



**REQUEST FOR QUOTATION 5155Q
SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS**

Quotations will be received at the Information Counter, Main Floor, Richmond City Hall, addressed to the Purchasing Section, 6911 No. 3 Road, Richmond, BC, V6Y 2C1, until

Wednesday, July 23, 2014 12:00pm, local time

NOTES:

1. 3 (Three) copies of quotations shall be in a sealed envelope or package marked with the bidder's Name, the RFQ Title and Number.
2. The Closing time will be conclusively deemed to be the time shown on the clock used by the City for this purpose.
3. Faxed quotations will not be received or considered.

All queries related to the RFQ shall be submitted
in writing to the attention of:

Daianna Panni- Buyer I

email: purchasing@richmond.ca

The deadline for all enquiries is: **Monday, July 14, 2014 12:00 pm, local time**
The City reserves the right not to answer any questions received after this time.

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PART A – INSTRUCTIONS TO BIDDERS

PART A – INSTRUCTIONS TO BIDDERS

1.0 Description of Requirement

- 1.1 Quotations are invited for supply & delivery of 1 (one) municipal Van Body with Cab and Chassis (as set out herein, for the City of Richmond (the “City”).
- 1.2 Bidders are required to submit a quotation for the full requirement only. Partial responses may be put aside and given no further consideration.

2.0 Pricing

- 2.1 Prices quoted will be in Canadian currency and exclusive of all taxes, F.O.B. destination to the sites named herein, with all freight, unloading at destination, import duties, brokerage, royalties, handling, overhead, profit and all other costs included.

3.0 Inquiries and Clarifications

- 3.1 Inquiries are to be in written form only and e-mailed to the contact persons shown on the cover page. If required, an amendment or addendum may be issued to Bidders. However, it is the sole responsibility of the Bidder to thoroughly examine these documents, and amendments and addenda and to satisfy itself as to the full Requirements of this RFQ.
- 3.2 The City, its agents, consultants, elected officials and employees shall not be responsible for any information given by way of oral or verbal communication.
- 3.3 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 RFQ process, any interpretation of, additions to, deletions from, or any other corrections to the RFQ, document, may be issued as written addenda by the City. It is the sole responsibility of the potential Proponents to check the following websites to ensure that all available information has been received prior to submitting a Quotation:
 - a) BC Bid: <http://www.bcbid.gov.bc.ca/open.dll/welcome?language=En>
 - b) City’s website: <http://www.richmond.ca/busdev/tenders.htm>
- 3.4 The decision to issue or not issue an addendum is entirely at the sole discretion of the City.
- 3.5 Each addendum will be incorporated into and become part of the RFQ document. No amendment of any kind to the RFQ is effective unless it is contained in a written addendum issued by the City’s Purchasing Section.

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4.0 Submission of Quotation

- 4.1 The response to this Request for Quotations (RFQ) with all accompanying schedules, appendices or addenda submitted by the Bidder will be received up to the closing time on the date and in the place shown on the title page of this RFQ (the “Closing Time”). The Quotation shall be submitted on the forms provided in a sealed envelope or package, marked with the Bidder’s name and the RFQ title and number.
- 4.2 Quotations received after the Closing Time or in locations other than the address indicated, may not be accepted and may be returned unopened.
- 4.3 The Bidder shall submit 3 (three) copies of its Quotation in accordance with the instructions stated herein.
- 4.4 The Bidder must enter its corporate or legal business name on the final page of the Quotation Form. The Quotation Form must be signed in the place provided by an officer or employee having authority to bind the Bidder to the terms and conditions of this RFQ. All other pages of the Quotation Form must be initialled by the authorized signatory in the spaces provided.
- 4.5 Amendments to a Quotation may be submitted if delivered in writing prior to the Closing Time in a sealed envelope or package, marked with the Bidder’s name and the RFQ title and number.
- 4.6 Quotations may be withdrawn by written notice only, provided such notice is received at Information Counter, Main Floor, Richmond City Hall, addressed to the Purchasing Section, 6911 No. 3 Road, Richmond, BC, V6Y 2C1, prior to Closing time.
- 4.7 All costs associated with the preparation and submission of the Quotation, including any costs incurred by the Bidder after the Closing Time, will be borne solely by the Bidder.
- 4.8 By submitting a Quotation, the Bidder 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 Bidder as a result of or arising out of submitting a Quotation for the proposed Contract, or due to the City’s acceptance or non-acceptance of their Quotation or any breach by the City of the bid contract between the City and each of the Bidders or arising out of any contract award not made in accordance with the express or implied terms of the Quotation documents.

5.0 Conflict of Interest

- 5.1 By submitting a Quotation, the Bidder warrants that neither it nor any of its officers or directors, or any employee with authority to bind the Bidder, 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.

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PART A – INSTRUCTIONS TO BIDDERS

6.0 Evaluation of Quotations

- 6.1 Quotations 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, but not limited to:
- a) the Bidder's ability to meet the Requirements, qualifications and competencies 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) the Bidder's ability to meet the delivery timelines set out herein;
 - d) the Bidder's business and technical reputation and capabilities; experience and where applicable, the experience of its personnel; financial stability; track record; and references of current and former customers;
 - e) the completeness and detail of the quotation including but not limited to the organization and general appearance of the quotation, compliance with quotation instructions;
 - f) equipment quality, configuration, age and condition;
 - g) any other criteria set out in the RFQ.
- 6.2 The City may, prior to Contract award, negotiate changes to the scope of the Work, the materials, the Specifications or any conditions with any one or more of the Bidders without having any duty or obligation to advise any other Bidders or to allow them to vary its 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 Bidder as a result of such negotiations or modifications.
- 6.3 Preference may be given to Quotations 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.

7.0 Acceptance and Rejection of Quotations

- 7.1 Notwithstanding any other provision in the Quotation documents, the City has in its sole discretion, the unfettered right to:
- a) accept any Quotation;
 - b) reject any Quotation;
 - c) reject all Quotations;
 - d) accept a Quotation which is not the lowest Quotation;
 - e) accept a Quotation that deviates from the Requirements, Specifications or the conditions specified in this Quotation;

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PART A – INSTRUCTIONS TO BIDDERS

- f) reject a Quotation even if it is the only Quotation received by the City;
 - g) accept all or any part of a Quotation; and
 - h) split the Requirements between one or more Bidders.
- 7.2 All Quotations shall be irrevocable and remain open for a minimum of 90 (ninety) days after the Closing Time, whether or not another Quotation has been accepted.
- 7.3 The City may waive any non-compliance with the RFQ, the Requirements, the Specifications, or any conditions, including the timing of delivery of anything required by this RFQ and may elect to retain for consideration Quotations which are non-conforming, which do not contain the content or form required by the RFQ or which have not complied with the process for submission set out herein.

8.0 Award of Contract

- 8.1 Award of a Contract is contingent on funds being approved and the contract award being made by the appropriate City authority.
- 8.2 The purchase order, the Quotation, the RFQ and such other documents including all amendments or addenda, shall form the basis for the Contract between the Contractor and the City. In the event of a conflict between any of the Contract Documents, the following documents will take precedence and govern over each other in the following order of priority from highest to lowest:
- a) The City's purchase order including the standard purchase order terms and conditions;
 - b) Or any mutually agreed to amendments between the Bidder and the City;
 - c) The Quotation; and
 - d) The RFQ and any subsequent addenda.
- 8.3 Where the head office of the successful Bidder is located within the City of Richmond and/or where the successful Bidder is required to perform the Service at a site located within the City of Richmond, the successful Bidder is required to have a valid City of Richmond business license prior to Contract execution.
- 8.4 The City is not under any obligation to award a Contract and may elect to terminate this RFQ at anytime.

9.0 Quantities

- 9.1 The quantities stated herein are the City's best estimates of its requirements and should not be relied on. Actual quantities may vary.
- 9.2 The City may, at its discretion, require additional units to the ones required under this RFQ 5155Q. Bidders are requested to supply information on pricing on similar units for the next 1 (one) year period.

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10.0 Alternates and/or Variations to Specifications

- 10.1 Except where stated otherwise herein, the Specifications describe what is considered necessary to meet the performance requirements of the City and Bidders should bid in accordance with such Specifications, or if the Bidder cannot meet the Specifications, the Bidder may offer an alternative which it believes to be the equivalent.
- 10.2 If in addition to bidding on goods, materials, equipment and/or services that meet the Specifications, the Bidder wishes to offer an alternative, the alternative Quotation shall be submitted separately in the same format as the initial Quotation.
- 10.3 The City is not obligated to accept any alternatives.
- 10.4 The City will determine what constitutes allowable alternatives and/or variations.

11.0 Freedom of Information and Protection of Privacy Act (BC)

- 11.1 Bidders should note that the City of Richmond is subject to the Freedom of Information and Protection of Privacy Act (British Columbia), which imposes significant obligations on the City's contractors to protect all personal information acquired from the City in the course of providing any service to the City.

12.0 Insurance

- 12.1 The contractor will be required to Indemnify and Insure the City as shown in the General Conditions of the Contract.
- 12.2 All requested policies and certificates shall be submitted to the Purchasing Section before a contract is issued to carry out the work.

13.0 Publication of the Results of the Request for Quotation

- 13.1 The City will publish the name of the successful Bidder on the websites listed in Section 3.3. No other notices will be issued by the City. Bidders shall visit these websites to obtain the results of this Request for Quotation.

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PART B – GENERAL CONDITIONS

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1.0 Definitions

- 1.1 The following words and terms, unless the context otherwise requires, shall have the meanings set out below. Words including the singular number include the plural and vice versa.
- 1.2 “Act of God” means a cataclysmic phenomenon of nature, including earthquake, flood or cyclone. Rain, snow, wind, high water or any other natural phenomenon, which might reasonably have been anticipated from historical records of the general locality of the City, shall be deemed not to be acts of God;
- 1.3 “Bidder” means the individual, partnership, corporation or combination thereof, including joint ventures, who or which sign the Quotation form set out in Part D of this RFQ;
- 1.4 “City” means the municipal corporation, generally known as the City of Richmond.
- 1.5 “City’s Designated Representatives” means the City’s employees or representatives who are authorized in writing to deal with the Contractor on behalf of the City in connection with the goods, materials, equipment and services or to make decisions in connection with the Contract;
- 1.6 “Closing Time” means the closing date, time, and place as set out on the title page of this RFQ;
- 1.7 “Contract” means the agreement formed between the City and the Contractor as evidenced by the purchase order issued to the Contractor by the City;
- 1.8 “Contract Documents” means the purchase order, the Contractor’s Quotation, the RFQ and such other documents as listed in the purchase order, including all amendments or addenda agreed between the parties;
- 1.9 “Contractor” means the successful Bidder individual, partnership, corporation or combination thereof, including joint ventures, who or which is awarded the Contract;
- 1.10 “Delivery Date” means the date the City requires the Contractor to deliver the goods to the City’s Delivery Site;
- 1.11 “F.O.B.” means all costs of freight, insurance, brokerage, customs duties and all other costs of delivery to the site named as F.O.B. will be borne by the Contractor and that ownership and title to all goods, materials, and equipment are transferred to the City when same are delivered by the Contractor to the City and the risk of loss or damage to the goods, materials and equipment transfers to the City only at such time as same are received and accepted by the City at the site named as “F.O.B.”;
- 1.12 “GST” 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;

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- 1.13 “OHS Regulation” means the *Workers Compensation Act* (British Columbia), including without limitation, the Occupational Health & Safety Regulation (BC Regulation 296/97, as amended by BC Regulation 185/99) enacted pursuant to such Act, all as such Act or Regulations are amended or re-enacted from time to time.
- 1.14 “Quotation” means the Bidder’s response made on the Quotation form set out on Part E of this RFQ with all appendices or addenda submitted by the Bidder in response to the RFQ;
- 1.15 “PST” means British Columbia provincial sales tax and any successor tax or levies therefore in force from time-to-time;
- 1.16 “RFQ” means this Invitation to Quotation including, but not limited to: Part A - Instructions to Bidders; Part B - General Conditions; Part C- Requirements; Part D – Quotation Form;
- 1.17 “Requirements” means all of the Specifications, requirements and services set out in the RFQ that describes the general requirements that the goods, materials, equipment and services must meet and the Contractor must provide;
- 1.18 “Goods” means all the labour, materials, equipment, supplies, services and other items necessary for the execution, completion and fulfilment of the Requirements;

2.0 Independent Contractor

- 2.1 The Contractor, the officers, directors, shareholders, partners, personnel, affiliates and agents of the Contractor and its sub-contractors are not, nor are they to be deemed to be, partners, appointees, employees or agents of the City.

3.0 Assignment

- 3.1 The Contractor will not assign, sublet, subcontract, or let out as task work any part of the Work or any of the Contractor’s obligations of the Contract Documents to any third party, and will not assign or otherwise transfer any of the rights of payment under the Contract Documents to any third party.

4.0 Delivery

- 4.1 Deliveries shall be made to 5599 Lynas Lane Fleet Garage in the City between the hours of 7:30 AM and 4:00 PM on any normal working day.

5.0 Time of the Essence

- 5.1 For all requests made by the City pursuant to the Contract, time is of the essence. The acceptance of a late performance, with or without objections or reservations by the City, shall not waive the right to claim damages for such breach nor constitute a waiver of the requirement of timely performance of any obligation remaining to be performed.

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PART B – GENERAL CONDITIONS

6.0 Laws, Permits and Regulations

- 6.1 The laws of British Columbia shall govern the Contract.
- 6.2 In carrying out its obligations hereunder, the Contractor shall familiarize itself and comply with all applicable laws, bylaws, regulations, ordinances, codes, specifications and requirements of all regulatory authorities, and shall obtain all necessary licenses, permits and registrations as may be required by law.

7.0 Inspection

- 7.1 The Goods are subject to inspection and in case is not in conformity with the Requirements of the Contract or the Contractors' warranty (expressed or implied), the City shall have the right either to reject them or to require correction.
- 7.2 The City shall be the final judge of the Goods in respect of both quality and quantity and its decisions of all questions in dispute with regard thereto will be final.
- 7.3 The City will not be deemed to have accepted the Goods by virtue of a partial or full payment for it or prior inspection at the Contractor's facility.

8.0 Responsibility For Supplies

- 8.1 The Contractor shall be responsible for the Unit covered by this contract until they are delivered at the designated delivery point, regardless of the point of inspection; and the Contractor shall bear all risks of loss or damage to rejected supplies after notice of rejection.
- 8.2 Upon delivery of the Goods, the title shall pass from Contractor to the City. Passing of title shall not constitute acceptance of the Goods by the City.
- 8.3 Upon delivery of the Goods, the Contractor's responsibility for loss or damage shall cease, except for loss or damage resulting from Contractor's negligence.

9.0 Quality of Workmanship and Materials

- 9.1 The Contractor shall perform services associated with the Goods with the degree of care, skill and diligence normally applied in the performance of work of a similar nature and in accordance with sound current professional practices and conforming to the requirements set out in the RFQ.
- 9.2 The Contractor shall ensure that materials, goods and equipment shall be the products of suppliers or manufacturers of established reputation engaged in the supply or manufacture of such materials of equipment.
- 9.3 The Contractor shall ensure that materials are to be applied in accordance with the manufacturer's directions and shall use the techniques and applications best suited for the type of material being used.

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PART B – GENERAL CONDITIONS

10.0 Warranty

- 10.1 The Contractor warrants that the Goods supplied by the Contractor to the City will be in full conformity with the Specifications as well as samples, if any, then this is a sale by sample as well as by description within the meaning of the Sale of Goods Act (BC).
- 10.2 The Contractor further warrants that the Goods is of merchantable quality, and fit for the intended use and will perform according to the requirements set out in the RFQ.
- 10.3 Equipment and materials shall be new, free and clear of all liens, charges and encumbrances, the latest model, and shall be complete with all necessary accessories for operation.
- 10.4 At a minimum, a 1 (one) year parts and labour warranty shall be provided on all goods, materials, equipment and/or services provided under the Contract.
- 10.5 The Contractor warrants that its employees have the qualifications, experience, knowledge, skills and abilities necessary for the fulfilment of the Contract.

11.0 Termination

- 11.1 The City will advise the Contractor by written notice of its intent to terminate the whole or any part of the Contract in any one of the following circumstances:
- a) if the Contractor fails to make delivery of the Goods within the time specified, or fails to perform any other provisions, terms or conditions of the Contract within the time specified, or within a reasonable time if no time is specified;
 - b) in the event that the Contractor performs any act or does anything by which the City shall incur any liability whatsoever;
 - c) any failure of the Contractor to meet the safety requirements of the Contract;
 - d) in the event that any creditor of the Contractor causes a writ of execution or similar writ or court order to be served upon the City requiring the City to pay any portion due to the Contractor under the Contracts; or
 - e) in the event that the Contractor is adjudged bankrupt or if it makes a general assignment for the benefit of creditors or if it becomes insolvent or if it should take the benefit of any Act that may be in force for bankrupt or insolvent debtors.
- 11.2 Upon termination of the Contract, the City shall have no obligation to the Contractor except for such services and/or goods as have been supplied up to the date of the termination of the Contract(s).
- 11.3 Upon termination of the Contract(s) in whole or in part, the City may procure similar goods, materials, equipment and/or services and the Contractor shall be liable to the City for any excess costs for such similar goods, materials, equipment and/or services. The Contractor shall not be liable for any excess costs if failure to perform arises by reason of strikes, lockouts, Acts of God or acts of the City. The City will not be liable where Delivery Sites are not available due to strikes, lockouts or Acts of God.

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PART B – GENERAL CONDITIONS

12.0 Payments

12.1 The Contractor shall be paid net 30 (thirty) days from receipt of invoice and acceptance of the goods, materials, equipment and/or services, whichever is the later.

13.0 Taxes

13.1 Unless otherwise provided herein, the Contractor shall pay all sales or excise taxes in force during the term of the Contract, provided that any increase or decrease in such taxes shall increase or decrease the amount due under the Contract(s).

13.2 Invoices shall show the appropriate amounts for GST and PST.

14.0 Conduct of the Contract

14.1 The City of Richmond's Manager, Purchasing shall have the conduct of the RFQ and the Contract.

15.0 Rectification of Damage and Defects

15.1 The Contractor shall rectify any loss or damage for which, in the opinion of the City the Contractor is responsible, at no charge to the City and to the satisfaction of the City. Alternatively, the City may repair the loss or damage and the Contractor shall pay to the City the costs of repairing the loss or damage forthwith upon demand from the City. Where, in the opinion of the City, it is not practical or desirable to repair the loss or damage, the City may estimate the cost of the loss or damage and deduct such estimated amount from the amount owing to the Contractor hereunder.

16.0 Failure to Perform

16.1 Should the Contractor neglect to execute the Requirement properly or fail to perform any provision of the Contract, the City may, without prejudice to any other right or remedy it may have, make good such deficiencies and may deduct the cost thereof from the payment due to the Contractor.

16.2 If the Contractor fails to perform any provision of the Contract due to reasons of strike, lockout or other work stoppages, the City may upon ten (10) days written notice to the Contractor terminate the Contract without prejudice to any other right or remedy the City may have.

17.0 Dispute Resolution

17.1 All claims, disputes or issues in dispute between the City and the Contractor shall be decided by mediation or arbitration, if the parties agree, or failing agreement, in a Court of competent jurisdiction with the Province of British Columbia and be governed by the laws of British Columbia.

17.2 In the event that the parties agree to arbitration pursuant to the above, the arbitration shall be governed by the rules of the British Columbia International Commercial Arbitration

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Centre, except that the arbitrator or arbitrators shall be agreed upon by the parties, and failing agreement by the parties, shall be appointed by a court of competent jurisdiction with the Province of British Columbia.

- 17.3 In the event that the parties agree to arbitration, the arbitration shall take place in the Lower Mainland, British Columbia and be governed by the laws of British Columbia.
- 17.4 The procedure set out in this section is not meant to preclude or discourage informal resolution of disagreements between the City and the Contractor.

18.0 Changes in Requirements

- 18.1 The City, without invalidating the Contract, may make changes to the Contract by altering, adding or deducting from the Requirements. Subject to mutual agreement, the Contractor shall proceed with the amended Requirements and the amended Requirements shall be executed under the provisions of the Contract.
- 18.2 The Contractor must not make any changes to from the terms of the Contract unless it shall first have received the written consent of the City and no claims for additional compensation shall be valid unless the change is so ordered.

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PART C – REQUIREMENTS

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Bidders are to indicate “Comply” or “Not Comply” on each specification, if required, and provide additional information regarding items quoted.

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
<p>A. <u>GENERAL SPECIFICATIONS (Municipal Van Body with Cab Chassis)</u> Bidders are to include prices and details of alternatives and options in Part D – Quotation Form</p>		
<p><u>TYPE</u> Municipal van body with cab chassis. Primary application for vehicle is in the Carpentry Department to transport materials and tools to various off site locations and to act as mobile workshop.</p> <p>STATE DETAILS:</p>		
<p>Make</p>		
<p>Model</p>		
<p>Year</p>		
<p><u>A1. Cab and Chassis</u></p>	<p>New conventional regular cab and chassis arrangement vehicle. Box size will be approximately 16’Lx 8’Wx7’H. STATE DETAILS</p>	
<p><u>A2. Wheelbase</u></p>	<p>Wheelbase is to be approximately 204”(two hundred and four). Cab to axle 120”(one hundred and twenty) STATE DETAILS</p>	

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<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	Wheelbase STATE DETAILS	
	Cab to axle STATE DETAILS	
<u>A3. Gross Vehicle Weight Rating</u>	Approximately gross vehicle weight rating shall be a minimum of 19,000 lbs.	
	Gross Vehicle Weight Rating STATE DETAILS	
	Maximum payload STATE DETAILS	
<u>A4. Trailer Package</u>	Vehicle is required to tow a trailer complete with trailer harness and brake controller tow command. State the gross combined vehicle weight rating. STATE DETAILS	
	GCVWR STATE DETAILS	
	Maximum tongue weight capability STATE DETAILS	
	2” (two) inches or 2 5/16” (two and five sixteenth) inches receiver hitch minimum 10,000 lb. Capacity	

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<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	STATE DETAILS	
	Type and style of brake control system STATE DETAILS	
<u>A5. Base Curb Weight</u>		
	Curb weight of chassis and cab STATE DETAILS	
<u>B. CAB</u>		
<u>B1. Paint</u>	Cab to be acrylic enamel white deluxe or equal. Frame to be painted black, wheels silver and factory applied. STATE DETAILS	
	Paint type and colour description STATE DETAILS	
	Rust proofing STATE DETAILS	
<u>B2. Windshield</u>	Preference is for a tinted windshield and side door windows. Cab to be fitted with visors on both sides. STATE DETAILS	
<u>B3. Power Window and Door locks</u>	STATE DETAILS	

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PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	Type and style	
<u>B4. Seats</u>	Bucket type seats fully adjustable forward/rearward motion. Seats to accommodate driver plus 1 (One) passenger.	
	Cover material to be heavy duty knitted vinyl type fabric. STATE DETAILS	
	Seats must be fitted with approved seat belts. STATE DETAILS	
<u>B5. Interior</u>	Interior should be of a darker shade. (i.e. grey/dark grey) and constructed with “easy care” materials. Interior materials should be durable. STATE DETAILS:	
	Colour STATE DETAILS	
	Material Type STATE DETAILS	
<u>B6. Instrumentation</u>	Instrumentation shall include gauges for all vital functions: oil pressure, coolant temperature, ammeter, speedometer and fuel levels. STATE DETAILS	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	Other Gauges included STATE DETAILS	
	Type and functions with audible alarms STATE DETAILS	
<u>B7. Radio</u>	Fitted with AM/FM/CD/Radio STATE DETAILS	
	Blue Tooth Capabilities (Advise if a subscription is required and any associated costs) STATE DETAILS	
<u>B8. Mirrors</u>	Conventional power/heated style dual folding outside mirrors complete with convex mirror. STATE DETAILS	
<u>B9. Intermittent Windshield Wipers</u>	Intermittent type windshield wipers complete with washer control and fluid reservoir. STATE DETAILS	
<u>B10. Heater/Defroster/AC</u>	A heater/defroster unit capable of meeting local conditions, cool temperatures and high humidity. Complete with factory installed air conditioning system. STATE DETAILS	
	System air movement capacity STATE DETAILS	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	System BTU delivery at maximum – warm engine. STATE DETAILS	
<u>B11. Steering Wheel</u>	Adjustable tilt steering required. STATE DETAILS	
	Type and style	
<u>C. ENGINE</u>	Diesel type engine. STATE DETAILS:	
	Number of cylinders STATE DETAILS	
	Type and displacement STATE DETAILS	
	Make and model STATE DETAILS	
<u>C1. Engine Power</u>	Minimum requirement is for SAE 250 Net Horsepower STATE DETAILS:	
	Horsepower rating STATE DETAILS	
	Maximum torque and RPM STATE DETAILS	
	Complete with water separator/spin on filter and idle control kit.	
<u>C2. Fuel System</u>	Electronic fuel injection system.	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	STATE DETAILS:	
	Type of fuel system STATE DETAILS	
	Size of tank capacity of rear tank STATE DETAILS	
<u>C3. Cooling</u>	Provide the maximum available cooling system for model recommended. Coolant <u>must</u> be set for minimum of -30 C. STATE DETAILS:	
<u>C4. Power to Weight Ratio</u>	Cab and chassis power to weight ratio – base curb weight divided by SAE net horsepower. STATE DETAILS:	
	The power to weight ratio. STATE DETAILS	
	Base curb weight divided by SAE net horsepower.	
	Multiport fuel injection system. STATE DETAILS:	
	Type of fuel system. STATE DETAILS	
	Capacity of Fuel Tank STATE DETAILS	
<u>D. DRIVE TRAIN</u>		
<u>D1. Automatic</u>	6 (six) speed w/Overdrive	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
<u>Transmission Requirement</u>	automatic transmission with transmission cooling system. STATE DETAILS:	
	Make and model STATE DETAILS	
<u>E. ELECTRICAL</u>		
<u>E1. Alternator</u>	Minimum of 130 amps. STATE DETAILS:	
	Type and output capacity STATE DETAILS	
<u>E2. Battery</u>	Dual maintenance free battery, heavy duty relative to large capacity alternator. STATE DETAILS:	
<u>E3. Back Up Alarm</u>	Provide backup alarm with minimum 105 DBA rating STATE DETAILS:	
<u>E4. Anti-idling technologies:</u>	Provide specifications that reduce idling when vehicle lighting, heating and electrical systems are required when the vehicle is not moving. STATE DETAILS	
<u>F. SUSPENSION</u>		
<u>F1. Steering</u>	Power assist steering STATE DETAILS	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
<u>F2. Brakes</u>	Power assist brakes ABS 4-wheel disc factory system. STATE DETAILS	
<u>F3. Heavy Duty Suspension</u>	Heavy-duty suspension package required. Selection of unit will include consideration for heavy-duty suspension components to accommodate a power tailgate. STATE DETAILS	
	Type of suspension STATE DETAILS	
	List heavy-duty components STATE DETAILS	
	Increase in GVWR with HD suspension package offered. STATE DETAILS	
	Vehicle payload STATE DETAILS	
<u>F4. Tires</u>	Seven (7) premium all season quality tires sized to match heavy-duty suspension. Dual rear wheels (deep lug type)	
	Type and size STATE DETAILS	
<u>F5. Trailer Tow Package</u>	The vehicle shall be equipped with a complete factory installed trailer towing package required that includes all wiring, hitch system and mounted equipment	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	c/w electric brake control and any other related or upgraded items. STATE DETAILS	
	Components included in tow package. STATE DETAILS	
G. MISCELLANEOUS REQUIREMENTS		
<u>G1. Keys</u>	4 (four) sets of keys required with remotes to be provided STATE DETAILS	
<u>G 2. Parts</u>	The City of Richmond requires parts delivery by air/within 24 (twenty-four) hours within Canada and 48 (forty-eight) hours outside of Canada. All costs associated to “air” delivery are the responsibility of the supplier. STATE DETAILS	
<u>G3. Greenhouse Gas/Carbon Reduction</u>	Proponent to provide fuel consumption & GHG emission rating information for the proposed vehicle. STATE DETAILS	
	Fuel consumption City/ Highway STATE DETAILS	
	GHG emissions	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	Other carbon footprint reduction information	
<u>H BODY</u>		
<u>H1. Van Body</u>	The Road and Construction Department requires a 16 (sixteen) foot aluminum municipal van body. With the following measurements.	
	Length: 16' (sixteen) feet STATE DETAILS	
	Width: 8'(eight) feet STATE DETAILS	
	Height: 7'(seven) feet STATE DETAILS	
	Aluminum van body STATE DETAILS	
<u>H2. Exterior Paint</u>	Unit to painted white to match cab. STATE DETAILS	
	Paint type STATE DETAILS	
	Colour (White) STATE DETAILS	
<u>H3. X- Members</u>	Unit to have a minimum of 2" x 2" (two inches by two inches) tubular steel X-Members. STATE DETAILS	
	Tubular Steel STATE DETAILS	
	Dimensions (2" x 2") (two inches by two inches) STATE DETAILS	
<u>H4. Walls</u>	1/8" (one eighth) inches thick aluminum "Snap lock" panels	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	with integral structural posts STATE DETAILS	
	Aluminum thickness STATE DETAILS	
	Snap lock panels STATE DETAILS	
	Integral structural posts STATE DETAILS	
<u>H5. Cab Kick over</u>	The build shall have a three foot, in length, sloped front kick over cab extension. STATE DETAILS	
	Kick over shall be insulated and lined and include a 42”Wx full height flip up door in the centre accessed from inside of body. STATE DETAILS	
<u>H6. Flooring</u>	Extruded aluminum floor with wheel wells for low floor height. STATE DETAILS	
	Extruded aluminum floor STATE DETAILS	
	Wheel wells for low floor height. STATE DETAILS	
<u>H7. Insulation</u>	1” (one) inch spray foam for walls and 2” (two) inch spray under floor 1.5” (one point five) inches for ceiling preferred STATE: Spray foam thickness	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	1” (one) inch spray foam for walls STATE DETAILS	
	2” (two) inches spray under floor STATE DETAILS	
	1.5” (one point five) inches for ceiling STATE DETAILS	
<u>H8. Roof</u>	One piece 22 gauge aluminum roof skin with 24” roof bows. STATE DETAILS	
	Aluminum gauge STATE DETAILS	
<u>H9. Side door</u>	36” (inch) width by 7’ (feet) in height with inside recessed step located on curb side. Door shall have hinged cam lock and RV style paddle handle with inside L handle. Door to have a 12” x 18” (twelve inches by eighteen inches) fixed medium tinted window. STATE DETAILS	
	Dimensions width and height. STATE DETAILS	
	Recessed step located on curb side. STATE DETAILS	
	Hinged Cam lock STATE DETAILS	
	RV style paddle handle with inside L handle STATE DETAILS	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	12" x 18" (twelve inches by eighteen inches) fixed medium tinted door window STATE DETAILS	
<u>H10. Lining</u>	Pre-painted white 14 (fourteen) ga. aluminum sheeting on interior walls and ceiling. STATE DETAILS	
	14 (fourteen) ga aluminum lining STATE DETAILS	
<u>H11. Vent</u>	2 (Two) power roof vents to be located in body. STATE DETAILS	
	Number and type of roof vent STATE DETAILS	
	Vent locations STATE DETAILS	
<u>H12. Bumper</u>	Heavy duty tubular steel frame step bumper with 2" (two) inches hitch receiver built in and 2" (two) inches tow ball on 2" (two) inches insert. Step surface must be fabricated with a heavy duty expanded steel mesh. Must have a 32" (thirty-two) inches flip step with expanded steel mesh top and bottom. Bumper to be finished in black paint.	
	Heavy duty bolt on step bumper	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	with 2” (two) inches hitch receiver built in STATE DETAILS	
	2” (two) inches tow ball on 2” (two) inches insert STATE DETAILS	
	Step surface shall be fabricated with a heavy duty expanded steel mesh STATE DETAILS	
	32” (thirty-two) inches flip step with expanded steel mesh top and bottom STATE DETAILS	
	Bumper to be finished in black paint. STATE DETAILS	
<u>H13. Compartments</u>	Compartments shall be constructed of aluminum and must have double hinged vented doors with the cam lock on the primary door. Stainless steel hold backs are required for all doors. STATE DETAILS	
	Aluminum construction STATE DETAILS	
	Double hinged vented doors with the cam lock on the primary door. STATE DETAILS	
	Stainless steel hold backs on all doors. STATE DETAILS	
<u>H14. Required compartments and locations</u>	48” (forty-eight) inches width x 56” (fifty-six) inches height x 24”	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	(twenty-four) inches deep thru floor compartment with a fixed shelf 36” (thirty-six) inches from floor. To be located on curb side next to side man door and heavy duty slide out tray for “Genset“ at bottom. STATE DETAILS	
	60” (sixty) inches width by 36” (thirty-six) inches height by 24” (twenty-four) inches depth above bed compartment located curb side above rear axle STATE DETAILS	
	36” (thirty-six) inches width by 72” (seventy-two) inches height by 24” (twenty-four) inches depth thru floor compartment located at curb side rear STATE DETAILS	
	Skirt along sides and rear to match compartments and cab bottom STATE DETAILS	
<u>H15. Rear Doors Double</u>	Double 34” W (thirty-four) inches + 18”W (eighteen) inches side hinged doors. The door handle shall be a freezer style handle on the primary door with inside release and cam lock on bumper door. 34” (thirty-four) inches door to include a 12”W (twelve) inches x18”H (eighteen) inches fixed	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	medium tint window STATE DETAILS	
	Dimensions of side hinged doors STATE DETAILS	
	Dimension and location of window STATE DETAILS	
	Access to underside of work bench STATE DETAILS	
	Freezer style handle on primary door with inside release STATE DETAILS	
	Cam lock on bumper STATE DETAILS	
<u>H16. Interior Paint</u>	2 (two) coats of white on walls and ceilings. STATE DETAILS	
<u>H17. Interior electrical</u>	6 (six) circuit 110 (one hundred and ten) volt service panel located in passenger area. Wired to compartment with cord end. STATE DETAILS	
	6 (six) Circuit 110 (one hundred and ten) Volt service panel STATE DETAILS	
	Wired to compartment with cord end STATE DETAILS	
<u>H18. Interior electrical required receptacle locations</u>	1 (One) shore power receptacle at roadside front. STATE DETAILS	
	1 (One) GFCI receptacle at curb	

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 PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	side ahead of rear axle. STATE DETAILS	
	1 (One) duplex receptacle located in open shelf area with a shelf that is 15” (fifteen) inches from bottom. STATE DETAILS	
	3 (Three) duplex receptacle at work bench area STATE DETAILS	
	1 (One) receptacle on rear side wall of passenger area. STATE DETAILS	
	30AMP (thirty) auto transfer switches between shore and Genset. STATE DETAILS	
	50 (fifty) foot shore power cable with 30 (thirty) Amp to 15 (fifteen) Amp adapter STATE DETAILS	
	2800 Watt Inverter/Charger complete with remote and (1) one 8D gel cell battery. To be located in curb side front compartment	
	5000W/120V/48.5A Quiet diesel generator installed in compartment next to side man door and plumbed to chassis fuel supply. Control switch panel to be mounted at work bench close to side door. Preference is for Onan Cummins QD5000 generator. STATE DETAILS	

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PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
<u>H19. Interior Lighting</u>	2 (two) LED rectangular flush mount dome lights located in cargo area centre aisle with switch located at side door.	
	(2) two LED dome lights located above work bench with switch located at work bench. Switches to be wired with constant power supply from auxiliary battery.	
<u>H20. Rear Heater</u>	Diesel fired rear heater plumbed to main fuel tank to be mounted under work bench. STATE DETAILS	
	Type of heater STATE DETAILS	
	Location STATE DETAILS	
<u>H21. Cabinets(aluminum construction)</u>	1 (One) 24” (twenty-four) inches D x full height vertical divider located approx 24” (twenty-four) inches back from lockers and 11’ (eleven) feet from rear of unit. Cabinet to be made of HD aluminum sheet with trim lock on front edge. STATE DETAILS	
	(15) Fifteen 24”Wx24”D drawers (3 banks of 5+5+5) ;3banks each with 6”+6”+4”+4”+4” high drawers. To be located next to vertical divider approx 36” (thirty-six) inches off the floor. Drawers to have compression	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	latches, HD slides and rubber matting. STATE DETAILS	
	(6) Six 12”W x 24” D x available height cubbies located above the 15 drawers complete with 2” (two) inches retention lip and rubber matting. STATE DETAILS	
	(2) Two 24”W x 24”D x 48” H cabinet units with double doors and compression latches. Each cabinet to have 3 (three) adjustable shelves with 1” (one) inch lip. To be located 36” (thirty-six) inches from floor beside drawers and approx 12” (twelve) inches from rear. STATE DETAILS	
	(1) One approx 11’L x 16”H x 24”D storage box located at floor level, side facing rearward to be open to allow storage of pipes. Box to have 2 (two) 20”Wx6”H bottom hinged access doors located on side face. Top front shelf to have 4”x11”L retention lip. Note; there should be approx 12” (twelve) inches of open space at the rear above the 11’L floor compartment. STATE DETAILS	
<u>H22. Work Bench</u>	9’L x 24 “D workbench to be located on front curb side .Bench to be constructed with a hard wood base overlaid with satin coat steel dished	

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PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	up to form splash plate on wall. STATE DETAILS	
<u>H23. Cabinets: to be constructed of aluminum</u>	2 (Two) 24” W x 16” D x 28” H double door aluminum cabinet located 20” (twenty) inches above work bench side by side. Cabinet to have 4” (four) inches retention lip at bottom. Doors to have compression latches. STATE DETAILS	
	(5) five 12”W x16”D cubbies built as a 5’L shelf with vertical uprights 12” o.c. (twelve) inches to be located between cabinets and taller exterior compartment. Shelf to have 4” (four) inches retention lip and rubber matting. STATE DETAILS	
	(1) one 24” W x 16” D x 18” H double door aluminum cabinet located above work bench at rear. Cabinet to have dust seal around door opening and be lined with rubber matting. Doors to have compression latches and handles. STATE DETAILS	
	(1) one 2”Hx36”L retention lp above the tall exterior compartment to form a shelf area. Area to be lined with rubber matting. STATE DETAILS	
<u>H24. Lockers</u>	1 (One) bank of two single tier lockers are required that are located on road side next to front wall and kick over bulkhead. The size should	

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PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	be 72” H x 12” W x 18” D with perforated doors. STATE DETAILS	
<u>H25. Required Exterior Lighting</u>	Stop/Turn/Tail, reverse & clearance lights. Lighting must meet CMVSS. STATE DETAILS	
	2 (Two) mini Flood lights mounted at rear upper of unit with switch located at the rear of the unit. STATE DETAILS	
	3 (Three) LED lighting with motion detector in all outside compartments. STATE DETAILS	
	4 (Four) LED amber strobe lights, two on the front of kick over and two on the rear upper of unit with a single in cab switch. STATE DETAILS	
	Installation of 2 (two) City Of Richmond supplied direction arrow boards (one forward and one rearward facing).To be powered from auxiliary battery STATE DETAILS	
	Installation of 2 (two) City Of Richmond supplied beacon lights b (one at located at front and one at rear of unit).To be powered from auxiliary battery. STATE DETAILS	
<u>H26. Trailer wiring</u>	RV style 7 (seven) pin receptacle STATE DETAILS	
<u>H27.Electric step</u>	Auto electric step with manual	

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PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	BIDDERS TO DESCRIBE ITEMS QUOTED
	override to be located at side door. STATE DETAILS	
<u>H28. Mud Flaps</u>	Shall come complete with mud flaps with anti-sway brackets. STATE DETAILS	
<u>H29. Grab Handles</u>	Stainless steel grab handles located at rear door. STATE DETAILS	
<u>I MISCELLENOUS</u>		
<u>I1. Government Regulations</u>	Vehicle must comply with government regulations and requirements for operation within B.C.	
	Federal Government Motor Vehicle Safety Regulations	
	B.C. Motor Vehicle Act and Regulations	
	Workers Safe BC Regulations	
	B.C. Environmental Emissions Reductions Regulations	
<u>I2. Manuals/CD</u>	The following will be made available at time of vehicle delivery to the City Works Yard. STATE DETAILS	
	2 (two) operator manuals STATE DETAILS	
	1 (one) full set repair manuals/CD's	

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PART C – REQUIREMENTS

<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	STATE DETAILS	
<u>I3. Preventative Maintenance</u>	The following to be provided by 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 STATE DETAILS	
	Listing of special service tool requirements STATE DETAILS	
	Recommended diagnostic tools STATE DETAILS	
	A full list of general maintenance parts such as filters, drive belts, recommended for on-hand stock STATE DETAILS	
	Provide manufacturer’s name and part numbers STATE DETAILS	
<u>I4. Warranty</u>	Provide details concerning the standard applicable vehicle warranty.	
	Advise if extended warranties apply, their respective terms and	

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<u>DESCRIPTION</u>	<u>CITY OF RICHMOND REQUIREMENTS</u>	<u>BIDDERS TO DESCRIBE ITEMS QUOTED</u>
	costs, if any. - OPTIONS	
<u>I5. Delivery</u>	State the number of days from the date of order to the date of delivery of the unit F.O.B. the City Public Works Yard. The City would expect delivery within 120 (one hundred and twenty) days.	
<u>I6. Training</u>	Provide training to City of Richmond staff mechanics in the maintenance and repair of vehicles by factory or factory-trained personnel. STATE DETAILS	
	Training provided STATE DETAILS	
	Training aids provided (i.e., videos, chards, etc.) STATE DETAILS	

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART D – QUOTATION FORM

Quotation Form

Purchasing Section
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

The undersigned Bidder, having carefully read and examined the Instructions to Bidders, General Conditions, Requirements, Quotation Form, and having full knowledge of the work required, does hereby offer to provide all necessary materials in strict accordance with the Requirements and to do all therein called for on the terms and conditions and under the provisions therein set forth at the:

(Note: detailed breakdown sheet of option pricing should be completed)

DESCRIPTION	PRICE	EXTENSION
Base Cost: 1 Van Body with Cab and Chassis	\$ _____ (1 units)	\$ _____ (1 units)
Provincial Services Tax (PST)		\$ _____
Goods and Services Tax (GST)		\$ _____
TOTAL		\$ _____

The above price includes and covers duties, handling and transportation charges, and all other charges incidental to and forming part of this Quotation and taxes expressed separately.

TERMS:

PAYMENT TERMS _____% discount if invoice paid within _____ days
(otherwise Net 30 days from acceptance of the equipment)

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART D – QUOTATION FORM

ADDENDA:

The City may issue and Addendum. It is requested that receipt of any Addenda be acknowledged as follows:

I/We acknowledge receipt of the following applicable Addenda to the Request for Quotation:

ADDENDUM	DATE OF ADDENDUM	FROM PAGES	TO PAGES
Addendum # 1			
Addendum # 2			
Addendum # 3			

The undersigned Bidder agrees to complete the whole of the works within _____ working days of acceptance.

Name of Bidder: _____

Address: _____

Telephone No: _____

Name, Signature, and
Title of Authorized
Signing Officer: _____

Date: _____

E-mail: _____

5155Q SUPPLY & DELIVERY OF 1 (ONE) MUNICIPAL VAN BODY WITH CAB AND CHASSIS
PART D – QUOTATION FORM

Additional Units

As per, Part A, Section 9.2 Quantities, The City is requesting pricing for additional Units below:

The undersigned Bidder, having carefully read and examined the Instructions to Bidders, General Conditions, Requirements, Quotation Form, and having full knowledge of the work required, does hereby offer to provide all necessary materials in strict accordance with the Requirements and to do all therein called for on the terms and conditions and under the provisions therein set forth at the:

(Note: detailed breakdown sheet of option pricing should be completed)

1 (One) Van Body with Cab and Chassis

DESCRIPTION	UNIT COST
Additional units Year 1	\$ _____
Additional units Year 2	\$ _____

