

**City of Coquitlam**

**PROPOSAL SUBMISSION FORM**

**RFP No. 25-059**

**Two (2) Four Wheel Drive Backhoes**

**Proposals will be received as per the date and time specified in the Key Dates Section of the RFP**

**INSTRUCTIONS FOR PROPOSAL SUBMISSION**

Proposal submissions are to be returned in Microsoft Word and any other supporting documents to be consolidated into one PDF file and uploaded through QFile, the City’s file transfer service accessed at website: [qfile.coquitlam.ca/bid](http://qfile.coquitlam.ca/bid)

**1. In the “Subject Field” enter:** RFP Number and Name

**2. Add files and “Send Files”**

(Ensure your web browser remains open until you receive 2 emails from QFile to confirm upload is complete.)

Proponents are responsible to allow ample time to complete the Proposal Submission process. If assistance is required phone 604-927-3037.

|  |  |
| --- | --- |
| **Legal Name of Company** |  |
| **Contact Person and Title** |  |
| **Business Address** |  |
| **Telephone** |  |
| **Email Address** |  |

1. **DEPARTURES**

|  |  |
| --- | --- |
| 1. **CONTRACT -** I/We have reviewed the City’s **Standard Terms and Conditions - Purchase of Goods and Services** (per Section 2 of the RFP) and would be prepared to enter into in an agreement that incorporates the City’s Standard Terms and Conditions, amended by the following departures (list, if any): | |
| **Section** | **Requested Departure(s) / Alternative(s)** |
|  |  |

|  |
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| 1. **SERVICES -** I/We have reviewed the Scope of Services as descibed in this RFP and are prepared to meet those requirements, amended by the following departures and additions (list, if any): |
| **Requirements – Requested Departure(s) / Alternate(s) / Addition(s)** |
|  |

1. **CORPORATE**

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| 1. **DEMONSTRATION UNITS**   Availability, location and notification required to arrange for a demonstration and testing of the following equipment as proposed:  **\*\*The City may choose to use the demo vehicle in the field for one day\*\*** |
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| 1. **CAPABILITIES, CAPACITY AND RESOURCES** - Proponents to provide information on the following (use the spaces provided and/or attach additional pages, if necessary)**:** |
| 1. Provide an overview of the Proponent’s organizational background, including history, mission, vision, corporate structure, and years in business: |
|  |
| 1. Proponent is to state any value added benefits and activities they can provide in delivering the Services. Provide details: |
|  |
| 1. Proponent is to state how many units they have produced in the last three (3) years: |
|  |

|  |  |
| --- | --- |
| 1. **REFERENCES –** Proponent shall be competent and capable of performing the Services requested and successfully delivered service contracts of similar size, scope and complexity. The City reserves the right to contact any person(s), agency(ies) or firm(s) not listed as part of an independent review. | |
| **Reference No. 1** | |
| **Description of Contract** |  |
| **Size and Scope** |  |
| **Work Performed** |  |
| **Start Date** |  |
| **End Date** |  |
| **Contract Value** |  |
| **Project completed on budget** |  |
| **Project completed on schedule** |  |
| **Reference Information** | Company: |
| Name: |
| Phone Number and Email: |
| **Reference No. 2** | |
| **Description of Contract** |  |
| **Size and Scope** |  |
| **Work Performed** |  |
| **Start Date** |  |
| **End Date** |  |
| **Contract Value** |  |
| **Project completed on budget** |  |
| **Project completed on schedule** |  |
| **Reference Information** | Company: |
| Name: |
| Phone Number and Email: |
| **Reference No. 3** | |
| **Description of Contract** |  |
| **Size and Scope** |  |
| **Work Performed** |  |
| **Start Date** |  |
| **End Date** |  |
| **Contract Value** |  |
| **Project completed on budget** |  |
| **Project completed on schedule** |  |
| **Reference Information** | Company: |
| Name: |
| Phone Number and Email: |

1. **SUSTAINABLE BENEFITS AND SOCIAL RESPONSIBILITY**

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| 1. Describe all initiatives, policies, programs and product choices that illustrate your firm’s efforts towards sustainable practices and environment responsibility in providing the services that would benefit the City |
|  |
| 1. What policies does your organization have for hiring apprentices, indigenous peoples, recent immigrants, veterans, young people, women, people with disabilities and any other groups: |
|  |
| 1. What policies does your organization have for the procurement of goods and services from local small and medium sized business or social enterprises or Indigenous owned businesses: |
|  |
| 1. What policies does your organization have to support reconciliation with indigenous peoples: |
|  |

1. **TECHNICAL**

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| 1. **LEAD TIME FOR DELIVERY**   The lead time for delivery of the new unit is an important consideration in this purchase. The Proponent guarantees to deliver the vehicle(s) F.O.B. (freight pre-paid) to:  **City of Coquitlam, Works Yard West, 500 Mariner Way, Coquitlam, BC.**  Lead time in days for manufacture and delivery once the final specification is approved by the City: |
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| 1. **KEY FACILITY LOCATIONS**   Manufacturing Plant, Business Name and Location: |
|  |
| 1. Warranty and Repair Service Center   State location of nearest affiliate service facilities with factory authorized technicians located in Metro Vancouver area. Business Name and Location: |
|  |
| 1. State the procedure for handling warranty claims: |
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| 1. **MRO Parts Distribution Center** 2. Business Name and Location: |
|  |
| 1. Regular Lead Time for Delivery of Stocked Parts: |
|  |
| 1. Provide a list and details of stocked parts available at the local dealership for the equipment proposed (attach additional information if necessary): |
|  |
| 1. Location for non-stocked parts: |
|  |
| 1. Regular Lead Time of Non- Stocked Parts: |
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| 1. **Quality Assurance** 2. Provide information on the systems of Quality Control and build specification assurance. |
|  |
| 1. **Preventative Maintenance** – Provide preventative maintenance schedule.   Attach if necessary |
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| 1. **TRAINING AND MANUALS** |
| 1. **Operators –** stateduration of training, number of attendees and number of on-site workshops at Coquitlam Works Yard: |
|  |
| 1. **Fleet and Maintenance –** state duration of training, number of attendees, number of workshops and Location |
|  |
| 1. **Training Method** – State type of training method used to teach. |
|  |
| 1. **Manuals** (online/web based/DVD/paper manuals) included:  * 1 parts manual * 1 repair manual for truck and all mounted equipment * 1 service manual * 2 Operator’s manuals * Wiring schematics including all installed systems and equipment   **State format available:** |
|  |
| 1. **Training Materials:**   Access to online/web based or DVD training, 1 for Operators and 1 for Mechanics  **Confirm and State format available:** |
|  |

|  |  |
| --- | --- |
| 1. **WARRANTIES AND EXTENDED WARRANTIES** | |
| Attach Warranty information including extended warranties. Any additional cost is to be stated: | |
| Manufacturer Warranty | **State:** |

1. **FINANCIAL**

|  |  |  |  |
| --- | --- | --- | --- |
| * 1. Two (2) Four Wheel Drive Backhoes In accordance with **Appendix A – Preferred Specifications** | | | |
| **Two (2) Four Wheel Drive Backhoes – State Manufacturer and Model:** | |  | |
|  | **Item** | **Quantity** | **Unit Price**  (exclude PST & GST) |
|  | **Two (2) Four Wheel Drive Backhoes** | **1** | **$** |
|  | **Levies (per unit)**: | **1** | **$** |
|  | **Tariff Cost (if applicable)** |  |  |
|  | **Environmental Tax (per unit)**: | **1** | **$** |
| **Sub-Total** | | | **$** |
| **PST** | | | **$** |
| **GST** | | | **$** |
| **TOTAL PRICE (per unit)** | | | **$** |
| **TOTAL PRICE (2 Units)** | | | **$** |
| The Price must include all required decals, paint and any features required to be compliant with all regulations and standards and be fully operational. | | | |

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| * 1. **WARRANTIES AND EXTENDED WARRANTIES - Attach Warranty information including extended warranties. Any additional cost is to be stated:** | |
| Extended Bumper to Bumper Warranty State term: | **State Term:** |
| $ |
| Other available Warranty Options: | **State Options:** |
| $ |

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| --- | --- | --- | --- |
| * 1. **Optional Unit for Trade-in** | | | |
| **Coquitlam Unit No.** | **VIN #** | **Description** | **Trade In Offered** |
| E3022 | CAT0430FJHWE00390 | 2016 Cat 430F2 | **$** |
| E3023 | CAT0430FTHWE00465 | 2016 Cat 430F2 | **$** |

**Attention Purchasing Manager:**

1. **I/We, the undersigned duly authorized representative of the Proponent**, having received and carefully reviewed all of the Proposal documents, including the RFP and any issued addenda posted on the City’s website [www.coquitlam.ca/Bid-Opportunities](http://www.coquitlam.ca/140/Bid-Opportunities) and having full knowledge of the Site, and having fully informed ourselves as to the intent, difficulties, facilities and local conditions connected to performing the Services~~,~~ submit this Proposal in response to the RFP.
2. **I/We** agree to the rules of participation outlined in the **Instructions to Proponents** (per section 2 of RFP) and should our Proposal be selected, agree to the City’s **Standard Terms and Conditions - Purchase of Goods and Services** (per Section 2 of RFP) and will accept the City’s Contract as defined within this RFP document.
3. **I/We acknowledge** receipt of the following Addenda related to this Request for Proposals and have incorporated the information received in preparing this Proposal.

|  |  |
| --- | --- |
| **Addendum No.** | **Date Issued** |
|  |  |
|  |  |
|  |  |

**This Proposal** is submitted this \_\_\_\_day of \_\_\_\_\_\_\_, 20\_\_\_\_\_\_.

**I/We have the authority to sign on behalf of the Proponent and have duly read all documents.**

|  |  |
| --- | --- |
| **Legal Name of Company** |  |
| **Signature(s) of Authorized Signatory(ies)** | **1.** |
| **2.** |
| **Print Name(s) and Position(s) of Authorized Signatory(ies)** | **1.** |
| **2.** |

**APPENDIX A – PREFERRED SPECIFICATIONS – FOUR WHEEL DRIVE BACKHOE**

**4WD Backhoe - 15'10", 115HP complete with tool carrier, 4 in 1 front bucket, extend-a-hoe, clean up bucket and digging bucket with hydraulic thumb**

| **Item #** | **Description** | **Meets Preferred Requirement YES/NO** | **Explain all Deviations** |
| --- | --- | --- | --- |
| **1. Equipment Overall** | | | |
|  | **State Manufacturer:** |  | |
|  | **State Model:** |  | |
|  | One piece unitized construction main frame |  |  |
|  | 1,250 lb. front counterweight |  |  |
|  | Michelin 500/70 R24 XMCL rear tires |  |  |
|  | Michelin 340/80 R18 XMCL front tires |  |  |
|  | Front tires shall ride inside loader bucket cutting width |  |  |
|  | Remote grease bank for front axle |  |  |
|  | Hinged front mount coolers accessible for easy cleaning |  |  |
|  | Vandal protection for engine access doors, instrument panel, fuel tank, and hydraulic tank |  |  |
|  | Approx. 40 gallon fuel tank |  |  |
|  | Reverse warning alarm switchable to 97 D.B.A. or 111 D.B.A. |  |  |
|  | Electric starting aid |  |  |
|  | Machine shall have slow moving vehicle triangle at rear of machine |  |  |
|  | External lockable toolbox |  |  |
| **2. Equipment Dimensions** | | | |
|  | Overall transport length |  |  |
|  | Overall transport width |  |  |
|  | Overall width (with stabilizers down) |  |  |
|  | Overall height |  |  |
|  | Overall operating weight |  |  |
|  | Ground clearance |  |  |

| **Item #** | **Description** | | **Meets Preferred Requirement YES/NO** | | | **Explain all Deviations** | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **3. Engine** | | | | | | | |
|  | 107 HP SAE approximately | |  | | |  | |
|  | EPA Final Tier 4 electronic engine | |  | | |  | |
|  | Turbocharged | |  | | |  | |
|  | Engine Coolant to -40⁰C | |  | | |  | |
|  | Serpentine drive belt with automatic tensioner | |  | | |  | |
|  | Coolant recovery tank with low level indicator | |  | | |  | |
|  | Wet Sleeved Engine | |  | | |  | |
|  | Fan Guard | |  | | |  | |
|  | Engine Oil Cooler | |  | | |  | |
|  | Spin on Fuel Filter with water separator | |  | | |  | |
|  | Dual dry air cleaner with pre-cleaner and restriction gauge | |  | | |  | |
|  | Self-cleaning exhaust after treatment system | |  | | |  | |
|  | Machine shall have automatic engine speed control that reduces engine speed when the backhoe is not in use. This is to conserve fuel and lower emissions.  Machine shall have auto shut down which turns off the engine after a pre-selected period of inactivity | |  | | |  | |
|  | 1000W Block Heater | |  | | |  | |
|  | State Engine oil change intervals | |  | | |  | |
| **4. Powertrain** | | | | | | | |
|  | 5 speed Power shift transmission, Torque converter with twist grip transmission control lever and neutral safety switch interlock 1st through 5th gears | |  | | |  | |
|  | Electric clutch cut-off on loader level | |  | | |  | |
|  | Vertical spin-on transmission filter | |  | | |  | |
|  | Planetary final drive | |  | | |  | |
|  | Differential lock | |  | | |  | |
|  | Four wheel drive with limited slip differential. Multi plate clutch engagement for on-the-fly mechanical front wheel drive | |  | | |  | |
|  | Hydrostatic power steering with emergency manual mode | |  | | |  | |
|  | Power assisted Hydraulic service brakes inboard, wet disc, self-adjusting self-equalizing | |  | | |  | |
|  | Parking/emergency brake, independent of service brakes spring applied, hydraulically released, wet multi-disc with electronic switch control | |  | | |  | |
|  | Service breaks shall be completely enclosed and sealed | |  | | |  | |
|  | Transmission oil cooler | |  | | |  | |
|  | Unit shall have a high gear speed of no less than 40 kph | |  | | |  | |
| **5. Backhoe** | | | | | | | |
|  | Excavator style curved boom | |  | | |  | |
|  | Boom and stick shall be weld repairable | |  | | |  | |
|  | Replaceable pins and bushings | |  | | |  | |
|  | Extendable dipper stick to 19' 8" digging depth | |  | | |  | |
|  | Swing locking pin stored in operator station | |  | | |  | |
|  | Pilot controls to be electronic over hydraulic fingertip controls with horn, auxiliary proportional roller switch control, proportional extendable dipper stick control and auxiliary selective electronically controlled flow control | |  | | |  | |
|  | Pivoting stabilizers with reversible pads | |  | | |  | |
|  | Independent isolation mounted stabilizer valve with two direction anti-drift valves | |  | | |  | |
|  | 36" clean up bucket with built in lifting eye and hooks | |  | | |  | |
|  | 24" digging bucket with teeth and built in lifting eye and hooks | |  | | |  | |
|  | Hydraulic “pin grabber” style quick coupler, to integrate with existing attachments in our fleet. | |  | | |  | |
|  | Hoe pack plumbing to back of cab | |  | | |  | |
|  | Necessary retaining brackets on boom with rubber grommets for hydraulic hoses when hydraulic compactor in use | |  | | |  | |
|  | Hydraulic thumb, CWS HX Direct Link-BE080 | |  | | |  | |
| **6.** | | **Backhoe Performance** | | |  | |  |
| With extendable dipper stick retracted: | | | | | | | |
|  | | Digging force bucket cylinder approximately 15,000 lbs. | | |  | |  |
|  | | Digging force crowd cylinder approximately 10,000 lbs. | | |  | |  |
|  | | Swing arc - 180⁰ | | |  | |  |
|  | | Bucket curl - 190⁰ | | |  | |  |
| **7. Loader** | | | | | | | |
|  | | Single lever control, loader control grip to incorporate clutch disconnect, transmission quick shift, proportional auxiliary roller switch and switch for monetary mechanical front wheel drive switch | | |  | |  |
|  | | Electronic parallel lift | | |  | |  |
|  | | Replaceable pins and bushings | | |  | |  |
|  | | Return to dig feature | | |  | |  |
|  | | Bucket level indicator | | |  | |  |
|  | | Loader boom service lock | | |  | |  |
|  | | Single lever joystick control with roller switches and electronic clutch disconnect switch | | |  | |  |
|  | | 4 in 1 bucket | | |  | |  |
|  | | 92" wide bucket approximately 1.3 cu. yd. | | |  | |  |
|  | | Bolt on cutting edge | | |  | |  |
|  | | Full length skid shoes | | |  | |  |
|  | | Built in lifting eyes and 3 lifting hooks | | |  | |  |
|  | | Loader to have hydraulic quick connect lugging to allow changing of attachments without leaving the cab (excluding connecting hydraulic lines) such as forks | | |  | |  |
| **8. Loader Performance** | | | | | | | |
|  | | With 4 in 1 - 1.3 cu. Yd. bucket: | | |  | |  |
|  | | Breakout force approximately 10,500 lbs. | | |  | |  |
|  | | Lifting capacity, full height approximately 7,000 lbs. | | |  | |  |
|  | | Dump clearance bucket at 45⁰ approximately 8' 8" | | |  | |  |
| **9. Lights** | | | | | | | |
|  | | Four front driving/working, L.E.D | |  | |  | |
|  | | Two front and two rear turn signal/flashing | |  | |  | |
|  | | Two rear working, L.E.D | |  | |  | |
| **9. Lights**  **(cont’d)** | | | | | | | |
|  | | Two rear stop and tail | |  | |  | |
|  | | Two rear reflectors | |  | |  | |
|  | | Roof mounted top light (see details in electrical) | |  | |  | |
|  | | Lighting to conform to CMVSS | |  | |  | |
| **10.** | | **Operator Station** | |  | |  | |
|  | | Modular design ROPS cab isolation mounted with molded roof | |  | |  | |
|  | | Access and egress through both left and right hand doors | |  | |  | |
|  | | Lockable right side storage | |  | |  | |
|  | | Slip resistant steps | |  | |  | |
|  | | Deluxe suspension seat (preferably air ride) with lumbar support and arm rests | |  | |  | |
|  | | 3" fully retractable seat belt | |  | |  | |
|  | | Electric monitor system, with audible and visual warning for air cleaner restriction, low alternator voltage, engine coolant temperature, engine oil pressure, hydraulic filter restriction indicator, park brake on-off indicator, 4 wheel drive on-off indicator. Economy mode limits engine RPM while operating loader or backhoe operation | |  | |  | |
|  | | Electric fuel gauge, illuminated | |  | |  | |
|  | | Electric hour meter, illuminated | |  | |  | |
|  | | Tachometer | |  | |  | |
|  | | Keyless start with machine security to be enabled through monitor | |  | |  | |
|  | | Quiet cab, state DB rating inside cab | |  | |  | |
|  | | Horn | |  | |  | |
|  | | Interior rear view mirror | |  | |  | |
|  | | Outside rear view mirrors | |  | |  | |
|  | | Rotary dial hand throttle | |  | |  | |
|  | | Suspended foot throttle | |  | |  | |
|  | | Built in operators manual storage compartment | |  | |  | |
|  | | Coat hook | |  | |  | |
|  | | Molded floor mat | |  | |  | |
|  | | Headliner | |  | |  | |
| **10. Operator Station (cont’d)** | | | | | | | |
|  | | 40,000 BTU heater - air conditioner | |  | |  | |
|  | | Defroster/pressurizer | |  | |  | |
|  | | Front wipers with washer/rear wiper | |  | |  | |
|  | | Tilt steering | |  | |  | |
| **11. Electrical** | | | | | | | |
|  | | 12 volt system - maintenance free battery | |  | |  | |
|  | | 120 amp alternator | |  | |  | |
|  | | Remote jump posts and battery disconnect | |  | |  | |
|  | | Blade type multi-fused circuits | |  | |  | |
|  | | Whelan L.E.D. top light # L31 HAF with L360 BGB branch guard to be installed | |  | |  | |
| **12. Hydraulics** | | | | | | | |
|  | | Main pump: pressure compensated load sensing axial piston pump for low idle lifting approx. 42 gpm @ 2,200 RPM. Lift mode hydraulic boost switch for maximum hydraulic pressure and increased lifting and craning capability | |  | |  | |
|  | | Independent hydraulic reservoir with sight gauge | |  | |  | |
|  | | 10 Micron vertical spin-on filter | |  | |  | |
|  | | O-ring face seal connectors | |  | |  | |
|  | | Hydraulic oil cooler | |  | |  | |
| **13. Spare Parts List - to be supplied with each machine** | | | | | | | |
|  | | Complete list of preventative maintenance parts and consumables.   * Provide part numbers and product description | |  | |  | |
| **14. Keys - to be supplied with each machine** | | | | | | | |
|  | | Four complete sets of keys are to be supplied at time of delivery **for each backhoe.** | |  | |  | |
| **15. Emissions** | | | | | | | |
|  | | Provide details of machine emissions | |  | |  | |
|  | | Provide details of engine warranty for E100 renewable diesel | |  | |  | |