



CITY OF AZTEC REQUEST FOR QUOTATION RFQ 2015-0495

DATE: April 11, 2015	RETURN TO: CITY OF AZTEC Public Works Dept	THIS IS NOT AN ORDER
RFQ #: 2015- 0495	ATTN: RFQ #2015- 0495	
DUE DATE: April 23, 2015	610 Western Drive AZTEC NM 87410	
TIME: 2:00 PM	EMAIL: kburgess@aztecnm.gov PHONE: (505) 334-7660 FAX: (505) 334-7669	

NAME OF COMPANY SUBMITTING QUOTE: _____

NEW MEXICO IN STATE PREFERENCE	PAYMENT TERMS	F.O.B./FREIGHT TERMS	SHIPPING TIME
# _____ <u>In-State or Veteran's Preference will be applied to only those certified vendors who have completed item 6 or 7 below.</u> <b style="color: red;">Number and certificate must be provided to be considered.	_____% _____ DAYS NET 30 DAYS AFTER RECEIPT OF INVOICE	610 Western Dr Aztec NM 87410	

The City reserves the right to purchase items from different vendors based on quotes received or not purchase all items for which quotes are requested.

Vendors may provide quotes on selected items, marking those not quoted as "NO QUOTE" in the Total Amount column.

Specifications begin on page 4 of this quote request.

QTY	DESCRIPTION	PRICE EACH	TOTAL AMOUNT
2	Pickup Utility Body as per specifications. Price includes installed new utility body, removal and disposal of existing pickup box, and all transportation and delivery costs to 610 Western Drive, Aztec NM 87410		
2	LED Compartment Lighting System as per specification		
2	Power Invertor as per specification		

Refer all questions regarding this Request for Quotation to Krista Burgess at (505) 334-7660 or email kburgess@aztecnm.gov

1. RFQ should be based on FOB Destination with freight allowed and must indicate normal lead time and/or best delivery date on the items listed.
2. This RFQ and any required documents must be received by the Department indicated on the RFQ by the date and time indicated.
3. All supplies and components quoted shall be new unless indicated otherwise. Any quotes submitted for used or reconditioned supplies or components will be considered non-responsive. Quotes must be valid for a minimum of 30 days.
4. The RFQ Number shall appear on all quotations and related correspondence.
5. Vendor has received certification from the State Purchasing Agent for Resident/Contractors Certification. Bidder has been issued the above Certification # and is therefore eligible for the 5% preference credit. In-state certification approval is required at the time of the quote opening to be eligible for in-state preference.
6. RESIDENT VETERANS PREFERENCE: In accordance with Sections 13-1-21 and 13-1-22 NMSA 1978 and effective July 1, 2012, a new resident veteran's business preference has been implemented. The Taxation and Revenue Department (TRD) will be issuing a three (3) year certificate to each qualified business. Businesses are required to reapply to TRD every three (3) years with the proper documentation to renew their certificate. Attached is one form to be completed and returned with your quote if your firm will qualify for this preference. The veteran's preference will not be extended without the certificate from TRD and the attached Resident Veterans Preference Certification (next page). This preference is separate from the in-state preference and is not cumulative with that preference.
7. RFQ's may be returned via email, fax or USPS. (Reference Item #2)
8. By law (Section 13-1-191, NMSA, 1978) the City is required to inform Vendors of the following: (1) it is a third-degree felony under New Mexico law to commit the offense of bribery of a public officer or public employee (Section 30-24-1, NMSA, 1978); (2) it is a third- degree felony to commit the offense of demanding or receiving a bribe by a public officer or public employee (Section 30-24-2, NMSA, 1978); (3) it is a fourth-degree felony to commit the offense of soliciting or receiving illegal kickbacks (Section 30-41-1, NMSA,1978); (4) it is a fourth-degree felony to commit the offense of offering or paying illegal kickbacks (Section 30-41-2, NMSA, 1978).

SUBMITTED BY (PRINTED NAME):

SIGNATURE:

(To be a valid offer, authorized Company representative must sign)

COMPANY NAME:

DATE: _____

ADDRESS: _____

TELEPHONE#: _____

FAX#: _____

EMAIL: _____

TAX ID NUMBER: _____

IF WORK IS TO BE PERFORMED IN AZTEC, THE FOLLOWING IS REQUIRED TO BE CURRENT:

AZTEC BUSINESS LICENSE: _____

NM CONTRACTOR'S LICENSE: _____

CLASSIFICATIONS: _____

CURRENT INSURANCE CERTIFICATE MUST BE ON FILE WITH CITY OF AZTEC FINANCE DEPARTMENT PRIOR TO WORK COMMENCING.

Resident Veterans Preference Certification

_____ (NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident veterans' preference to this procurement:

Please check one box only

- I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is less than \$1M allowing me the 10% preference discount on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.
- I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$1M but less than \$5M allowing me the 8% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.
- I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$5M allowing me the 7% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

"I agree to submit a report, or reports, to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate:

"In conjunction with this procurement and the requirements of this business' application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under Sections 13-1-21 or 13-1-22 NMSA 1978, when awarded a contract which was on the basis of having such veterans preference, I agree to report to the State Purchasing Division of the General Services Department the awarded amount involved. I will indicate in the report the award amount as a purchase from a public body or as a public works contract from a public body as the case may be.

"I understand that knowingly giving false or misleading information on this report constitutes a crime."

I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime.

(Signature of Business Representative)* (Date)

*Must be an authorized signatory for the Business.

The representations made in checking the boxes constitutes a material representation by the business that is subject to protest and may result in denial of an award or unaward of the procurement involved if the statements are proven to be incorrect.

City of Aztec Public Works Pickup Utility/Service Body

The City of Aztec is seeking quotes for a pickup utility/service body to be installed on a single wheel rear axle 2008 Chevrolet 2500 with Crew cab. The quote shall include the cost of the utility body, removal and disposal of the existing pickup box, installation of the body on the City's vehicle and all transportation and delivery costs to the Public Works Center at 610 Western Drive in Aztec. The service provided by the bidder may be accomplished at the Public Works Center or the bidder's facility and shall include all equipment, materials and labor to install the bodies. The bidder is quoting on a finished product delivered to Aztec Public Works.

Supporting drawings, certificates and photographs or illustrations of the proposed body shall be provided with the bid.



Typical Utility Pickup Body

Specifications

1. Body Dimensions shall be:
Length - 96 inches.
Height - 40 inches.
Width - 78 inches
Compartment Depth - 14 inches
Floor width - 49 inches
2. Steel body shall be 2-sided, A-40 galvanized 14 gauge with under-coating
3. Body shall be warranted from rust and corrosion for 6 full years from delivery
4. Compartments shall be hinged with a continuous stainless steel "piano hinge" for security and corrosion resistance.
5. Tail lights for turn, stop and back-up shall be LED.

6. 250 lb. capacity divider shelves shall be provided in each compartment. Shelf compartments shall be adjustable with divider slots on 4-inch centers. Shelves shall be warranted for 6 full years against rust and corrosion from the time of delivery.
7. Involuntary swing on vertical doors shall be prevented with the installation of a double spring door keeper that holds the door open or closed.
8. Doors shall be double-shell 20 gauge 2-sided A-40 galvanized steel.
9. Compartment latches shall be lockable, stainless steel paddle activated, rotary style that open easily and secure tightly when closed. The latches shall be removable for maintenance and repair. Latches shall be fully warranted for a period of 6 years from time of delivery. The interior of the latch shall be covered to secure the latch to the door and protect the interior latch mechanism from damage.
10. Flip top compartments shall be provided on both sides of the utility body to allow for storage flexibility and internal storage for equipment in excess of 6 feet in length. The flip top compartments shall have slammable top lid doors and a convenient one-hand release located in the horizontal compartment.
11. T-latches of any kind are not approved and will not be accepted
12. Interior of compartments shall be protected from weather with thick, automotive bulb-type neoprene door gasketing material.
13. Tail lights shall be protected from damage with interior light guards in the rear compartments.
14. Bumper shall be quick-mount installation for quick and easy mounting resulting in a safe method of accessing interior of body box.
15. Cargo tie-downs shall be provided on the floor of the utility body.
16. Tailgate shall be double wall construction with flat interior that allows the tailgate to be used as a work table when opened. Tailgate shall be secured with a single one-hand latch type lock that permits closure by slamming the gate closed.
17. The utility body shall be completely powder coated or electrode-position coated with gloss white prime paint to match the color of the pickup cab.

Options:

Options shall be bid including supply of materials and installation on the utility body. The options may be purchased by the City depending on the cost and available budget.

18. LED compartment lighting shall be bid as an elective item.
19. A power inverter shall be installed in the bottom of the passenger side front vertical compartment and wired directly to the truck battery. Capacity of the inverter shall be 1500 watts and be capable of plugging in 3 devices simultaneously.

Quotes should be for three items:

- 2 ea. Pickup Utility Body
- 2 ea LED compartment lighting system
- 2 ea Power Inverter

A vendor may elect to not bid the options by stating "No Quote" for the specified options.