

REQUEST FOR BID

Purchase of a Portable Pump on Tandem Highway Trailer with Electric Brakes

CITY OF ALAMEDA, CALIFORNIA



Issued: June 1, 2023
Submittal Deadline: June 12, 2023
to

CITY OF ALAMEDA
Public Works Department
Attn: Carlo Balboni
Cbalboni@alamedaca.gov

**CITY OF ALAMEDA
REQUEST FOR BIDS**

TABLE OF CONTENTS

Contents

I.	INTRODUCTION.....	1
II.	SCOPE OF SERVICES.....	1
III.	WARRANTY.....	1
IV.	BID REQUIREMENTS.....	1
V.	BID FORMAT.....	1
VI.	SELECTION PROCESS.....	2
VII.	SELECTION TIMELINE.....	2
VIII.	GENERAL CONDITIONS.....	3
IX.	QUESTIONS.....	4

Appendices

Appendix A Pump Trailer Specifications

REQUEST FOR BIDS
Trailer/Pump Purchases

I. INTRODUCTION AND BACKGROUND

The City of Alameda invite bids for the purchase of a Portable Pump on Tandem Highway Trailer with Electric Brakes.

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 the trailer and pump specification included in Appendix A. Bids 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 one trailer/pump that meet the specifications included in Exhibit 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 trailer, pump and optional or upgraded equipment.

IV. BID REQUIREMENTS

The Proposer shall provide a detailed quote itemizing and demonstrating Proposer's ability to meet the trailer/pump 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 –Pump/Trailer Purchase Bid"**. Proposals shall be submitted to:

Carlo Balboni
Fleet Supervisor
cbalboni@alamedaca.gov

Bids may be received by 2 PM 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 June 8th 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

After review of the submitted bids, the City may invite some or all proposers to present their qualifications and proposed approach or may decide to select one proposer without conducting interviews and enter into contract negotiations directly. Proposer interviews, if necessary, are the final selection will be based upon the following criteria:

1. **Ability and timing of the Proposer to supply specific requested trailer/pump (25%)**
2. **Cost of Bid (70%)**
Cost, while not determinative, will be considered in the selection process.
3. **Local Business (+5%)**
If the Proposer's company is physically located within the City limits, they will receive an additional five points.

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 1, 2023	June 1, 2023
Deadline to submit Proposals:	June 12 2023
Tentative Council Award of Purchase Order	September 5, 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 510 384 9021. CBalboni@alamedaca.gov Questions must be by written email and received by June 8th, 2023.

Appendix A

Supply one of the following.

Gorman-Rupp Diesel Engine Driven model T6A60S-4045T-FT4-ESP 6" Self-Priming Centrifugal Pump – Sound Attenuated Environmental Silent Pump, 6" x 6" NPT Male with Cast Iron casing and Semi-Open Type, Two Vane Impeller with Stainless Steel 17-4 PH Impeller Shaft and oil-lubricated cartridge type mechanical seal with Silicon Carbide rotating faces. The pump shall be driven by a John Deere model 4045T, Final Tier 4, Four Cylinder, Four Cycle, Turbocharged, and Liquid Cooled Diesel Engine with 12V Electric Starter.

Standard Equipment: Soundproof (EPA Average 67 dBA at 23 feet [7meters] Under Load). Lightweight Aluminum Enclosure - Removable for Maintenance of Pump or Engine - with Padlock Door Panels. 70 US Gallon Fuel Tank Base with Integral Drains and Fork Lift Pockets. Automatic Air Release Valve with Check Valve. 90-degree Discharge Elbow. Strainer.

Engine Control Features: Padlock Box with throttle Control, Tachometer, Coolant Temperature, Oil Pressure, Voltage and Over-start Indicators/Shutdowns. Manual/Stop/Auto Key-switch. Audible Startup Warning Delay. Fuel Level Display/Alarm/Shutdown (For Use with Optional Fuel Level Sensor).

Also includes: - PN# 29331-527; 12 VDC battery, (Wet) - PN# 29313-015, Tandem Highway Trailer w/Electric Brakes, w/2-5/16" Ball Hitch & Jack w/Foot Pad - PN# 48312-981; Dual Float Switches, mechanical, 50' cables

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 pickup and return costs and procedures.

Additional Cost: Describe any possible additional costs to the City of Alameda not included in the RFP.

NOTE

Sales tax for City of Alameda is 10.75% Include Sales Tax in quote.