



City of Coquitlam
REQUEST FOR PROPOSALS
RFP No. 16-03-02

Supply and Delivery of
Two (2) 4WD Backhoes

Proposals will be received on or before 2:00 pm local time on
Thursday, March 24, 2016
(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

ACCEPTANCE OF PROPOSALS

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: March 15, 2016

TABLE OF CONTENTS

Definitions	Page 3
Section 1 General Requirements	Page 4
1.1 Request for Proposals (RFP)	
1.2 Fleet Standard Model and Preferred Dealer	
1.3 Technical Specifications	
1.4 Optional Trade-in	
1.5 Specifications and Alternatives	
1.6 Environmental Considerations	
1.7 Closing Date and Time	
1.8 Instructions for Proposal Submission	
1.9 Enquiries	
1.10 Addenda	
1.11 Prices & FOB Point	
1.12 Irrevocability and Acceptance of Proposals	
1.13 No Claim	
1.14 No Contract	
1.15 Proponent’s Expenses	
1.16 Non-solicitation	
1.17 Conflict of Interest	
1.18 Freedom of Information and Protection of Privacy Act	
1.19 Withdrawal of Proposals	
1.20 Piggyback Clause	
1.21 Law	
Section 2 Terms and Conditions of Contract	Page 10
2.1 General Conditions	
Section 3 Scope of Service	Page 15
3.1 Requirements	
Section 4 Evaluation & Award	Page 16
4.1 Evaluation of Proposals	
4.2 Additional Information	
4.3 Negotiation	
4.4 Award	
4.5 Contract	

APPENDIX A – Two (2) 4WD Backhoe Specifications Worksheet

[PROPOSAL SUBMISSION FORM](#)

DEFINITIONS

“Agreement” “Contract” means the City Purchase Order that will be issued to formalize the Contract 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.

“Supplier” means the successful Proponent awarded the Contract for supply of vehicles, equipment and Services described in this RFP. The Supplier 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. “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 Supplier 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 and experienced company to supply and deliver two (2) new **4WD Backhoes**.

The backhoes are to be 4 wheel drive, fifteen feet (15') ten inches (10") long, 115 horsepower complete with the following:

- Tool carrier
- 4-in-1 front bucket
- Extend-a-hoe
- Clean-up bucket
- Digging bucket
- Hydraulic thumb (current production model with all the latest dates)

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

The City is seeking to identify and select a qualified Supplier that has the knowledge, technical resources, experience, reputation and capacity to supply, deliver and provide continuous support for the 4WD Backhoes.

1.2 Fleet Standard Model and Preferred Dealer

At the City's sole discretion, the results of this RFP may also be used to establish a **City Fleet Standard Model and a Preferred Dealer** for purchase of additional Backhoes should the City require additional similar equipment for the next five (5) years.

The City's decision to direct award to the successful proponent would be subject to mutual acceptance of price and availability.

Alternatively, the City may issue a new RFP for additional equipment.

1.3 Technical Specifications

For the detailed requirements for the backhoes, refer to attached:

Appendix A – Two (2) 4WD Backhoe Specifications Worksheet

1.4 Optional Trade-in

This RFP is issued to purchase two (2) new backhoes to replace 2 backhoes currently in use. Proponents are to propose a trade-in value that would be a rebate amount deducted from the purchase price of the new backhoes if accepted by the City.

The City at their sole discretion will determine whether to accept the trade-in value offered.

Both backhoes offered for trade-in have approximately 9000 hours of use:

#E0345 - 2006 Case 590 SM2 Backhoe serial# N6C420254
#E0363 - 2006 Case 590 SM2 Backhoe serial# N6C420551

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, the Specifications described in **Appendix A** 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.

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

The City is not obligated to accept any alternatives. The City will determine what constitutes acceptable deviations and overall best value.

1.6 Environmental Considerations

The City is committed to preserving the environment. Proponents shall provide environmentally sensitive products or services wherever possible.

Where there is a requirement within the specifications that require the successful Proponent to supply materials, oils, lubricants, paints or other fluid

materials and where such materials may cause adverse effects, the Proponent shall indicate the nature of the hazard in its proposal.

The Proponent agrees to advise the City of any known alternatives or substitutes for such materials that would mitigate the effects of any adverse conditions on the environment.

1.7 Closing Date and Time

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

Thursday, March 24, 2016

1.8 Instructions For Proposal Submission

Proposal submissions are to be consolidated into one (1) .pdf file and uploaded through QFile, the City's file transfer service accessed at website:
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)

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.

1.9 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.

1.10 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.

1.11 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.

1.12 Irrevocability and Acceptance of Proposals

The City requests that Proposals remain open for acceptance for a period of not less than sixty (60) days from the closing date and time.

The City 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.

1.13 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.

1.14 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 with a proponent until a City Purchase Order (PO) is issued.

1.15 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.

1.16 Non-solicitation

Proponents and their agents will not contact any City 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.

1.17 Conflict of Interest

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

1.18 Freedom of Information and Protection of Privacy Act

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.

Upon submission of a proposal, Proponents agree the City may disclose the names of their company.

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

1.19 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.

1.20 Piggyback Clause

The Supplier agrees to allow other local public agencies with similar needs within British Columbia to participate in this contract.

Additional participating agencies may opt to enter into a contractor with the successful Supplier for the purchase of the vehicles, equipment and services described in this RFP based on the terms, conditions, prices and percentages offered by the Supplier to the City of Coquitlam with possible minor changes negotiated.

This piggyback clause is intended to be a means of promoting cooperative purchasing efforts with the public sector, and to provide additional value to the Supplier.

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

a. Assignment

The Supplier 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.

b. Indemnity

The Supplier 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 Supplier, its agents, Sub-Suppliers or employees in the performance of the Services or in the execution of the work.

c. 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.

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

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.

d. Pre-delivery Inspection

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

e. Pre-delivery Services

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

f. Documentation at Time of Delivery

The Supplier is to provide the following documentation upon delivery with the Backhoes:

- **KEYS** - All keys [five (5) full sets], parts, a complete parts list, and service manuals are to be delivered with the vehicle;
- Manufacturer's **Certificate of Origin**;
- **Warranty** document and certifications;
- One (1) complete **Service Manual** to cover, but not limited to, tires, engine, batteries, transmission, axles, electrical components to cover the complete Backhoe.
- One (1) **Parts Manual** covering the entire Backhoe and complete drive train. This must include any equipment supplied with the Backhoes;
- One (1) set 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;

g. 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 Fleet Services
500 Mariner Way
Coquitlam, BC, V3K 7B2

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

h. Title, Risk of Loss, Freight

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

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

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

i. Inspections

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

Should the Backhoes 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 Backhoes and equipment shall be corrected at no expense to the City.

j. Warranties

The Supplier 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 Backhoes 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.

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.

k. 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 Supplier to assure that all recall notices are sent directly to the City Fleet department.

I. 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 Supplier should fail to fulfil its obligations under the Contract in a timely and professional manner, or if the Supplier should violate any of the covenants, Contracts or stipulations of the Contract or applicable British Columbia statute; or
- If the Supplier 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 Supplier should be adjudged bankrupt; or
- If the Supplier should make a general assignment for the benefit of its creditors; or
- If a receiver should be appointed on account of the Supplier's insolvency.

Termination for Convenience

The City may terminate the Contract with the Supplier for convenience by giving not less that sixty (60) calendar days notice in writing to the Supplier 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 Supplier may receive payment for goods and Services satisfactorily received/performed as determined by the City at the date of termination.

m. Dispute Resolution

The parties will make reasonable efforts to resolve any dispute, claim, or controversy arising of that Contract or related to the Contract in a collaborative manner and will share all information necessary to facilitate a timely amiable resolution.

n. Permits and Licenses

All permits, licenses and fees required for the supply and delivery of the Backhoes are the responsibility of the Supplier.

o. 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.

p. Term of Contract

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

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

Alternatively, the City reserves the right to issue a new RFP at any time for future vehicles or equipment.

q. Invoices and Payment

The City will provide payment for goods and services that have been received in good condition and are accepted by the City.

- a) Invoices are to be sent in .pdf format to email: apinvoices@coquitlam.ca
- b) Invoices shall indicate the Date, a unique invoice number, the City Purchase Order Number, Work Order or Purchase Contract Number and City contact name;
- c) The Supplier shall be paid net 30 days or best effort from receipt of invoice and acceptance of the goods and/or services, whichever is the later, unless alternate payment terms have been agreed to between the Supplier and the City.
- d) Taxes are to be shown separately.

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 supply, deliver and provide on-going support for **Two (2) 4WD Backhoes**.

The City's requirements are outlined in **Appendix A – Two (2) 4WD Backhoe Specifications Worksheet**.

- a. The Services include, but are not limited to:
 - Supply and Delivery of Two (2) 4WD Backhoes;
 - 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.

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 during the review 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
- Warranties
- Local support and parts availability in Metro Vancouver area
- Training
- Mechanical/Fabrication assessment
- Operator/Ergonomic assessment
- Delivery Lead Time
- Demonstration

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

The Proponents agree that upon submission of their proposal, the City may disclose the name of their company. However, no prices, scores, weights or totals will be provided to any Proponents.

4.2 Acceptance of Proposals

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

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.

4.3 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.

4.4 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.

4.5 Award

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

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.

4.6 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 anytime.

City of Coquitlam
RFP 16-03-02 - Two (2) 4WD Backhoes

Appendix A - Two (2) 4WD Backhoe Specifications Worksheet

Two (2) - 4WD Backhoe - 15'10", 115HP complete with tool carrier, 4 in 1 front bucket, extend-a-hoe, clean up bucket and digging bucket with hydraulic thumb			
Item #	Description	Meets Requirement YES/NO	Explain all Deviations
1.0	Equipment Overall		
1.1	State Manufacturer:		
1.2	State Model Number:		
1.3	One piece unitized construction main frame		
1.4	1,250 lb. front counterweight		
1.5	Michelin 500/70 R24 XMCL rear tires		
1.6	Michelin 340/80 R18 XMCL front tires		
1.7	Front tires shall ride inside loader bucket cutting width		
1.8	Remote grease bank for front axle		
1.9	Hinged front mount coolers accessible for easy cleaning		
1.10	Vandal protection for engine access doors, instrument panel, fuel tank, and hydraulic tank		
1.11	Approx. 40 gallon fuel tank		
1.12	Reverse warning alarm switchable to 97 D.B.A. or 111 D.B.A.		
1.13	Electric starting aid		
1.14	Machine shall have slow moving vehicle triangle at rear of machine		
1.15	External lockable toolbox		
2.0	Equipment Dimensions		
2.1	State the following:		
2.2	Overall transport length		
2.3	Overall transport width		
2.4	Overall width (with stabilizers down)		
2.5	Overall height		
2.6	Overall operating weight		
2.7	Ground clearance		
3.0	Engine		
3.1	115 HP SAE approximately		
3.2	EPA Final Tier 4 electronic engine		

City of Coquitlam
RFP 16-03-02 - Two (2) 4WD Backhoes

Appendix A - Two (2) 4WD Backhoe Specifications Worksheet

Two (2) - 4WD Backhoe - 15'10", 115HP complete with tool carrier, 4 in 1 front bucket, extend-a-hoe, clean up bucket and digging bucket with hydraulic thumb			
Item #	Description	Meets Requirement YES/NO	Explain all Deviations
3.3	Turbocharged		
3.4	Engine Coolant to -40°C		
3.5	Serpentine drive belt with automatic tensioner		
3.6	Coolant recovery tank with low level indicator		
3.7	Wet Sleeved Engine		
3.8	Fan Guard		
3.9	Engine Oil Cooler		
3.10	Spin on Fuel Filter with water separator		
3.11	Dual dry air cleaner with pre-cleaner and restriction		
3.12	Self cleaning exhaust after treatment system		
3.13	Machine shall have automatic engine speed control that reduces engine speed when the backhoe is not in use. This is to conserve fuel and lower emissions. Machine shall have auto shut down which turns off the engine after a pre selected period of inactivity		
3.14	1000W Block Heater		
3.15	State Engine oil change intervals		
4.0	Powertrain		
4.1	5 speed Power shift transmission, Torque converter with twist grip transmission control lever and neutral safety switch interlock 1st through 5th gears		
4.2	Electric clutch cut-off on loader level		
4.3	Vertical spin-on transmission filter		
4.4	Planetary final drive		
4.5	Differential lock		
4.6	Four wheel drive with limited slip differential. Multi plate clutch engagement for on-the-fly mechanical front wheel drive		
4.7	Hydrostatic power steering with emergency manual mode		

**City of Coquitlam
RFP 16-03-02 - Two (2) 4WD Backhoes**

Appendix A - Two (2) 4WD Backhoe Specifications Worksheet

Two (2) - 4WD Backhoe - 15'10", 115HP complete with tool carrier, 4 in 1 front bucket, extend-a-hoe, clean up bucket and digging bucket with hydraulic thumb			
Item #	Description	Meets Requirement YES/NO	Explain all Deviations
4.8	Power assisted Hydraulic service brakes inboard, wet disc, self-adjusting self-equalizing		
4.9	Parking/emergency brake, independent of service brakes spring applied, hydraulically released, wet multi-disc with electronic switch control		
4.10	Service breaks shall be completely enclosed and sealed		
4.11	Transmission oil cooler		
4.12	Unit shall have a high gear speed of no less than 40 kph		
5.0	Backhoe		
5.1	Excavator style curved boom		
5.2	Boom and stick shall be weld repairable		
5.3	Replaceable pins and bushings		
5.4	Extendable dipper stick to 19' 8" digging depth		
5.5	Swing locking pin stored in operator station		
5.6	Pilot controls to be electronic over hydraulic fingertip controls with horn, auxiliary proportional roller switch control, proportional extendable dipper stick control and auxiliary selective electronically controlled flow control		
5.7	Pivoting stabilizers with reversible pads		
5.8	Independent isolation mounted stabilizer valve with two direction anti-drift valves		
5.9	36" clean up bucket with built in lifting eye and hooks		
5.10	24" digging bucket with teeth and built in lifting eye and hooks		
5.11	Quick coupler, single pin type, not wedge system		
5.12	Hoe pack plumbing to back of cab		
5.13	Necessary retaining brackets on boom with rubber grommets for hydraulic hoses when hydraulic compactor in use		
5.14	Hydraulic thumb, CWS HX Direct Link-BE080		

**City of Coquitlam
RFP 16-03-02 - Two (2) 4WD Backhoes**

Appendix A - Two (2) 4WD Backhoe Specifications Worksheet

Two (2) - 4WD Backhoe - 15'10", 115HP complete with tool carrier, 4 in 1 front bucket, extend-a-hoe, clean up bucket and digging bucket with hydraulic thumb			
Item #	Description	Meets Requirement YES/NO	Explain all Deviations
6.0	Backhoe Performance		
6.1	With extendable dipper stick retracted:		
6.2	Digging force bucket cylinder approximately 15,000 lbs.		
6.3	Digging force crowd cylinder approximately 10,000 lbs.		
6.4	Swing arc - 180 ⁰		
6.5	Bucket rotation - 190 ⁰		
7.0	Loader		
7.1	Single lever control, loader control grip to incorporate clutch disconnect, transmission quick shift, proportional auxiliary roller switch and switch for monetary mechanical front wheel drive switch		
7.2	Electronic parallel lift		
7.3	Replaceable pins and bushings		
7.4	Return to dig feature		
7.5	Bucket level indicator		
7.6	Loader boom service lock		
7.7	Single lever joystick control with roller switches and electronic clutch disconnect switch		
7.8	4 in 1 bucket		
7.9	92" wide bucket approximately 1.3 cu. yd.		
7.10	Bolt on cutting edge		
7.11	Full length skid shoes		
7.12	Built in lifting eyes and 3 lifting hooks		
8.0	Loader Performance		
8.1	With 4 in 1 - 1.3 cu. Yd. bucket:		
8.2	Breakout force approximately 10,500 lbs.		
8.3	Lifting capacity, full height approximately 7,000 lbs.		
8.4	Dump clearance bucket at 45 ⁰ approximately 8' 8"		
9.0	Lights		
9.1	Four front driving/working, L.E.D		
9.2	Two front and two rear turn signal/flashing		
9.3	Two rear working, L.E.D		

City of Coquitlam
RFP 16-03-02 - Two (2) 4WD Backhoes

Appendix A - Two (2) 4WD Backhoe Specifications Worksheet

Two (2) - 4WD Backhoe - 15'10", 115HP complete with tool carrier, 4 in 1 front bucket, extend-a-hoe, clean up bucket and digging bucket with hydraulic thumb			
Item #	Description	Meets Requirement YES/NO	Explain all Deviations
9.4	Two rear stop and tail		
9.5	Two rear reflectors		
9.6	Roof mounted top light (see details in electrical)		
9.7	Lighting to conform to CMVSS		
10.0	Operator Station		
10.1	Modular design ROPS cab isolation mounted with molded roof		
10.2	Access and egress through both left and right hand doors		
10.3	Lockable right side storage		
10.4	Slip resistant steps		
10.5	Deluxe suspension seat (preferably air ride) with lumbar support and arm rests		
10.6	3" fully retractable seat belt		
10.7	Electric monitor system, with audible and visual warning for air cleaner restriction, low alternator voltage, engine coolant temperature, engine oil pressure, hydraulic filter restriction indicator, park brake on-off indicator, 4 wheel drive on-off indicator. Economy mode limits engine RPM while operating loader or backhoe operation		
10.8	Electric fuel gauge, illuminated		
10.9	Electric hour meter, illuminated		
10.10	Tachometer		
10.11	Keyless start with machine security to be enabled through monitor		
10.12	Quiet cab, state DB rating inside cab		
10.13	Horn		
10.14	Interior rearview mirror		
10.15	Outside rearview mirrors		
10.16	Rotary dial hand throttle		
10.17	Suspended foot throttle		
10.18	Built in operators manual storage compartment		
10.19	Coat hook		
10.20	Molded floor mat		

**City of Coquitlam
RFP 16-03-02 - Two (2) 4WD Backhoes**

Appendix A - Two (2) 4WD Backhoe Specifications Worksheet

Two (2) - 4WD Backhoe - 15'10", 115HP complete with tool carrier, 4 in 1 front bucket, extend-a-hoe, clean up bucket and digging bucket with hydraulic thumb			
Item #	Description	Meets Requirement YES/NO	Explain all Deviations
10.21	Headliner		
10.22	40,000 BTU heater - air conditioner		
10.23	Defroster/pressurizer		
10.24	Front wipers with washer/rear wiper		
10.25	Tilt steering		
11.0	Electrical		
11.1	12 volt system - maintenance free battery		
11.2	120 amp alternator		
11.3	Remote jump posts and battery disconnect		
11.4	Blade type multi-fused circuits		
11.5	Whelan L.E.D. top light # L31 HAF with L360 BGB branch guard to be installed		
12.0	Hydraulics		
12.1	Main pump: pressure compensated load sensing axial piston pump for low idle lifting approx. 42 gpm @ 2,200 RPM. Lift mode hydraulic boost switch for maximum hydraulic pressure and increased lifting and craning capability		
12.2	Independent hydraulic reservoir with sight gauge		
12.3	10 Micron vertical spin-on filter		
12.4	O-ring face seal connectors		
12.5	Hydraulic oil cooler		
13.0	Spare Parts - to be supplied with machine:		
13.1	One full set of filters		
13.2	Spare serpentine belt		
13.3	Spare front wheel with mounted tire		
13.4	Spare rear wheel with mounted tire		
13.5	Five sets of keys for machine		
14.0	Emissions		
14.1	Provide details of machine emissions		
14.2	Provide details of engine warranty for Biodiesel		
15.0	Equipment Trade-in (Optional)		
#E0345	2006 Case 590 SM2 Backhoe serial# N6C420254		Note: both units have approx. 9,000 hours.
#E0363	2006 Case 590 SM2 Backhoe serial# N6C420551		



City of Coquitlam
REQUEST FOR PROPOSALS
RFP No. 16-03-02

Supply and Delivery of
Two (2) 4WD Backhoes

Proposals will be received on or before 2:00 pm local time on
Thursday, March 24, 2016
(Closing date and time)

INSTRUCTIONS FOR PROPOSAL SUBMISSION

Proposal submissions are to be consolidated into one (1) .pdf file and uploaded through QFile, the City's file transfer service accessed at website: 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 or fax 604-927-3035.

Proposal Submission Form

Complete and return this section with:

Appendix A – Two (2) 4WD Backhoe - Specifications Worksheet

Submitted by: _____

(company name)

1.0 Price – Two (2) New 4WD Backhoes

In accordance with Appendix A – Two (2) 4WD Backhoes Specifications Worksheet:

4WD Backhoes				
Backhoe Manufacturer and Model:				
	Item	Quantity	Unit Price (exclude PST & GST)	Extended Price (exclude PST & GST)
1.1	4WD Backhoe	2	\$	\$
1.2	Levies (per unit):	2	\$	\$
1.3	Environmental Tax (per unit):	2	\$	\$
1.4	TOTAL PRICE (exclude GST & PST)			\$
1.5	TRADE-IN – Deduct: #E0345 - 2006 Case 590 SM2 Backhoe serial# N6C420254	1	\$	\$
1.6	TRADE-IN – Deduct: #E0363 - 2006 Case 590 SM2 Backhoe serial# N6C420551	1	\$	\$
1.7	TOTAL PRICE (for two units) Including Trade-ins: (State in Canadian Funds exclude PST GST)			\$

The 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 Demonstration

Availability, location and notification required to arrange for a demonstration and testing of similar 4WD Backhoes proposed:	
---	--

3.0 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:	
--	--

4.0 Key Facility Locations

4.1 Manufacturing Plant

Business Name and Location:	
------------------------------------	--

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 and Location:	
State the procedure for handling warranty claims:	

4.3 MRO Parts Distribution Center

Business Name and Location:	
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.

6.0 Training and Manuals

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

6.1	Operators – state duration of training, number of attendees and number of on-site workshops at Coquitlam Works Yard:
6.2	Fleet and Maintenance – state duration of training, number of attendees, number of workshops and Location
6.3	Manuals included: 1 parts manual 1 service manual
6.4	Training DVD’s: 2 sets training DVD's, 1 for Operators and 1 for Mechanics

7.0 Warranties and Extended Warranties

Attach Warranty information including extended warranties. Any additional cost is to be stated:

Description	Price
Manufacturer Warranty	Included
Extended Bumper to Bumper Warranty State term:	\$
Other available Warranty Options:	\$

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 Benefits

Provide information on equipment efficiencies, client benefits, initiatives, programs and product choices that the Proponent has implemented that could be considered environmental, financial/economic, social/ethically sustainable value:

--

10.0 References

Provide current references that the City may contact to verify successful performance of the proposed equipment.

Vehicle Description	
Approximate Value	
Owner	
Reference Contact	
Telephone and Email	

Vehicle Description	
Approximate Value	
Owner	
Reference Contact	
Telephone and Email	

11.0 Period for Acceptance of Proposal

The City of Coquitlam requests Proposals to remain open for acceptance for 60 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

13.0 Authorization

We hereby submit our Proposal for the supply and delivery of the equipment described in this RFP and confirm that price, and other information contained in this Proposal are correct, and that the signature below is of a duly authorized officer of the Proponent having the authority to verify the accuracy of the information provided this Proposal.

Company Name:	
Address:	
Phone:	
GST Registration No.:	
Name and Title of Contact <i>for communication related to this RFP (please print)</i>	
Contact Email:	
Name & Title of Authorized Signatory: (please print)	
Signature of Authorized Person:	
Date:	

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

- End of Proposal Submission Form -