitlam.ca/Bid-Opportunities) and having full knowledge of the Site, and having fully informed ourselves as to the intent, difficulties, facilities and local conditions connected to performing the Services; submit this Proposal in response to the RFP.
8. **I/We** agree to the rules of participation outlined in the [Instructions to Proponents](#) and should our Proposal be selected, agree to the City's [Standard Terms and Conditions - Purchase of Goods and Services](#) and will accept the City's Contract as defined within this RFP document.
9. **I/We acknowledge** receipt of the following Addenda related to this Request for Proposals and have incorporated the information received in preparing this Proposal.

Addendum No.	Date Issued

**This Proposal** is submitted this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

**I/We have the authority to sign on behalf of the Proponent and have duly read all documents.**

<b>Name of Proponent</b>	
<b>Signature(s) of Authorized Signatory(ies)</b>	<b>1.</b>
	<b>2.</b>
<b>Print Name(s) and Position(s) of Authorized Signatory(ies)</b>	<b>1.</b>
	<b>2.</b>

**APPENDIX A – PREFERRED SPECIFICATIONS – One (1) Single Axle Dump Truck with Plow and Sander**

ITEM	DESCRIPTION	PREFERRED SPECIFICATIONS	MEETS PREFERRED SPECIFICATION YES/NO
<b>1.</b>	<b>GENERAL</b>	It is the intent of these specifications is to describe the preferred requirements for <b>One (1) Single Axle Dump Truck with Plow and Sander</b> . The unit must have a standard road package that meets all legal requirements for operation on public roadways, including the BC Motor Vehicle Act, the federal Motor Vehicle Safety Act and Work Safe BC regulations.	
A.	Make		
B.	Model		
C.	Year of Manufacture		
D.	Vehicle Weight	GVW 43,000 Class 7/8 Style truck - State	
E.	Regulatory	<p>Must comply with all WorkSafe BC Regulations.</p> <p>Must meet all B.C. Motor Vehicle Regulations and meets all requirements to be driven on highways, roads, etc.</p> <p>Must meet 2023 mandatory emission requirements.</p> <p>To meet Canadian motor vehicle safety standards.</p>	
<b>2.</b>	<b>CAB</b>		
A.	Cab Type	Regular cab with separate suspension bucket style seats for driver and passenger.	
B.	Wipers	Dual wipers with intermittent function	
C.	Horns	Dual electric & air horns	
D.	Back-up Alarm	<p>Maximum 102 dBA:</p> <ul style="list-style-type: none"> <li>Does it meet Work Safe BC regulations and requirements?</li> <li>Please state the dBA rating</li> </ul>	
E.	Heater	Multi speed high output heater, defroster and air conditioning	
F.	Radio	AM/FM radio with Bluetooth	
G.	Mirrors	<p>Electric adjustable heated mirrors and dual front fender mounted convex mirrors</p> <ul style="list-style-type: none"> <li>State options</li> </ul>	
H.	Power Accessories	<p>Power windows and door locks</p> <ul style="list-style-type: none"> <li>State options</li> </ul>	

2.	CAB (Cont'd)		
I.	Driver and passenger Seat's	Air ride premium seat's with all ergonomic adjustments. Rider seat to be base cloth or vinyl. <ul style="list-style-type: none"> <li>• Provide information as to ergonomic adjustments</li> <li>• State colour options</li> </ul>	
J.	Floor Cover	Vinyl cover State colour	
K.	Machine Control	Parker IQAN System mandatory	
L.	Gauges	Is to include speedometer, tachometer, fuel, diesel exhaust fuel ("DEF"), oil pressure, coolant temperature, outside temperature, brake application, primary and secondary air reservoir gauges <ul style="list-style-type: none"> <li>• State gauges which are included and what style of gauge each one is.</li> </ul> Outside temperature gauge is dash mounted and factory installed. <ul style="list-style-type: none"> <li>• Confirm outside temperature gauge is factory installed and is dash mounted</li> </ul>	
M.	Cab Light	Door activated dome light	
N.	Cab Handles	Left and right grab handles for the entry and exit of the cab.	
O.	Paint	Cab colour is standard white and is to come with base and clear coat Frame is to be black. State interior colour options	
P.	Sound Suppression	Cab is to include sound suppression <ul style="list-style-type: none"> <li>• State what means are used to achieve sound suppression</li> <li>• State the ambient noise within the cab while truck is in use</li> </ul>	
Q.	Safety	Unit is to come equipped with reflector kit and a mounted fire extinguisher <ul style="list-style-type: none"> <li>• State where reflector kit is applied on unit</li> <li>• State size and where extinguisher is mounted</li> </ul>	
R.	Hood	Hood to be front tilting, with a fixed grill to allow for tilting of hood while plow is attached.	

<b>3. CHASSIS</b>			
A.	Wheel Base	Wheel base as short as possible to meet weight distribution requirements <ul style="list-style-type: none"> <li>• State wheel base length</li> <li>• State overall width of unit</li> </ul>	
B.	Cab to Axle	To meet weight distribution requirements <ul style="list-style-type: none"> <li>• State cab to axle length</li> <li>• State overall length of unit</li> </ul>	
C.	Fuel Tank(s)	Mounted as far forward as possible <ul style="list-style-type: none"> <li>• State mounting location and size of fuel tanks:</li> </ul>	
D.	Service Functions	Intended Service Functions: <ul style="list-style-type: none"> <li>• Dump</li> <li>• Front plow</li> <li>• Underbelly Plow</li> <li>• Stainless Steel Salt/Sand Spreader</li> </ul>	
<b>4. DUMP BOX</b>			
A.	Body	<ul style="list-style-type: none"> <li>• Stainless Steel</li> </ul>	
B.	Construction	Longsill construction with no cross members <ul style="list-style-type: none"> <li>• State</li> </ul> Welds to be continuous to prevent entry of water and material <ul style="list-style-type: none"> <li>• State:</li> </ul>	
C.	Bulkhead	Flat to maximize box capacity <ul style="list-style-type: none"> <li>• State</li> </ul>	
D.	Capacity	Approximately 6 to 10 cubic yards <ul style="list-style-type: none"> <li>• State capacity</li> </ul>	
E.	Dimensions	Length – Approximately 12' <ul style="list-style-type: none"> <li>• State:</li> </ul> Width – Approximately 8' <ul style="list-style-type: none"> <li>• State</li> </ul> Sides - Approximately 2' high including side boards <ul style="list-style-type: none"> <li>• State:</li> </ul>	

<b>4. DUMP BOX (Cont'd)</b>			
F.	Tailgate	Hydraulic dump through lift gate – to facilitate loading and unloading of large objects <ul style="list-style-type: none"> <li>State locations of dump through openings on tailgate</li> </ul>	
G.	Access	Side steps to facilitate checking of load State type of Access	
H.	Tarp	Air rewind tarp system constructed to not interfere with tool holders (shovels, rakes, brooms etc..) or traffic advisory strip lights. <ul style="list-style-type: none"> <li>State:</li> </ul>	
I.	Warranty	Warranty on dump box <ul style="list-style-type: none"> <li>State:</li> </ul>	
J.	Miscellaneous	Shovel, broom, and chock holders on roadside and curbside bulkhead, allow for three (3) tool holders on each side for a total of six (6) <ul style="list-style-type: none"> <li>State:</li> </ul> Body safety prop for dump box <ul style="list-style-type: none"> <li>State:</li> </ul>	
<b>5. ENGINE EQUIPMENT</b>			
A.	Diesel Engine	Cummins 9L Minimum 370 Horse Power & 1250 foot pounds engine torque: <ul style="list-style-type: none"> <li>State horse power rating of engine offered</li> <li>State engine torque rating in foot pounds</li> </ul>	
B.	Emissions	Engine is to be 2023 emission compliant <ul style="list-style-type: none"> <li>Provide details</li> </ul>	
C.	Brake	Combination exhaust/compression brake: <ul style="list-style-type: none"> <li>State type</li> </ul>	
D.	Fuel Economy	<ul style="list-style-type: none"> <li>State fuel economy</li> </ul>	
E.	Filters	Lubricant, fuel and coolant filters – spin on <ul style="list-style-type: none"> <li>State if filters are spin on. If not, please provide style of filters</li> </ul>	
F.	Fuel Water Separator	<ul style="list-style-type: none"> <li>State style and mount location</li> </ul>	

<b>5. ENGINE EQUIPMENT (Cont'd)</b>			
G.	Hand Throttle	Hand throttle switch to increase, decrease or set engine RPM – cruise control switches are acceptable <ul style="list-style-type: none"> <li>State style of hand throttle</li> </ul>	
H.	Fuel	Biofuel compatible <ul style="list-style-type: none"> <li>State warranty coverage in regards to using biofuel</li> <li>State maximum biodiesel content whether unit will work (20% to 100% biodiesel)</li> </ul>	
<b>6. COOLING SYSTEM</b>			
A.	Heavy Duty Radiator	Must meet engine & transmission cooling requirements: <ul style="list-style-type: none"> <li>Compliant with extended life coolant</li> </ul>	
B.	Transmission Cooler	Meets the needs of engine and transmission	
C.	Block Heater	1500 Watt with hard wiring to outside of cab <ul style="list-style-type: none"> <li>State wattage and confirm wiring location</li> </ul>	
D.	Hoses	Hoses are to be silicone with constant torque clamps	
<b>7. ELECTRICAL</b>			
A.	Alternator	Alternator 160 amp minimum: <ul style="list-style-type: none"> <li>State amperage of alternator</li> <li>State warranty length</li> </ul>	
B.	Circuit Breakers	Auto reset to replace fuses	
C.	Lighting System	12 Volt lighting system with circuit protection Unit lighting is to be LED where possible <ul style="list-style-type: none"> <li>State where the unit utilizes LED lighting.</li> <li>State warranty on LED lighting</li> </ul>	
D.	Wiring	Circuits are to be numbered and /or color coded. All wiring from back of cab to be sealed. Must have a minimum of 4 integrated auxiliary switches. <ul style="list-style-type: none"> <li>How many auxiliary switches does the proposed unit come with?</li> </ul>	
E.	Battery	Battery <ul style="list-style-type: none"> <li>State and the total CCA rating</li> </ul>	



<b>7. ELECTRICAL (Cont'd)</b>			
F.	Trailer Brake Controller	Full trailer towing package or aftermarket controller installed at the dealer with provisions for electric trailer brakes: <ul style="list-style-type: none"> <li>State what is offered</li> </ul>	
<b>8. EXTERIOR LIGHTING</b>			
A.	Full Light Package	Includes headlights, amber warning lights, turn signals and brake lights Meets Canadian Motor Vehicle Safety Standards	
B.	Stop, Tail and Signal Lights	Separate stop, tail and signal lights recessed with protective guards to be LED. <ul style="list-style-type: none"> <li>State type of lights</li> <li>Do lights come with protective guards?</li> </ul>	
C.	Clearance Lights	Clearance lights are to be LED <ul style="list-style-type: none"> <li>State:</li> </ul>	
D.	Regulatory	Lighting to meet BC motor vehicle regulations	
E.	Back-up	Clear back-up lights to be LED and activate when reverse gear is selected	
F.	Strobe Lights	To be flush mounted on four corners of operators cab State mounting style and location	
G.	Work Lights	LED Work lights 2 heated lights on front plow 2 lights on each side 2 lights facing rearwards mounted at the back of the vehicle <ul style="list-style-type: none"> <li>State:</li> </ul>	
H.	Beacon Lights	Dual dump box cab protection mounted LED beacons <ul style="list-style-type: none"> <li>State model</li> </ul>	
I.	Traffic advisory strip light	Two LED traffic advisory strip lights to be mounted one facing forward, and one facing rearward with separate controls. <ul style="list-style-type: none"> <li>State mounting details:</li> </ul>	

<b>9.</b>	<b>TRANSMISSION</b>		
A.	Transmission	Fully automatic transmission with live hydraulics able to operate the plow & sander <ul style="list-style-type: none"> <li>• State all options available</li> <li>• State warranty</li> <li>• State Type</li> </ul>	
B.	Transmission Temperature Gauge	<ul style="list-style-type: none"> <li>• State type of temperature gauge</li> </ul>	
C.	Transmission Lubricant	Synthetic lubricant for extended warranty <ul style="list-style-type: none"> <li>• Provide information of synthetic lubricant and extended warranty options in respect to using synthetic lubricant</li> </ul>	
<b>10.</b>	<b>FRONT AXLE</b>		
A.	Capacity	Approximately 20,000 lb capacity suitable for front plow mount and operation. <ul style="list-style-type: none"> <li>• State front axle capacity</li> </ul>	
B.	Shock Absorbers	Heavy Duty <ul style="list-style-type: none"> <li>• State what is offered</li> </ul>	
<b>11.</b>	<b>REAR AXLES</b>		
A.	Capacity	Approximately 23,000 lbs suitable for the vehicles intended purpose <ul style="list-style-type: none"> <li>• State rear axles capacity</li> </ul>	
B.	Axle Lock	Dash Mounted switch <ul style="list-style-type: none"> <li>• Provide details</li> </ul>	
C.	Air Suspension	Air ride suspension with suspension gauge mounted in dash	
<b>12.</b>	<b>STEERING</b>		
A.	Power Steering	Tilt and telescopic	
<b>13.</b>	<b>BRAKES</b>		
A.	Front Brakes	Air disc brake required <ul style="list-style-type: none"> <li>• State type of brakes</li> <li>• State size and thickness of rotors/drums and pads, size of calipers</li> </ul>	
B.	Rear Brakes	Air disc brake required <ul style="list-style-type: none"> <li>• State type of brakes</li> <li>• State size and thickness of rotors/drums and pads, size of calipers</li> </ul>	
C.	Emergency Brake	State type and operation <ul style="list-style-type: none"> <li>• State location</li> </ul>	

<b>RIMS AND TIRES</b>			
A.	Front Rims	Aluminum – non polished <ul style="list-style-type: none"> <li>State size of rims</li> <li>Load rating</li> </ul>	
B.	Front Tires	Traction tires installed <ul style="list-style-type: none"> <li>State tire manufacturer and model</li> <li>State tire size</li> </ul>	
C.	Rear Rims	Aluminum – non polished <ul style="list-style-type: none"> <li>State size of rims</li> <li>Load rating</li> </ul>	
D.	Rear Tires	Traction tires installed <ul style="list-style-type: none"> <li>State tire manufacturer and model</li> <li>State tire size</li> </ul>	
<b>14.</b>	<b>FRAME AND EQUIPMENT</b>		
A.	Dump Box	Must be suitable for steel Dump Box State:	
B.	Trailer Hitch	Receiver style Hitch Installed with air and electrical <ul style="list-style-type: none"> <li>State:</li> </ul>	
C.	Tow Hooks	Front mounted <ul style="list-style-type: none"> <li>State:</li> </ul>	
D.	Mud Flaps	Front and Rear <ul style="list-style-type: none"> <li>State:</li> </ul>	
E.	Front extended frame rails	Front extended frame rails to facilitate mounting of front plow. Bodybuilder to confirm length. State:	
F.	Tool box	Two (2) tool boxes to be mounted on curb and road side of vehicle, and to be as large as possible without interfering with equipment or ability to chain up vehicle. <ul style="list-style-type: none"> <li>State size and location:</li> </ul>	
<b>15.</b>	<b>FUEL TANK</b>		
A.	Fuel Tank	Diesel tank to be labelled “Diesel Fuel Only” Mounted as far forward as possible to accommodate belly snow plow: <ul style="list-style-type: none"> <li>State capacity of tank in litres</li> <li>State location of tank</li> </ul>	
B.	Diesel Exhaust Fluid (“DEF”) Tank	DEF tank to be labelled “DEF Only” <ul style="list-style-type: none"> <li>State capacity of tank in litres</li> <li>State location of tank</li> </ul>	

16. HYDRAULIC SYSTEM			
A.	System	Hydraulic system able to handle all hydraulic requirements <ul style="list-style-type: none"> <li>• Provide information on hydraulic system abilities and restrictions</li> <li>• Capacity for front plow, sander, hoist and tailgate</li> </ul>	
B.	Controls	Parker IQAN all in one hydraulic control unit to operate: <p>Front plow</p> <p>Underbelly Plow</p> <p>Hoist</p> <p>Tailgate</p> <p>Sander</p> <ul style="list-style-type: none"> <li>• State:</li> </ul>	
C.	Tank	Hydraulic Tank to have sufficient volume to provide operation and adequate cooling. Preference is for a split tank fuel/hydraulic oil To be equipped with low oil and temperature sending unit <ul style="list-style-type: none"> <li>• State volume of tank</li> <li>• Will tank proposed have adequate cooling capabilities for all attachments</li> <li>• State tank composition</li> <li>• Is tank a split design</li> <li>• State location of tank</li> </ul>	
D.	Power Take Off (“PTO”)	Sufficient to power all attachments stated <ul style="list-style-type: none"> <li>• State type of PTO</li> <li>• State horse power rating</li> <li>• State torque capacity</li> <li>• State control mechanism to engage</li> </ul>	
17. EQUIPMENT – INSTALLED			
A.	Front Plow	J – Roll style 11 foot blade length 42 inch height Level raise lift system Snow wheels Hydraulic connections to be flush face screw in type <ul style="list-style-type: none"> <li>• Specify make and model:</li> </ul>	
B.	Underbelly Plow	Monashee 10’ fixed angle under belly plow	
C.	Spreader	Stainless steel inverted V hydraulic spreader, with lock bar to be actuated by tailgate locking	

		mechanism. Must include top screen, and tip up chute. Must include front spill shield to prevent salt buildup between bulkhead and spreader. Rear fold up stainless ladder. Flush face screw in connections preferred. <ul style="list-style-type: none"> <li>State Make, Model, and Connection type:</li> </ul>	
D.	Spreader Control	Parker IQAN to be compatible with all in one hydraulic control unit All wiring and switches to be labelled <ul style="list-style-type: none"> <li>State:</li> </ul>	
E.	Joystick Controls	All in one control unit Parker IQAN <ul style="list-style-type: none"> <li>State:</li> </ul>	
<b>18.</b>	<b>SAFETY EQUIPMENT</b>		
A.	Certification	Meets ANSI B71.4-2004 standard Meets Canadian Motor Vehicle Safety Standards	
B.	Fire Extinguisher	5 lb ABC - Mounted in operators cab	
<b>19.</b>	<b>WARRANTY</b>		
A.	Warranty	<ul style="list-style-type: none"> <li>State standard warranty, duration of warranty, what is included and what is not covered</li> <li>State engine and emissions warranty, duration of warranty, what is included and what is not covered</li> <li>Provide information as to available extended warranties what is covered, duration of coverage and cost to purchase</li> </ul>	
<b>20.</b>	<b>DELIVERY</b>		
A.	Pre-delivery and Inspection	Complete pre-delivery and motor vehicle inspection check	
<b>21.</b>	<b>PARTS AND SERVICE</b>		
A.	Spare Parts List	Complete list of preventative maintenance parts and consumables. <ul style="list-style-type: none"> <li>Provide part numbers and description</li> </ul>	