

RFQ 312524 Information and Bid Form

Department Introduction Statement:

The City of Oakland's Equipment Services Division is seeking one or more vendors to provide parts and services for its fleet of Leeboy and Wirtgen equipment. This RFQ outlines the requirements and expectations for vendors to supply high-quality parts and professional maintenance services for the specified equipment. The successful bidder will be responsible for ensuring that all equipment operates at optimal performance levels.

Contract Length / Option Years:

- Base period of 4 years.

Estimated Contract Value: \$2.8 Million

Scope of Work (SOW):

The contract will encompass both parts and services for Leeboy and Wirtgen equipment, including but not limited to:

1. Parts Supply

- Leeboy Equipment:
 - Asphalt Pavers (8500B, 8500D)
 - Tack Tank Trailers
 - Additional Leeboy equipment as specified by the purchaser.
- Wirtgen Equipment:
 - Cold Milling Machines
 - Recycler Stabilizers
 - Soil Compactors
 - Other Wirtgen models in the fleet.
- Required Parts:
 - OEM (Original Equipment Manufacturer) parts for engines, hydraulics, and structural components.
 - Wear items such as cutting tools, blades, conveyor belts, and track pads.
 - Filters, hoses, and other regular maintenance items.
 - Emergency repair parts with expedited shipping if required.

2. Service & Maintenance

- Preventive Maintenance:
 - Scheduled servicing according to OEM specifications, including oil changes, filter replacements, hydraulic maintenance, and other preventive tasks.
- Repair Services:
 - On-site and in-shop repair services, including diagnostics and replacement of malfunctioning components (if possible).
 - 24/7 emergency repair service availability for urgent breakdowns (if possible).
 - Detailed inspection reports after each service or repair.

- Technical Support:
 - Access to technical support for troubleshooting equipment issues.
 - Training for our personnel on basic diagnostics and preventive measures.

3. Response Time

- Vendors must provide details on their service response times. Priority will be given to vendors with local availability and the ability to provide expedited service when needed.

Locations/Facilities:

- Light Equipment/Body Shop
7101 Edgewater Dr. Bldg. #5
Oakland, CA. 94621
- Heavy Equipment Shop
5050 Coliseum Way
Oakland, CA. 94621
- Other City of Oakland owned locations within the City of Oakland's boundaries
Example: OFD Fire House; OPD sub-stations; etc.

Technical Specification:

- 1. Company Information:**
 - Legal name, address, and point of contact.
 - A brief history of the company, particularly as it relates to the supply and servicing of Leeboy and Wirtgen equipment.
 - Certification or authorization to supply OEM parts and provide authorized repairs for the listed equipment.
- 2. Pricing:**
 - Discount on parts list from vendor.
 - Labor rates for service (include on-site and off-site rates, emergency service rates, and any additional charges).
 - Cost of scheduled preventive maintenance programs.
 - Delivery charges or shipping terms for parts.
 - Any available discounts or incentives for long-term contracts or bulk purchases.
- 3. Availability and Lead Time:**
 - Estimated delivery times for parts (standard and emergency).
 - Service availability and estimated response time for emergency calls.
- 4. Warranty Information:**
 - Warranty terms for both parts and services.
 - Coverage for repairs, replacement, and workmanship.
- 5. References:**
 - Provide at least three references from clients where similar services and parts have been supplied for Leeboy or Wirtgen equipment.

SELECTION CRITERIA:

- **Price Competitiveness:** Cost of parts and services, including maintenance plans.
- **Service Capability:** Ability to provide timely and comprehensive service.
- **Experience and Qualifications:** Previous experience with Leeboy and Wirtgen equipment.
- **Warranty and Support:** The warranty offered for parts and service quality.
- **References and Reputation:** Feedback from past clients and vendor reliability.

- **Invoicing:**

Invoices shall be submitted to AP Portal – Online

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

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Bid Pricing Matrix

Part Description	Discount List Price (%)		
Leeboy Equipment Parts			
- Asphalt Paver 8500B			
- Asphalt Paver 8500D			
- Tack Tank Trailers			
Wirtgen Equipment Parts			
- Cold Milling Machines			
- Recycler Stabilizers			
- Soil Compactors			
Service Type	Vendor location rate (\$/Hour)	Off-Site Rate (\$/Hour)	After hour Rate/emergency (\$/Hour)
Labor Rate			
Technical Support			
Training Services			
Additional Fees			
- Travel Charges			
- After-Hours Service Fees			
Discount/Incentive Description	Discount Rate (%)	Conditions/Requirements	
Bulk Purchase Discount			
Loyalty Program Incentives			
Seasonal Promotions			
Equipment Rental Rates			
- Asphalt Paver 8500B			
- Asphalt Paver 8500D			
- Tack Tank Trailers			

Note: Please respond with “N/A” for any services your company does not offer or provide.