

## **RFQ 313519 Solicitation Request Form**

### **Authorized Allison Transmission Parts, Service & Repairs**

#### **Department Introduction Statement:**

Welcome to the heart of efficiency and reliability in Oakland – the Equipment Services Division. As the diligent stewards of heavy and light duty equipment, we ensure that the city's equipment operates seamlessly, reflecting our commitment to keeping Oakland running smoothly. From maintenance to innovation, our dedicated team powers the growth and progress of our vibrant and diverse community.

#### **Contract Length / Option Years:**

- Base period of 5 years

**Estimated Contract Value: \$750,000**

#### **Scope of Work (SOW):**

The City of Oakland is looking for one or more vendors to satisfy the following Request for Proposal for the exchange and rebuilding of Allison Transmissions and to establish shop rates for repairs of transmissions and related work.

Work will be performed on an as need basis.

Contracted vendor shall employ at least one Allison factory trained and certified person to accomplish or quality control all phases of work and to certify all completed transmission repairs.

It is preferred by the City of Oakland that all mechanics be certified. Documentation of certification must accompany your offer. The City of Oakland will be the sole determiner of acceptability of qualifications.

Vendor **must** be able to work on Pierce Fire Trucks and Pierce Ladder Trucks with Allison Transmissions.

Vendor must be open to possible facility inspection before the award of the contract.

**See Scope of Work Attachment – for vendor questions and additional specifications that will help determine qualifications for responsible bidders.**

#### **Locations/Facilities:**

Heavy Equipment Shop  
5050 Coliseum Way  
Oakland, Ca. 94601

Light Equipment Shop  
7101 Edgewater Dr. Bldg. #5  
Oakland, Ca. 94621

- **Invoicing:**

Invoices shall be submitted electronically to: **AP Portal**

One hundred percent of the contract price of goods invoiced will be paid to the Contractor within forty-five (45) days following receipt of correct invoice unless specific payment terms are included on the Bidding Sheet. No late fees will be paid.

**Payment - Invoicing Instructions:** The Contractor will provide an invoice on the Contractor's letterhead for goods delivered and/or services rendered. Each invoice will have an invoice number and will include the following information:

- A. Contractor's name and address
- B. Contractor's remittance address
- C. Contractor's Taxpayer ID Number
- D. Name of City Agency/Department
- E. Delivery/service address
- F. Purchase Order Number
- G. Service Date
- H. Date of invoice
- L. Description of Services, quantity, and prices
- J. Sales tax, if applicable
- K. Total

**RETURN ABOVE PAGES WITH YOUR BID**

## RFQ 313519 Award Criteria

Proposals will be reviewed by an Evaluation Committee consisting of City staff using the criteria and process outlined below. Evaluation Process:

The Evaluation Committee will review and score all responsive proposals. Any proposals determined to score outside of the competitive range may be removed for non-susceptibility. Remaining Offerors may be invited for interviews, negotiations, site visits and best and final offers as determined at the sole discretion of the City. It is important to note that firms may be removed for non-susceptibility anytime during the evaluation process and not just at the specific points noted above.

	Award Criteria	Weight	x	Rating	Points
3					
4	<b>Cost</b>	<b>6 (38%)</b>			
5	Exchange Transmissions				
6	Rebuilt Transmissions				
7	Fee for Pickup and Return of Vehicles				
8	Labor Rate				
9	Parts Discounts Offered				
10	<b>Submitting Firm</b>	<b>6 (38%)</b>			
11	Facilities, staffing & inventory to exchange transmissions				
12	Facilities, staffing & inventory to repair transmissions				
13	Allison approved repair/overhaul facility and certification of training for staff				
14	References and general experience performing similar services				
15	Quality of facility (if tour is conducted)				
16	<b>General</b>	<b>3 (19%)</b>			
17	Conformity to requirements and specifications				
18	Warranty offered				
19	Delivery time				
20	<b>Overall response to RFP</b>	<b>1 (5%)</b>			
21	Quality, composition and completeness of response				
22	Firms acceptance of City's Terms and Conditions				
23					
24	<b>Scoring</b>	<b>Score Range</b>			
25	Outstanding	9 - 10			
26	Good	6 - 8			
27	Average	3 - 5			
28	Poor	1 - 2			
29	Not Addressed or Unacceptable	0			
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# RFQ 313519 Bid Form

1	<b>Model</b>	<b>Exchange Cost \$</b>	<b>Rebuild Cost \$</b>					
2	AT545							
3	HD4060							
4	HD4560							
5	HT740							
6	HT741							
7	MD3060							
8	MD3066							
9	MD3560							
10	MD3560P							
11	MT653							
12	1000 Series							
13	2000 Series							
14	2400 Series							
15	3500 Series							
16	4500 RDS Series							
17								
18	<b>Fees</b>	<b>Cost \$</b>						
19	Fee for pickup of drivable vehicle							
20	Fee for towing of non-drivable vehicle							
21	Fee for return of repaired vehicle							
22	Locations: 5050 Coliseum Way, Oakland, CA. 94601 or 7101 Edgewater Dr. Bldg. 5, Oakland, CA. 94621							
23								
24	<b>Miscellaneous Repairs</b>	<b>Cost \$/Discount%</b>						
25	Labor – per hour \$							
26	Discount offered on parts %							

**Any exceptions to the desired specifications must be explained. Any omission from these specifications shall not relieve the contractor from the responsibility of furnishing an operational unit complete will all necessary components, accessories, controls and technical advice for efficient operation.**

General – Applies to all work	Vendor Response (Yes / No / Exception)
Is your firm an Allison authorized repair and maintenance facility?	
Is your firm an Allison authorized overhaul facility?	
Do you have at least one Allison Factory trained and certified employee?	
Have you included a copy of their certification?	
Are your mechanics certified by an accredited organization?	
Have you included a copy of their certification?	
Vehicle is to be picked up by the contracted vendor – towed or driven	
Vehicle is to be delivered to the selected City facility after repair.	
Vehicle is to be repaired and delivered within five (5) working days from date of vehicle pick up.	

All repair or replacement parts supplied or used by the contracted vendor in rebuilding or repairing transmissions are to be OEM, or OEM approved, parts.

The contracted vendor shall calibrate and perform functional testing on each transmission using an Allison approved valve body and governor test stand.  
Dynamometer testing will be required prior to returning to City.  
Dyno testing to include, at a minimum, the testing of and adjustments where applicable of clutch pressure, torque converter oil flow, output shaft load and shift point parameters.

Contracted vendor shall steam clean, disassemble, inspect all internal parts, reassemble using factory rebuilt or new Allison parts – where parts are required.  
After flushing, all transmissions will also have a new filter installed prior to returning the transmission to service.  
Flush all cooling lines with Allison approved TES-295 fluid  
All transmissions will be filled with TranSynd fluid.  
All cost for shop supplies are to be included in quoted cost

Exchange of Transmission with rebuilt unit	Vendor Response (Yes / No / Exception)
Transmission must be replaced with the same model number.	
All rebuilt transmissions are to have a permanently affixed tag to identify the following: Company name, Rebuild Date and Model Number of transmission.	
Cost for exchange to include new or rebuilt torque converters, modulator, internal electronics, new fluid, flushing of the system, replacement of filters and new TranSynd fluid.	
Cost for exchange to include all needed “hard parts” including, but not limited to, pumps, shafts, clutch drums, gears, valve body, etc.	
Replacement units to be delivered with new friction plates, springs, seals and gaskets, bushings, bearings and steel plates as needed, new or rebuilt torque converter, all clearances and parts set to factory specs and the most current technology and updates installed.	

All cost for shop supplies are to be included in quoted cost

<b>Proposal Questionnaire: Questionnaire responses and supporting documentation provided will be used to evaluate the proposal. In order to evaluate an Offeror’s overall experience and competence to perform the Scope of Work described herein, the City may rely on additional resources beyond the information provided.</b>	<b>Response</b>
Provide the address of the facility that will provide services to the City of Oakland.	
Are you able to work on a Pierce Fire Ladder truck's Allison Transmission?	
Describe your company and its history – include years in business.	
Please provide contact information for the primary account representative and a backup contact for the City of Oakland. (Contact Name, Phone Number, Cell Phone Number, Email)	
What is your standard turnaround time for the exchange of a transmission?	
What is your standard turnaround time for the rebuild of a transmission?	
What warranty do you offer on an exchange transmission?	
What warranty do you offer on repaired transmissions?	
What inventory of rebuilt transmission do you carry at the facility that would service the City of Oakland account?	
What inventory of Allison parts (not including transmissions) do you carry at the facility that would service the City of Oakland account?	
Indicate the number of certified transmission mechanics you have – include copies of certificates with your submittal.	
Do you agree to the Terms and Conditions of this RFP? If no, explain in response.	
List three (3) governmental or large corporate references for which you currently provide similar services. (Organization/Firm Name, Contact Name, Phone Number)	