



REQUEST FOR PROPOSAL

NWRFP-25-05

**DESIGN AND CONSTRUCTION OF ONE NEW TANDEM AXLE
DERRICK DIGGER**

Closing Time:

Thursday, March 13, 2025
3:00 PM, Local Time, Vancouver BC

Closing Location:

Main Reception Desk
City of New Westminster
511 Royal Avenue,
New Westminster, B.C. V3L 1H9

Further requests for information :

Purchasing: Ron Gidda
Purchasing and Inventory Supervisor

Email: nwpurchasing@newwestcity.ca

| | | |
|------------------------------------|--|-------|
| PROPONENT NAME | | |
| Street Address: | | |
| City Province Postal Code | | |
| Contact Name: | | |
| Telephone number: | | Fax: |
| Email | | Date: |
| Signature: by authorized signatory | | |

By my signature above, it shall be understood that I have read, understood and accept the requirements outlined in the Request for Proposal; we hereby propose to supply the Services in accordance with the Request for Proposal and as outlined in this Form of Proposal.

CORPORATION OF THE CITY OF NEW WESTMINSTER

PART 1

RFP PROCESS & GENERAL REQUIREMENTS

1.0 GENERAL INFORMATION

- 1.1** The City of New Westminster is seeking the design and construction of one tandem axle Derrick Digger. Refer to Part 2 – BUSINESS REQUIREMENTS for an in-depth scope of work.
- 1.2** This is a request for proposals, and not a call for tenders or request for offers and no contractual obligations shall arise between the City and a Proponent upon the Proponent's submission of a Proposal to the City.
- 1.3** The city, at its discretion, reserves the right to;
- a) select a Proposal that deviates from the requirements of this RFP;
 - b) modify this RFP at any time.
- 1.4** Proponents will be solely responsible for their own expenses incurred in connection with this RFP, including in preparing and submitting a Proposal and in any subsequent negotiations with the City.
- 1.5** This RFP shall be governed by and construed in accordance with the laws of the Province of British Columbia.
- 1.6** The City reserves the right to negotiate with the lead Proponent deemed to provide the best overall value and such negotiations may include, but are not limited to:
- a) Changes to the requirements or Scope of Work proposed by the Proponent;
 - b) Price; and
 - c) Specific contract details as deemed reasonable for negotiations by the City.

2.0 PROPOSAL INSTRUCTIONS

- 2.1** Three (3) copies of the Proposal, including one signed and initialled copy of this Request for Proposal, are to be submitted and clearly marked on the outside envelope or box as follows:
- NWRFP-25-05 Design and Construction of One New Tandem Axle Derrick Digger**
- 2.2** The City will receive Proposals at the location and time indicated on the title page of this Request for Proposal.
- 2.3** It is the Proponent's responsibility to ensure that the City receives its Proposal prior to the closing time indicated on the title page of this Request for Proposal. The City does not accept facsimile or other unsealed Proposals.
- 2.4** Requests for clarification or further information must be made in writing only to the individual identified on the first page of this RFP. The City intends to respond to enquiries that it, in its sole discretion, considers relevant to this RFP. The City intends to respond only to those relevant written enquiries received at least seven (7) calendar days prior to the closing date and time. The City will record enquiries and post written responses on its website at <https://www.newwestcity.ca/business-and-economy/doing-business-with-the-city/request-for-bids-and-proposals-open>

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3.0 CONTRACT REQUIREMENTS

- 3.1 The City anticipates that any contract arising from this RFP will be based on the City's Consulting Services Agreement and Statement of Work provided by the consultant.
https://www.newwestcity.ca/business-and-economy/doing-business-with-the-city/procurement_policy.php

4.0 OWNERSHIP OF PROPOSALS AND FREEDOM OF INFORMATION

- 4.1 All documents submitted with your Proposal will become the property of the City, and as such shall be subject to the disclosure provisions of the *BC Freedom of Information and Protection of Privacy Act (FOIPPA)* and *Community Charter*. A Proponent may stipulate in their Proposal that a portion(s) of their Proposal that contains confidential information and is supplied to the City in confidence. However, under FOIPPA, the City may nevertheless be obligated to disclose all or part of a Proposal in response to a request made under the Act, even if the Proponent has stipulated that part of their Proposal is supplied in confidence. The Proponent should review Section 21 and other provisions of FOIPPA in order to gain a better understanding of the City's disclosure responsibilities under the Act.

5.0 LIVING WAGE EMPLOYER

- 5.1 Effective January 1, 2011, the City of New Westminster became a "Living Wage Employer". As such, the City has established a [Living Wage Policy](#) that requires all firms that are contracted by the City to provide services on City premises, to pay their employees, who perform said service on City property, a Living Wage as calculated by the Living Wage for Families Campaign. The current living wage rate for Metro Vancouver is \$27.05 per hour, assuming the employer provides no benefits.
- 5.2 In order to determine an employee's hourly rate with benefits the Living Wage for Families has created a Living Wage Calculator to assist with this determination. Please access the following website to determine your compatibility.
http://www.livingwageforfamilies.ca/living_wage_calculator
- 5.3 The City includes in all its competitive bid documents a Declaration referencing the City's expectations with regards to compliance of the Policy (attached as Appendix A). **Completion and submission of the Declaration is required prior to Contract award.**
- 5.4 In evaluating submissions, the City intends to rely on the Declaration provided by a Respondent and shall have no obligation or duty to investigate the truthfulness of the Declaration. Please review the City's [Living Wage Page](#) for further information.

6.0 EVALUATION AND SELECTION PROCESS

- 6.1 The City will evaluate all submitted valid Proposals. The City will not necessarily accept any or all Proposals. The object of the evaluation and selection process is to identify the Proposal that, in the City's opinion offers the best value for the services requested.
- 6.2 The City will evaluate the requirements and only those deemed by the City to have the right experience/capabilities/methodology etc. will have their price evaluated.

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6.3 The City intends to evaluate Proposals based on the following criteria and weighting:

| Evaluation Criteria | Weighting |
|--------------------------------|------------------|
| Capability and Experience | 25 |
| Ability to meet Specifications | 25 |
| Value for Cost | 25 |
| Timeline and Delivery Time | 25 |
| References | Pass/Fail |
| Total | 100 |

6.4 The City advises all Proponents that the process for evaluation/interview and finalizing the lead/winning proponent may take 2 – 3 months.

7.0 NEGOTIATIONS

7.1 The award of a contract may be subject to negotiations with the lead Proponent that is deemed to provide the best value to the City. Such negotiations include, but not limited to, the following:

- a) Changes to the requirements or Scope of Work proposed by the Proponent
- b) Price; and
- c) Specific contract details as deemed reasonable for negotiations by the City

7.2 If a written contract cannot be negotiated within fourteen (14) days of notification with the lead Proponent, the City may, at its discretion at any time thereafter, terminate negotiations with the lead Proponent and either enter into negotiations with the next qualified Proponent or cancel the RFP or negotiate with another supplier.



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PART 2

BUSINESS REQUIREMENTS AND SCOPE OF WORK

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1.0 BACKGROUND

- 1.1 The City of New Westminster Electrical Operations is replacing a 2009 Derrick Digger. The City of New Westminster Electrical Operations requires the design and construction of one new tandem axle Derrick Digger.

2.0 BUSINESS REQUIREMENTS & SUMMARY OF WORK

- 2.1 See Appendix B for specification table.
- 2.2 Provide complete specifications and full five sided detailed drawings.
- 2.3 Provide any appropriate information on the material, fabrication and finish specifications that will be applied in the construction of the apparatus.
- 2.4 Provide multiple site inspections with a pre-determined schedule.(IF Required).
- 2.5 The consultant is required to supply the location address and company name of the local business that is qualified to complete all warranty work and supply parts as required. A copy of this agreement between the two agencies to perform such work shall be provided with this proposal.
- 2.6 Provide all costs and options available.
- 2.7 Provide timeline and delivery date.

3.0 SUBMISSION REQUIREMENTS

- 3.1 Please submit (3) three copies of the Proposals. They should be concise and directed to the requirements of this RFP. Proposals should be provided double-sided on 8 ½” white paper, in a font colour of black and not less than 11 point. All proposals must include and clearly identify:
- a) **Cover Page:** Front page of this RFP with the required Proponent information filled out and signed.
 - b) **Executive Summary:** (1 page) including a brief history of the firm, overview of overall ability and expertise, and experience and competencies in providing deliverables similar in nature to those identified for this project.
 - c) **Understanding of Assignment and Approach:** A brief outline of the Proponent’s understanding of the project and a detailed work program and methodology to successfully achieve the objectives.
 - d) **Cost/Schedule:** A schedule of activity from date of award to final submission, including a labour summary matrix that provides person-hour estimates for each of the work activities.
 - e) **Project Team/Experience:** The proposed project team complete with brief resumes, describing each person’s role in this project and their qualifications and experience to take on successfully the role
 - f) **Value Add:** Provide a description of your organization’s unique expertise and successes; what sets your firm and proposed team apart from other organizations with respect to this project
 - g) **Social and Sustainability:** Explain your social and sustainability policy and process. Explain how your company addresses anti-racism, diversity, inclusion, and equity. Explain how your

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company promotes sustainability (locally and in your operations), i.e. do you have a carbon footprint reduction plan? How do you manage waste in your facility or on a job-site?

- h) **Appendix B** – Specification Table: Complete and include in your proposal.
- i) **References:** Complete the attached table of references below

REFERENCES

Please provide three (3) references for companies whom your organization has completed work of a similar magnitude and nature in the past five (5) years. The City of New Westminster may be used as a reference, if work of a similar nature has been provided to the City.

| | |
|--|--|
| Reference 1 | |
| Company Name and Address | |
| Contact Name | |
| Telephone Number | |
| Email address | |
| Brief Description of services provided | |

| | |
|--|--|
| Reference 2 | |
| Company Name and Address | |
| Contact Name | |
| Telephone Number | |
| Email address | |
| Brief Description of services provided | |

| | |
|--|--|
| Reference 3 | |
| Company Name and Address | |
| Contact Name | |
| Telephone Number | |
| Email address | |
| Brief Description of services provided | |

1.1 The City reserves the right to contact the references to confirm the nature and performance of the work provided by the Proponent. The City reserves the right to seek a reference from sources other than those provided by the Proponent.



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APPENDIX A

DECLARATION – LIVING WAGE EMPLOYER

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DECLARATION – LIVING WAGE EMPLOYER

I, _____ as a duly authorized signing officer of

Company: _____

Address: _____

_____, confirm that all employees and sub-contractors under our contract with the City as outlined below, are paid not less than the “Living Wage” as calculated by the Living Wage for Families Campaign.

I understand that this requirement extends only to those employees and sub-contractors’ employees that perform work while on City premises and property for durations in excess of one continuous hour per occasion.

I understand that the City will conduct audits if and when notification of breach of this compliance is received by the City. I understand that in the event any breach of this declaration is found to be true, the City reserves the right to cancel its contract without penalty at any time once said authentication of the breach is made.

Contract Name: _____

Authorized Signatory:

Dated:



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APPENDIX B

SPECIFICATIONS

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SPECIFICATIONS

Specifications For: _____

Make: _____

Model and Year: _____

| Spec. # | Description | Required by Corporation | State <u>Yes</u> if you conform, State <u>No</u> with <u>detail</u> |
|---------|-------------------------------|--|---|
| 1. | Year | <ul style="list-style-type: none"> ▪ Current production model ▪ 6 full sets of keys | State |
| 2. | Wheel Base and G.V.W.R | <ul style="list-style-type: none"> ▪ 212" approximately ▪ 54,000 lbs. approximately ▪ Cab to axle 138" approximately ▪ Overall length approximately 30' | State |
| 3. | Frame | <ul style="list-style-type: none"> ▪ Double rail "C" channel reinforced full length 3,800,000 in-lbs, maximum resist bending movement (RBM) ▪ Two (2) frame mounted tow hooks ▪ It is critical to obtain the MAXIMUM angle of departure on the front and back of vehicle ▪ Indicate on drawings the angle of departure that your apparatus will have | State: State: State: |
| 4. | Engine | <ul style="list-style-type: none"> ▪ Diesel powered Minimum 300 horse power ▪ Must be able to ascend an 8% grade at 50km an hour when fully loaded ▪ Requires engine speed control systems for PTO operations ▪ Must meet all current emission standards ▪ Oil filter full-flow spin on ▪ Fuel/Water separator ▪ Remote air filter with restriction gauge ▪ Magnetic oil drain plug ▪ Powder coated oil pan ▪ Requires engine hour meter ▪ Requires engine block heater | State |

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| Spec. # | Description | Required by Corporation | State <u>Yes</u> if you conform, State <u>No</u> with <u>detail</u> |
|---------|--|--|---|
| 5. | Cooling System | <ul style="list-style-type: none"> ▪ HD cooling system ▪ Permanent type antifreeze to -34' | State State |
| 6. | Transmission & Differential | <ul style="list-style-type: none"> ▪ Automatic Allison transmission with heavy duty oil cooler ▪ Standard ratio for engine and transmission specified and for mountainous terrain ▪ Must use synthetic transmission fluid ▪ Must be equipped with either multi-position exhaust brake or engine retarder ▪ Must be able to ascend an 8% grade at 50km an hour when fully loaded ▪ Must be able to maintain 100km/hr on highway ▪ Must be equipped with a three-way inter axle lock up, operator controlled, dash mounted switches with indicator lights | State |
| 7. | Steering | <ul style="list-style-type: none"> ▪ HD power assisted, if front axle over 16,000lbs. will require dual power steering gear | State |
| 8. | Brakes | <ul style="list-style-type: none"> ▪ Six wheel air brakes with dust shields ▪ Antilock braking system ▪ Full vehicle wheel control ▪ Four Channel ▪ Automatic slack adjusters with brake indicators ▪ Must have easily accessible air drain manifold with all tanks routed to manifold | State State |
| 9. | Suspension | <ul style="list-style-type: none"> ▪ Front parabolic taper-leaf springs as required for G.V.W.R. ▪ Rear heavy duty springs as required for G.V.W.R. ▪ Heavy duty front and rear shock absorbers ▪ Rear torque rods and walking beam suspension | State |
| 10. | Wheels/Tires | <ul style="list-style-type: none"> ▪ Front steer tires ▪ Rear traction tires ▪ Request maximum size available for vehicle quoted | State |

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| Spec. # | Description | Required by Corporation | State <u>Yes</u> if you conform, State <u>No with detail</u> |
|---------|---------------|---|--|
| 11. | Lights | <ul style="list-style-type: none"> ▪ Inverter/Charger 3000 watt continuous with 9000 watt surge comes with 140 amp VDC built in battery charger ▪ Remote control installed in cab for on/off control and initial setup ▪ Discover EV Traction dry cell Battery 6 volt, two or four required depending on runtime ▪ Battery box (L16) ▪ Battery separator bidirectional AC distribution and breaker panel ▪ Shore power plug 20 amp AC ▪ DC cabling as required for installation location ▪ Alternator – 12 volt, 160 amp MINIMUM ▪ Starter – 12 volt with thermal over-crank protection ▪ Battery – dual heavy duty 12 volt batteries with isolators ▪ Batteries to be connected in parallel using bus bar system ▪ Manual battery disconnect ▪ 12 volt/110 inverter 100 amp minimum 200 amp maximum with internal temperature and overload protection | State |

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| Spec. # | Description | Required by Corporation | State <u>Yes</u> if you conform, State <u>No with detail</u> |
|---------|-----------------|---|--|
| 12. | Cab/Body | <ul style="list-style-type: none"> ▪ Exterior – Must meet federal and provincial Motor Vehicle Regulations ▪ Must be equipped with fog lamps ▪ All lighting to be LED (Excludes headlights and fog lamps) ▪ Requires self-cancelling turn signals, comes with 4 way hazard lights ▪ Dome light in cargo and cab ▪ Slim line LED arrow stick to be mounted on front and rear with deluxe controls in cab. ▪ Four 4x4 rectangle amber flush mount lights mounted on each side of the truck body ▪ Four LED amber beacons – two mounted on the front mirrors and two mounted at the rear ▪ Two high intensity scene lights mounted on the rear of the body that are active when in reverse as well as being activated by a switch at the rear of the vehicle ▪ Requires two fully rotational remote controlled roof mounted spot lamps to be controlled from inside cab ▪ LED strip lighting shall be provided on the interior of each compartment opening. The lights shall be controlled by a switch in each compartment opening and wired to the compartment open light in the cab | State |

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| | | | |
|------------|---|---|--------------|
| <p>13.</p> | <p>Hydraulic System/Digger Derrick</p> | <ul style="list-style-type: none"> ▪ 80" wide, regular cab style with full interior and storage ▪ Single piece construction roof and floor panels ▪ Requires deluxe air style driver's and passenger's seat with 3 point belts ▪ Passenger seating shall have a storage compartment underneath with dividers for storage ▪ Dual sun visors ▪ Multi speed high output heater and air conditioning ▪ AM/FM Bluetooth radio ▪ Back-up alarm – Maximum 98dBA ▪ Rear back-up camera with in cab display ▪ Power heated "Break Away" mirrors, with convex mirrors and passenger look down mirror ▪ Programmable warning buzzer with audible alarm connected to the electric horn for: low fuel, low oil pressure, high engine temperature, low battery voltage, and park brake set ▪ Park brake set will command a different horn frequency than other audible warnings ▪ Low washer fluid buzzer ▪ Dual windshield wiper with delay ▪ Power door locks ▪ Power windows ▪ Window vent visors ▪ 6 additional up-fitter switches for future add-ons ▪ All switches to be back lit ▪ Right and left grab handles for entry and exit of the cab ▪ Cab steps to be offset with non-slip grips and protected with powder coated finish ▪ All handles to be heavy duty ▪ Body interior to have storage shelving ▪ Body interior to have fire extinguisher and holder ▪ Body interior to have clothing hooks ▪ Engine speed control for PTO, electronic stationary and pre-set, two speed settings, mounted on steering wheel **Include wiring for Body Builder installation of PTO Controls** ▪ All steel construction flat deck | <p>State</p> |
|------------|---|---|--------------|

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| Spec. # | Description | Required by Corporation | State <u>Yes</u> if you conform, State <u>No with detail</u> |
|---------|-----------------|--|--|
| | | <ul style="list-style-type: none"> ▪ Sign holder and confined space rack holder ▪ Two rubber dock bumpers ▪ Multiple compartments located under deck for pipe storage ▪ All compartments must be able to be opens with a gloved hand ▪ Supply and install 50' hydraulic hose and electrical reel for running hydraulic saws, tampers, and pole jack to rear of truck. All fittings to be the same as current City of New Westminster fittings ▪ Heavy duty mud flaps ▪ T-125 heavy duty pintle hook with chassis frame reinforcement and two (2) safety chain rings rated at 10 tons minimum ▪ Two (2) wheel chocks with holders ▪ Colour to be determined at pre-build meeting | |
| 14. | Delivery | <p>HYDRAULIC SYSTEM</p> <ul style="list-style-type: none"> ▪ Preferred transmission mounted PTO (ease of maintenance) ▪ Hydraulic pump to provide sufficient G.P.M and pressure to run front winch, jack hammers, tampers, and drills <p>DIGGER DERRICK **AUGER NOT REQUIRED**</p> <ul style="list-style-type: none"> ▪ Rear mount with upper and lower controls ▪ Lower controls to be located at the rear of the truck ▪ Full pressure hydraulics ▪ Boom tip winch ▪ Hydraulic third section ▪ Set A-Frame outriggers with warning buzzer ▪ Must meet all CAN/CSA standards and be certified <p>SHEAVE HEIGHT</p> <ul style="list-style-type: none"> ▪ 1st, 2nd, and 3rd extended approximately 50' | |
| 15. | Option | <ul style="list-style-type: none"> ▪ FOB City Garage, 901 First Street, New Westminster, BC V3L 2J1 | |

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| Spec. # | Description | Required by Corporation | State <u>Yes</u> if you conform, State <u>No with detail</u> |
|---------|-------------|---|---|
| 16. | | <p>Do Not Include in Cost of Vehicle</p> <p>a) Idle reduction technology</p> <p>b) Parts and service manual for all equipment (Truck and accessories)</p> <p>c) Training to be provided to fleet staff in all aspects of operation, maintenance and repair</p> <p>d) E-PTO option</p> <p>e) Ability to winch from different locations on the truck</p> | <p>State Cost</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> |

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PRICE AND DELIVERY SCHEDULE

PRICE

In accordance with the Contract Documents, which terms and conditions we have carefully examined and agree to, the undersigned hereby submits a firm Tender to supply the vehicle(s) in accordance with the Specifications, for the price(s) as listed below, delivered FOB City of New Westminister Works Yard 901 1st Street, New Westminister BC.

| PRICING OPTION | Quantity | Unit Price | Extended Price |
|--|-----------------|-----------------------------|-----------------------|
| 2025 Tandem Axle Derrick Digger | 1 | \$ _____ | \$ _____ |
| | | Sub Total | \$ _____ |
| | | GST 5% | \$ _____ |
| | | PST 7% | \$ _____ |
| | | Environmental Tax | \$ _____ |
| | | Total Tendered Price | \$ _____ |

CORPORATION OF THE CITY OF NEW WESTMINSTER**Price Discrepancies**

If there are any discrepancies between the unit prices and the extended totals, then the unit price shall be deemed to be correct, and the corresponding corrections shall be made to the extended totals. If the unit price is given but the corresponding extended total has been omitted the following shall apply:

- a) If a unit price is given but the corresponding extended total has been omitted, then the extended total shall be calculated from the unit price and the quantity, and inserted as the extended total:
- b) If the extended total is given but the corresponding unit price has been omitted, then the price shall be calculated from the extended total and the quantity, and inserted as the price.

DELIVERY SCHEDULE (to be completed by Tenderer)

Shall be complete within _____ calendar days following City's acceptance of the Bidder's offer. All goods and services are subject to inspection and approval by the City upon delivery. The City may take up to 7 days for inspection and a written confirmation will be given when completed. If the Bidder fails to affect supply within the delivery time specified within its Tender, the Bidder shall be liable to the City for the costs incurred by the City as a result of the delay.