



City of Coquitlam
REQUEST FOR PROPOSALS
RFP No. 14-02-06

Supply, Design and Manufacture of a
Single Rear Wheel 4X4 Multi-Purpose Vehicle

Proposals will be received on or before 2:00 pm local time on
Thursday, April 24, 2014
(Closing date and time)

OBTAINING RFP DOCUMENTS

RFP documents are available for downloading from the City's website:
www.coquitlam.ca/BidOpportunities

ENQUIRIES

Questions are to be submitted in writing within 3 business days of the Closing date quoting the RFP name and number and sent to email: bid@coquitlam.ca

ADDENDA

Proponents are required to check the City's website for any updated information and addenda issued before the closing date at the following website address:
www.coquitlam.ca/BidOpportunities

The City reserves the right to accept or reject any or all Proposals and will not be responsible for any costs incurred by the Proponents in preparing a response.

D. Trudeau
Purchasing Manager

Date of Issue: April 3, 2014

TABLE OF CONTENTS

Definitions	Page ii
Section 1 General Requirements	Page 1
1.1 Request for Proposals (RFP)	
1.2 Closing Date and Time	
1.3 Instructions for Proposal Submission	
1.4 Enquiries	
1.5 Addenda	
1.6 Prices & FOB Point	
1.7 Irrevocability and Acceptance of Proposals	
1.8 No Claim	
1.9 No Contract	
1.10 Proponent’s Expenses	
1.11 Non-solicitation	
1.12 Conflict of Interest	
1.13 Freedom of Information and Protection of Privacy Act	
1.14 Withdrawal of Proposals	
1.15 Law	
Section 2 Terms and Conditions of Contract	Page 6
2.1 General Conditions	
Section 3 Scope of Service	Page 14
3.1 Requirements	
Section 4 Evaluation & Award	Page 15
4.1 Evaluation of Proposals	
4.2 Additional Information	
4.3 Negotiation	
4.4 Award	
4.5 Contract	

PROPOSAL SUBMISSION FORM

APPENDICES:

- Appendix A – Base Truck Specification Worksheet
- Appendix B – Draft Build Sheet
- Appendix C – Warranties and Extended Warranty Information
- Appendix D – Pictures: WildFire Slip-On Skid Pack

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, the Terms and Conditions of Contract included in this RFP, any additional subsequent information, any addenda issued, the Proponent’s response and acceptance by the City.

“City” “Owner” means City of Coquitlam.

“CFR” means City of Coquitlam Fire Rescue Service.

“Contractor” “Supplier” means the successful Proponent awarded the Contract for supply of goods and provision of Services described in this RFP. The Contractor agrees to carry out all duties, obligations, work and Services outlined in this RFP, and include all associated documentation, addenda, and mutually agreed revisions subsequent to submission of a Proposal. “Contractor” “Supplier” and “Proponent” are complementary in terms of duties, obligations and responsibilities requested at the RFP stage through to provision of goods and Services.

“Price” means the amount that will be paid by the City to the Vendor 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” means and includes the provision by the successful Proponent of all Services, duties, and expectations as further described in this RFP.

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

Section 1 - General Requirements

1.1 Request for Proposals (RFP)

The City of Coquitlam (**City**) requests Proposals to select a qualified professional experienced company to Design & Manufacture of One (1) new **Single Rear Wheel 4X4 Multi-Purpose Vehicle (Fire Truck)** with a custom body for Coquitlam Fire Rescue (**CFR**).

At the City's sole discretion, this RFP may also be used to establish a **City Fleet Standard Model and a Preferred Dealer** for purchase of additional Fire Trucks. Alternatively, the City may issue a new RFP for additional trucks.

The City is seeking to identify and select a qualified supplier that has the knowledge, technical resources, experience, reputation and capacity to design, manufacture, deliver and provide continuous support for the Fire Truck.

The vehicle and equipment offered must provide optimum performance to be utilized at capacity on an ongoing basis at extreme/various elevations in adverse geographical and weather conditions.

The 4x4 Fire Truck must include:

- 19,500 lb. GVW Special Service Vehicle;
- Any applicable Extreme Service/Fire Rescue Package(s) in order to satisfy the truck manufacturer's warranty;
- Minimum 300 HP Diesel Engine;
- Single rear wheels;
- Cab Seating for five (5) firefighters;
- Custom Body built on a flat deck;
- Custom body designed to accommodate the City supplied **Wildfire Slip-On Skid Pack**. (Refer to Appendix A for dimensions)

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

For the detailed requirements for the **Fire Truck**, refer to:
Appendix A – Base Truck Specification Worksheet

The City intends to award to a Proponent who submits a Proposal which, in the sole opinion of the City, represents best overall value.

1.2 Closing Date and Time

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

Thursday, April 24, 2014

1.3 Instructions For Proposal Submission

Proposal submissions are to be uploaded through QFile, the City's file transfer service accessed at website: <http://qfile.coquitlam.ca/bid>

1. **In the "Subject Field" enter:** RFP Number and Name
2. **Add files in .pdf format and Send** (ensure you receive 2 emails from Qfile to confirm upload is complete)

Proposal submitted shall be deemed to be successfully received when displayed as new email at the City's email address. The City will not be responsible for any delay or for any Proposals 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 Proposals not received.

The City at its sole discretion, reserves the right to accept Proposals received after the Closing date and time but is under no obligation to evaluate.

Proposals will not be opened in public.

1.4 Enquiries

Questions are to be submitted in writing within 3 business days of the Closing date quoting the RFP name and number and sent to email: bid@coquitlam.ca

No oral conversation will affect or modify the terms of this RFP or may be relied upon by the Proponent.

If a change or additional information is warranted, the City's response will be communicated to all Proponents by means of written Addenda that will be posted on the City's website prior to the closing date.

The City shall determine, at its sole discretion, whether the query requires response, and such responses will be made available to all Proponents by issue of Addenda that will be posted on the City's website and will be incorporated into and become part of the RFP.

1.5 Addenda

Proponents are required to check the City's website for any updated information and addenda before the closing date at the following website address:

www.coquitlam.ca/BidOpportunities

Written Addenda are the only means of varying, clarifying or otherwise changing any of the information contained in this RFP. Proponents should acknowledge receipt of all Addenda in their Proposal.

Upon submitting a Proposal, Proponents will be deemed to have received notice of all addenda that are posted on the City's website and deemed to have considered the information of inclusion in the Proposal submitted.

Should there be any discrepancy in the documentation provided; the City's original file copy shall prevail.

1.6 Prices & FOB Point

Prices shall be stated in Canadian funds for the entire equipment described in the Specifications with pricing options shown separately.

Net unit price shall be shown on the Proposal Form. PST, GST, Environmental Taxes and Levies are to be shown separately. All other taxes, duties, insurance in freight, shall be included in the net price.

Equipment shall be delivered F.O.B. (freight pre-paid) to the City of Coquitlam, Fleet Services Dept., 500 Mariner Way, Coquitlam, BC, V3K 7B2.

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

1.7 Irrevocability and Acceptance of Proposals

The City requests that Proposals remain open for acceptance for a period of not less than ninety (90) days from the closing date and time.

The Cities reserve the right to waive formalities in, accept or reject any or all Proposals, cancel this RFP, or accept the Proposal deemed most favourable in the interest of the City.

The City will be under no obligation to proceed further with any submitted Proposal and should it decide to abandon same, may, at any time, invite further Proposals for the described goods and Services or enter into any discussions or negotiations with any party for the provision of the Services. No alterations, amendments or additional information will be accepted after the closing date and time unless invited by the City.

1.8 No Claim

Except as expressly and specifically permitted in this RFP, no Proponent shall have any claim for any compensation of any kind whatsoever, relating to this RFP, including accepting a non-compliant bid, and by submitting a Proposal each Proponent shall be deemed to have agreed that it has no claim.

1.9 No Contract

This is a Request for Proposal and not a call for tenders or a request for binding offers.

No Contractual, tort or other legal obligations are created or imposed on the City or any other individual, officer or employee of the City by the Request for Proposal documentation or by submission or consideration of any Proposal by the City.

There will be no binding Contract until the City and a Proponent enter into a formal, written Contract for the Proponent to undertake the project described in this RFP or until a City Purchase Order (PO) is issued.

1.10 Proponent's Expenses

Proponents are solely responsible for their own expenses in preparing a proposal and for subsequent negotiations with the Cities, if any. The Cities will not be liable to any Proponent for any claims, whether costs or damages incurred by the Proponent in preparing the proposal, loss of anticipated profit in connection with any final Contract, or any other matter whatsoever.

1.11 Non-solicitation

Proponents and their agents will not contact any City or CFR staff member or members of the City Council with respect to this RFP at any time prior to the award of a Contract or the termination of the RFP, and the City may reject the Proposal of any Proponent that makes any such contact.

All questions are to be submitted in writing in accordance with Section 1.4.

1.12 Conflict of Interest

Proponents shall disclose in its Proposal any actual or potential conflicts of interest and existing business relationships it may have with CFR, the City, its elected or appointed officials or employees.

1.13 Freedom of Information and Protection of Privacy Act

Upon submission of a proposal, Proponents agree the City may disclose the names of their company. However, no prices, totals, weights or scores will be provided to any Proponents.

Proposals submitted become the property of the City and are subject to the Freedom of Information and Protection of Privacy Legislation of British Columbia and contents may be disclosed if required to do so, pursuant to the Act.

To request documentation confidentiality, Proponents must submit a covering letter with their Proposal, detailed the specifics of their confidentiality request.

1.14 Withdrawal of Proposals

Proponents may be withdrawn by written notice only, made by an authorized representative of the Proponent sent to email: bid@coquitlam.ca prior to the time set as Closing Date and time for receiving Proposals.

1.15 Law

This Proposal and any resultant award shall be governed by and construed in accordance with the laws of the Province of British Columbia, Canada, which shall be deemed the proper law hereof.

Section 2 - Terms and Conditions of Contract

2.1 General Conditions

The City will notify the successful Proponent in writing of its decision to award the Contract. If and when a Contract is entered into with a successful Proponent (referred to as “Contractor”) a City Purchase Order (PO) will be issued and the following terms and conditions will apply:

a. Confidentiality

All information not already in the public domain and emanating from the City’ business in any form is confidential and proprietary information. The Contractor will not, during or after the termination of the Contract, permit the disclosure of any such confidential and proprietary information to any person other than those who must have such information to perform the Contractor’s duties and obligations hereunder.

b. Ownership of Documentation

All design information, data plans, drawings, specifications, reports, estimates, summaries, photographs, computer generated designs and all other documentation prepared by the Contractor in the connection with the provision of Services under the Contract, whether they be in draft or final format, shall become the property of the City.

c. Assignment

The Contractor will not assign the Contract or the right to payment due hereunder, without the City’ prior written consent, which may be withheld. Any assignment or purported assignment will be deemed to terminate the Contract.

d. Indemnity

The Contractor shall indemnify and save harmless the City from and against all losses and all claims, demands, payments, suits, actions, recoveries and judgements of every nature and description brought or recovered against him and/or the City, by reason of any act or omission of the Contractor, its agents, Sub-Contractors or employees in the performance of the Services or in the execution of the work.

e. NFPA 1901 (2009) Standards

The complete outfitted Fire Truck shall comply with the current NFPA standards only in regards to emergency lighting and paint striping.

f. 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 Contractor prior to delivery.

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

Construction shall be rugged and ample safety factors shall be provided to carry the loads specified and to meet both on and off road requirements and speed conditions as set forth under Performance Tests and Requirements.

All welding shall meet American Welding Society or Canadian Welding Bureau current standards. The Contractor is to confirm welding standards and provide evidence of welding certification of employees.

g. Compliance Standards

The Contractor is to provide proof of ISO compliance standards. In the absence of ISO compliance, the manufacturer's Truck Quality Program will be deemed as ISO equivalent.

h. Pre-delivery Inspection

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

The City will attend an inspection at the premises of the local supplier prior to delivery.

i. Pre-delivery Services

The Fire Truck shall be delivered clean and shall be complete with all equipment required for the Fire Truck to be operable. The delivered Fire Truck and components will be inspected for compliance with the approved design and current NFPA 1901 standards and previously authorized exceptions.

The build sheet will be used to verify that all specifications are met.

The Fire Truck and components will only be accepted by the City upon successful completing of all required tests and delivery of all specified equipment.

Equipment items not delivered at the time of tests or construction not in conformance with the requirements will be cause for the City to withhold payment.

j. Documentation at Time of Delivery

The Contractor is to provide the following documentation upon delivery with the Fire Truck:

- **KEYS** - All keys [four (4) full sets], parts and service manuals are to be delivered with the vehicle;
- Manufacturer's **Certificate of Origin**;
- **Warranty** document and certifications for all warranties proposed;
- Two (2) complete **Service Manuals** to cover, but not limited to, tires, engine, batteries, transmission, rear axle, electrical components to cover the completed Fire Truck.
- Two (2) **Parts Catalogues** covering the entire Fire Truck and complete drive train. This must include any equipment supplied with Fire Truck;
- Two (2) sets of **As-built Electrical Wiring Schematics** 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;
- Complete **PARTS LIST** of all belts, hoses, and filters; including part numbers, manufacturer and use;
- All **Fluid Capacities** in litres;

Note: The cab and chassis must be a Canadian vehicle.

k. Delivery

To ensure the proper break-in of all components while still under warranty, the Fire Truck Engine shall be delivered under its own power (rail or truck freight shall not be acceptable).

Delivery is expected no later than six (6) months after approval of design.

The Contractor shall deliver the Fire Truck and remain on-site for a sufficient length of time to instruct and train the appropriate City and CFR staff in the proper initial operation, care and maintenance of the equipment delivered.

Delivery is to be prepaid F.O.B: City of Coquitlam, Fleet Services, 500 Mariner Way, Coquitlam, BC, V3K 7B2.

The Contractor is to notify the City not less than five (5) days prior to expected delivery/arrival to permit final inspection scheduling at local supplier site.

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

l. Title, Risk of Loss, Freight

Title of the fire vehicle shall remain with the Contractor until it is delivered to the City address specified and transfer of title is executed by the City.

The Contractor agrees to bear all risks of loss, injury, or destruction of goods and materials ordered herein which occur prior to delivery and acceptance.

The Contractor shall be responsible for customs clearance and payment of any duties and/or taxes owing at time of importation into Canada, as applicable.

m. Inspections

The fire truck and equipment shall be subject to inspection or test and shall meet the approval of the City.

Should the fire truck and/or equipment be found defective in quality of workmanship or otherwise fail to conform to the specifications set forth, the City shall have the right to reject them or require their immediate correction.

The fire truck and equipment shall be corrected at no expense to the City.

n. Warranties

The Contractor shall provide a full statement of the warranty period and terms, including extended warranty options, for items listed in **Appendix A**,

as a minimum. This warranty should clearly describe the terms under which the Fire Truck manufacturer or subcontractors 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.

The Contractor 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.

o. Recall Notices

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

p. Contract Termination

Termination for Cause

The City reserve the right to terminate the Contract, by written notice, in whole or any part thereof and such cancellation is not the result in any penalty or other charges to the City:

- If for any reason the Contractor should fail to fulfil its obligations under the Contract in a timely and professional manner, or if the Contractor should violate any of the covenants, Contracts or stipulations of the Contract or applicable British Columbia statute; or
- If the Contractor fails to rectify deficiencies within a reasonable time frame, as determined by the City, or;
- If materials, Services, or deliveries are not in accordance with the stated deliverables or;
- If the Contractor should be adjudged bankrupt; or
- If the Contractor should make a general assignment for the benefit of its creditors; or
- If a receiver should be appointed on account of the Contractor's insolvency.

Termination for Convenience

The City may terminate the Contract with the Contractor for convenience by giving not less than sixty (60) calendar days' notice in writing to the Contractor of its intent to so terminate for convenience and the effective date of such termination.

In the event that termination under this provision is elected, the Contractor may receive payment for goods and Services satisfactorily received/performed as determined by the City at the date of termination.

Dispute Resolution

The parties will make reasonable efforts to resolve any dispute, claim, or controversy arising of that Contract or related to the Contract using the dispute resolution procedures set out in this section:

Negotiation

The parties will make reasonable efforts to resolve any disputes by amicable negotiations and will provide frank, candid and timely disclosure of all relevant facts, information and documents to facilitate negotiations.

Mediation

If all or any portion of a dispute cannot be resolved by good faith negotiations within (30) days, either party may by notice to the other party refer the matter to mediation. Within (7) days of delivery of the notice, the parties will mutually appoint a mediator. If the parties fail to agree on the appointment of the mediator, then either party may apply to the British Columbia International Commercial Arbitration Centre for appointment of a mediator. The parties will continue to negotiate in good faith to resolve the Dispute with the assistance of the mediator. The place of mediation will be Coquitlam, British Columbia. Each party will equally bear the costs of the mediator and other out-of-pocket costs, and each party will bear its own costs of participating in the mediation.

Litigation

If within (90) days of the request for mediation the dispute is not settled, or if the mediator advises that there is no reasonable possibility of the parties reaching a negotiated resolution, then either party may without further notice commence litigation.

q. Force Majeure

A “Force Majeure Event” means anything beyond the reasonable control of a party, including fire, flood, explosion, mass power failure, any other natural disaster, riot, war, rebellion, sabotage, vandalism and atomic or nuclear incidents, judicial or government decree but excluding the impact of the financial circumstances of a party on its ability to perform that Contract.

Neither party will be liable for its failure to perform any of the obligations or duties under the Contract due to a Force Majeure Event.

A Force Majeure Event will suspend the Contractual obligations impaired or affected by such event and will not terminate the Contract or any part of it.

If either party is subject to a Force Majeure Event, it will give notice to the other party as soon as reasonably possible, and the parties will work together to cure any default in that Contract or damages resulting.

r. Permits and Licenses

All permits, licenses and fees required for the successful completion and delivery of the Fire Truck are the responsibility of the Contractor and the Contractor is to comply with all applicable regulations of the City.

s. The Laws of British Columbia

This Contract shall be governed by and construed in accordance with the laws of the Province of British Columbia, Canada, which shall be deemed the proper law hereof.

t. Term of Contract

The Contract will be in effect for the initial unit and warranty period as specified.

The City, at its sole discretion reserves the right to sole source with the Contractor if similar equipment is required for a period of up to five (5) years.

Alternatively, the City reserves the right to issue a new Request for Proposals at any time for future fire trucks.

Section 3 – Scope of Service

3.1 Requirements

The City is seeking to create a partnership with a Proponent who has the knowledge, technical resources, experience, reputation and capacity to design, manufacture, deliver and provide on-going support for a **Single Rear Wheel 4X4 Multi-Purpose Vehicle** for Coquitlam Fire Rescue (**CFR**).

The Fire truck requires the manufacture of a custom body that will accommodate the **Wildfire Slip-On Skid Pack** currently owned by the City. The **Wildfire Slip-On Skid Pack** shall be installed on the deck of the truck between the left and right side body components, with the capability of ease or removal of the Skid Pack.

The successful Contractor will collaborate with the City to have the Skid Pack delivered to the local manufacturer for installation.

Model and Dimensions – for the Wildfire Slip-On Skid Pack are:

Model:	WP 200-6 US RSTF
Height:	52 inches
Length:	60 inches
Width:	47.5 inches
Weight:	400 lbs. dry

The City's requirements are outlined in **Appendix A – Base Truck Specification Worksheet**

- a. The Services include, but are not limited to:
 - Develop and propose various conceptual design options of varying scope and drawings for Fire Truck and components;
 - Provide a detailed firm budget for the various conceptual designs;
 - Provide local dealer warranty service and replacement parts at no cost to the City at a local dealer in the Metro Vancouver area;
 - Provide post-delivery services and parts availability at a local dealer in Metro Vancouver area.
 - Provide cost advantage and benefit strategies for current and possibly future Fire Truck(s);

Section 4 – Evaluation & Award

4.1 Evaluation of Proposals

Proposals will be evaluated based on quality, service, price and any other criteria that may become evident including, but not limited to:

a) Experience, Reputation, Capacity and Resources

- Business and technical reputation and capabilities; experience, financial stability, capacity and resources
- References

b) Technical and Support Services

- Compliance with the required specifications
- Build options, build sheet with budget breakdown, quality, configuration, technical information
- Warranties – Manufacturer’s, Truck Builders and/or Third Party
- Design build methodology, Work plan, progress and tracking capabilities, reports and inspections;
- Quality of modifications;
- Modified parts;
- Aftermarket parts;
- Local support and parts availability in Metro Vancouver area
- Training
- Mechanical/Fabrication assessment
- Operator/Ergonomic assessment
- Delivery Lead Time
- Demonstration
- Detailed graphics / designs

c) Financial and Value Added

- Financial offer including, but not limited to, prices, operating and maintenance costs, warranty, and any life cycle considerations
- Value Added
- Sustainable benefits

No totals, weights, prices or scores will be provided to any Proponent.

4.2 Additional Information

The City may request one or more Proponents provide additional information or details, including making a presentation, providing a demonstration unit (at the Proponent's cost) and/or additional technical information.

4.3 Negotiation

The City reserves the right to accept or reject any or all Proposals or, prior to award, to negotiate changes to the specifications including pricing with one or more Proponents, proposing the "best value" without having any duty to advise any other Proponent or to allow them to vary their Proposal as a result of changes.

The City may enter into a changed or different specification of equipment with the Proponent proposing the "best value", without liability to Proponents who are not awarded the Contract.

4.4 Award

The City will notify the successful Proponent in writing that it has been awarded the Contract.

The City may use the results of this RFP to establish a fleet standard model and preferred dealer. Should additional similar equipment be required, the City at its sole discretion may single source with the preferred dealer for up to five (5) years, subject to mutual acceptance of price and availability.

Alternatively, the City reserves the right to issue a new RFP for additional Fire Trucks at any time.

Acceptance of a Proposal and award of Contract (Purchase Order) is contingent upon sufficient funds being available in the City's budget in the year of acquisition.

4.5 Contract

Award will be made by issue of a City Purchase Order (PO) incorporating the City's "Terms and Conditions of Contract" outlined in Section 2 of this RFP.

This RFP and completed Proposal Form will be incorporated by reference in the PO which will, together with the Terms and Conditions, form the Contract between the City and the successful Proponent.

The City is not under any obligation to award a Contract and may elect to terminate this RFP at any time.



City of Coquitlam
REQUEST FOR PROPOSALS
RFP No. 14-02-06

Supply, Design and Manufacture of a
Single Rear Wheel 4X4 Multi-Purpose Vehicle

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Thursday, April 24, 2014
(Closing date and time)

INSTRUCTIONS FOR PROPOSAL SUBMISSION

Proposal submissions are to be uploaded through QFile, the City's file transfer service accessed at website: <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 and 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 or fax 604-927-3035.

Proposal Submission Form

Complete and return this section with:

- Appendix A – Base Truck Specification Worksheet**
- Appendix B – Draft Build Sheet**
- Appendix C – Warranties and Extended Warranty Information**
- Appendix D – WildFire Slip-On Skid Pack Pictures**

Submitted by:

_____ (company name)

1.0 Price – One (1) New Single Rear Wheel 4X4 Multi-Purpose Vehicle

In accordance with Appendix A – Base Truck Specification Worksheet:

Single Rear Wheel 4 X 4 Multi-Purpose Vehicle		
	State Make and Model of Base Truck:	
1.1	Complete Base Truck Price: (State in Canadian Funds exclude PST & GST)	\$
1.2	Levies:	\$
1.3	Environmental Tax:	\$
1.4	TOTAL PRICE: (State in Canadian Funds exclude PST & GST)	\$

The Base Truck Price must include all required decals, paint and any features required to be compliant with all regulations and standards and be fully operational.

2.0 Lead Time for Delivery

We guarantee to deliver the vehicle F.O.B. (freight pre-paid) to: City of Coquitlam, Fleet Service Department, 500 Mariner Way, Coquitlam, BC.

Lead time for manufacture and delivery once the final specification is approved by the City:	
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3.0 Corporate Profile

Provide a brief description of the Proponent’s current business.

Corporate		
3.1	Registered Business Name	
3.2	Operating Business Name	
3.3	Location of Head Office	
3.4	Number of Years in Fire Truck Design & Manufacture Business	
3.5	Number of Employees	

4.0 Key Facility Locations

4.1 Truck Manufacturing Plant

Business Name:	
Address:	
Phone:	
Website:	

4.2 Warranty and Repair Service Center

State location of nearest affiliate service facilities with factory authorized technicians located in Metro Vancouver area:

Business Name:	
Address:	
Phone:	
Website:	
State the procedure for handling warranty claims:	

4.3 MRO Parts Distribution Center

Business Name:	
Address:	
Phone:	
Website:	
Regular Lead Time for Delivery of Parts:	

5.0 Technical Information

Technical Information		
5.1	Quality Assurance – Provide information on the systems of Quality Control and build specification assurance.	
5.2	Attach Appendix B - Draft Build sheet - based on the Base Truck specifications in Appendix A, with component prices.	
5.3	Build Options – Provide build and cost options with Appendix B for the purpose of confirming final specifications.	

6.0 Training, Technicians and Personnel

Describe types of training that will be provided by Proponent’s professional Technicians:

6.1	Fire Department Operations – duration of training, number of attendees and number of on-site workshops at CFR Fire Hall	
6.2	Fleet and Maintenance – duration of training, number of attendees, number of workshops and Location	
6.3	Other	

7.0 Warranties and Extended Warranties

Appendix C – Attach Warranty information including extended warranties, warranties available through the truck builder, and third-party warranties. Any additional prices are to be described in the Proposal.

8.0 Valued Added Services

Preferred Dealer Services - Provide information on what makes your firm innovative, what is your competitive advantage, what other Services, or leading edge engineering/technology your firm provides that would assist or would be of benefit to the City if your company is selected:

9.0 Sustainable Initiatives and Leadership

Corporate - Please provide information on any initiatives, programs and product choices that the Proponent has implemented that could be considered environmental, financial/economic, social/ethically sustainable value:

Equipment – Describe efficiencies or innovations in manufacturing, maintenance benefits, replacement components that contribute positively to overall Best Value and Total Cost of Ownership:

10.0 Payment Options

The City prefers to provide full payment upon final inspection, delivery to the City, and acceptance at the City’s Service Centre.

Provide all payment terms and options available and cost saving strategies that will benefit the City.

11.0 Period for Acceptance of Proposal

The City of Coquitlam requests Proposals to remain open for acceptance for 90 days.

Our Proposal will remain open for acceptance by the City for a period of _____ days from the Closing Date.

12.0 Addenda

We acknowledge the receipt of the following Addenda related to this Request for Proposal and have incorporated the information received in preparing this Proposal:

Addendum No.	Date Issued	Date Received

13.0 Conflict of Interest

Proponents shall disclose any actual or potential conflicts of interest and existing business relationships it may have with CFR, City, their elected or appointed officials or employees:

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14.0 Authorization

We hereby submit our Proposal for the supply and delivery of vehicle(s) described in this RFP and confirm that price, and other information contained in this Proposal are correct, and that the signature(s) below are those of duly authorized officer(s) of the Proponent having the authority necessary to make this Proposal.

For the purpose of this RFP, electronic signatures are accepted.

Company Name	
Address	
Tel No.	
E-mail	
GST Registration No.	
Name and Title (please print)	
Signature:	
Date:	

- End of Proposal Submission Form -

Appendix A – Base Truck Specification Worksheet

Submitted by: _____

(Company Name)

	Component	Specifications	Confirm and Provide Details	Describe Options and Component Prices
1	Emissions	Current emissions compliant		
2	Standards	Meets all current Canadian Motor Vehicle Safety Standards		
3	Model year	Current 2014 (or newer)		
4	Model	4X4 Crew cab		
5	Overall length	To accommodate Wildfire Slip-On Skid Pack		
6	Chassis Wheelbase	To accommodate Wildfire Slip-On Skid Pack		
7	Overall width	To accommodate Wildfire Slip-On Skid Pack		
8	Windows	Electric windows		
9	Door Locks	Electric door locks		
10	Air Conditioning	required		
11	Interior	Dark grey interior, Vinyl		
12	Seating	5 seating positions – 2 front - Rear Bench - 3		
13	Cab Console	Custom console between front seats to accommodate radios, siren control, lighting controls/ MDT terminal		
14	Drive Train	4 Wheel Drive,		
15	GVW	19,500 lb.		

Company Name: _____

	Component	Specifications	Confirm and Provide Details	Describe Options and Component Prices
16	Front and Rear Axles	Limited Slip differentials in front and rear axles.		
17	Rear Track Width	Rear wheels offset to match front track width		
18	Rear Brakes	Rear disc brakes		
19	Front Brakes	Front disc brakes		
20	Wheels	Steel disc, single rear wheels.		
21	Tires	Michelin off road tires or equivalent installed, load rating to meet axle and GVW requirements.		
22	Provide 2 spare wheels and 2 spare tires	Michelin off road tires or equivalent.		
23	Engine	Diesel powered minimum 300hp 600lb/ft. torque. Engine exhaust brake.		
24	Transmission	Six speed automatic		
25	Electrical system	12 volt 160 amp alternator		
26	Lighting	All Whelan brand emergency and scene lighting preferred. NFPA lighting package		
27	Siren	Whelan		
28	Battery charger	Xantrex 40 amp battery charger		
29	Fuel tank	40 gallon US fuel tank – Fill inlet on Left side.		

Company Name: _____

	Component	Specifications	Confirm and Provide Details	Describe Options and Component Prices
30	Invertor	1000 Watt Invertor – four outlets on body		
31	Shore Power inlet	Block heater & battery conditioner		
32	Front Bumper	Heavy Duty with Brush Guard		
33	Winch	Bumper mounted Ramsey 15,000 Lb.		
34	Flat Deck	To accommodate Wildfire Slip-On Skid Pack and Single Rear Wheel configuration. Front corners tapered inwards to match cab		
35	Rear Bumper	Heavy Duty step style with 2 tow eyes		
36	Full Tow Package	To match vehicle GVWR including electronic brake controller		
37	Ground Lights	LED 3 per side under body		
38	Tailgate	Custom 12” high, removable		
39	Body	Aluminum		
40	Finish	Painted - Red		
41	Design	To accommodate City supplied Wildfire Slip-On Skid Pack mounted as far forward as possible.		
42	Width	Body to allow clearance for ease of installation and removal of Wildfire Slip-On Skid Pack		

Company Name: _____

	Component	Specifications	Confirm and Provide Details	Describe Options and Component Prices
43	Discharge	Discharge from Wildfire Slip-On Skid Pack to be plumbed into front crosslay hosebed.		
44	Intake/ Fill	Wildfire Slip-On Skid Pack intake to be modified for access from rear of truck.		
45	Light Bar Pedestal	Integrated protected light bar pedestal attached to front body bulkhead, above cab roof.		
46	Tank Suction	Wildfire Slip-On Skid Pack tank fill to be modified for access from rear of skid pack.		
47	Attack Line Bed-Crosslay Design	2 integrated hose crosslay beds, one plumbed from Wildfire Slip-On Skid Pack one non plumbed, front of body.		
48	Capacity	Each bed to hold 250' 1 ¾" hose.		
49	Cover	Full hose bed cover – top and sides		
50	Front Compartments	Full width compartment below crosslay beds.		
51		Flip up doors with two gas shocks per door.		

Company Name: _____

	Component	Specifications	Confirm and Provide Details	Describe Options and Component Prices
52	Compartments – Left Side	Above deck -2 Full height compartments to cab roof line. As deep as possible.		
53		Integrated hard suction storage on top for 3 lengths of 2 ½ “.		
54		2 Flip up doors with 2 gas shocks per door.		
55		Hose fairlead mounted to top of compartment for hose reel.		
56		Below deck: Two compartments, one in front and one behind rear wheel. Rear compartment as deep as possible.		
57		Drop down compartment doors which also act as steps.		
58		Enclosed wheel well.		
59	Compartments – Right Side	Hose bed to carry 500’ of 2 ½” hose on top of compartments.		
60		Full hose bed cover – top and rear.		
61		Above deck – 2 compartments below hose bed. As deep as possible.		
62		2 Flip up doors with 2 gas shocks per door.		

Company Name: _____

	Component	Specifications	Confirm and Provide Details	Describe Options and Component Prices
63		Hose fairlead mounted to top of compartment for hose reel.		
64		Below deck: Two compartments, one in front and one behind rear wheel. Rear compartment as deep as possible.		
65		Drop down compartment doors which also act as steps.		
66		Enclosed wheel well		
67	Compartment Lighting	LED – switched to activate when door is open		
68	Scene Lights	2 per side of body 2 on rear of body		
69				

Wildfire Slip-On Skid Pack Information

The Fire truck requires the manufacture of a custom body that will accommodate the **Wildfire Slip-On Skid Pack** owned by the City.

The **Wildfire Slip-On Skid Pack** shall be installed on the deck of the truck between the left and right side body components, with the capability of ease or removal of the Skid Pack.

The manufacturer will collaborate with the City to have the Slip-on delivered to the local manufacturer for installation.

MODEL and DIMENSIONS - Wildfire Slip-On Skid Pack are:

Model: WP 200-6 US RSTF

Height: 52 inches

Length: 60 inches

Width: 47.5 inches

Weight: 400 lbs. dry

Tank: 200 US gal with 6 gal integral foam tank (48" W X 60" L X 27" H).

Hose: Realtex hose reel with 100' of 1" booster line mounted to the front of the unit.

Skid Pack Plumbing: Custom plumbing from pump outlet for the configuration the City is requesting (See Appendix D).

CABINET HEIGHT: With the hard suction compartment on the top left sided and the 2 ½" hose tray on the right side, we require this to be no higher than the cab. The fairleads can be mounted higher than the roof line as the extra height is minimal and will be lower than the light bar.

HARD SUCTION: The hard suction will have to be custom lengths, as long as possible, that will fit the design configuration.

HOSE COMPARTMENT: 500' of 2 ½" hose

SKID PACK REMOVAL: We understand that we may need tools to remove the skid pack.

EXTRA EQUIPMENT: We anticipate that there will be no extra equipment mounted to the skid pack.

Appendix B – Draft BUILD SHEET

- **BUILD SHEET** - Attach a draft Build Sheet based on the Base Truck Specifications in Appendix A which contains the following:
 - A list of all aftermarket parts including manufacturer and part numbers; and
 - A list of all modified parts and the type of modifications to each part.

Appendix C – Warranties and Extended Warranties

- WARRANTIES** – Attach information and/or pricing for the following:
 - Base truck warranty including extended warranties;
 - Major aftermarket part or component warranties; and
 - any Optional warranties through Truck builder or Third Party



wildfire[™]
1-800-426-8207

