

TOWN OF ERIN

5684 Trafalgar Road
Hillsburgh, Ontario N0B 1Z0

www.erin.ca



September 10, 2018

**Re: Request for Proposal 2018-03FD
Request for Proposal for the Supply of One
2019 4 Door Custom Cab 1050 IGPM Pumper/Rescue**

The Erin is requesting proposals for the following work:

To assist with design, construct and deliver a Pumper Truck to the Town of Erin Fire & Emergency Services Department to be delivered in 2019.

Proponents should submit proposals online via MERX electronic bid submission **no later than 2:00 p.m. (local time) Friday, November 30, 2018**. Respondents must submit electronically through the use of MERX Electronic Bid Submission (EBS) or In a sealed package marked

Request for Proposal 2018-03FD

Delivered to:

Town of Erin
Procurement
5684 Trafalgar Road
Hillsburgh, ON
N0B 1Z0

"The lowest or any bid may not necessarily be accepted".

The Proponent shall disclose all full relationship, if any, between any Council person or other officer, employee or person who is employed by or on contract or otherwise compensated by the Town of Erin if any such person has or had any direct or indirect personal interest in the Proponent within the current calendar year. The covering letter shall confirm the Proponent's contact person as well as its address, e-mail address, telephone and facsimile numbers. The covering letter shall also contain a clear statement that the response constitutes a firm and binding offer to the Municipality, which shall remain effective until December 31, 2018. Note: the Proponent information is to be submitted for the Proponent and not its parent company, joint venture partners or other corporate affiliate.

Please note that submissions will be time stamped with the time at the end of the upload process not the beginning. Proposals submitted to MERX or mail after the specified closing time will be rejected.

Inquiries will be accepted until Friday, November 9 and be directed to procurement@erin.ca with the subject line **2019 Fire Pumper/Rescue**. Answers will be posted **at 2:00pm on November 16** in Merx or sent to originating email as an addendum to the bid.

Regards,



J.M. Sawkins, CD, ECFO, CFEI
Fire Chief
Erin Fire & Emergency Services

Encl. (as noted)



Town of Erin Fire & Emergency Services

Request for Proposal to Supply and Deliver

2019 4 Door Custom Cab 1050 IGPM Pumper/Rescue

RFP # 2018-03FD

Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0

The bidder having carefully examined, read and understood the Tender requirements and specifications relating to this quote, we hereby offer to supply, complete as specified, one 2019 4 Door Custom Cab 1050 IGPM Pumper/Rescue.

Please specify anticipated delivery date: _____

PRICING

One (1) Pumper Fire Apparatus as outlined in these bid specifications:

Selling Price: \$ _____

Applicable Taxes: \$ _____

Total Proposal Price: \$ _____

This tender is submitted by _____
(Firm/Corporation)

Signing Officer's Name _____
(Please Print)

Signing Officer's Signature _____

Delivery of the completed vehicle shall be F.O.B. Town of Erin Fire Department within 300 calendar days after the acceptance of the order dependent on chassis delivery.

Note: Pricing provided shall be held firm for a maximum of thirty (30) calendar days.

Section 1 – General Conditions

INTENT

As per the specifications provided, each manufacturer is invited to submit pricing and delivery for one (1) Pumper/Tanker Fire Apparatus.

Bidders shall reply to the specifications on the forms supplied.

Bids submitted will be reviewed and evaluated based on qualifications, bonding, quality programs, irregularities, delivery and price. The purchaser shall be the sole determining organization as to the award of the bid, and the lowest price may not necessarily be accepted.

BRAND NAME

Any manufacturer's names, trade names, brand names or catalogue numbers mentioned are for the purpose of establishing and describing general performance and quality levels, unless specified otherwise. Such references are not intended to be restrictive and bids are invited on approved generic equivalents and comparable products of any manufacturer

DEMO/STOCK VEHICLE

A manufacturer may include a Demo/Stock vehicle as their submission or as an option/additional submission. Any Demo/Stock vehicle included as part of this tender must clearly outline the discrepancies between the written tender specifications and the Demo/Stock Vehicle specification. The manufacturer must also include a price list that covers those items that were in contrast to the original tender specification. The manufacturer must also identify those items that cannot be added to the Demo/Stock specifications.

DEMONSTRATION

An authorized representative of the manufacturer shall provide demonstration of the completed vehicle. One (1) day of orientation shall be provided and performed by a qualified representative of the manufacturer.

QUALIFICATION SHEET

All bidders must fill this form out completely.

REQUIREMENTS

1. The bidder must have been manufacturing fire apparatus continuously, without interruption for a minimum of five (5) years. **Yes / No**
2. The vehicle proposed must not be a prototype. **Yes / No**
3. How long has the proposed vehicle been in production?

Number of Years _____

4. The bidder shall have in place, a documented and certified ISO 9001 quality program in place. A copy of the certification must be included with the bid submittal.
Reply:
5. The bidder shall have a quality manual available for inspection by the purchaser.
Reply:
6. The bidder shall have an audited financial statement available that indicates stability and the ability to manufacture the vehicle along with providing warranty and service in the long term.
Reply:
7. The bidder must indicate that they are the prime contractor for this bid, and that all non-purchased components are not subcontracted.
Reply:
8. All welding must be performed by certified welders. Copies of the certification must be attached with the bid submittal.
Reply:
9. All welding on the plumbing systems must be performed by certified welders. Copies of the certification must be attached with the bid submittal.
Reply:
10. The apparatus manufacturer must be certified by the Fire Apparatus Manufacturers Association (FAMA). A copy of the certificate must be attached with the bid submittal.
Reply:
11. The apparatus manufacturer must provide documentation of having a certified engineer on staff with the bid submittal.
Reply:
12. The manufacturer of the apparatus must supply a Certificate of Insurance proving that they carry a minimum of \$25,000,000.00 in product liability insurance. Bids not meeting this requirement will not be accepted. A copy of the certificate shall be included with the bid submittal.
Reply:

5 _____ Initials

13. The manufacturer of the apparatus must be registered with Transport Canada to the National Safety Mark Standard. Bids not meeting this requirement will not be accepted. Copies or registration must be attached with the bid submittal.

Reply:

14. The apparatus body warranty shall be 20 years against manufacturer's defects, 20 years body corrosion and material perforation. Copy of the warranty certificates shall be included with the submittal.

Reply:

15. The paint warranty on the enclosed canopy, pump house, apparatus body shall be a full 10 years non- prorated. A copy of the paint warranty shall be included with the submittal.

Reply:

16. Customer reference list. Provide a list of ten (10) references. Reference list shall be included with the submittal.

Reply:

6 _____ Initials

Bid Document

1. BACKGROUND

Erin Fire & Emergency Services has been planning for the replacement of Pumper 11 located at Station 10 - Erin. The Pumper truck being replaced is 33 years old and due to be upgraded. The old truck will be declared surplus and will be disposed of after the new truck is in service.

2. SUBMISSIONS

Proposals will be submitted via Merx or in envelopes clearly marked as to contents, will be received at the

Town of Erin Municipal Office
5684 Trafalgar Road,
Hillsburgh, ON, N0B 1Z0
until 2:00 p.m., local time on November 30th, 2018

3. SCOPE OF WORK

Bidders will submit proposals to supply Erin Fire & Emergency Services with a 2019 Pumper Truck including all mandatory items listed in Schedule A. The accepted proposal will be reviewed by the Fire Chief and the successful bidder and any further additions/deletions negotiated. Once finalized, approved by Council, and signed, the truck will be delivered and paid for in full in 2019.

4. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Submissions by bidders become records of the municipality and subject to the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*.

5. QUALIFICATIONS

No bidder shall submit under this proposal unless they have the skills, ability and qualifications to provide the goods, services and/or supplies in accordance with applicable federal or provincial law, and shall demonstrate such skills, abilities or qualifications explicitly in the proposal if required to do so in the bid documents, or prior to the award if requested to do so by Town representatives at their sole discretion.

6. COMPLETION DATE

The completion date for the provision of all goods, services and/or supplies required under this proposal shall be agreed upon in the pre-build meeting, but expected to be in 2019.

Failure to provide goods, services and/or supplies in the agreed upon delivery date shall result in the following liquidated damages, if applicable:

\$1000 per week deducted from purchase price for every week past the agreed upon delivery date.

7 _____ Initials

7. AGREEMENT

Prior to proceeding with the work required by this proposal, the successful bidder shall be required to enter into a written agreement with the Town, on terms directed by the Town, for providing the goods, services and/or supplies under this proposal. This will be completed after the pre-build meeting(s).

8. EVALUATION

Bids submitted for goods, services and/or supplies under this proposal shall be reviewed by an Evaluation Committee using the following general criteria:

- a) The Town is satisfied that such purchase represents “best value” to the Town considering requirements of its purchasing by-law and applicable policies.
- b) Bidders or suppliers have the capacity, skill, ability, past performance, accessibility, quality, service, availability, affordability, reliability, best practices, environmental benefit, proximity and similar as the case may be to supply such goods, services and/or supplies.

Without limiting the generality of the foregoing the specific criteria used to assess this proposal shall be:

- The ability of each bidder to comply with the mandatory items listed in Schedule “A”
- The final approval will be completed by the Council

9. APPLICABLE LAW

This proposal and any award that may develop as a result call shall be governed by and construed in accordance with the laws of the Province of Ontario.

10. OBLIGATION TO AWARD

Publication of this proposal and the resultant receipt of any submission do not imply a reciprocal obligation on the part of the Town to award a contract to provide goods, services and/or supplies to any bidder. The Town may at its sole discretion award a proposal or split the award where such actions would be in the best interest of the municipality keeping in mind the criteria in outlined in Part 9 - Evaluation.

The Town of Erin reserves the right to cancel this proposal for any reason without any liability to any bidder, or to waive irregularities at their own discretion. Proposals shall be irrevocable for 60 days until the Town of Erin awards a contract, or cancels this proposal, whichever first occurs.

The Town of Erin reserves the right to reject any or all proposals, to negotiate with any firm submitting a proposal and to accept the proposal deemed most favourable in the interests of the Town of Erin.

The lowest or any proposal may not necessarily be accepted. The Town of Erin or its agents do not accept any responsibility for costs or expenses incurred by the bidder in preparing the proposal.

8 _____ Initials

11. WSIB/INSURANCE

In response to any requirement in any proposal, or upon request, bidders shall provide to the Town proof of WSIB certificate of clearance, and a copy of their insurance policy prior to the award of the proposal.

12. INSURANCE

Prior to award of any proposal, or upon request, bidders shall, at their expense provide certificate(s) of insurance satisfactory to the Town of Erin, as set forth below. In the event that the certificate(s) of insurance is/are not satisfactory, the Town of Erin may require the successful bidder to provide a certified copy of the policy. The certificate(s) in the amounts listed below are to be provided:

- a) \$5 million – commercial general liability

Such policy shall contain:

- a) A “Cross Liability” clause or endorsement.
- b) An endorsement certifying that the Town of Erin is added as an additional insured.
- c) An endorsement to the effect that the policy or policies will not be altered, cancelled or allowed to lapse without thirty days prior written notice to the Town of Erin.

13. HEALTH AND SAFETY

The Town of Erin is serious in its application of Health and Safety protocols. Bidders are expected to adhere to all legislated and regulated health and safety regulations. Failure to adhere to these practices may result in termination of any contract without financial penalty to the Town. Bidders shall provide to the Town a copy of their Health and Safety policy upon request, or a written statement that they have a Workplace Health and Safety policy in effect.

14. ENVIRONMENT AND ENERGY EFFICIENCY

When procuring goods, services and/or supplies, the Town of Erin supports methods that protect the environment and use energy in an efficient and affordable manner. The Town supports innovation and initiative that promotes energy efficiency and improving the quality of the natural environment keeping in mind issues of affordability, maintenance and operating costs.

15. PAYMENT

The Town of Erin agrees to pay for such goods, services and/or supplies provided for in this bid, once awarded, in accordance with the terms of this bid document and/or the agreement signed upon approval by Town of Erin Council

16. INDEMNITY

The successful bidder shall indemnify and hold the Town harmless from and against any liability, loss, claims, demands, costs and expenses, including reasonable legal fees occasioned wholly or in part by any acts or omissions including in negligence or nuisance whether willful or otherwise by the successful bidder, its agents, officers, employees or other persons for whom the successful bidder is legally responsible.

17. INQUIRIES

Inquiries are accepted until **2:00pm November 9 on Merx or via email to procurement@erin.ca**. Answers will be posted on Merx or sent via email to original inquiry email by **November 16**.

EVALUATION

This tender will be evaluated on a points system based on the documents submitted with this tender. Failure to submit requested documents may result in your tender being rejected or 0 points being assigned. Evaluation of points being received in each section will be completed by each member of the Evaluation Committee as appointed by the Town of Erin.

1) Insurance Certificate for \$25,000,000.00	25 points
2) Financial Fitness / will Supplier make statements available	10 points
3) ISO Certificate	5 points
4) Length of Time in Business / No prototypes	5 points
5) Professional Engineering Certificate of Staff Member	5 points
6) C.W.B. Welding Certificates	15 points
7) Fire Apparatus Manufacture Association Certificate	5 points
8) References	15 points
9) 24 Hour Warranty Policy/ Service within 100 Miles	10 points
10) Tender Meets Specs	30 points
11) Body & Paint Warranty Certificates	30 points
12) Price	10 points

Total 165 points

Schedule "A" To RFP # 2018-03FD

(Mandatory Items)

Chassis

- Preference is a Spartan Metro Star MFD 10" raised roof cab with minimum 6 seats with a medical cabinet. Will look at other comparable chassis.
- Preferable to have 380 hp or 400 hp Cummins engine
- Automatic Transmission
- Black over red paint scheme

Body

- Emergency Pumper/Rescue configuration with maximum compartment space
- Front discharge plumbed to front bumper and able to accommodate 200' of 1 3/4" hose.
- 1050 IGPM Pump. Road side pump panel.
- 800 Imperial Gallon water tank (minimum)
- 25 Imperial Gallon foam tank (minimum)
- Foam Pro foam system
- Easy release SCBA seats in rear of cab and in Officer's seat.
- Zico exterior ladder rack with electronic lowering capability. Will look at comparable devices.
- Command Light (KL415) 4 led - 12 DC. To be installed on top of the cab.

Plumbing

- 2 x 6" suction (1 each road side and curb side). Internal gate electronic activation.
- 1 x 2 1/2" gated suction (road side)
- 4 x 2 1/2" discharge (2 on road side, 1 on curb side, and 1 at the rear)
- 3 x 1 1/2" discharge (2 on transverse hose bed and 1 in front bumper)
- 1 x 3" discharge for monitor nozzle located above and to the front of the hose bed.
- 1 x 4" Stortz discharge (curb side)

Emergency Equipment

- NFPA compliant lighting system
- NFPA compliant siren and PA system

Additional Equipment

- 1 x 10' Folding Ladder
- 1 x 14' Roof Ladder
- 1 x 30' Extension Ladder
- 2 x 6" x 10' light weight suction hose
- 1 x 6" Barrel Strainer
- Akron Apollo Hi-Riser Monitor, pipe, and tips