

Canandaigua Emergency Squad
Request for Proposal

Vehicle Maintenance and Repair
RFP# 2009-02

Canandaigua Emergency Squad is accepting proposals for Vehicle Maintenance and Repair for our fleet located at 233 N. Pearl Street, Canandaigua, NY 14424. The deadline for submission of proposals will be 12:00 PM (Noon), Thursday, March 5, 2009. Proposals must be submitted to the above address. Canandaigua Emergency Squad reserves the right to decline any and all proposals with or without cause. Additionally, Canandaigua Emergency Squad reserves the right to award partial contracts for specific parts of this RFP if in the sole opinion of Canandaigua Emergency Squad it is beneficial to Canandaigua Emergency Squad to do so. Proposals must be submitted for an award beginning April 1, 2009 and ending December 31, 2009 and must include total costs. All submissions shall include the provision that if desired by Canandaigua Emergency Squad an additional award for January 1, 2010 through December 31, 2010 will be accepted under the same terms as submitted for the current award.

Proposals shall be accepted in the following format:

Page 1 – proposal cover as attached. Page 2 – Listing of work performed as maintenance at specified mileage intervals. Page 3 – narrative of experience in maintaining ambulances. Additional pages may be attached describing specific work to be done, time line for completion, and plan to minimize impact on our 24-7 operation that cannot be suspended, and average time for preventative maintenance per vehicle including travel time. Supporting pages must be typed in not less than 10 point font, 1 inch margin, double spaced, and page numbered. The final page(s) must include a listing of 5 current clients of the agency submitting a proposal that Canandaigua Emergency Squad may contact for reference on work quality, value, and timeliness of project completions. Reference listings need to include business name, address, contact name, and phone number.

Should Canandaigua Emergency Squad award a contract in response to a proposal, the contractor will be required to submit a certificate of liability insurance in amount of not less than \$250,000 and certificate of workers compensation insurance prior to the contract award, both listing Canandaigua Emergency Squad as an additional insured. Any contract awarded shall include the penalties listed for late completion of specific project deadlines.

The work being requested is as follows:

- Preventative maintenance on 6 ambulances (2003 – 2006 Diesel E450 cutaway with PL Custom Emergency Vehicle Type III ambulance conversion), 2 supervisor vehicles (2004 GMC Yukon & 2005 Chevy Blazer), 1998 Chevy K-2500 pickup with Fisher snow plow, and 10 foot enclosed utility trailer. Maintenance schedule shall not exceed 5000 mile interval for E-450 trucks, and 3000 mile interval for supervisor vehicles and pickup. Utility trailer maintenance is expected to be once annually.
- NYS Inspection annually of all vehicles.
- Repair or replacement of worn mechanical parts including but not limited to brakes, belts, ball joints, tie rods, drive train parts, tires, wheels, and others not specifically listed.
- Maintenance of ambulance conversions and emergency vehicle equipment on the mileage interval listed above.
- Repair of ambulance conversion as required
- ASE certified technicians
- Pickup and delivery of fleet vehicles in need of maintenance or repair from and to our facility with the exception of non-roadworthy vehicles requiring tow truck or flat bed service for transport.

Proposals should include a listing of general work to be performed at each maintenance interval, hourly mechanical cost, hourly transport cost with a time frame for transport to and from our facility, costs for items listed on bid sheet, and parts mark up costs.

Inspection of our current fleet is available weekdays between 8:00 AM and 4:30 PM. For specific questions, contact Chief Ken Beers at (585) 394-5860.

In answer to
Canandaigua Emergency Squad
RFP# 2009-02

Name of submitting entity: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Contact Phone Number: _____

Registered Repair Shop #: _____

Official N.Y.S. Motor Vehicle Inspection #: _____

Attach a listing of maintenance interval work as Page 2

Hourly Mechanical Cost: \$ _____

Hourly Transportation Cost: \$ _____

Parts mark-up % _____

Time for transport for one vehicle one-way _____

Cost for 1 qt of PREMIUM CJ-4/SM diesel engine oil \$ _____
Brand Used _____

Cost for E 450 engine filter set 6.0L Engine \$ _____
7.3L Engine \$ _____
Filter Brand: _____

Cost for complete E 450 wheel alignment including adjustments of Camber, Caster and Toe
\$ _____

Cost for one PREMIUM LT 225/75R16 (Load Range E or better) tire, including mounting,
balancing, valve stem and installation for a E450 dual wheel \$ _____
Brand of tire: _____

Cost for complete brake replacement on a 2003 E450 14,050 GVRW including parts and labor.
Parts will include Severe Duty rotors, pads, calipers and all necessary parts to replace these items
on both the front and rear axles. Master cylinder and brake lines are not included in this repair.

Labor \$: _____

Parts \$: _____

Brand of Parts _____