



4863P – Supply & Delivery of 7 (Seven) Walk Thru Vans

1. Introduction

- 1.1 The City of Richmond (the “City”) invites responses to this Request for Proposal (“RFP”) from qualified Proponents for the Supply & Delivery of 7 (Seven) Walk Thru vans (the “Vans”) as required over a period of 1 (one) year.
- 1.2 The objective of this RFP is to provide the City with qualified Proponents capable of carrying out the work herein defined. The subsequent Proponent Submissions will form the basis for evaluation, potential interview and selection.

2. Definitions

2.1 Throughout this RFP the following definitions apply:

- a) “City’s Designated Representatives” means the City’s employees or representatives who are authorized in writing to deal with the Consultant on behalf of the City in connection with the goods, materials, equipment and services or to make decisions in connection with the Contract;
- b) “City” means the municipal corporation, generally known as the City of Richmond in British Columbia, Canada;
- c) “Closing Time” means the closing date, time, and place as set out in subsection 4.1 of this RFP;
- d) “Contractor” means the individual, partnership, corporation or combination thereof, including joint venturers, who or which is awarded a Contract who enters into a written Contract with the City to perform and to oversee the Work.
- e) “Contract Documents” means the purchase order, the Consultant’s Proposal, the RFP and such other documents as applicable, including the City’s purchase order all amendments or addenda agreed between the parties;

- f) “Contract” or “Agreement” means the agreement formed between the City and the Consultant as resulting from this RFP, executed by the City and the Consultant and evidenced
- g) “G.S.T.” means the Goods and Services tax administered under the Excise Tax Act (Canada) and any successor tax or levy therefore in force from time-to-time;
- h) “Lead Proponent” is the Proponent whose Proposal, as determined through the evaluation criteria described in this RFP, provides the best overall value in meeting the requirements of the RFP, and with whom a Contract will be considered;
- i) “Project” means the scope of Work and Requirements described in this RFP;
- j) “Proponent” means an individual partnership, corporation or combination thereof, including joint venturers or a company that submits, or intends to submit, a Proposal in response to this RFP;
- k) “Proposal” or “Submission” means a proposal submitted by a Proponent in response to this RFP;
- l) “Requirements” means all of the specifications, requirements and services set out in the RFP that describes the general requirements that the goods, materials, equipment and services must meet and the Successful Proponent must provide;
- m) “Response” means the same as “Proposal” or “Submission”;
- n) “RFP” or “Request for Proposals” means this request for proposals, inclusive of all appendices and any addenda that may be issued by the City;
- o) “Services” means the same as “Work”;
- p) “Successful Proponent” means the same as “Consultant” and;
- q) “Work” or “Works” means the provision of all labour, services, materials, equipment, and any other necessary items and actions for the Successful Proponent to complete and perform its obligations in accordance with the Requirements and terms and conditions of the Contract.

3. Key Dates

- 3.1 In order to assist Proponents, following are the key target dates and Events with respect to this RFP process. Such dates are not guaranteed and may change based upon circumstances.

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|---|-------------------------------|
| 1. RFP issued | April 3 rd , 2014 |
| 2. Inquiries received up to | April 15 th , 2014 |
| 3. Closing Date for submission of Proposals | April 22 nd , 2014 |
| 4. Evaluation and Award (if any) | May 2014 |

4. Submission Details

- 4.1 3 (three) hard copies, and 1 (one) additional electronic copy (on a CD ROM or memory stick) of Proposals marked **“4863P –Supply & Delivery of 7 (Seven) Walk Through Vans”** and addressed to the Purchasing Section, will be received at the Information Counter, Main Floor, Richmond City Hall, 6911 No. 3 Road, Richmond BC V6Y 2C1, 3:00pm local time April 22nd, 2014.
- 4.2 Submissions received after this time may, at the City’s discretion, be returned to the sender unopened.
- 4.3 Hard copy and electronic copy submissions should be identical to each other and in the same file format (i.e. Excel, word).
- 4.4 Proposals should be submitted in a sealed envelope or package, marked with the Proponent’s name and the RFP title and number.
- 4.5 Amendments to a Proposal may be submitted if delivered in writing prior to the Closing Time in a sealed envelope or package, marked with the Proponent’s name and the RFP title and number.
- 4.6 Proposals already delivered to the City may be withdrawn by written notice only, provided such notice is received at the Purchasing Services office prior to the Closing Time.
- 4.7 Any and all costs associated with the preparation and submission of the Proposal, including any costs incurred by the Proponent after the Closing Time, will be borne solely by the Proponent.
- 4.8 By submitting a Proposal, the Proponent acknowledges and agrees that the City will not be responsible for any costs, expenses, losses, damages (including damages for loss of anticipated profit) or liabilities incurred by the Proponent as a result of or arising out of submitting a Proposal for the proposed Contract, or due to the City’s acceptance or non-acceptance of their Proposal or any breach by the City of the bid contract between the City and each of the Proponents or arising out of any contract award not made in accordance with the express or implied terms of the Proposal documents.

5. Enquiries and Addenda

- 5.1 Clarification of terms and conditions of the RFP document and RFP process and all other inquiries shall be directed to:

Julia Turick, Buyer II
purchasing@richmond.ca
City of Richmond

- 5.2 The City, its agents and employees shall not be responsible for any information given by way of oral or verbal communication.
- 5.3 The City will only respond to questions that are submitted in writing. Any questions that are received and answered by City Staff that affect the RFP process, any interpretation of, additions to, deletions from, or any other corrections to the RFP document, may be issued as written addenda by the City. It is the sole responsibility of potential Proponents to check the following websites to ensure that all available information has been received prior to submitting a Proposal:
- a) City: <http://www.richmond.ca/busdev/tenders.htm>
 - b) BC Bid: <http://www.bcbid.gov.bc.ca/open.dll/welcome?language=En>
- 5.4 The decision to issue or not issue an addendum is entirely at the sole discretion of the City.
- 5.5 The deadline for inquiries for this RFP is 5:00 p.m., local time on April 15th, 2014. The City reserves the right not to respond to inquiries received after this deadline.
- 5.6 Each addendum will be incorporated into and become part of the RFP document. No amendment of any kind to the RFP is effective unless it is contained in a written addendum issued by the City's Purchasing Section.

6. Submission Format

- 6.1 Responses submitted should be no more than 25 (twenty-five) pages in length, and include the following information with their Submissions, and in the order that follows:
- a) A corporate profile of their firm;
 - b) A minimum of 3 (three) client references from projects of a similar size and scope;

- c) Confirmation of Required Insurance (See Section 11.5 to 11.9 of http://www.richmond.ca/__shared/assets/General_Conditions_for_the_Supply_and_Delivery_of_Goods_to_the_City_of_Richmond28607.pdf);
- d) Valid and current WorkSafe BC Letter of Clearance and City of Richmond business license, if applicable;
- e) Completed Schedule A – Financial Proposal; and,
- f) Completed Schedule B - Specifications.

7. Evaluation of Proposals

- 7.1 All Proposals will be evaluated for their compliance and suitability with respect to the requirements of the City by a committee composed of City staff or designates, which may include 3rd party consultants.
- 7.2 The City will review the Proposals submitted to determine whether, in the City's opinion, Proponents have demonstrated the required experience and qualifications to fulfill the obligations of the services identified in this RFP.
- 7.3 The City, in its sole discretion, may conduct any inquiries, clarifications or investigations on any or all of the Proposals, without having any duty or obligation to do so for all, including but not limited to contacting references, to verify the Statements, documents, and information submitted in connection with the Proposal and may seek clarification from the Proponent's clients regarding any financial and experience issues.
- 7.4 Proposals will be evaluated on the basis of the overall best value to City based on quality, service, price and any other criteria set out herein including:
 - a) Ability to meet the Requirements and Specifications set out herein;
 - b) Financial offer including but not limited to life cycle cost (transaction price, estimated residual value, operating cost including maintenance, repair and fuel costs) warranty, and any other life cycle considerations;
 - c) Ability to meet the delivery timelines set out herein;
 - d) Business and technical reputation and capabilities; experience and where applicable, and references of current and former customers;
 - e) Completeness and detail of the Proposal including but not limited to the organization and general appearance of the Proposal, compliance with Proposal instructions; and,
 - f) Any criteria set out in the City's Green Fleet Policy 2020,
- 7.5 Preference may be given to offering environmentally beneficial products or services. Specifically, in accordance with the City's Green Fleet Policy 2020, vehicles with highest fuel efficiency and cost effectiveness based on

considerations of life-cycle costing and financial investment requirements and vehicles which maximize the use of alternative fuels and technologies will be considered.

- 7.6 Preference may be given to Submissions offering innovative methodology, those that require the least impact to City resources.
- 7.7 Proponents may be interviewed by the City. Each Proponent should be prepared to demonstrate or otherwise substantiate any areas of the Response, its own qualifications for services required, and any other area of interest relative to its Response.
- 7.8 Reference checks may also be conducted by the City.
- 7.9 Prior to Contract award, the Proponent may be required to demonstrate financial stability. As such, the Proponent may be required to provide annual financial reports or a set of financial statements prepared by an accountant and covering the last 2 (two) fiscal years.
- 7.10 The City may, prior to Contract award, negotiate changes to the scope of the Work, the materials, the Requirements or any conditions with any one or more of the Proponents without having any duty or obligation to advise any other Proponents or to allow them to vary their prices as a result of changes to the scope of Work, the materials, the Specifications, or any conditions, and the City shall have no liability to any other Proponent as a result of such negotiations or modifications.

8. RFP Process

- 8.1 This RFP is not an agreement to purchase goods or services. The City is not obligated to select a Proponent or to proceed to negotiations for a Contract, or to award any Contract. As such, the City reserves the right to unilaterally take the following actions, and shall not be liable for any such actions:
 - a) accept a Proposal that deviates from the Requirements, Specifications or the conditions specified in this Proposal;
 - b) accept a Proposal which is not the lowest cost Proposal;
 - c) accept all or any part of a Proposal;
 - d) amend the scope and description of the products and services to be procured as described in this RFP, and the qualifications that may be required to meet those requirements;
 - e) assess the ability of the Proponent to perform the Contract and reject any Proposal where, in the City's sole estimation, the personnel and/or resources of the Proponent are deemed insufficient;
 - f) cancel the RFP process and recommence in respect of the same RFP with the same or an amended set of documents, information and requirements;

- g) cancel the RFP process at any time and reject all submissions;
- h) not accept any Proposal in response to this RFP;
- i) reject a Proposal even if it is the only Proposal received by the City;
- j) reject any and all Proposals, including without limitation the lowest priced Proposal, even if the lowest priced Proposal conforms in all aspects with the RFP;
- k) reject or accept any or all Proposals at any time prior to execution of a Contract;
- l) reject Proposals which are incomplete, conditional or obscure or erasures or alterations of any kind, or
- m) split the Requirements between one or more Proponents.

8.2 The Proponent acknowledges and agrees that any RFP is in no way whatsoever an offer to enter into an agreement and submission of a Request of Proposal by any Proponent does not in any way whatsoever create a binding agreement. The Proponent acknowledges that the City has no contractual obligations whatsoever arising out of the RFP process.

9. Negotiations

9.1 The award of the contract may be subject to negotiations with the Lead Proponent. Such negotiations include, but are not limited to, the following:

- a) changes or work refinements in the service requirements or scope of work proposed by the Lead Proponent;
- b) price – if directly related to a change or refinement in the proposed scope of work proposed by the Lead Proponent;
- c) specific contract details as deemed reasonable for negotiation by the City; and,
- d) structure of the Consultant team and participants.

9.2 If a written contract cannot be negotiated within 30 (thirty) days of notification to the Lead Proponent, the City may, at its discretion at any time thereafter, terminate negotiations with the Lead Proponent and either enters into negotiations with the next qualified Proponent or cancel the RFP process and not enter into a contract with any Proponent.

10. Working Agreement

10.1 The Successful Proponent will enter into a contract for services with the City based upon the information contained in this RFP and the Successful Proponent's Submission and any negotiated modifications thereto.

11. Award of Contract

- 11.1 Award of a Contract is contingent on funds being approved and the contract award being made by the appropriate City authority.
- 11.2 No Contract will be formed, with any Proponent, until the Contract terms have been successfully negotiated between both parties (the City and the Successful Proponent). The City is not obligated to any Proponent in any manner until a purchase order is issued and an agreement has been signed by an authorized person to sign on behalf of the City.
- 11.3 The Successful Proponent will enter into a contract with the City based upon the information contained in this request for proposal and the Successful Proponent's submission and any modifications thereto.
- 11.4 Where the head office of the Successful Proponent is located within the City and/or where the Successful Proponent is required to perform the Service at a site located within the City, the Successful Proponent should have a valid City business license prior to Contract execution.
- 11.5 The City is not under any obligation to award a Contract and may elect to terminate this RFP at anytime.

12. Publication of the Results of this RFP

- 12.1 The City will publish the name of the successful Proponent on the websites listed in section 5.3. No other notices will be issued by the City. Proponents shall visit these websites to obtain the results of this RFP.

13. General Terms of this RFP

- 13.1 All Proposals shall remain open for a minimum of 90 (ninety) days after the Closing Time, whether or not another Proposal has been accepted.
- 13.2 The City reserves the right to cancel this RFP for any reason without any liability to any Proponent or to waive irregularities at its own discretion.
- 13.3 Except as expressly and specifically permitted in these instructions, no Proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in the RFP, and by submitting a proposal each proponent shall be deemed to have agreed that it has no claim.
- 13.4 Proponents are advised that the City will not necessarily accept any Proposal and the City reserves the right to reject any or all Proposals at any time without further explanation or to accept any Proposal considered advantageous to the City.
- 13.5 A Proposal which contains an error, omission, or misstatement, which contains qualifying conditions, which does not fully address all the requirements of this

RFP, or which otherwise fails to conform to the requirements in this RFP, including the Proposal format and content requirements, may be rejected in whole or in part by the City at its sole discretion.

- 13.6 Notwithstanding the foregoing or any other provision of this RFP, the City may in its sole discretion elect to retain for consideration Proposals which deviate either materially from the Proposal Format and Content Requirements set out in hereto or which otherwise fail to conform to any other requirement of this RFP.
- 13.7 The City may waive any non-compliance with the RFP, specifications, or any conditions of anything required by the RFP and may, at its sole discretion, elect to retain for consideration Proposals which are non-conforming, which do not contain the content or form required by the RFP or because they have not complied with the process for submission set out herein.
- 13.8 The City may choose, at its sole discretion, to proceed with all of the components of the Work, none of the components or selected components of the Work.
- 13.9 All Proposals will remain confidential, subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia.

14. Ownership of Proposals

- 14.1 All Proposals submitted, other than any Proposal withdrawn prior to the opening of Proposals or any late Proposals, become the property of City and will not be returned to Proponents.

15. Conflict of Interest

- 15.1 Proponents shall disclose any potential conflicts of interest and existing business relationships they may have with the City, its elected or appointed officials or employees. The City may rely on such disclosure. The City may reject a Proposal from any Proponent that the City judges would be in a conflict of interest if the Proponent is awarded a Contract. Failure to disclose, or provide false or insufficient disclosure of the nature and extent of any relationship the Proponent may have with any employee, officer or director of the City shall be grounds for immediate termination of any Contract with the City, in the City's sole discretion, without further liability of notice.
- 15.2 By submitting a Proposal, the Proponent warrants that neither it nor any of its officers or directors, or any employee with authority to bind the Proponent, has any financial or personal relationship or affiliation with any elected official or employee of the City or their immediate families which might in any way be seen by the City to create a conflict.

16. Confidentiality

- 16.1 Information about the City obtained by Proponents must not be disclosed unless prior written authorization is obtained from the City.
- 16.2 The Consultant agrees that this obligation of confidentiality will survive the termination of the Contract between the Consultant and the City.

17. No Lobbying

- 17.1 From the date on which this RFP is issued until the RFP process is terminated, Proponents (including any directors, employees, officers, agents, consultants, or representatives) should not communicate with the City, directly or indirectly, about the RFP or the Project except via the designated Contact Person in Section 5.1.

18. Information Disclaimer

- 18.1 The City, including its Designated Representatives and its directors, officers, employees, agents, Consultants and advisors are not liable or responsible for any verbal or written information, or any advice, or any errors or omissions, which may be contained in this RFP or otherwise provided to any Proponent pursuant to this RFP.
- 18.2 The Proponent shall conduct its own independent investigations and interpretations and shall not rely on the City with respect to information, advice, or documentation provided by the City. The information contained in this RFP is provisional and will be superseded by other agreement documents.
- 18.3 The City makes no representation, warranty, or undertaking of with respect to this RFP and the City, its Designated Representatives and its directors, officers, employees, agents, Consultants and advisors, shall not be liable or responsible for the accuracy or completeness of the information in this RFP or any other written or oral information made available to any interested person or its advisors, and any liability however arising, is expressly disclaimed by the City.
- 18.4 While the City has made considerable efforts to ensure an accurate representation of information in this RFP, the information contained in this RFP is supplied solely as a guideline for the Proponent and is not necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve the Proponent from forming its own opinions and conclusions in respect of the matters addressed in the RFP.

19. Freedom of Information and Protection of Privacy Act (BC)

- 19.1 Proponents should note that the City is subject to the Freedom of Information and Protection of Privacy Act (*British Columbia*), which imposes significant

obligations on the City's Consultants to protect all personal information acquired from the City in the course of providing any service to the City.

Schedule A - Financial Proposal

Proposed Unit Pricing

Below price includes and covers duties, handling and transportation charges, and all other charges incidental to and forming part of this Proposal.

| Item | Unit Price | Unit Price x 8 |
|----------------------------|---------------------|-----------------------|
| Full Size Cargo Van | \$ | \$ |
| Option Package | \$ | \$ |
| | GST | \$ |
| | PST | \$ |
| | TIRE LEVY | \$ |
| | OTHER LEVIES | \$ |
| | TOTAL | \$ |

Options

Provide pricing for all available options identified in Schedule B – Specifications and recommended options should be stated, attach additional pages if required.

| Item | Unit Price (Pre-tax) |
|--|-----------------------------|
| I.1. Payload Upgrade | EA \$ |
| I.2. GPS | EA \$ |
| I.3. Mini light bar mounted forward facing | EA \$ |
| I.4. Search lights. (LED) | EA \$ |
| I.5. Scene lights. (LED) | EA \$ |
| I.6. 3500 Watt Inverter 30AMP with auxiliary battery | EA \$ |
| I.7. Electrical Outlets | EA \$ |
| I.8. Third seat | EA \$ |
| I.9. Bulk Head | EA \$ |
| I.10. Three outside vented storage compartments | EA \$ |
| I.11. Work bench with vise | EA \$ |
| I.12. Insulated Walls | EA \$ |
| I.13. Roof Vents | EA \$ |
| I.14. Roof Mounted Skylight | EA \$ |
| I.15. Rear heater for cargo area (12 volt) | EA \$ |
| I.16. On board hydraulic system for hydraulic tools | EA \$ |
| I.17. Driver’s side exterior ladder holder | EA \$ |
| I.18. Parts and services guarantees | EA \$ |
| Total Requested options | Total |
| I.19 Additional recommended options: | EA \$ |
| | EA \$ |
| | EA \$ |
| Total Recommended Additional Options | Total |

Schedule B - Specifications

| CITY OF RICHMOND SPECIFICATION | If applicable, indicate if complies to specification (yes or no) | DESCRIBE PROPOSED SPECIFICATION |
|---|--|---------------------------------|
| GENERAL SPECIFICATIONS | | |
| Walk thru vans with dual rear wheel. Primary application for vehicle is to carry personnel and materials to and from job sites and towing of various trailers | | |
| STATE: - Make and model - Diesel and gasoline | | |
| A. CAB | | |
| 1. Wheelbase Wheelbase to be 158” minimum | | |
| STATE: -Wheelbase -Cab to axle | | |
| 2. Gross Vehicle Weight Rating Minimum gross vehicle weight rating must be a minimum 8000KG (GVW) with option of increasing to 836KG. (19,000LBS) (Payload 1700 Kg). Payload of 1700KG does not include the body or contents. | | |
| STATE: Gross Vehicle Weight (GVW) | | |
| 3. Trailer Towing Package Towing package must include trailer harness and brake controller, Class 4 trailer hitch with 2 inch square receiver and 2 inch ball and 7 pin RV Style receptacle. | | |
| STATE: - GCVWR - Maximum tongue weight capability - 2” or 2 5/16” receiver hitch minimum 10,000 lb. Capacity - Type and style of brake control system | | |

| CITY OF RICHMOND SPECIFICATION | If applicable, indicate if complies to specification (yes or no) | DESCRIBE PROPOSED SPECIFICATION |
|---|--|---------------------------------|
| 4. Base Curb Weight | | |
| STATE: -Curb weight of chassis and cab | | |
| <u>B. CAB</u> | | |
| 1. Paint Cab to be acrylic enamel white deluxe or equal. Frame to be painted black, wheels silver and factory applied. | | |
| STATE: -Paint type and colour description -If rust proofing included | | |
| 2. Windshield Preference is for a tinted windshield and side door windows. Cab to be fitted with visors on both sides. | | |
| STATE: -Type | | |
| 3. Seats Two bucket seats with OEM head restraints provided. Seat fully adjustable with forward/rearward motion. Cover material to be heavy duty <u>vinyl</u> type fabric (not cloth). Seats must be fitted with approved seat belts. | | |
| STATE: -Type | | |
| 4. Power Window and Door locks | | |
| STATE: | | |
| 5. Interior Interior should be a grey or dark grey shade. Interior materials must be easy care and durable. Rubber floor mats. | | |
| STATE: -Colour | | |

| CITY OF RICHMOND SPECIFICATION | If applicable, indicate if complies to specification (yes or no) | DESCRIBE PROPOSED SPECIFICATION |
|--|--|---------------------------------|
| - Material Type | | |
| 6. Instrumentation Instrumentation should include gauges for all vital functions: oil pressure, coolant temperature, ammeter, speedometer and fuel levels. | | |
| STATE: -Gauges included -Type -Type and functions with audible alarms | | |
| 7. Radio Fitted with AM/FM/CD/Radio and Blue Tooth | | |
| STATE: - AM/FM/CD/Radio - Blue Tooth | | |
| 8. Mirrors Conventional power style dual folding outside mirrors complete with convex mirror. | | |
| STATE: -Type | | |
| 9. Intermittent Windshield Wipers Intermittent type windshield wipers complete with washer control and fluid reservoir. | | |
| STATE: -Type | | |
| 10. Interior Sound Levels | | |
| Please list interior sound levels at following stages: -Vehicle idle -First gear maximum RPM -60 KPH cruise on pavement | | |
| 11. Operator Visibility Purchase consideration will be given to overall operator visibility and convenience offered by vehicle. | | |

| CITY OF RICHMOND SPECIFICATION | If applicable, indicate if complies to specification (yes or no) | DESCRIBE PROPOSED SPECIFICATION |
|--|--|---------------------------------|
| STATE: | | |
| 12. Heater/Defroster/AC A heater/defroster unit capable of meeting local conditions, cool temperatures and high humidity. Complete with factory installed air conditioning system. | | |
| STATE: -System air movement capacity -System BTU delivery at maximum – warm engine | | |
| 13. Steering Wheel Tilt type adjustable steering wheel. | | |
| STATE: - Type and style | | |
| <u>C. ENGINE</u> | | |
| 1. Engine Diesel and or Gas type engine. Engine must take into account eco-energy options and must meet the demand of the GVW. | | |
| STATE: -Number of cylinders -Type and displacement - Carbon emissions associated with vehicle -Make and model | | |
| 2. Engine Power Minimum required power output is a minimum 250 SAE net horsepower. | | |
| STATE: -Horsepower rating -Maximum torque and RPM -Complete with water separator/spin on filter and idle control kit. | | |
| 3. Fuel System Electronic fuel injection system. | | |

| CITY OF RICHMOND SPECIFICATION | If applicable, indicate if complies to specification (yes or no) | DESCRIBE PROPOSED SPECIFICATION |
|--|--|---------------------------------|
| STATE: -Type of fuel system -Size of tank capacity of rear tank | | |
| 4. Cooling Provide maximum available cooling system, complete with silicone hoses for model recommended. Coolant to be a minimum of -30° | | |
| STATE: -Type | | |
| 5. Power to Weight Ratio Cab and chassis power to weight ratio – base curb weight divided by SAE net horsepower. | | |
| STATE: | | |
| <u>D. DRIVE TRAIN</u> | | |
| 1. Automatic Transmission Requirement 6 speed w/Overdrive automatic transmission with transmission cooling system. | | |
| STATE: -Type, make, model -If optional, list price and components included in package. | | |
| <u>E. ELECTRICAL</u> | | |
| 1. Alternator Minimum of 130 amps. | | |
| STATE: -Type and output capacity | | |
| 2. Battery Dual maintenance free battery, heavy duty relative to large capacity alternator. | | |
| STATE: -CCA ratings | | |
| 3. Back Up Alarm Provide backup alarm with minimum 105 dB rating | | |

| CITY OF RICHMOND SPECIFICATION | If applicable, indicate if complies to specification (yes or no) | DESCRIBE PROPOSED SPECIFICATION |
|---|--|---------------------------------|
| STATE: | | |
| F. SUSPENSION | | |
| 1. Steering Power assist steering | | |
| STATE: -Type | | |
| 2. Brakes Power assist brakes ABS 4-wheel disc factory system. | | |
| STATE: -Type | | |
| 3. Heavy Duty Suspension Heavy-duty suspension package required. Selection of unit will include consideration for heavy-duty suspension components to accommodate a power tailgate. | | |
| STATE: -Type of suspension -List heavy-duty components -Increase in GVWR with HD suspension package offered. -Vehicle payload. | | |
| 4. Tires Seven (7) premium quality tires sized to match heavy-duty suspension. Dual rear wheels (deep lug type). | | |
| STATE: -Type and size | | |
| G. MISCELLANEOUS | | |
| 1. Vehicle must comply with government regulations and requirements for operation within B.C. | | |
| STATE: | | |

| CITY OF RICHMOND SPECIFICATION | If applicable, indicate if complies to specification (yes or no) | DESCRIBE PROPOSED SPECIFICATION |
|--|--|---------------------------------|
| -Federal Government Motor Vehicle Safety Regulations -B.C. Motor Vehicle Act and Regulations -Workers Safe BC Regulations -B.C. Environmental Emissions Reductions Regulations | | |
| 2. Manuals/CD The following will be made available at time of vehicle delivery to the City Works Yard. -2 operator manuals -1 full set repair manuals/CD's | | |
| STATE: -What is offered | | |
| 3. Preventative Maintenance The following to be provided by the successful bidder at time of vehicle delivery to the Richmond City Works Yard. -A complete check-off style preventative maintenance schedule checklist as recommended by the manufacturer to ensure satisfactory service life -Listing of special service tool requirements -Recommended diagnostic tools -A full list of general maintenance parts such as filters, drive belts, recommended for on-hand stock -Provide manufacturer's name and part numbers | | |
| STATE: -Describe what is included | | |
| 4. Demo Vehicle | | |
| Advise if demo vehicle is available for viewing or use in the Works Yard. | | |
| 5. Warranty | | |
| Provide details concerning the standard applicable vehicle warranty. Advise if extended warranties apply, their respective terms and costs, if any. | | |

| CITY OF RICHMOND SPECIFICATION | If applicable, indicate if complies to specification (yes or no) | DESCRIBE PROPOSED SPECIFICATION |
|---|--|---------------------------------|
| 6. Delivery Date of delivery must be within 60 days of the City of Richmond purchase order being issued. FOB, City of Richmond Works Yard. | | |
| STATE: | | Delivery _____ days |
| 7. Training Provide training to City of Richmond staff mechanics in the maintenance and repair of vehicles by factory or factory-trained personnel. | | |
| STATE: -Training provided -Training aids provided (i.e., videos, chards, etc.) | | |
| 8. Keys -4 sets of keys and remotes to be provided | | |
| STATE: | | |
| 9. Parts The City of Richmond requires parts delivery by air/within 24 hours within Canada and 48 hours outside of Canada. All costs associated to “air” delivery are the responsibility of the supplier. | | |
| STATE: - Parts delivery service by air - Associated costs | | |
| 10. Greenhouse Gas/Carbon Reduction Proponent to provide solution how the design and use of your product takes into account strategies to reduce its carbon footprint. | | |
| STATE: | | |
| <u>H.BODY:</u> | | |
| 1. Cargo capacity Minimum 100 litres. (14 Ft box is required). Should have windows in rear doors and where applicable | | |

| CITY OF RICHMOND SPECIFICATION | If applicable, indicate if complies to specification (yes or no) | DESCRIBE PROPOSED SPECIFICATION |
|---|--|---------------------------------|
| | | |
| STATE: - What is offered | | |
| 2. Exterior mirrors Should have with a fold in feature to prevent breakage and be positioned so operators view is not obstructed by door pillars. | | |
| STATE: - What is offered | | |
| 3. Organizer box between seats 18" x 12" x 16" | | |
| STATE: - What is offered | | |
| I. OPTIONS: | | |
| 1. Payload Upgrade Provide costs associated to payload upgrade of 19,000 lbs. | | |
| STATE: - What is offered | | |
| 2. GPS | | |
| STATE: - Type of system(s) available - Subscriptions details and cost if applicable | | |
| 3. Mini light bar mounted forward facing. LED bar mounted on rear doors with cab controls. | | |
| STATE: - Options | | |
| 4. Search lights. (LED) | | |
| STATE: -Options | | |
| 5. Scene lights. (LED) | | |
| STATE: - Options | | |

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|--|--|---------------------------------|
| 6. 3500 Watt Inverter 30AMP with auxiliary battery | | |
| STATE: - Options | | |
| 7. Electrical Outlets (110 Volt) – 4 , two located inside and two outside. | | |
| STATE: - What is offered | | |
| 8. Third seat (jump seat) Must be engineering certificate to meet Commercial Motor Vehicle Act compliance. | | |
| STATE: - Options | | |
| 9. Bulk Head Some will require pass thru. | | |
| STATE: - What is offered | | |
| 10. Three outside vented storage compartments (passenger side). One 45” high by 38” wide and 34” deep (rear). One 26” high by 45.5 wide by 24 deep (center). One 49” high by 47” wide by 24” deep (front) | | |
| STATE: - What is offered | | |
| 11. Work bench with vise. Passenger side from side door to rear door. | | |
| STATE: - Options | | |
| 12. Insulated Walls. | | |
| STATE: - What is offered | | |
| 13. Roof Vents. | | |
| STATE: - What is offered | | |

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|--|--|---------------------------------|
| 14. Roof Mounted Skylight | | |
| STATE: - What is offered | | |
| 15. Rear heater for cargo area (12 volt) | | |
| STATE: - What is offered | | |
| 16. On board hydraulic system for hydraulic tools. | | |
| STATE: - What is offered | | |
| 17. Driver’s side exterior ladder holder situated not to block drivers view thru rear view mirrors. | | |
| STATE: - What is offered | | |
| 18. Can you provide <u>parts and services guarantee</u> complete with minimum standards quantifying the delivery of parts and services? | | |
| STATE - Describe your performance guarantees. | | |
| 19. Other Options Available and/or Suggested | | |
| STATE: - Options | | |