

CITY OF WRAY, COLORADO



REQUEST FOR STATEMENTS OF PROPOSALS FOR  
PURCHASE OF A SANITATION TRUCK  
RFP. NO 121-2023

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**I. INTRODUCTION**

The City of Wray is soliciting sealed proposals for the purchase of a sanitation truck for the use as described hereto. Submitted proposals should include all of the following requirements listed within this Request for Proposal (RFP). Submittals will be accepted no later than **12:00PM (local time), May 25, 2023**, to:

**CITY OF WRAY  
ATTN: JAMES DEPUE, CITY MANAGER  
245 W 4<sup>TH</sup> STREET  
P.O. BOX 35  
WRAY, CO 80758  
970-332-4431**

**Email: [jdepue@cityofwray.org](mailto:jdepue@cityofwray.org)**

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents. For additional details or to answer applicable questions, please contact City Manager James DePue at (970) 332-4431 or via email.

**II. BIDDER'S ACKNOWLEDGEMENT**

Bidder accepts all of the terms and conditions of the Instructions to Bidders. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

**III. BIDDER'S CERTIFICATION**

Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
  1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;

2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### **IV. SCOPE OF WORK**

The City of Wray is seeking a solid waste collection vehicle that meets or most closely meets the following requirements:

1. Year: New
2. Color: White
3. Rear Load: Required
4. Single Polly Cart Lift: Required
5. Dumpster Lift: Required
6. Transmission: Automatic
7. Drivetrain: 6x4
8. Cab: Standard
9. Winch: Required
10. Body Capacity: 25 cubic yards
11. Passenger: 3
12. Air Bags: Driver's side/dual
13. Air Conditioning: Manufacturer's standard/Dual climate
14. Auxiliary Power Outlet: Yes - 12 volt / No
15. Doors: 2 Door
16. Headliner: Yes - Full length
17. Heater and Defroster: Manufacturer's Standard
18. AC: Manufacturer's Standard
19. Floor Mats: Required
20. Keys: 2 Sets required
21. Radio: Manufacturer's standard, AM/FM/Satellite Radio
22. Seats: Driver's Seat Air, Bench seat for passenger and middle
23. Side View Mirrors: Manufacturer's Standard/Tow Mirrors Required
24. Seat Belts: Manufacturer's Standard
25. Windows: Power/Driver's Panel Controlled Required
26. Windshield Wipers: Manufacturer's Standard
27. Brakes: Air
28. Bumpers: Manufacturer's standard

29. Tires: Manufacturer’s Standard (all tires must be identical).

**V. CONTENTS OF PROPOSAL**

- A. The proposal must state a full description of vehicles chosen by respondent for bid. Description must include Make, Model, Year, VIN, Price and the absence or presence of all vehicle requirements/specifications listed in Section II.
- B. A description of the offered warranties for vehicle must be included. If proposed vehicles are not new, the actual mileage of the vehicles must be disclosed along with the other required information.
- C. The City will not be responsible for any bid that is lost in the mail or not delivered to the by the stated deadline for any reason. No proposal will be accepted after the stated deadline.
- D. Upon receipt by the, all bids become the property of the City and will not be returned to the respondent.
- E. All bids will be kept confidential during the process of negotiation.
- F. The City of Wray shall not reimburse any bidder for any expenses incurred to prepare and deliver its response to this request.

**VI. REQUESTS FOR CLARIFICATION**

Any requests for clarification of additional information deemed necessary by any respondent to present a proposal shall be submitted in writing, via postal service or email, to James DePue, City Manager referencing this request.

Written requests must be received a minimum of five (5) calendar days prior to the submission deadline. Any requests received after this deadline will not be considered. All requests received prior to the deadline will be responded to by James DePue in the form of an addendum addressed to all prospective respondents.

Direct contact with City elected officials or City staff (with the exception of the City Manager) during the selection process, except when and in the manner expressly authorized by the Request for Proposal documents, is strictly prohibited and may render the submittal as non-compliant. Violation of this requirement is grounds for disqualification from the process.

**VII. SELECTION PROCESS AND CRITERIA**

**A. Preliminary Project Schedule**

- April 5, 2023 First Publication of RFP Notice
- May 25, 2023 Proposals Due to the City of Wray by 12:00PM
- June 13, 2023 Bids Reviewed/Awarded by the Wray City Council

**B. Selection Criteria**

| <u>CRITERIA</u>                                   | <u>POINTS POSSIBLE</u> |
|---|------------------------|
| Proximity to Wray Colorado                        | 35                     |
| Ability to maintenance vehicle in a timely manner | 25                     |

|                               |            |
|-------------------------------|------------|
| Reputation                    | 15         |
| Purchase Price                | 25         |
| <b>TOTAL POINTS POSSIBLE:</b> | <b>100</b> |

### **C. Rights Reserved**

The City herein expressly reserves the following rights:

1. To negotiate separately with any source whatsoever in any manner necessary to serve the best interests of the City. The City does not intend to award a contract solely on the basis of any response made to this request for proposals or in any way to pay for information solicited or obtained. The information obtained will be used in determining what seems to best serve the interest of the City.
2. To consider the competency and responsibility of proposers and of their proposed sub consultants in awarding any contract.
3. To make the award based on the City's best judgment as to which proposal best meets the City's expectations of a project of the highest quality and innovation.
4. To negotiate the terms and conditions of the contract, including but not limited to the statement of work and contract price, in order to meet the City's project expectations.
5. To make such changes or correction in plans, specifications or quantities of the RFP as City may deem necessary or desirable during the RFP process. It is Proposer's responsibility to monitor the RFP throughout the RFP and subsequent processes.
6. The right to withdraw the entire project or any Project Element(s) from award consideration if it is in the best interest of the City to do so.
7. The City of Wray reserves the right to reject any or all proposals, to waive any informalities or irregularities therein, and to negotiate other terms in the proposals.