

## REQUEST FOR EXPRESSIONS OF INTEREST

SUPPLY AND DELIVERY OF HALF TON DUAL FUEL (CNG & GASOLINE) TRUCKS

SUPPLY AND DELIVERY OF THREE-QUARTER TON DUAL FUEL (CNG & GASOLINE) TRUCKS

SUPPLY AND DELIVERY OF ONE TON (CNG & GASOLINE) CAB AND CHASSIS TRUCKS

REFERENCE NO.: 1220-050-2014-006

### 1. INTRODUCTION

The purpose of this request for expressions of interest (the “RFEOI”) is for the supply of the following vehicles for the City of Surrey’s (the “City”) Engineering Department, Operations Division – Municipal Fleet.

The RFEOI will select a Respondent or Respondents who may be invited to participate in the next stage of the competitive selection process.

This is not a solicitation of proposals; rather it is a non-binding invitation to qualified Respondents to make themselves known to the City. All information provided by Respondents shall be reviewed by the City. It shall be at the discretion of the City to accept or reject responses from any Respondent who elects to submit a response to this RFEOI.

### 2. BACKGROUND

The City is interested in the acquisition of CNG/Gasoline vehicles for its municipal fleet.

The City is seeking to identify providers for the procurement of CNG/Gasoline (Dual fuelled) vehicles. The Respondent must be capable of providing vehicles in the following categories:

- Half ton dual fuel (CNG & Gasoline) trucks;
- Three quarter ton dual fuel (CNG & Gasoline); and
- One ton dual fuel (CNG & Gasoline) cab and chassis trucks.

### 3. GENERAL SPECIFICATIONS

The City is inviting dealers, manufacturers, and/or their agents to submit expressions of interest for the supply of the following dual fuelled (CNG/Gasoline) vehicles for consideration.

#### Half Ton Trucks

- Long Box – 8 feet
- Cab options:
  - o Regular cab and Extra cab
- Drive options:
  - o 2 wheel drive and 4 X 4 drive

#### Three Quarter Ton Trucks

- Long Box – 8 feet
- Regular cab
- Drive options:
  - o 2 wheel drive and 4 X 4 drive

#### One Ton Trucks

- Cab and Chassis
- Regular cab
- Drive options:
  - o 2 wheel drive and 4 X 4 drive

#### All Trucks

- Anticipated quantities of all vehicles in total: 15
- CNG system to be integrated into manufacturer’s engine management system. **Only factory approved (OEM) conversions will be acceptable.**

#### Expression of Interest package to include:

- Type of vehicle;
- Make of vehicle;
- Model of vehicle;
- Year of manufacture;
- Proposed selling price of the vehicles;
- Warranty period of the vehicles;
- Certification that maintenance can be performed by the City without invalidating the manufacturer’s Warranty;
- Current and projected ability to provide vehicles; and
- Maintenance and Warranties offered.

### 4. SUBMISSIONS OF RFEOI

Interested Respondents should submit envelopes/packages clearly labelled with the Respondent’s name, RFEOI title and number.

The Respondent may submit a Submission either by email or in a hard copy, as follows:

(a) Email

If the Respondent chooses to submit by email, the Respondent should submit the Submission electronically in a single pdf file to the City by email at: [purchasing@surrey.ca](mailto:purchasing@surrey.ca) .

PDF emailed Submissions are preferred and the City will confirm receipt of emails. Note that the maximum file size the City can receive is 10Mb. If sending large email attachments, Respondents should phone to confirm receipt. A Respondent bears all risk that the City's equipment functions properly so that the City receives the Submission.

(b) **Hard Copy**

If the Respondent chooses NOT to submit by email, the Respondent should submit one original unbound Submission and two (2) copies (three (3) in total) which should be delivered to the City at the office of:

Name: Richard D. Oppelt, Purchasing Manager  
at the following location:

Address: Surrey City Hall  
Finance & Technology Department - Purchasing Section  
Reception Counter, 5th Floor West  
13450 - 104 Avenue, Surrey, BC, Canada V3T 1V8

**5. DATE**

The City would prefer to receive Submissions on or before **March 28, 2014**. The City's office hours are 8:30 am to 4:00 pm, except holidays.

**6. GENERAL CONDITIONS**

**6.1 No City Obligation**

This RFEOI is not a tender and does not commit the City in any way to select a Preferred Respondent(s), or to proceed to negotiations for an agreement, or to award any agreement, and the City reserves the complete right to at any time reject all Submissions, and to terminate this RFEOI process.

**6.2 Respondent's Expenses**

Respondents are solely responsible for their own expenses in preparing, and submitting a Submission, and for any meetings, negotiations or discussions with the City or its representatives and consultants, relating to or arising from this RFEOI. The City and its representatives, agents, consultants and advisors will not be liable to any Respondent for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, or for any other matter whatsoever, incurred by the Respondent in preparing and submitting a Submission, or participating in subsequent proposal requests, negotiations for an agreement, or other activity related to or arising out of this RFEOI.

**6.3 No Agreement**

By submitting a Submission and participating in the process as outlined in this RFEOI, Respondents expressly agree that no agreement of any kind is formed under, or arises from, this RFEOI and that no legal obligations arise.

**6.4 Conflict of Interest**

A Respondent shall disclose in its Submission any actual or potential conflicts of interest and existing business relationships it may have with the City, its elected or appointed officials or employees. The City may rely on such disclosure.

**6.5 Solicitation of Council Members and City Staff**

Respondents and their agents will not contact any member of the City Council or City staff with respect to this RFEOI, other than the City Representative named in section 4, at any time prior to the award of an agreement or the cancellation of this RFEOI.

**6.6 Confidentiality**

All Submissions become the property of the City and will not be returned to the Respondent. All Submissions will be held in confidence by the City unless otherwise required by law. Respondents should be aware the City is a "public body" defined by and subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia.