



REQUEST FOR PROPOSAL

2000 GALLON USED WATER TRUCK

RFP 201718-06

December 18, 2017

1. INSTRUCTIONS AND CONDITIONS

- A. No bid proposal will be considered for award unless submitted on the bid form included in this Request for Proposal (RFP). The bid must be fully complete and executed. Bidders shall provide an original and two (2) copies of the completed proposals.

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

Each bid proposal must be submitted in an envelope addressed to Rosa Hernandez, Procurement Services Manager, City of Madera, Purchasing Department, 1030 South Gateway Drive, Madera, California 93637, and delivered prior to the time and date specified in this document. Each envelope containing a bid proposal must have, on the outside, the name of the bidder; bidder's address and must be plainly marked on the outside as follows:

Bid: 2000 GALLON USED WATER TRUCK

RFP: 201718-06

Filing Deadline: Thursday, January 18, 2017 - 3:00 PM

- B. The Bid Documents consist of this Request for Proposal and any addenda which may have been issued. Bidder shall thoroughly examine and be familiar with all Bid Documents. Submission of a bid shall constitute bidder's acknowledgment upon which the City may rely that bidder has thoroughly examined and is familiar with the Bid Documents. Failure or neglect of bidder to receive or examine all or part of the Bid Documents shall in no way relieve the bidder from any obligations with respect to this RFP or any resultant award. No claim for additional compensation will be allowed which is based upon a lack of knowledge of any part of the Bid Documents.
- C. Attention of bidders is especially directed to the specifications which, in addition to the bid proposal and these instructions, are the basis for evaluation and will be part of any agreement with the successful bidder. Any deviations from the specifications in this notice shall be proper reason for rejection of all of any part of the bid proposal.

- D. The City reserves the right to reject or accept any or all bids 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.

Any proposal may be withdrawn at any time prior to the hour fixed for the opening, provided that a request in writing executed by the proposer or his/her duly authorized representative, for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.

- F. 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.
- G. 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.
- H. Issuance of the RFP and receipt of proposals does not commit the City to make an award. 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 company.
- I. An award under this RFP will not be based solely on the lowest price. If an award is made, it will go to the bidder(s) with the best overall proposal. The successful proposal will be competitively priced and provide for adequate service to meet the City's needs.
- J. An award will be made as soon as possible after the opening of bids. Bid proposals shall remain valid for at least sixty (60) days after the opening of bids. No bid proposal may be withdrawn after the bid opening.
- K. Contract shall be in the form of a City of Madera Purchase Order and attachments, including the Request for Proposal and response thereto which shall be a part thereof as though fully set forth therein. The Purchase Order will be very similar in content to Attachment A "Draft" Purchase Order which is provided for information purposes only and to help clarify City intent relevant to this RFP.

- L. Proposals will be evaluated by a committee comprised of representatives from the Fleet Services Division. The committee may request an interview with the top rated companies. A reference check may also be conducted. If a bid proposal is found to be incomplete or not in compliance with the format required, it will not be submitted for evaluation. During the evaluation process, the City may find it beneficial to request additional information.

Each proposer will be scored on the following point system, with a maximum total of 40 points.

Price	20 points
Design Specifications	20 points
Total	40 points

- M. There is no expressed or implied obligation for the City to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.
- N. Bidder's Proprietary Information: Upon award, all documents provided by the successful bidder shall become public record. All documents provided by any bidders, other than the successful bidder, shall become public record in their entirety and subject to disclosure, unless said documents are retrieved by the bidder within ten (10) business days of the award. This shall also include, but is not limited to documents for projects for which all proposals are rejected and projects for which an award is not made for any reason. In the event that one or more proposals are returned to the bidding parties, it is the intent of the City that such documents shall not become public records of the City unless required by the California Public Records Act or other provisions of law.
- O. The City intends that other public agencies (county, special district, public authority, public agency, school district or other political subdivision of the state of California) shall have the option to participate in any agreement created because of this Request for Proposal. The City of Madera shall incur no financial responsibility in connection with a purchase order from another public entity. Vendor's agreement or failure to agree to the "piggyback" agreement will not be a factor in the award. This piggyback will remain available for one year from the date the Bid award.

Check one of the following:

- i. Agree to extend all prices, terms, and conditions of my proposal to any other public agency located in the State of California with no exceptions.
- ii. Agree to extend all prices, terms, and conditions of my proposal to any other public agency located in the State of California with the following exceptions noted, as attached.
- iii. The Vendor does not agree to extend pricing, terms and conditions in our Bid to any other agency.

- P. The City reserves the right to modify 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. Bidder is responsible to contact City's Purchasing-Central Supply Division prior to submitting a bid to determine if any amendments were made to the RFP. Documents, amendments, addenda, etc. will be posted to the City website at www.cityofmadera.ca.gov/Purchasing under Bid Announcement and Results.

All inquiries should be submitted in writing per the process described in this document.

Questions and suggestions concerning the RFP must be submitted in writing no later than 3:00 P.M. Thursday, January 11, 2018. Written questions or inquiries should be e-mailed, mailed or faxed to:

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

rhernandez@cityofmadera.com

FAX: (559) 661-0760

2. SPECIFICATIONS

Vehicle/Quantity:	Used 2012 MY or newer Cab and Chassis, 2000 Gal Water Truck
Mileage:	Less than 90,000 miles
GVWR:	Less than or equal to 26,000 lbs
Engine:	Engine minimum 2012 EPA/CARB Emission Certification Diesel Approximately 250 hp diesel powered
Transmission:	Automatic
Axle:	Two axle with dual rear wheels
Steering:	Full Power.
Service Brakes:	Manufacturer standard full air on all wheels with antilock brake system Pull drain on all reservoirs

Wheels: Six (6) 22.5 x 8.25 10-lug wheels.

Tires: 11.00 x 22.5 14 ply, radial

Cab

General: Conventional, setback axle, wide cab with sloped nose.
Driver side air ride seat

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

Additional Equipment: Air Horn and backup alarm with correct sound level for vehicle size.
Two front tow hooks

Water Tank

Hauling Capacity: 2000 gallons

Mechanics of Water Spray: PTO drive, engaged in cab

Spray Heads/System: 5 nozzle spray system with 3" Valew spray nozzles or equivalent-
front, back, left, right and driver's side nozzle
Spray nozzles controlled individually from switches in cab
Rear hand spray reel and 50 feet 1" hose

Hydrant Fill: Overhead and fire hydrant fill

Safety Equipment: Must comply with all DOT and Cal OSHA Standards and Requirements.
Must comply with California Air Resources Board regulations for MY 2012 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
2000 GALLON USED WATER TRUCK
RFP 201718-06**

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
BID PROPOSAL AUTHORIZATION
2000 GALLON USED WATER TRUCK
RFP 201718-06

DATE _____

COMPANY NAME _____

STREET ADDRESS _____

CITY / STATE / ZIP _____

PHONE NUMBER _____

PERSON PREPARING BID _____

POSITION _____

EMAIL ADDRESS _____

SIGNATURE _____

Note: This entire packet should be returned with the bid.