



**REQUEST FOR PROPOSAL**

**Terminal Tractor**

**RFP #201920-13**

**March 4, 2020**

**1. INSTRUCTIONS AND CONDITIONS**

A. No proposal will be considered for award unless submitted in the proposal format described in this Request for Proposal (RFP). The proposal must be fully complete and executed. Each response shall contain three (3) copies of the completed proposals which will include; two (2) bound and one (1) unbound copy with appropriate responses included.

Format: Proposal should be 8 ½ x 11 inches, printed two-sided on recycled paper with removable bindings, bound in a single document and organized in sections.

Each proposal must be submitted in a sealed envelope addressed to Becky McCurdy, Procurement Services Manager, City of Madera, Purchasing-Central Supply, 1030 South Gateway Drive, Madera, California 93637, and delivered prior to the time and date specified in this document. Each sealed envelope containing a proposal must have, on the outside, the name of the proposer, proposer's address and the statement "DO NOT OPEN UNTIL THE TIME OF PROPOSAL OPENING" and in addition, must be plainly marked on the outside as follows:

**Proposal: Terminal Tractor**  
**RFP #: 201920-13**  
**Filing Deadline: Monday, April 6, 2020 - 3:00 P.M.**

B. Attention of proposers is especially directed to the specifications which, in addition to the proposal and these instructions, are basis for evaluation and will be part of any agreement with the successful proposer. Any deviations from the specifications in this notice shall be proper reason for rejection of all or any part of the proposal.

C. The City of Madera recognizes its policy of providing equal opportunity to all qualified persons and reaffirms its commitment that there shall be no discrimination against qualified applicants or employees on the basis of race, gender, color, national origin, religion, age, disability, sexual orientation or marital status.

D. The City reserves the right to reject or accept any or all proposals or parts thereof, and to accept or reject the alternatives individually or jointly, for any reason.

E. The City reserves the right to consider any minor deviations from the specifications and determine the acceptance or rejection of such deviation. The City reserves the right to seek supplementary information from any proposer at any time after official proposal opening and before the award. Such information will be limited to clarification or amplification of information asked in the original proposal.

F. The City reserves the right to modify this Request for Proposal (RFP) at any time. In the event it becomes necessary to modify or revise the RFP, a written amendment or addenda issued by City's Purchasing-Central Supply Division is the only method which should be relied on with respect to changes to the RFP. Proposer is responsible to contact City's Purchasing-Central Supply Division prior to submitting a proposal to determine if any amendments were made to the RFP. Documents, amendments, addenda, etc. will be posted to the City's Purchasing page at [www.madera.gov/purchasing](http://www.madera.gov/purchasing) under Bid Announcement and Results.

**Questions and suggestions concerning the RFP must be submitted in writing no later than 3:00 P.M. Monday, March 30, 2020.** Written questions or inquiries should be e-mailed, mailed or faxed to:

Becky McCurdy  
Procurement Services Manager  
City of Madera  
Purchasing-Central Supply  
1030 South Gateway Drive  
Madera, CA 93637

[rmccurdy@madera.gov](mailto:rmccurdy@madera.gov)

FAX: (559) 661-0760

**No questions or inquiries should be directed to any individual(s) at the locations detailed in this document. All communications should be submitted in writing per the process described in this document.**

G. Proposals will be evaluated by the City. If a proposal is found to be incomplete or not in compliance with the format required, it will not be considered for evaluation. During the evaluation process, the City may find it beneficial to request additional information.

H. Any proposal may be withdrawn at any time prior to the hour fixed for the opening, provided that a request in writing executed by the proposer, or his/her duly authorized representative, for the withdrawal of such proposal is filed with Purchasing-Central Supply. The withdrawal of a proposal shall not prejudice the right of a proposer to file a new proposal prior to the time and date set for the opening. After the expiration of the time and date for receipt of proposals, a proposal may not be withdrawn or altered.

I. Issuance of the RFP and receipt of proposals does not commit the City to award an agreement. The City reserves the right to postpone the RFP process for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than

the selected company should negotiations with the selected company be terminated, or to cancel any section of this RFP. The City also reserves the right to apportion the award among more than one proposer.

J. An award will be made as soon as reasonably practical after the opening of Proposals. Award will be in the form of a City of Madera Purchase Order.

K. An award under this RFP will not be based solely on the price. If an award is made, it will go to the proposer(s) with the best overall proposal who provides the Best Value to the City and its residents. The successful proposal will be competitively priced and provide for adequate service to meet the City's needs.

L. The City may, at its sole option, terminate any contract/agreement that may be awarded as a result of this RFP at the end of any City Fiscal Year, for reason of non-appropriation of funds. In such event, the City will give proposer at least thirty (30) days written notice that such function will not be funded for the next fiscal period. In such event, the City will return any associated equipment to the Contractor in good working order, reasonable wear and tear excepted.

M. Proposer's Proprietary Information: All documents provided by the successful proposer shall become public record.

N. It is the City's policy to encourage the purchase of supplies, services and equipment from vendors located within the boundaries of the City. Local vendors are sellers, vendors, suppliers and contractors who maintain places of business located within the limits of the City and who have a current City of Madera business license. The local vendor outreach policy shall not apply to those Agreements where State or Federal law, or other laws or regulations preclude such a preference.

Contractors will, to the greatest extent feasible, attempt to incorporate local area businesses as subcontractors and suppliers. Contractors will, upon request, provide records showing the outreach efforts made to local businesses to demonstrate that they have made a reasonable effort to inform local businesses of the opportunity.

## **2. SPECIFICATIONS**

Vehicle/Quantity: New/unused 2020 MY or newer Cab and Chassis, Terminal Tractor

GVWR: Less than or equal to 26,000 lbs

Engine: Approximately 200 hp Cummins diesel or equivalent  
Engine 2019 EPA/CARB Tier 4 final Emission Certification Diesel  
50 state clean idle certified  
Engine idle shutdown enabled  
Vertical DPF in line with vertical SCR  
5 gallon minimum Urea tank capacity  
Cummins with WABCO 18.7 CMF compressor or equivalent

Transmission:	Allison 3000 Series 6-speed automatic or equivalent
Axle:	Two axle with dual rear wheels
Steering:	Full Power.
Chassis	116 inch Minimum 35 gallon fuel tank Mud flaps Dual west coast mirrors
Service Brakes:	Manufacturer standard full air on all wheels with antilock brake system Pull drain on all reservoirs
Tires:	Six (6) 295 / 75R 22.5
Cab	
General:	Driver seat air ride Windshield wiper with intermittent control
Instrumentation & Controls:	Factory air conditioning and heater/defroster Standard gauges and equipment Hour meter, odometer, water temp, oil pressure, amp or voltmeter, fuel and air pressure. Must include a low air pressure-warning buzzer.
Color:	Exterior factory white
Fifth wheel	5 inch lift cylinders with 70,000 lb. rating
Additional Equipment:	Air Horn and backup alarm with correct sound level for vehicle size. Two front tow hooks Battery shut off 12 foot coiled trailer cable
Misc	33 mph road speed
Safety Equipment:	Must comply with all DOT and Cal OSHA Standards and Requirements. Must comply with California Air Resources Board regulations for MY 2019 or newer.

Specifications referred to above are minimum and any variances should be described in detail. The explanations can be included on a separate sheet indicating the proposed variance and which items in the specifications listed above are being referenced.

3. **FORM OF BIDS**

Purchase price shall include total cost of vehicle including delivery, freight, sales tax and/or any other charges. In addition to the bid page included in this RFP, proposer shall attach pictures of the vehicle and any additional information known about the vehicle.

TITLE SHALL PASS AT POINT OF DELIVERY. FOR ITEMS DELIVERED TO CITY OF MADERA, SALES TAX IS 8.25%.

**CITY OF MADERA  
BID PROPOSAL  
TERMINAL TRACTOR  
RFP 201920-13**

Bidder hereby proposes to deliver to the City of Madera, 1030 South Gateway Drive, Madera, California, used equipment in accordance with the published specifications for the following prices. Payment will be made in full within 30 days of delivery.

MANUFACTURER \_\_\_\_\_ MODEL \_\_\_\_\_

Purchase Price        \$ \_\_\_\_\_

Sales Tax (8.25%)    \$ \_\_\_\_\_

Delivery\*             \$ \_\_\_\_\_

Other (specify)       \$ \_\_\_\_\_

**TOTAL PURCHASE PRICE**    \$ \_\_\_\_\_

Approximate Delivery Date: \_\_\_\_\_

\*FOB destination- City of Madera- Fleet Services Division

Please attach vehicle specifications and pictures.

**CITY OF MADERA  
PROPOSAL AUTHORIZATION  
Terminal Tractor  
RFP #201920-13**

COMPANY NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY / STATE / ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

PERSON PREPARING PROPOSAL \_\_\_\_\_

POSITION \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_