



REQUEST FOR EXPRESSIONS OF INTEREST – 4629 EOI

**4629 EOI - SUPPLY AND DELIVERY OF ONE (1) 105' QUINT (AERIAL W/PUMP)
FOR RICHMOND FIRE-RESCUE**

Expressions of Interest 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 **3:00pm, local time on Friday, February 24th, 2012** (the “Closing Time”).

All queries related to this Request for Expression of Interest shall be submitted in writing to the attention of:

Kerry Gillis, Buyer II

email: purchasing@richmond.ca

The deadline for all enquiries is 5:00pm, local time on Thursday, February 16th, 2012

TABLE OF CONTENTS

1.0 Introduction..... 1
2.0 Definitions..... 1
3.0 Scope 2
4.0 Pre-qualification Process 2
5.0 Requests for Proposals..... 2
6.0 Qualification Criteria 3
7.0 Submission Details..... 3
8.0 Format Requirements..... 3
9.0 Review of Submissions..... 5
10.0 Inquiries 5
11.0 Non-Conforming Submissions..... 5
12.0 Notifications and RFP Process..... 5
13.0 Information Disclaimer 6
14.0 Intent to Enter Into an Agreement 7
15.0 Modification of Terms 7
16.0 Ownership of Submissions 7
17.0 Right to Not Accept Any Expression of Interest 7
18.0 No Commissions..... 7
19.0 Use of this Request for Expressions of Interest 7
20.0 Confidentiality, Freedom of Information and Protection of Privacy 8
21.0 No Claim for Compensation of Expenses..... 8
22.0 Conflict of Interest 8
23.0 No Solicitation 8
24.0 No Lobbying 8
25.0 Publicity 9
Distribution List.....

1.0 Introduction

- 1.1. The City of Richmond (the City) invites Expressions of Interest (EOI) for the supply and delivery of one (1) 105 ft heavy-duty Quint (Aerial w/pump) to Richmond Fire-Rescue.
- 1.2. The City is seeking a Unit that already exists in stock and not a new manufactured Unit.
- 1.3. Preference may be given to a Unit with a ladder/platform; however, Submissions can include a ladder without a platform for the City’s consideration.
- 1.4. Richmond Fire-Rescue provides prevention, education and emergency response services to the City of Richmond. Emergency Response services operate from seven fire halls and accessing a total operational fleet of approximately twenty (20) units. The first line emergency response units are three (3) Spartan Quints and a Heavy rescue, four (4) Saulsbury pumpers and a Pump/Rescue.

2.0 Definitions

- 2.1. Throughout this RFEOI the following definitions apply:
 - a) “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;
 - b) “Closing Time” means the closing date, time, and place as set out on the title page of this RFEOI;
 - c) “Equipment” or “Unit” means the 105’ Heavy-Duty Quint (Aerial w/pump) required by this RFEOI as described in Requirements and potentially supplied and delivered to the City by the Selected Respondent;
 - d) “Expression of Interest” or “EOI” means a statement of qualifications submitted in response to and according to the terms of this Request for Expressions of Interest;
 - e) “HST” means the harmonized sales tax administered under the Excise Tax Act (Canada) and any successor tax or levy therefor in force from time-to-time;
 - f) “Project” means the scope of Work and Requirements described in this RFEOI;
 - g) “Request for Expressions of Interest” or “RFEOI” means this document and related process;

- h) “Requirements” means all of the specifications, requirements and services set out in the RFEOI that describes the general requirements that the goods, materials, equipment and services must meet and the selected Respondent must provide;
- i) “Respondent” means an individual or a company (vendor) that submits, or intends to submit, a Response;
- j) “Response” or “Submission” means an Expression of Interest;
- k) “Selected Respondent” or “Successful Respondent” is the Respondent whose Expression of Interest, as determined through the evaluation criteria described in this RFEOI, provides the best overall value in meeting the requirements of the RFEOI, and with whom a Contract may be considered; and
- l) “Work” means all the labour, materials, equipment, supplies, services and other items necessary for the execution, completion and fulfilment of the Requirements;

3.0 Scope

- 3.1. The City is seeking Respondents that can supply and deliver a 105’ Heavy-Duty Quint (Aerial w/pump) to its Richmond Fire-Rescue division.
- 3.2. The City will only consider responses from Respondents that can provide a new Unit that is already in stock or one that can be delivered by June 2012.
- 3.3. The City may consider a trade-in of its 1997 Spartan/Smeal 75 ft single axle quint with fifteen (15) years of service, 140,000 km and 13,000 engine hours.

4.0 Pre-qualification Process

- 4.1. Interested parties are required to respond to this Request for Expressions of Interest in accordance with the terms of this RFEOI.
- 4.2. In the first phase of this potential two-phase process, responses to the RFEOI are being requested in order to afford the City the opportunity to evaluate Respondent’s expertise and to select a shortlist that will be invited to submit a proposal in response to a Request for Proposals. This RFEOI process is aimed at encouraging businesses with the required level of experience and expertise to participate.

5.0 Requests for Proposals

- 5.1. Respondents, who are pre-qualified as a result of this RFEOI process, may be invited to submit proposals, if required, to a Request for Proposals (“RFP”) from

the City. The City anticipates that, if required, the RFP may be distributed three to four weeks following the completion of the RFEOI process.

6.0 Qualification Criteria

- 6.1. The Successful Respondent should be able to supply and deliver the Equipment required by this RFEOI. The Successful Respondent shall have previously and successfully completed Projects of a similar size and complexity to the Work described in this RFEOI.

7.0 Submission Details

- 7.1. Respondents are requested to submit three (3) copies of their Expressions of Interest marked “4629 EOI – Supply and Delivery of One (1) Quint (Aerial w/pump) for Richmond Fire-Rescue” to the Purchasing Division, Information Counter, Main Floor, Richmond City Hall located at 6911 No. 3 Road, Richmond, BC V6Y 2C1. Submissions will be received on or before:

3:00pm, local time on Thursday, February 9th, 2012

- 7.2. Submissions will be evaluated at the discretion of the City based upon the information contained in the submissions. Questions relating to this RFEOI may be directed to Kerry Lynne Gillis, Buyer II by email to purchasing@richmond.ca. Inquiries and responses relating to the RFEOI will be posted on BC Bid (<http://www.bcbid.gov.bc.ca/open.dll/welcome?language=En>) and the City’s website (<http://www.richmond.ca/busdev/tenders.htm>). It is the sole responsibility of each Respondent to check these sites on a regular basis for amendments, addendums, or questions related to this RFEOI.
- 7.3. Note: Any submission will not necessarily be accepted. Respondents are advised they have no claim for compensation in the preparation of their Submissions and that by submitting an EOI, each Respondent shall be deemed to have agreed that it has no claim. All Submissions received by the City shall be subject to the *Freedom of Information & Protection of Privacy Act* of British Columbia.

8.0 Format Requirements

- 8.1. Responses submitted shall consist of:

- I. Title Page (1 page)

- a. The title page should identify the RFEOI number identified on the cover page of these pre-qualification documents, Closing Time (as specified in section 7.1), Respondent’s name, address, telephone number fax number, email address and contact person’s name.
- b. Table of Contents/Index.

II. Corporate Experience:

- a. Describe the type of company (for example: corporation, partnership, sole proprietor) and if a joint venture, clearly state this and state who the joint venture parties are and identify who is acting as the lead.
- b. Describe the company/entity size, depth and annual sales volume (in dollars).
- c. Provide client references.
- d. Provide a history of litigation or claims made against the Respondent during the three (3) years immediately prior to the Closing Time.

III. Corporate Capability:

- a. Describe capability (financial, experience and workload capacity) to undertake the role of Consultant.
- b. Provide resumes of proposed key personnel.
- c. Provide a letter from a bonding company confirming the Respondent's binding capability and provide a certificate of existing commercial general liability insurance.

IV. Completed and Current Projects:

- a. List three (3) relevant Projects, name of client, value of the Projects, company personnel involved and client/owner references with contact names and telephone numbers.
- b. Describe capacity to undertake this Project and describe any other Projects that the Respondent has scheduled during the anticipated time frame.
- c. Provide information that the ladder device and chassis have been in production for at least five years.

V. Outline of Services to be Provided:

- a. Provide a brief discussion of your methodology and approach to providing the Requirements of the Supply and Delivery of One (1) Quint (Aerial w/pump) for Richmond Fire-Rescue.

- b. Provide a delivery timeline.

VI. Equipment/Unit Requirements and Pricing Information:

- a. Provide the information required in the Appendices of this RFEOI.

9.0 Review of Submissions

- 9.1. The City will review the Expressions of Interest submitted to determine whether, in the City’s opinion, the Respondent has demonstrated that it has the required experience and qualifications to fulfill the obligations of the services identified in this RFEOI.

10.0 Inquiries

- 10.1. City, in its sole discretion and without having any duty or obligation to do so, may conduct any inquiries or investigations, including but not limited to contacting references, to verify the statements, documents, and information submitted in connection with the Proposal and may seek clarification from the Respondent’s bankers and clients regarding any financial and experience issues.
- 10.2. Subsequent to the receipt and review of responses the City reserves the right to issue a RFP for all or any part of the requirement described herein or to negotiate with any Respondent or with any number of Respondents concurrently for the purpose of entering into an agreement or to cancel this process in its entirety.

11.0 Non-Conforming Submissions

- 11.1. Submissions which fail to conform to the Format Requirements or which fail to conform to any other requirement of these Documents may be rejected by the City. Notwithstanding the foregoing or any other provision of these Documents. The City may at its sole discretion elect to retain for consideration Proposals which deviate either materially from the format requirements set out in hereto or which otherwise fail to conform to any other requirement of this RFEOI except the requirement of delivery of the Submission prior to the Closing Time.

12.0 Notifications and RFP Process

- 12.1. Following the Closing Time, the City will only notify those Respondents who are selected as being pre-qualified and may be invited to submit their proposal under an RFP process, if the City decides to issue an RFP process for this Project.
- 12.2. The City will not approve any change in the structure of formation of a short listed Respondent.
- 12.3. The City may unilaterally take the following actions, and shall not be liable for any such actions:

- a) amend the scope and description of the services to be procured under any RFP process as described in this RFEOI, and the qualifications that may be required to meet those requirements. In such event, proposals may be invited from those Respondents who meet the resulting amended requirements;
 - b) reject or accept any or all Submissions;
 - c) cancel the RFEOI process at any time and reject all Proposals; or
 - d) cancel the RFEOI process and recommence in respect of the same RFP with the same or an amended set of documents, information and requirements.
- 12.4. Subsequent to the receipt and review of the Responses, the City reserves the right, in its sole discretion, to issue a Request for Proposal (RFP) for all or part of the requirements described herein or to enter into negotiations with any Respondent or with any number of Respondents for the purpose of entering into an agreement, or to cancel this process in its' entirety.
- 12.5. The Respondent acknowledges and agrees that any submission is in no way whatsoever, an offer to enter into an agreement and a submission by any Respondent does not in any way whatsoever create a binding agreement. The Respondent acknowledges that the City has no contractual obligations whatsoever arising out of the RFEOI process.
- 12.6. The Respondent acknowledges and agrees that the pre-qualification of a Consultant pursuant to this RFEOI is only a preliminary step in the City's procurement process. Each successful Respondent will be evaluated further under any subsequent RFP (if required) evaluation process.

13.0 Information Disclaimer

- 13.1. The City and its directors, officers, employees, agents consultants and advisors are not liable or responsible for any oral, verbal or written information, or any advice, or any errors or omissions, which may be contained in this RFEOI or otherwise provided to the Respondent or Consultant pursuant to this RFEOI.
- 13.2. The Respondent shall conduct its own independent investigations and interpretations and shall not rely on the City with respect to information, advice, or documentation provided by the City. The information contained in this RFEOI is provisional and will be superseded by the RFP and/or other agreement documents.
- 13.3. The City makes no representation, warranty, or undertaking of with respect to this RFEOI and the City and its directors, officers, employees, agents, consultants and

advisors, shall not be liable or responsible for the accuracy or completeness of the information in this RFEOI or any other written or oral information made available to any interested person or its advisors, and any liability however arising, is expressly disclaimed by the City.

14.0 Intent to Enter Into an Agreement

14.1. By submission of an Expression of Interest, the Respondent agrees that, should it be identified as the successful respondent, it is willing to enter into agreements, if required, as necessary to complete the transactions contemplated in the Respondent's Response to this Request for Expression of Interest.

15.0 Modification of Terms

15.1. The City reserves the right to modify the terms of this RFEOI at any time at its sole discretion. This includes the right to cancel this RFEOI at any time without liability to any Respondent.

16.0 Ownership of Submissions

16.1. All documents submitted to the City, including Expressions of Interest, and any drawings, plans and models (as applicable), become the property of the City and will not be returned to Respondents. They will be received and held in confidence by the City, subject to the provisions of Section 20.1.

17.0 Right to Not Accept Any Expression of Interest

17.1. The City reserves the right to not accept any Expression of Interest and is not bound to enter into an agreement with any Respondent or issue a Request for Proposal. In the event that no Expression of Interest is selected, the City will declare the RFEOI terminated, in which case the City reserves the right to enter into negotiations with any party, regardless of whether or not such party previously participated in the RFEOI.

18.0 No Commissions

18.1. The City will not pay any commission to any Respondent or any agent acting on behalf the Respondent in connection with any transaction arising from the RFEOI. Any agent working with or for an interested party is assumed to be compensated by the Respondent.

19.0 Use of this Request for Expressions of Interest

19.1. This document, or any portion thereof, may not be used by others for any purpose other than for the submission of Expressions of Interest.

20.0 Confidentiality, Freedom of Information and Protection of Privacy

- 20.1. All submitted Expression of Interests shall become the property of the City. The City reserves the right to release information to the public about the Expression of Interests received and any agreement(s) entered into. As the property of the City, Expression of Interests will be considered government records, which are public documents and subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia. However, any commercial information that could cause potential economic harm to a Respondent's business interests should be identified as such.
- 20.2. Information pertaining to the Site obtained by the Respondent as a result of participation in this RFEOI is confidential and must not be disclosed without written authorization from the City.

21.0 No Claim for Compensation of Expenses

- 21.1. The City is not liable to pay such costs and expenses or to reimburse or compensate a Respondent under any circumstances.
- 21.2. As such, Respondents are advised they are responsible for bearing all costs of preparing and submitting an EOI and any subsequent discussions with the City. Respondents shall have no claim for compensation in the preparation of their submissions and by submitting an EOI, each Respondent shall be deemed to have agreed that it has no claim.

22.0 Conflict of Interest

- 22.1. Respondents are responsible for ensuring that any and all conflicts of interest or potential conflicts of interest are disclosed in their Submission. Failure to disclose a conflict of interest may result in the rejection of the Expression of Interest.

23.0 No Solicitation

- 23.1. If any directors, employees, officers, agents, consultants, or representatives, or other representative of a Respondent makes any representation or solicitation offering a personal benefit to any officer, employee, agent, consultant, or elected official of the City, concerning the Respondent's Expression of Interest, the City reserves the right to reject the Respondent's Response to this Request for Expressions of Interest.

24.0 No Lobbying

- 24.1. From the date on which this RFEOI is issued until the RFEOI process is terminated, Respondents (including any directors, employees, officers, agents, consultants, or representatives) should not communicate with the City, directly or indirectly, about the RFEOI except via the designated Contact Person in Section 7.2.

25.0 Publicity

- 25.1. Respondents must not issue any news release or other public announcement that discloses details of this Request for Expression of Interest, or the Respondent's Response to this RFEOI, without the prior written consent of the City.

Appendix One – Respondent and Equipment Profiles

PROPONENT PROFILE	Please PRINT Response		
1. Company Name – (use full legal name)			
2. Company Address – (Including name of city where your head office is located)			
3. Company Address - (Including name of city where closest office serving Richmond, B.C.)			
4. Primary Contact Person and Title			
5. Phone number & email address for <i>Primary</i> contact person	Phone:	Email Address:	
6. Client References – Provide three (3) clients similar in size and scope to the City and include contact person information (including names, titles, phone and email addresses)	Client Reference One	Client Reference Two	Client Reference Three
	Company Name	Company Name	Company Name
	Contact Person and Title	Contact Person and Title	Contact Person and Title

City of Richmond
 Request for Expression of Interest
 4629 EOI – Supply and Delivery of One (1) Quint (Aerial w/pump) for Richmond Fire-Rescue

	Phone and Email Address	Phone and Email Address	Phone and Email Address
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EQUIPMENT PROFILE	Please PRINT Response
1. Brand, Make & Model of Quint (Aerial w/pump) being recommended to Richmond Fire-Rescue	
2. State ONE Company or Equipment characteristic that you believe makes your proposal <i>unique</i> and would be <i>advantageous to Richmond Fire-Rescue</i>	

Appendix Two – Requirements Qualification Sheet

Category	Requirement	Requirement is: Mandatory (M) or Desired (D)	Does the Respondent's Proposed Unit meet this Requirement? (check the box that applies)		Comments
			YES	NO	
Unit/ Equipment Requirements	1. Meets ULC S515 and current NFPA1901 standards on the aerial device and the apparatus	M			
	2. Climate Control	M			
	3. Minimum 500 HP diesel engine	M			
	4. 21000 – 23000 lbs front axle	M			
	5. 48 deg Left, 44 deg Right Cramp angle	M			
	6. Crosslays, same as existing 75's	M			
	7. Extreme Duty cab	M			
	8. Short wheelbase 225", Tail 154", OAL 504" (42'-0"), rear overhang 92"	D			
	9. Pump capacity 2000 gpm usg, UL - <u>requires ULC</u>	M			

Category	Requirement	Requirement is: Mandatory (M) or Desired (D)	Does the Respondent's Proposed Unit meet this Requirement? (check the box that applies)		Comments
			YES	NO	
	10. Foam-Pro complete system not less than 10 gpm of product capability,	M			
	11. 17" Front Disc	M			
	12. 16.5" rear drum	D			
	13. Minimum 21" front bumper ext	D			
	14. Accuride polished front/rear wheels	M			
	15. Roll-up doors satin finish (anodized), ROM preferred	M			
	16. 24' ladder (in line with our current inventory)	M			
	17. 10KW Hydraulic Generator	M			
	18. Compatible Compartment venting system	M			
	19. Line X Pump Panel	M			
	20. Line X Compartment coating	M			

Category	Requirement	Requirement is: Mandatory (M) or Desired (D)	Does the Respondent's Proposed Unit meet this Requirement? (check the box that applies)		Comments
			YES	NO	
	21. Two siren speakers and air horns mounted in the front bumper and Q2B Federal siren.	D			
	22. Compatible threads, 1-3/4 is NPSH, 2-1/2 is BC standard iron hose thread(BCT) , the LDH hose suction and discharge is 4inch Storz.	M			
	23. Exhaust outlet to be with Nederman system.	M			
	24. SCBA style seats	M			
	25. Display screen in cab to indicate which door or appliance is open or up.	M			
	26. Audible alarm should be of a completely different tone from the warning tone used to indicate low air.	D			
	27. Ramco mirrors, part no. CRM1753-TPCHR	M			

Category	Requirement	Requirement is: Mandatory (M) or Desired (D)	Does the Respondent's Proposed Unit meet this Requirement? (check the box that applies)		Comments
			YES	NO	
	28. Foam refill system, and the three discharges: 29. A) front bumper 30. B) transverse 31. C) aerial	M			
	32. Metric speedometer	M			
	33. All pump gauges in PSI	M			
	34. mechanical seals	D			
	35. Parts and operational compatibility with current fleet of Smeal Quints	D			
	36. Parts delivery directly to Richmond Fire Rescue is preferred	D			
	37. Shelving provided.	M			
	38. Door lettering and decals provided.	M			
	39. Training is included.	M			

Appendix Two, continued

Category	Item	Provided (check the box that applies)		Comments
		YES	NO	
Warranty	1. Basic Warranty			
	2. Cab Paint			
	3. Body and Pump House Paint			
	4. Ladder Paint			
	5. Cab Structure			
	6. Engine And Transmission			
	7. Front and Rear Axle			
	8. Body Structure			
	9. Body Perforation Corrosion			
	10. Frame and Cross Member			
	11. Stainless Steel Plumbing			
	12. Aerial Hydraulics Leakage			
	13. Aerial Structure			
	14. Waterway Seals			
	15. Water and Foam Tanks			
	16. Fire Pump			

Appendix Three – Proposed Pricing

Item	Cost
1. Cost to purchase the 105 ft heavy-duty Quint (Aerial w/pump)	Cost: \$ _____ (HST extra)
2. Cost for warranties, outside what is included (attached additional information, as required)	Cost: \$ _____ (HST extra)
3. Trade-in of a 1997 Spartan/Smeal 75 ft single axle quint with 15 years of service, 140,000 kms and 13,000 engine hours is required.	Trade In Value: \$ _____