



**PURCHASING DEPARTMENT  
CITY OF HUNTINGTON BEACH  
2000 MAIN STREET  
HUNTINGTON BEACH, CA 92648-2702**

11-0209  
**Quotation Number**  
Show this number on outside of  
your envelope.

**REQUEST FOR QUOTATION**

**Please enter your company name and address**

**Date Released: January 19, 2011**  
**Bids will be received until 4:00pm**  
**February 9, 2011**  
**at the office of the Purchasing**  
**Division 1<sup>st</sup> Floor City Hall**  
Marilyn Goldstein  
<mailto:mgoldstein@surfcity-hb.org>

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
		The City of Huntington Beach is requesting quotations		
		For the following Chevy Impala LS, Ford Taurus SE, Ford 150 Extra Cab & Truck Cab & Chassis 13,000# GVWR (1 Ton Dually)		
1	Ea	2011Ford 150 2WD Super Cab 145" XLT or equal		
1	Ea	2011Truck Cab & Chassis 13,000 GVWR (1ton Dually)		
9	Ea	Sedans, - Various combination – Impala LS, Taurus SE		
		Per attached specifications		

**Please quote your most competitive pricing, INCLUDING ANY GOVERNMENT OR CO-OPERATIVE AGREEMENT PRICING.**

"PIGGYBACK" CLAUSE. Bidder shall indicate below if he will extend the same prices, terms and conditions of his bid to other public agencies:   Yes   No. Bidder's response to this question will not be considered in award of bid. When the Bidder extends the prices, terms, and conditions of this bid to other public agencies, the contract shall be between Bidder and the other agencies, and the City of Huntington Beach shall bear no responsibility or liability for the contracts.

***Submission of Responses: Each submittal shall be in a sealed package marked " BID# 11-0209 . Bids must be submitted not later than 4:00pm to: Buyer: Marilyn Goldstein City of Huntington Beach/Purchasing Division, 2000 Main St, PO Box 190, Huntington Beach CA 92648***

***Any questions regarding the specification, exceptions or approved equals must be put in writing to the above buyer. If the bidder is responding from our Website you must notify the appropriate buyer, which is listed on the front page of the RFQ. This is to notify the bidder of any addendums that may occur during the bidding process.***

**All quotations must be signed**

	_____	Total _____
	Signature	SalesTax _____
Delivery to be made on or before:	_____	Total _____
	Print Name	Terms _____% _____days
_____	_____	Email: _____
	Company Name	
or _____ days from receipt of	Title _____	
order.	Date _____	
	Phone Number _____	

**EMAIL AND FAXED  
BIDS ARE NOT ACCEPTED**

**THIS IS NOT AN ORDER**



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QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1	Ea	<p>2011 Truck Cab &amp; Chassis Extended cab 13,000 GVWR (1 Ton Dually)</p> <ul style="list-style-type: none"> <li>• General - Shall be new, unused current model truck cab &amp; chassis: conventional extended cab; D.R.W. Ford. Cab to axle measurement shall be sixty (60"). Extended Cab 1-ton dually</li> <li>• GVWR - Minimum 13,000 pounds</li> <li>• Engine - Heavy duty truck type 6.8 liter displacement, gasoline powered with California approved LEV emissions package</li> <li>• Transmission – Heavy duty four speed, fully automatic</li> <li>• Rear Axle – Full floating with 4.10 to 4.30 gear ratio</li> <li>• Wheels and Tires – Six each steel disc wheels and E-load rated tires; plus full size spare</li> <li>• Steering – Full power assisted</li> <li>• Brakes – Hydraulic with power assist</li> <li>• Cooling – Heavy duty cooling system, including largest radiator core available</li> <li>• Electrical – 12 Volt with minimum 700 CCA battery, 100 amp minimum alternator, and a minimum instrument package to include ammeter/voltmeter, engine oil pressure, engine temperature.</li> <li>• NOTE: Add to electrical specification a D/C to A/C 20 amp inverter with water proof plug in receptical that is accessible from the outside of vehicle.</li> <li>• Cab – Extended Cab. Full vinyl bench seat, two arm rests, two sun visors and tinted windshield. Rear window to have medium tint. Full rubber matting, no carpeting.</li> <li>• Accessories – Two outside mirrors of low mount type, AM/FM radio and air-conditioning. <b>Four sets of keys.</b></li> <li>• Color – Exterior paint shall be white, Interior color shall be gray or tan.</li> <li>• Manuals – One complete set of manufacturers factory service and overhaul manuals.</li> </ul> <p><b>Registration: It shall be the responsibility of the successful bidder to register the vehicle/equipment with the California Department of Motor Vehicles in accordance with the requirement for an exempt "E" plate application. The City will supply a signed Application for Exempt Registration form.</b></p>		
		<p>Service Body 1 Ton Crane Mount</p> <ul style="list-style-type: none"> <li>• Model – Pacific #108402049V-H-F or pre-approved equal; right side vertical-left side horizontal. Mounted on</li> </ul>		



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QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
		<p>1-ton DRW Cab &amp; Chassis, 60" CA</p> <ul style="list-style-type: none"> <li>General – Body construction is to be a 16-gauge construction, zinc coated to eliminate rust; with 14 gauge end panels, front and rear. Right rear corner reinforced for crane mount.</li> </ul> <p>Supports to consist of two 10-gauge thru cross members and two 10-gauge end cross members, plus additional 14-gauge heavy channel section of 12" centers.</p> <p>Shelving to be 18-gauge heavy electro galvanized steel with rolled edges; Shelving in all cabinets, including horizontal above wheel well to be removeable and all adjustable.</p> <p>Doors to be double panels, triple seal construction; full neoprene seal that insures water tightness. Doors to have 18-gauge outer skin and 20-gauge inner skin. J doors to have a full length gutter rail to channel water away from door openings. Door hinges are to be rolled type 5/16" rod.</p> <p>Hinge end brackets to stainless steel type with self-lubricating nylon insert riveted to body. Weather stripping is to be a "D" shaped 5/8 x7/16.</p> <p>All body seams are to be caulked to insure water tightness.</p> <p>Body is to be under sealed 100% of underside, with heavy duty underseal.</p> <p>Compartment tops are to be three full length die formed stiffening ribs with rolled edges. Aluminum diamond tops.</p> <p>Open top compartments are to have self-locking slam action lids with one hand support hardware and pneumatic self opening lid suspension. Locking mechanism shall be accessible through side compartments only.</p> <p>Lock pockets are to be polished stainless steel with chromed twist "T" handles on all doors, fully recessed from door surface with three point door-locking system.</p> <p>Wheel wells are to have 3/4" chromed split tubing.</p> <p>All floors are to be heavy duty Diamond Plate.</p>		



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QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
		<ul style="list-style-type: none"> <li>• Paint – Heavy duty etching primer, for solid adhesion to zinc coated metal. All parts of body, inside and out, to match color of cab. Inside of bed to have spray-on bed liner/Linex or equal. Bed liner color is to be black.</li> <li>• Lights – Legal lights are to meet State of California and DOT standards. Lights shall have polished stainless steel housing, flush mount. J “Trucklite” type lights are acceptable for stop trail, turn and back up lights. Lights to be installed in all bed cabinets with master switch on dash panel inside cab.</li> </ul> <p>Whelen Model #508 surface mount linear strobes mounted on rear of bed cabinets</p> <p>Arrowboard to be Whelen TA837A Series 500. 12Vdc. P/N 01-0683614-A8</p> <ul style="list-style-type: none"> <li>• Lift Gate 1000# Tommygate model 54-1046F11</li> <li>• Crane – Venturo model #5500r (5.5’ to 9.0’) power lift and power rotation boom, or approved equal, to be mounted on passenger side. Jacklegs mounted at each rear corner.</li> <li>• Hitch Receiver type (2 inch tube) with Pintle hitch shall be braced to the truck chassis. Height of bottom of Pintle hitch shall be 17” from the ground. Hitch shall have two (2) safety chain loops and Cole Harsee #1235 light plug. Electric brake controller mounted in cabinet.</li> <li>• Optional: 120 Volt Inverter</li> </ul>		
1	ea	2011 Ford F150 2WD SuperCab 145” XLT or equal		
		<ul style="list-style-type: none"> <li>• Shall be new, unused current model, Ford, Chevrolet GMC</li> <li>• Standard Features</li> <li>• Exterior Color: White, Silver or Gray</li> <li>• Interior: Gray or Tan</li> <li>• 2sets of keys (4 total)</li> <li>• 1 set of manuals</li> </ul> <p>Registration will be done by the City of Huntington Beach for this truck.</p>		
9	ea	2011 Ford Taurus SE 6 Speed Automatic 2011 Chevrolet Impala LS 4 Speed Automatic This will be a combination of either vehicle – (9 total)		
		<ul style="list-style-type: none"> <li>• Shall be new, unused current model Ford or Chevrolet</li> <li>• Standard Features</li> <li>• Exterior Color: White, Silver, Gray or Gold</li> <li>• Interior: Gray or Tan</li> <li>• 2 sets of keys per vehicle (4 per vehicle)</li> </ul>		



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		<ul style="list-style-type: none"><li>• 1 set of manuals</li></ul> Registration will be done by the City of Huntington for the above vehicles.		

**CITY OF HUNTINGTON BEACH  
INSTRUCTION TO BIDDERS**

**ALL PAGES OF THE BID MUST BE RETURNED**

Quotations are requested for furnishing the items described in accordance with terms set forth herein. All quotations must be F.O.B. delivered. The detailed specifications or brand names or numbers given herein is descriptive and indicates quality and style of item required. Offer to supply articles substantially the same as those described herein will be considered provided the articles offered are equal in quality, durability, and fitness for the purpose intended. Acceptability of alternates will be determined solely by the City of Huntington Beach

**EXAMINATION OF BID** Each bidder is responsible for examining the invitation to bid and submitting its bid complete and in conformance with these instructions.

**DISCREPANCIES IN BID DOCUMENTS** Should bidder find discrepancies in, or omissions from the invitation to bid, or if the intent of the invitation is not clear, and if provisions of the specifications restrict bidder from bidding, they may request in writing that the deficiency(s) be modified. Such request must be received by the City's Central Service Manager five (5) days before bid opening date. All bidders will be notified by addendum of any approved changes in the invitation to bid documents.

**ORAL STATEMENTS** The City of Huntington is not responsible for oral statements made by any of their employees or agents concerning this invitation to bid. If the bidder required specific information, bidder must request that it be supplied in writing by the City of Huntington Beach.

**BRAND NAMES AND SPECIFICATIONS** The detailed specifications and/or brand names stated are descriptive only and indicate quality, design, and construction of items required. Offers will be considered to supply articles substantially the same as those described herein provided the articles are equal in quality, durability, and fitness from the variation in the bid. Acceptability of alternate will be determined solely by the City of Huntington Beach. Bidder must submit specifications when bidding alternative equipment.

**RIGHT TO REJECT** City reserves the right to reject at any time any or all bids, or parts thereof, and to waive any variances, technicalities and informalities which do not impair the quality, utility, durability, or performance of the items.

**SAMPLES** Samples if items, when requested or required, must be furnished to the city free of expense to the city and, if not destroyed by tests will, upon request, be returned at the bidder's expense.

**PRICES** Individual item pricing must be shown for each line item. In case of error in extension of prices, unit price will govern. All prices must be firm for the contract term unless the city specifically provides for adjustment. Any proposed pricing adjustment shall be submitted to the City Representative in writing at least thirty (30) days prior to the proposed date of increase. All quotations must be FOB delivered.

**FORM OF BID AND SIGNATURE** The bid must be made on this form only. Bid should be enclosed in a sealed envelope, showing the Request for Quotation Number in the lower left corner, and addressed to the City of Huntington Beach, 2000 Main street, Huntington Beach CA 92648-2702, Attn: Purchasing. This bid must be signed by an officer or authorized employee. Bids may be rejected if this form is not signed.

**SUBMISSION DATE AND WITHDRAWAL OF BIDS** Each bid must be delivered to the location and received on or before the due date and time stated. Bids may be withdrawn without prejudice, providing the Central Service Division receives the written request no later than the time set for opening bids. Withdrawals will be returned to bidder unopened. **FAXED BID IS NOT ACCEPTABLE.**

**AWARD OF CONTRACT** The City reserves the right to award this Contract by item or in its entirety, whichever is in the best interest of the City

**Insurance Certificate is not required with submittal of Request for Quotation, Awarding vendor will be required to submit for approval before commencement of work.**

## **CITY OF HUNTINGTON BEACH**

Email: [Justin.Wessels@surfcity-hb.org](mailto:Justin.Wessels@surfcity-hb.org)  
Phone: 714-374-5378 Fax: 714-536-5212

**Insurance Requirements vary for different applicants. Please see the below listed applicant types followed by the insurance requirements.**

City of Huntington Beach Resolution 2008-63 requires that contractors, permittees, licensees/lessees and vendors have an approved Certificate of Insurance on file with the City of Huntington Beach for the issuance of any permit or city contract.

The insurance certificate must be approved by the City Attorney's Office as to meeting all of the city's insurance requirements. An original certificate is required or a PDF version attached to an email may be forwarded. If the insurance certificate is faxed, it must come directly from the insurance provider to the City of Huntington Beach. All insurance must be from a California admitted carrier with a current A.M. Best's Rating of no less than A:VII

**1. CONTRACTORS** – Any persons or entities or Contract with the City and/or provide service to the City which are readily available and efficiently procured by competitive bidding.

*Requirements: General Liability, Workers' Compensation, Auto Liability, Additional Insured Endorsements*

**2. DESIGN PROFESSIONALS-** Professional Service contractors who contract with the City and/or provide architectural and/or engineering services to the City.

*Requirements: Errors and Emissions (Professional Liability) \$1,000,000 coverage*

**3. LICENSEES/LESSEES** – any person or entities who make contract with the city for the use of public property.

*Requirements: General Liability, Workers' Compensation, Property Insurance, Additional Insured Endorsement*

**4. PERMITEES** – any persons or entities who make application to the City for any use of encroachment upon any street, waterway, pier, or City property.

*Requirements: General Liability, Workers' Compensation, Auto Liability, Additional Insured Endorsements*

**5. Professional Services** – means those services, which involve the exercise of professional discretion and independent judgment on an advanced or specialized knowledge, expertise or training gained by formal studies or experience or services which are not readily or efficiently procured by competitive bidding pursuant to Huntington Beach Municipal Code Section 3.02. Such Services shall include but not be limited to those services provided by appraisers, architects, attorneys, engineers, instructors, insurance advisors, physicians and other specialized consultants.

*Requirements: Errors and Emissions (Professional Liability) \$1,000,000 coverage*

**Private Property Work Permit Requirements** – If the planned work does not involve public property or its right-of-way (e.g. sidewalk/street), the Workers' Compensation Certificate is the only insurance requirement. However, if the work site is adjacent or attached to public property, the City Attorney's Office must be informed for consideration of liability and decides whether or not to approve the certificate with a specific "Private Property Only" approval stamp.

- **General Liability (G/L)** – The general liability requirement is for \$1,000,000 with “per occurrence” type claims coverage and a separate “Additional Insured Endorsement” page listing both the policy number and naming the “*City of Huntington Beach, its officers, elected or appointed officials, employees, agents and volunteers*” as additional insured on the endorsement. (see below for Additional Insured requirements)
- **Additional Insured Endorsement Requirements** – The City, its officers, elected or appointed officials, employees, agents and volunteers are to be specifically named and covered as additional insureds by separate attached endorsement(s) as respects liability arising out of action performed by or on behalf of the contractor, products and completed operations of the contractor, premises owned, occupied or used by the contractor, or automobiles owned, leased or borrowed by the contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City, its agents, officers and employees. The endorsement should include the policy number it correlates to.
- **Primary Insurance** – General Liability Insurance coverage shall be primary insurance as respects the City, its agents, officers, and employees. Any insurance or self-insurance maintained by the City, its agents, officers, and employees shall be excess of the submitted insurance and shall not contribute with it.
- **Description of work** – The staff contact and purpose of the evidence of coverage must be identified on the certificate of insurance.
- **Automotive Insurance** – Automobile insurance requirement is for \$1,000,000 and a separate “Additional Insured Endorsement” page listing both the policy number and naming the “*City of Huntington Beach, its officers, elected or appointed officials, employees, agents and volunteers*” as additional insured on the endorsement. The City of Huntington Beach has a zero deductible/SIR requirement.
- **Worker’s Compensation Insurance (W/C)** – The Worker’s Compensation insurance requirement is the State statutory limits of \$250,000 bodily injury by disease, policy limit, and \$100,000 bodily injury each employee for accident or disease per occurrence. Certificate holder listed on the certificate is:  
 City of Huntington Beach, 2000 Main St., Huntington Beach, CA 92648.  
 If your organization/company has no compensated employees working on the project, you may complete and return a “Non-Employer Status” form to be used in lieu of a W/C insurance certificate.
- **Cancellation Clause Notice** – The cancellation clause must contain a thirty (30) day notice. A ten (10) day notice for non-payment of premium is acceptable in combination with 30 day notice.
- **Professional Liability** – Coverage must be provided at a minimum of \$1,000,000 per occurrence and in the aggregate.
- **Deductibles**– The following deductibles are acceptable and all others must be removed from the insurance policy or a waiver can be requested (see below) :
  - **General Liability** - \$5,000
  - **Auto Liability** - \$1,000
  - **Professional Liability/Errors & Emissions** - \$10,000
- **Waiver Procedure** – If unable to comply with a requirement, the “INSURED” may request a waiver of a specific requirement. The Insurance Waiver form is an internal form that the City of Huntington Beach will complete. (see following page for waiver form) ***The exception to the waiver is the G/L & Auto “Additional Insured Endorsement” page.***
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# Waiver Procedure

To request a waiver, indicate here  and provide a brief description ( 1 – 2 sentences) of the proposed work/project, its dollar value (if not a specific dollar amount, use an average, annual estimate or non-profit) and projected timeframe (per job or as-needed basis).  
For substantial dollar deductible/SIR amounts, a financial statement is required (Balance Sheet, Budget Reports, Dun & Bradstreet Report, etc.).

Waiver Requested: \_\_\_\_\_

Encroachment Permit       Private Property Work Permit       Consultant Services

Other: \_\_\_\_\_

Proposed Work: \_\_\_\_\_

Dollar Value: \_\_\_\_\_

Projected Timeframe: \_\_\_\_\_