

REQUEST FOR BID

City Police Harley Davidson Motorcycles

CITY OF ALAMEDA, CALIFORNIA



Issued: June 01, 2023
Submittal Deadline: June 12, 2023
to

CITY OF ALAMEDA
Public Works Department
2040 Grand Street
Alameda, CA 94501
Attn: Carlo Balboni
CBalboni@alamedaca.gov

**CITY OF ALAMEDA
REQUEST FOR BIDS**

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REQUEST FOR BIDS
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I. INTRODUCTION AND BACKGROUND

The City of Alameda invites bids for the purchase of two City Police Harley Davidson Motorcycles. Proposers shall read the information contained in this Request for Bid (RFB) to understand how to submit the bid, what documents must accompany the bid and what legal obligations apply when the Proposer submits a bid. Any Proposer that wishes to be considered for this purchase must submit the information requested in this RFB and if invited, participate in an evaluation interview panel.

II. SCOPE OF SERVICES

The City of Alameda is seeking to obtain bids for two police Harley Davidson motorcycles. Bids for this purchase must meet specifications while following all procurement laws and appropriate competitive bidding processes. In an attempt to receive the best value, service and price, the City of Alameda is seeking to obtain bids for two Harley Davidson motorcycles that meet the specifications included in **Appendix A**.

III. WARRANTY

Upon equipment delivery, the vendor must be able to provide all warranty paperwork in typed form. Vendor must also provide at least one copy of all operating manuals for the vehicle. The warranty commences with the final inspection and acceptance of the unit by the fleet department of the City of Alameda and should be for a minimum of one (1) year period from date of final inspection and acceptance by the City for parts and labor on motorcycle and installed aftermarket equipment.

IV. BID REQUIREMENTS

The Proposer shall provide a detailed quote itemizing and demonstrating Proposer's ability to meet the motorcycle and up fitting specifications contained in Exhibit A. Quote shall be on dealer letterhead and signed by the sales manager or their designee.

V. BID FORMAT

Proposers shall submit via email an electronic bid in Portable Document File (PDF) format only. **Bids must have the email subject "City of Alameda – City Police Harley Davidson Motorcycle Bid"**. Proposals shall be submitted to:

Carlo Balboni
Fleet Supervisor
cbalboni@alamedaca.gov

Bids may be received by 2 PM on June 12, 2023. Late bids will not be considered. The City assumes no responsibility for delays caused by delivery service. Any Bid received prior to **2 PM on June 12, 2023** may be modified by written addendum or withdrawn by written request from the Proposer to the City up to the official time when all bids are due.

VI. SELECTION PROCESS

The final award will be based upon the following criteria:

1. **Cost of Bid (70%)**

Cost, while not determinative, will be considered in the selection process.

2. **Ability of the Proposer to Supply Motorcycle (15%)**

Date of delivery will be considered in final award.

3. **Local Business (+5%)**

If the Proposer's company is physically located within the City limits, they will receive an additional five points.

4. **Warranty (10%)**

How warranty works, what is covered, where the motorcycle needs to be brought for warranty repairs. How aftermarket equipment warranty is handled.

VII. SELECTION TIMELINE

The City has designated the following activities and dates as key to the project schedule. Proposers are encouraged to assist the City in adhering to this timeline. The City reserves the right to change the schedule at its own discretion.

Anticipated Schedule for Selection	
Issuance of Request for Proposals:	June 01, 2023
Deadline to submit Proposals:	June 12, 2023

VIII. GENERAL CONDITIONS

1. **Nondiscrimination:** Applicants for this RFB shall not discriminate against any interested individual, firm or applicant on the grounds of race, religious creed, color, national origin, ancestry, handicap, disability, marital status, pregnancy, sex, age, or sexual orientation.
2. **Permits, Licenses, and Insurance:** The successful applicant for this RFB shall, at its sole expense, obtain and maintain during the term of any agreement executed pursuant to this RFB all appropriate permits, certificates, licenses, and insurance including, but not limited to, a City of Alameda Business License which may be required in connection with the performance of services hereunder.
3. **Signatures and Declarations:** Each proposal responding to this RFB must be signed on behalf of the submitting entity by an officer authorized to bind the entity to its proposal.
4. **City's Right to Waive:** The City reserves the right, in its sole discretion, to waive any immaterial irregularities in a proposal responding to this RFB or in the submission of a proposal.
5. **City's Right to Modify the RFB:** The City reserves the right, in its sole discretion, to modify this RFB should the City deem that it is in its best interests to do so. Any changes to the RFB requirements will be made by written addendum posted on the City's website. The failure of an applicant to read any addenda shall have no effect on the validity of such modification.
6. **City's Right to Suspend or Cancel the RFB:** The City reserves the right, in its sole discretion, to suspend or cancel this RFB in part or in its entirety should the City deem that it is in the City's best interests to do so.
7. **City's Right to Reject Any Proposal:** The City reserves the right, in its sole discretion, to reject any proposal responding to this RFB that the City determines does not satisfy the conditions set forth in this RFB, or contains false, misleading, or materially incomplete information. The City reserves the right, in its sole discretion, to reject all applicants and not to award to any applicant should the City deem that it is in its best interests to do so.
8. **City's Right to Extend RFB Deadlines:** The City reserves the right, in its sole discretion, to extend any of the deadlines listed in this RFB by written addenda should the City deem that it is in its best interests to do so.
9. **Cost of Proposals:** All costs incurred during proposal preparation or in any way associated with an applicant's preparations, submission, presentation or oral interview (if any) shall be the sole responsibility of Applicant.
10. **Liability for RFB Errors:** Applicants are solely responsible for all errors and omissions contained in their responses to the RFB.

11. **Bids Property of City:** Upon receipt, each proposal responding to this RFB that an applicant submits to the City becomes the sole property of the City and will not be returned to the applicant.
12. **Oral and Written Explanations:** The City shall not be bound by oral explanations or instructions given at any time during the process or after the award. Oral explanations given during the review process and after award become binding only when confirmed in writing by an authorized City official. Written responses to question(s) asked by one proposer will be provided to all applicants to this RFB.
13. **Public Record:** All bids submitted to the City are subject to the California Public Records Act.

IX. QUESTIONS

The RFB is available electronically as a download at <https://www.alamedaca.gov/BUSINESS/Bid-on-City-Contracts>. Proposers are solely responsible for determining if any addenda have been issued. Addenda will be published on this same website.

Please direct any questions to Carlo Balboni, Fleet Services Supervisor at 510 384 9021 or CBalboni@alamedaca.gov Questions must be received by June 8, 2023.

Appendix A. Motorcycle Specifications

Supply two of the following:

2023 Harley Davidson Motorcycle, Enforcement Type, Electra Glide FLHTP
Black/White fuel tank, Black saddlebags, side covers, fenders and fairing

Up-fit work must be done or arranged by the dealership.

- Equipment Emergency Kit Siren System
- Light Array with take down switch
- Side market lights and brackets
- Tour pack supporting hardware and harnesses
- The triple stack LED lightheads mounted to tourpack
- Four mega thin LED lightheads mounted to tourpack
- Auxiliary Battery
- Complete talker radar System Part 807-0006-00
- Blac-rac rifle safe system Part 8411001014
- Left Saddle bag mount, concealed rifle lock, hidden switch, cold wire tech preventing lock from being opened if locks power wires are cut and external power applied. Rifle length 21.5 inches with telescoping stock, 2 keys 8 sec delay.

Motorcycle Delivery: 2040 Grand Street, Alameda CA 94501

Provide Estimated Delivery Date

Training: Describe time and type of training included for use and maintenance.

Warranty: Describe Warranty process, where will warranty work be performed and describe pickup and return responsibilities, costs and procedures.

Additional Costs: Describe any possible additional cost not included in this RFP to the City of Alameda.

NOTE: Sales tax for City of Alameda is 10.75% Include sales tax in the bid.