



Request for Proposals (RFP)
For
New 4x4 Front Mount Mower Tractor

Issued by:

Town of Creston (Contracting Agency)

Key Proponent Information

Date of RFP Issue: March 26, 2024

1. Closing Date for Response: **April 9, 2024** by (no later than) 2:00 p.m. local time (Mountain Standard Time).
2. If submitting by mail, send two complete copies of each proposal. Proposals may be electronically submitted by means of attached electronic files (i.e., PDF documents) to the contact below.

RFP Name: New 4x4 Front Mount Mower Tractor

3. **Contracting Agency** Town of Creston

Contact Person Ferd Schmidt, Director of Infrastructure Services

Address: Box 1339
Creston, BC V0B 1G0

Telephone No: (250) 428-2214, extension 611

Fax No: (250) 428-9164

Email: ferd.schmidt@creston.ca@creston.ca

Please use the above RFP description on all related correspondence.

Request for Proposals – New 4x4 Front Mount Mower Tractor

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Request for Proposals – New 4x4 Front Mount Mower Tractor

1 General

1.1 Objective/ Purpose:

The Town of Creston intends to replace an existing front mount mower.

1.2 Timing

The anticipated time of delivery will be within six (6) months after the successful proponent is notified, or as mutually agreed upon.

2 Background

2.1 History

The Town of Creston presently is replacing Unit #804 (2016 - F3990 Kubota front mount mower. Including a 72" front mower deck, large grass catcher and a front broom).

3 Service Requirements

3.1 Expectations / Scope

The successful Proponent shall:

- Supply (1) new front mount mower tractor;
- Supply (1) new front mount mower deck;
- Supply (1) new front mount rotary sweeper;
- The completed unit is then to be delivered to 600 Helen Street, Creston, BC;
- Meet the required Town technical specifications;
- Ensure the new front mount mower tractor meets all requirements of the Ministry of Transportation and Infrastructure's Commercial Vehicle Safety and Enforcement (CVSE) branch for operation in British Columbia.

Proponents should submit proposals that address the above requirement. Proposals not closely reflecting these requirements will not be considered.

The above specifications are the minimum requirements the Town will accept. However, the Town encourages Proponents to offer alternative technology options.

3.2 Specifications

Please see attached specification sheets.

3.3 Pricing

As per Bid Form.

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4 Submission Guidelines

4.1 Organization:

Proponent to supply list of completed sales to local government institutions. This information is relevant to the evaluation of your firm's ability to successfully undertake the proposed contract and meet all of the RFP objectives.

4.2 Submission Format:

Proponents should submit their proposed response in the following preferred format:

Complete and return the Specification and Bid Form as attached. May be submitted electronically.

Appendices: Attach other information as required by the RFP or alternative proposals or other useful information.

Certification: Proposals could include the following signed Certification (or similar version):

“The statements made in this proposal are correct and truthful representations. If selected, I/we shall negotiate in good faith with the Contracting Agency.”

5 RFP Conditions

5.1 Evaluation Criteria

Evaluation criteria used to evaluate proposals fall into the following categories and sub-categories:

Proposal

- Ability to meet specifications as requested; and,
- Delivery schedule/availability.

Proposal Cost

- Pricing as per Bid Form.

5.2 Negotiation

Negotiation sessions may be held to work out contract details and other expectations of the parties applicable to the services required, based on the RFP and the proposal(s) submitted.

5.3 Acceptance of Proposal

The highest rated, lowest priced or any proposal will not necessarily be accepted.

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5.4 Proposal Revisions

Proposal revisions must be received prior to the RFP submission/closing date and time.

5.5 Disclosure

All documents submitted by Proponents shall become the property of the Contracting Agency. Proposal information is proprietary and as such shall be treated as confidential. Information pertaining to the Contracting Agency obtained by the Proponent as a result of participation in this project is confidential and must not be disclosed without written authorization from the Contracting Agency.

- **No Claim for Compensation**

Except as expressly and specifically permitted in these instructions to Proponents, no Proponent shall have any claim for any compensation of any kind whatsoever as a result of participating in the RFP. By submitting a proposal, each Proponent shall be deemed to have agreed that it has no claim against the Town.

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6 Attachments

- Evaluation spreadsheet. Page 6
- Tractor Specification form. Pages 7, 8
- Bid Form Page 9

Request for Proposal New 4x4 Front Mount Mower Tractor

Evaluation Criteria Worksheet

Proponent:

Evaluator:

Date:

WEIGHTED CRITERIA	WEIGHTING (A) %	ASSESSMENT RATING 1-5 (B)	SCORE = (A) X (B)
RFP Price Offer:	50		
Warranty, Service and Parts Backup:	25		
Environmental Factors and Efficiency:	20		
User Testimonials:	5		
TOTAL SCORE:			

Request for Proposal - Specification Form
New 4x4 Front Mount Mower Tractor

SPECIFICATIONS			
ONE (1) new 4x4 Front Mount Mower Tractor	YES	NO	SPECIFICATIONS OF TRACTOR MODEL PROPOSED
NOTE: Proponents are directed to list complete manufacturer's details of model proposed in the right-hand column opposite to the listed requirements:			Make: _____ Model: _____ Year: _____
Four wheel drive:			
Tractor Dimensions	YES	NO	
Dimensions with a 72" front mount mower attached:			Width: _____ Length: _____
Motor	YES	NO	
Description of engine (Prefer unit with 36+ horsepower):			HP: _____ Fuel type: _____ Hours: _____
Grass Catcher	YES	NO	
Can be dumped hydraulically from operator's seat (400L or more preferred):			

Request for Proposal - Specification Form
New 4x4 Front Mount Mower Tractor

Lighting	YES	NO	
Preferred: LED:			WCB approved Strobe lighting: _____ Working lights: _____
Additional interior switches for future applications:			

Transmission	YES	NO	
Hydrostatic is preferred:			
External Spin on filter is preferred:			
Cab and Operator Equipment / Instrumentation	YES	NO	
Cab			
Factory air conditioning:			
Factory heat:			
Mirrors:			
Tires	YES	NO	
Turf:			
Second set of winter studded:			
Desired Attachments	YES	NO	
Side discharge, quick attach front mount mower (72' preferred):			
Quick attach front mount broom :			

Request for Proposal – Bid Form
New 4x4 Front Mount Mower Tractor

Bid Form - Offered to the Town of Creston
 Box 1339, 238 10th Avenue North
 Creston BC V0B 1G0

Irrevocable for thirty (30) days -

1) Tendering Firm:	
2) Contact Person:	
3) Authorized Signature:	
4) Net Proposed Price For 4x4 Front mount Mower with Attachments:	
5) Environmental Levies, etc.:	
6) Freight & Delivery:	
7) Less trade in of 2016 Kubota F3990, 4x4 with, front mount 72' mower, front mount broom and grass catcher. (Unit pictures and info are available upon request)	
8) P.S.T.:	
9) G.S.T.:	
10) Total Price, delivered to 600 Helen Street, Creston, BC:	
11) Warranty:	
12) Expected Delivery Date:	
13) Firm Pricing Period:	
Please list any options that may be an asset to operation of these units:	
Price to be FOB Creston complete with all taxes. Unit must be vehicle inspected if required and ready to transfer. Must also meet all WCB requirements and MOTI (CSVE) requirements.	