

THE CORPORATION OF THE TOWN OF COCHRANE



NEW OR USED 3/4 TON 4x4 TRUCK &

NEW ½ TON 4x4 TRUCK

RFP 2019 – 11

ISSUE DATE: April 15th, 2019

CLOSING DATE: April 29, 2019 @ 11:30 am

OFFICIAL REQUEST FOR PROPOSAL

1.0 INSTRUCTIONS TO BIDDERS

The Town of Cochrane is requesting a proposal for the supply and delivery of two (2) trucks as specified in this RFP.

1.1 Proposals for and Cost Estimate under this RFP will be received no later than:

11:30 a.m. on Monday, April 29th, 2019

at the Municipal Office to the attention of Mrs. Alice Mercier, or email to alice.mercier@cochraneontario.com 171 Fourth Avenue, Cochrane, Ontario P0L 1C0. It is the responsibility of each proponent to ensure that its' proposal is received prior to the closing time of 11:30 a.m. on Monday, April 29th, 2019. Late proposals shall be returned unopened.

1.2 Proposals must be submitted bearing the name of the proponent, addressed as above and clearly marked:

“RFP 2019-11 – TRUCKS”

1.3 No oral or telephone proposals, or fax transmitted proposal nor adjustment to the proposal submitted will be considered.

1.4 There are to be no hidden costs. All optional costs are to be attached separately to the Bid Sheet.

1.5 Truck specifications of truck proposed must accompany the Bid Sheet

1.6 **References:** The Town of Cochrane will not enter into an agreement with any Proponent whose references are found to be unsatisfactory.

Proponents must provide a minimum of three (3) references where you have successfully provided similar product and provided similar services. The bid must contain the following information for each reference provided, (1) agency name; (2) complete address; (3) contract person and telephone number (4) type of vehicle provided. The references shall be attached to the Bid Sheet.

1.7 **Closing Date:** Monday, April 29th, 2019, at 11:30 a.m.

For more information, contact Melissa Hoogenhoud, Asset Coordinator by email at melissa.hoogenhoud@cochraneontario.com.

2.0 SPECIFICATIONS

2.1 – Vehicles shall be supplied with the manufacturer’s most suitable specifications and available equipment to supply an acceptable piece of equipment as closely matched to the RFP specifications as possible.

No frame or structure will be cut, welded or drilled unless approved in writing by the manufacturer or the Town of Cochrane Infrastructure Services Department.

No factory wiring is to be spliced unless approved in writing by manufacturer or the Town of Cochrane Infrastructure Services Department.

All wiring being spliced must be soldered & covered with shrink tube.

All aftermarket items installation, parts & service manuals, & CD’s including complete wiring diagrams must be forwarded to Town of Cochrane Infrastructure Services at time of delivery.

A copy of the vehicle line ticket, owner’s manual, warranty certificates, an electronic version (CD) of the vehicles parts and shop manuals including complete wiring diagrams will have to be forwarded to Infrastructure Services Department at time of delivery.

This RFP is for two trucks; the Town of Cochrane reserves the right to purchase each truck from a different company.

If the features are not available from the manufacture the dealer may supply the parts but must specify this in the bid submission.

PART 1 – ¾ Ton 4x 4 Truck (new or used)

General Requirements

- A new or used (2016 or newer) ¾ ton 4x4 Truck
- Automatic transmission
- Power steering
- Power brakes (with ABS and trailer brake controller)
- 8-foot box
- Towing capability, please specify maximum trailer tow weight on proposed specifications.
- Vehicle must be safety inspected and delivered to Town of Cochrane with a full tank of fuel

Tire Requirements

- Full size spare tire and rim. Small spare tire not acceptable.

Exterior Requirements

- Color: white
- Rear step bumper
- Front and Rear mud flaps
- Back up alarm and Camera
- Factory Trailer Tow Group (7 pin wiring harness; heavy duty 750 cca maintenance free battery; heavy duty engine cooling, class 4 hitch).
- Vinyl seats or vinyl seat covers
- Orange Beacon Light (attach product data sheets) attached to back rack.
- Box Liner (Sprayed in)

Interior Requirements

- Air conditioning
- Fresh air heater and defroster
- Rubber floor covering
- Intermittent wipers
- Tilt Steering
- Blue Tooth

Service Requirements

- **Local service is mandatory** – local being within 150 kilometers of the Town of Cochrane Infrastructure Services Department, 92 Second Street, Cochrane, Ontario.
- Bidder is to clearly state the location of the service provider for the vehicle.

Warranty Requirements (Minimum)

- 36 months/60,000km “bumper to bumper”, “paint”.
- 60 months/100,000km “power-train”, “rust”

PART 2 – ½ Ton 4x 4

General Requirements

- A new (current model) ½ ton 4x4 truck
- 6 speed Automatic transmission
- Power steering
- Four (4) Wheel Anti-Lock Braking System (ABS)
- 8-foot box
- Regular/Single Cab
- V8 Engine
- Towing capability, please specify maximum trailer tow weight on proposed specifications.
- Engine block heater
- Remote start
- Vehicle must be safety inspected and delivered to Town of Cochrane with a full tank of fuel

Tire Requirements

- Full size spare tire and rim. Small spare tire not acceptable.

Exterior Requirements

- Color: white
- Running Boards
- Factory Trailer Tow Group (7 pin wiring harness; heavy duty 750 cca maintenance free battery; heavy duty engine cooling, class 4 trailer hitch).
- Front tow hooks
- Box Liner (sprayed in)

Interior Requirements

- Air conditioning
- Dark coloured interior
- Fresh air heater and defroster
- Rubber floor (no carpet)
- Intermittent wipers
- Tilt Steering
- Exterior temperature display
- Compass
- Power locks and windows
- Electronic Adjustable, heated mirrors, towing mirrors
- Integrated Bluetooth

- Cruise Control
- Trailer Brake Control (preferable mounted in instrument structure)

Service Requirements

- **Local service is mandatory** – local being within 150 kilometers of the Town of Cochrane Infrastructure Services Department, 92 Second Street, Cochrane, Ontario.
- Bidder is to clearly state the location of the service provider for the vehicle.

Warranty Requirements (Minimum)

- 36 months/60,000km “bumper to bumper”, “paint”.
- 60 months/100,000km “power-train”, “rust”

3.0 REFERENCES

Provide at least three (3) references, preferably of other municipal, provincial or federal government organizations for which you are currently or have recently supplied a vehicle, which are identical or similar to the requirements of this RFP. Please provide references stating organization name, contact name, phone number, fax number and brief description of vehicle supplied. The Town reserves the right to contact all references, including the Town's internal assessment of current performance, if any.

Organization Name:	
Contact Name, Title:	
Phone:	Fax:
Description of Vehicle Supplied:	

Organization Name:	
Contact Name, Title:	
Phone:	Fax:
Description of Vehicle Supplied:	

Organization Name:	
Contact Name, Title:	
Phone:	Fax:
Description of Vehicle Supplied:	

SCHEDULE B

PRICING & DELIVERY

Proponent Information (Please Print)

Company Name:	
Address:	Contact:
City	Phone:
Province:	Fax:
Postal Code:	Email:
H.S.T. Registration Number:	

ADDENDA

The proponent acknowledges the following Addenda have been received. The modifications to the proposal documents noted therein have been considered and the effects are included in the price.

Addendum Number _____ Dated _____
Addendum Number _____ Dated _____
Addendum Number _____ Dated _____

PART 1 – ¾ Ton 4x 4

Feature	Included (Y/N)	Manufacturer install (Y/N)	Dealer Install (Y/N)
White			
4WD with Electronic Shift			
Regular or Crew Cab			
Trailer Brake Control			
Specify:			
8 ft box			
Max Trailer Tow Rate Specify:			
6 spd. Automatic Transmission			
4 Wheel ABS			
Box Liner (Sprayed In)			
Specify:			
Class IV Hitch and 7 Pin Wiring			
Front Tow Hooks			
Full Size Spare			
Air Conditioning			
Rubber Flooring/Covering			
Rear Step Bumper			
Front and Rear Mud Flaps			
Exterior Temperature Display			
Back up Camera and Alarm			
Orange Beacon Light			
Specify:			
Back Rack			
Specify:			
Power Locks and Windows			
Vinyl Seats/Seat Covers			
Power Adj. Heated Mirrors			
Tilt Steering			
Integrated Bluetooth			
Cruise Control			

Use the following chart to list any extra features included that are not specified above.

Feature	Description

Please fill out chart with Warranty Information:

Standard Warranty	Duration in Years		Kilometres (K/M)
Bumper to Bumper			
Drivetrain			
Extended Warranty 1	Duration in Years	Kilometres (K/M)	Cost (\$)
Bumper to Bumper			\$
Drivetrain			
Extended Warranty 2	Duration in Years	Kilometres (K/M)	Cost (\$)
Bumper to Bumper			\$
Drivetrain			

Do not include any extended warranties in the price quote. Licensing shall be done by the dealer.

Make / Model / Year	
Base Price	
Optional Pricing - add optional equipment cost from spec sheet	
Total Pricing – FOB Town of Cochrane	

PROPONENT MUST COMPLETE ALL APPLICABLE SPACES ABOVE. PRICES MUST BE IN CANADIAN FUNDS.

Expected Delivery Date: _____

PART 2 – ½ Ton 4x 4

Feature	Included (Y/N)	Manufacturer install (Y/N)	Dealer Install (Y/N)
White Paint			
4WD with Electronic Shift			
Regular/Single Cab			
Trailer Tow Package			
8 ft box			
6 spd. Automatic Transmission			
V8			
Specify:			
4 Wheel ABS			
Box Liner (Sprayed In)			
Specify:			
Class IV Hitch and 7 Pin Wiring			
Front Tow Hooks			
Full Size Spare			
Air Conditioning			
Dark Interior & Rubber Floor			
Exterior Temperature Display			
Compass			
Power Locks and Windows			
Power Adj. Heated Mirrors			
Tilt Steering			
Integrated Bluetooth			
Cruise Control			
Engine Block Heater			
Trailer Brake Control			
Specify location			
Running Boards			
Remote Start			

Use the following chart to list any extra features included that are not specified above.

Feature	Description

Please fill out chart with Warranty Information:

Standard Warranty	Duration in Years	Kilometres (K/M)	
Bumper to Bumper			
Drivetrain			
Extended Warranty 1	Duration in Years	Kilometres (K/M)	Cost (\$)

Bumper to Bumper			\$
Drivetrain			
Extended Warranty 2	Duration in Years	Kilometres (K/M)	Cost (\$)
Bumper to Bumper			\$
Drivetrain			

Do not include any extended warranties in the price quote. Licensing shall be done by the dealer.

Make / Model / Year	
Base Price	
Optional Pricing - add optional equipment cost from spec sheet	
Total Pricing – FOB Town of Cochrane	

PROPONENT MUST COMPLETE ALL APPLICABLE SPACES ABOVE. PRICES MUST BE IN CANADIAN FUNDS.

Expected Delivery Date: _____

I/We the undersigned, agree to having examined and read the proposal documents and addenda as issued by the Town. I/We agree to all of the above stated clauses and by signing this form bind ourselves to abide by them with no exceptions, unless written authority is given by the Town. I/We agree to supply the goods, materials or services for the unit prices stated herein.

Signature of Authorized Company Official

**Name of Authorized Company Official
(Please Print)**

Title (Please Print)

PLEASE NOTE:

PERSON SIGNING MUST BE AUTHORIZED TO SIGN ON BEHALF OF THE COMPANY/INDIVIDUAL REPRESENTED, AND TO BIND THE COMPANY/INDIVIDUAL TO STATEMENTS MADE IN RESPONSE TO THIS CONTRACT.

FAILURE TO SIGN THE SUBMISSION FORM MAY RESULT IN THE PROPOSAL BEING REJECTED.

RFP #2019-11 –TRUCKS

FORM OF PROPOSAL

**THE LOWEST OR ANY PROPOSAL OR ANY PROPOSAL NOT NECESSARILY
ACCEPTED**

**THE CONTRACTOR WILL BE RESPONSIBLE FOR ALL DAMAGES INCURED IN THE
PROCESS OF FULFILLING THE CONTRACT**

ACCEPTANCE AGREEMENT

ACCEPTED ON BEHALF OF THE
CORPORATION OF THE TOWN OF COCHRANE,

THIS DAY OF _____, 2019

MAYOR

TOWN CLERK