

**City of Coquitlam**

**PROPOSAL SUBMISSION FORM**

**RFP No. 24-049**

**One (1) Tandem Axle Dump Truck**

**Proposals will be received as per date and time in** [**Key Dates Section**](#kdates)

**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 604-927-3060.

|  |  |
| --- | --- |
| **Legal Name of Proponent** |  |
| **Contact Person and Title** |  |
| **Business Address** |  |
| **Telephone** |  |
| **Email Address** |  |

1. **DEPARTURES AND AWARD**

|  |  |
| --- | --- |
| 1. **CONTRACT -** I/We have reviewed the City’s [Standard Terms and Conditions - Purchase of Goods and Services](https://www.coquitlam.ca/DocumentCenter/View/1446/10-02-2019-Standard-Terms-and-Conditions---Purchase-of-Goods-and-Services-PDF) 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)** |
|  |  |

|  |
| --- |
| 1. **SERVICES -** I/We have reviewed the Scope of Services as descibed 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)** |
|  |

|  |  |
| --- | --- |
| 1. **AWARD -** For eligibility of award, the City requires the successful Proponent to complete and have the following in place before providing the Goods and Services. **Section 1c items are not required as part of this Proposal but may be required prior to entering into an agreement with the City.** | |
| 1. **Vendor Info** - Complete and return the City’s Vendor Profile and Electronic Funds Transfer Application |  |
| 1. **Business License** - A City of Coquitlam or Tri Cities Intermunicipal [Business License](https://www.coquitlam.ca/331/Business-Services-Licensing) |  |
| 1. **Contract** – Acceptance of the City’s Terms and Conditions: [Standard Terms and Conditions - Purchase of Goods and Services](https://www.coquitlam.ca/DocumentCenter/View/1446/10-02-2019-Standard-Terms-and-Conditions---Purchase-of-Goods-and-Services-PDF) |  |
| **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):** | |
|  | |

1. **CORPORATE**

|  |
| --- |
| 1. **CAPABILITIES, CAPACITY AND RESOURCES** - Proponents to provide information on the following (use the spaces provided and/or attach additional pages, if necessary)**:** |
| 1. 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.): |
|  |
| 1. Proponent is to provide a narrative as to their experience and capabilities in delivering goods and Services similar to those requested in this RFP: |
|  |
| 1. Proponent is to state how many customers they have using One (1) Tandem Axle Dump Truck : |
|  |

|  |  |
| --- | --- |
| 1. **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** | |
| **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. 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: |

1. **SUSTAINABLE BENEFITS AND SOCIAL RESPONSIBILITY**

|  |
| --- |
| 1. 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 |
|  |
| 1. What policies does your organization have for hiring apprentices, indigenous peoples, recent immigrants, veterans, young people, women, people with disabilities and any other groups: |
|  |
| 1. 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: |
|  |
| 1. What policies does your organization have to support reconciliation with indigenous peoples: |
|  |

1. **TECHNICAL**

|  |
| --- |
| 1. **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\*\*** |
|  |

|  |
| --- |
| 1. **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: |
|  |

|  |
| --- |
| 1. **KEY FACILITY LOCATIONS**   Manufacturing Plant, Business Name and Location: |
|  |
| 1. 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: |
|  |
| 1. State the procedure for handling warranty claims: |
|  |

|  |
| --- |
| 1. **MRO Parts Distribution Center** 2. Business Name and Location: |
|  |
| 1. Regular Lead Time for Delivery of Stocked Parts: |
|  |
| 1. Provide a list and details of stocked parts available at the local dealership for the equipment proposed (attach additional information if necessary): |
|  |
| 1. Location for non-stocked parts: |
|  |
| 1. Regular Lead Time of Non- Stocked Parts: |
|  |

|  |
| --- |
| 1. **Quality Assurance** 2. Provide information on the systems of Quality Control and build specification assurance. |
|  |
| 1. **Preventative Maintenance** – Provide preventative maintenance schedule.   Attach if necessary |
|  |

|  |
| --- |
| 1. **TRAINING AND MANUALS** |
| 1. **Operators –** stateduration of training, number of attendees and number of on-site workshops at Coquitlam Works Yard: |
|  |
| 1. **Fleet and Maintenance –** state duration of training, number of attendees, number of workshops and Location |
|  |
| 1. **Training Method** – State type of training method used to teach. |
|  |
| 1. **Manuals** (online/web based/DVD/paper manuals) included:  * 1 parts manual * 1 repair manual for truck and all mounted equipment * 1 service manual * 2 Operator’s manuals * Wiring schematics including all installed systems and equipment   **State format available:** |
|  |
| 1. **Training Materials:**   Access to online/web based or DVD training, 1 for Operators and 1 for Mechanics  **Confirm and State format available:** |
|  |

|  |  |
| --- | --- |
| 1. **WARRANTIES AND EXTENDED WARRANTIES** | |
| Attach Warranty information including extended warranties. Any additional cost is to be stated: | |
| Manufacturer Warranty | **State:** |

1. **FINANCIAL**

|  |  |  |  |
| --- | --- | --- | --- |
| * 1. One (1) Tandem Axle Dump Truck In accordance with **APPENDIX A – PREFERRED SPECIFICATIONS** | | | |
| **One (1) Tandem Axle Dump Truck – State Manufacturer and Model:** | |  | |
|  | **Item** | **Quantity** | **Unit Price**  (exclude PST & GST) |
|  | **One (1) Tandem Axle Dump Truck** | **1** | **$** |
|  | **Levies (per unit)**: | **1** | **$** |
|  | **Environmental Tax (per unit)**: | **1** | **$** |
| **Sub-Total** | | | **$** |
| **PST** | | | **$** |
| **GST** | | | **$** |
| **TOTAL PRICE (per unit)** | | | **$** |
| **TOTAL PRICE (x Units)** | | | **$** |
| The Price must include all required decals, paint and any features required to be compliant with all regulations and standards and be fully operational. | | | |

|  |  |
| --- | --- |
| * 1. **WARRANTIES AND EXTENDED WARRANTIES**   Attach Warranty information including extended warranties. Any additional cost is to be stated: | |
| Extended Bumper to Bumper Warranty  State term: | **State Term:** |
| $ |
| Other available Warranty  Options: | **State Options:** |
| $ |

**Attention Purchasing Manager:**

1. **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/140/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.
2. **I/We**  agree to the rules of participation outlined in the [Instructions to Proponents](https://www.coquitlam.ca/DocumentCenter/View/1457/Instructions-to-Proponents-PDF) and should our Proposal be selected, agree to the City’s [Standard Terms and Conditions - Purchase of Goods and Services](https://www.coquitlam.ca/DocumentCenter/View/1446/10-02-2019-Standard-Terms-and-Conditions---Purchase-of-Goods-and-Services-PDF) and will accept the City’s Contract as defined within this RFP document.
3. **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.**

|  |  |
| --- | --- |
| **Name of Proponent** |  |
| **Signature(s) of Authorized Signatory(ies)** | **1.** |
| **2.** |
| **Print Name(s) and Position(s) of Authorized Signatory(ies)** | **1.** |
| **2.** |

**APPENDIX A – PREFERRED SPECIFICATIONS – TANDEM AXLE DUMP TRUCK**

| **ITEM** | **DESCRIPTION** | **PREFERRED SPECIFICATIONS** | **MEETS PREFERRED SPECIFICATION YES/NO** |
| --- | --- | --- | --- |
|  | **GENERAL** | It is the intent of these specifications is to describe the preferred requirements for one (1) **new Tandem Axle Dump Truck**. 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. | |
|  | Make |  |  |
|  | Model |  |  |
|  | Year of Manufacture |  |  |
|  | Vehicle Weight | Approximately GVW 70,000 lbs   * State vehicle weight |  |
|  | Regulatory | 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.  Must meet 2018 mandatory emission requirements.  To meet Canadian motor vehicle safety standards. |  |
|  | **CAB** | | |
|  | Cab Type | Regular cab |  |
|  | Wipers | Dual wipers with intermittent |  |
|  | Horns | Dual electric & air horns |  |
|  | Back-up Alarm | Maximum 102 dBA:   * Does it meet Work Safe BC regulations and requirements? * Please state its dBA rating |  |
|  | Heater | Multi speed high output heater, defroster and air conditioning |  |
|  | Radio | AM/FM radio with Bluetooth |  |
|  | Mirrors | Electric adjustable mirrors and dual front fender mounted convex mirrors   * State options |  |
|  | Power Accessories | Power windows and door locks   * State options |  |
|  | Driver’s Seat | Air ride premium cloth seat with all ergonomic adjustments. Rider seat to be base cloth or vinyl.   * Provide information as to ergonomic adjustments * State colour options |  |
|  | Floor Cover | Vinyl cover   * State colour |  |
|  | 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   * State gauges which are included and what style of gauge each one is.   Outside temperature gauge is dash mounted and factory installed.   * Confirm outside temperature gauge is factory installed and is dash mounted |  |
|  | Cab Light | Door activated dome light |  |
|  | Cab Handles | Left and right grab handles for the entry and exit of the cab. |  |
|  | Paint | Cab colour is standard white and is to come with base and clear coat  Frame is to be black. Interior is to be gray.  State colour options |  |
|  | Sound Suppression | Cab is to include sound suppression   * State what means are used to achieve sound suppression * State the ambient noise within the cab while tractor is in full use, including flail mower use |  |
|  | Safety | Unit is to come equipped with reflector kit and a mounted fire extinguisher   * State where reflector kit is applied on unit * State size and where extinguisher is mounted |  |
|  | **CHASSIS** | | |
|  | Wheel Base | Wheel base as short as possible to meet weight distribution requirements   * State wheel base length * State overall width of unit |  |
|  | Cab to Axle | To meet weight distribution requirements   * State cab to axle length * State overall length of unit |  |
|  | Fuel Tank(s) | Mounted as far forward as possible to accommodate possible future underbody snow plow:  State mounting location of fuel tanks:  Does this provide room to utilize a belly plow on this chassis? |  |
|  | Service Functions | Intended Service Functions:   * Dump * Possible Front and underbelly plow * Possible Stainless Steel Spreader |  |
|  | **DUMP BOX** | | |
|  | Body | * Stainless Steel |  |
|  | Construction | Materials   * The floor to be made of Hardox or similar. * The sides, headsheet, and tailgate to be made of 201 Stainless Steel   Longsill construction with no cross members   * State   Welds to be continuous to prevent entry of water and material   * State: |  |
|  | Bulkhead | Integral front hoist cylinder design   * State |  |
|  | Capacity | Approximately 12 to 16 cubic yards   * State capacity |  |
|  | Dimensions | Length – inside approximately 16 feet   * State:   Width – inside approximately 7 feet 3 inches / outside 96 inches   * State |  |
|  | Tailgate | Hydraulic hilift tailgate with three (3) drum style batchgates in tailgate |  |
|  | Sides | Folding ladder and support handles integrated into box side for purposes of checking load   * State: |  |
|  | Tarp | Electric Automatic style tarp system   * State: |  |
|  | Warranty | Warranty on dump box   * State: |  |
|  | Miscellaneous | Four (4) Shovel/broom holders on bulkhead, 2 per side.  Frame mounted toolbox (size to be determined based on space available).  Frame mounted safety cone holder   * State:   Body safety prop for dump box   * State: |  |
|  | Light Bar | Two (2) LED traffic advisor (slim strip style), and dual led beacons all mounted on cab protection   * State brand and warranty: |  |
|  | **ENGINE EQUIPMENT** | | |
|  | Diesel Engine | Minimum 490 Horse Power & 1700 foot pounds engine torque:   * State horse power rating of engine offered * State engine torque rating in foot pounds |  |
|  | Emissions | Engine is to be 2023 emission compliant   * Provide details |  |
|  | Brake | Combination exhaust/compression brake:   * State type |  |
|  | Fuel Economy | * State fuel economy |  |
|  | Filters | Lubricant, fuel and coolant filters – spin on   * State if filters are spin on. If not, please provide style of filters |  |
|  | Fuel Water Separator | * State style and mount location |  |
|  | Hand Throttle | Hand throttle switch to increase, decrease or set engine RPM – cruise control switches are acceptable   * State style of hand throttle |  |
|  | Fuel | Biofuel and R100 compatible   * State warranty coverage in regards to using biofuel and R100 * State maximum biodiesel and R100 content whether unit will work (20% to 100% biodiesel and R100) |  |
|  | **COOLING SYSTEM** | | |
|  | Heavy Duty Radiator | Must meet engine & transmission cooling requirements:   * Compliant with extended life coolant |  |
|  | Transmission Cooler | Meets the needs of engine and transmission |  |
|  | Block Heater | 1500 Watt with hard wiring to outside of cab   * State wattage and confirm wiring location |  |
|  | Hoses | Hoses are to be silicone with constant torque clamps |  |
|  | **ELECTRICAL** | | |
|  | Alternator | Alternator 160 amp minimum:   * State amperage of alternator * State warranty length |  |
|  | Circuit Breakers | Auto reset to replace fuses |  |
|  | Lighting System | 12 Volt lighting system with circuit protection  Unit lighting is to be LED where possible   * State where the unit utilizes LED lighting. * State warranty on LED lighting |  |
|  | 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.   * How many auxiliary switches does the proposed unit come with? |  |
|  | Battery | Battery (3) 12 Volt with a combined 2700 Cold Cranking Amps (“CCA”)   * State what comes with the proposed unit and the total CCA rating |  |
|  | Trailer Brake Controller | Full trailer towing package or aftermarket controller installed at the dealer:   * State what is offered |  |
|  | **EXTERIOR LIGHTING** | | |
|  | Full Light Package | Includes headlights, amber warning lights, turn signals and brake lights  Meets Canadian Motor Vehicle Safety Standards |  |
|  | Stop, Tail and Signal Lights | Separate stop, tail and signal lights recessed with protective guards to be LED.   * State type of lights * Do lights come with protective guards? |  |
|  | Clearance Lights | Clearance lights are to be LED   * State: |  |
|  | Regulatory | Lighting to meet BC motor vehicle regulations |  |
|  | Back-up | Clear back-up lights to be LED and activate when reverse gear is selected |  |
|  | Strobe Lights | To be flush mounted on four corners of vehicle.  State mounting style and location |  |
|  | Work Lights | LED Work lights  2 lights facing front  2 lights facing rear   * State: |  |
|  | Beacon Lights | Dual cab mounted LED beacons   * State model |  |
|  | **TRANSMISSION** | | |
|  | Transmission | Six speed fully automatic Allison transmission   * State all options available * State warranty * State Type |  |
|  | Transmission Temperature Gauge | * State type of temperature gauge |  |
|  | Transmission Lubricant | Transynd Synthetic lubricant for extended warranty   * Provide information of synthetic lubricant and extended warranty options in respect to using synthetic lubricant |  |
|  | **FRONT AXLE** | | |
|  | Capacity | Approximately 20,000+ lb capacity   * State front axle capacity |  |
|  | Shock Absorbers | Heavy Duty   * State what is offered |  |
|  | **REAR AXLES** | | |
|  | Capacity | Approximately 46,000+ lbs   * State rear axles capacity |  |
|  | Power Divider Lock | Separate switch   * Provide details |  |
|  | Dual Axle Lock | Separate switches   * Provide details |  |
|  | **STEERING** | | |
|  | Power Steering | Tilt and telescopic |  |
|  | **BRAKES** | | |
|  | Front Brakes | * State type of brakes (disc preferred) * State size and thickness of rotors/drums and pads, size of calipers |  |
|  | Rear Brakes | * State type of brakes (disc preferred) * State size and thickness of rotors/drums and pads, size of calipers |  |
|  | Emergency Brake | * State type and operation * State location |  |
|  | **RIMS AND TIRES** | | |
|  | Front Rims | Aluminum – non polished   * State size of rims * Load rating |  |
|  | Front Tires | Traction tires installed   * State tire manufacturer and model * State tire size |  |
|  | Rear Rims | Aluminum   * State size of rims * Load rating |  |
|  | Rear Tires | Traction tires installed   * State tire manufacturer and model   State tire size |  |
|  | **FRAME AND EQUIPMENT** | | |
|  | Dump Box | Must be suitable for stainless steel Dump Box  State: |  |
|  | Pintle Trailer Hitch | Installed with air and electrical  State: |  |
|  | Tow Hooks | Front mounted  State: |  |
|  | Mud Flaps | Front and Rear  State: |  |
|  | **FUEL TANK** | | |
|  | Fuel Tank | Diesel tank to be labelled “Diesel Fuel Only” Mounted as far forward as possible to accommodate possible belly snow plow:   * State capacity of tank in litres * State location of tank |  |
|  | Diesel Exhaust Fluid (“DEF”) Tank | DEF tank to be labelled “DEF Only”   * State capacity of tank in litres * State location of tank |  |
|  | **HYDRAULIC SYSTEM** | | |
|  | System | To be Parker IQAN system, with a seat mounted single joystick, and a coulor screen Ram mounted on dash. Lines to be stainless steel where possible.   * Capacity for front and underbody plow, sander, hoist and tailgate |  |
|  | Controls | All in one hydraulic control unit to operate :  Hoist, Tailgate  State:  And capacity for Front plow, Underbelly Plow, Sander in the future |  |
|  | 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   * State volume of tank * Will tank proposed have adequate cooling capabilities for all attachments listed? * State tank composition * Is tank a split design * State location of tank |  |
|  | Power Take Off (“PTO”) | Sufficient to power all attachments stated   * State type of PTO * State horse power rating * State torque capacity * State control mechanism to engage PTO |  |
|  | **SAFETY EQUIPMENT** | | |
|  | Certification | Meets ANSI B71.4-2004 standard  Meets Canadian Motor Vehicle Safety Standards  Meets CVSE Bullitin BULLETIN # 07-2023 for dump body warning and speed limiter |  |
|  | Fire Extinguisher | 5 lb ABC - Mounted in operators cab |  |
|  | **WARRANTY** | | |
|  | Warranty | * State standard warranty, duration of warranty, what is included and what is not covered * State engine and emissions warranty, duration of warranty, what is included and what is not covered * Provide information as to available extended warranties what is covered, duration of coverage and cost to purchase |  |
|  | **DELIVERY** | | |
|  | Pre-delivery and Inspection | Complete pre-delivery and motor vehicle inspection check |  |
|  | **PARTS AND SERVICE** | | |
|  | Spare Parts List | Complete list of preventative maintenance parts and consumables.   * Provide part numbers and product description |  |
|  | Keys | Four complete sets of keys are to be supplied at time of delivery. |  |