



Attachment 08 OFFEROR RESPONSE WORKSHEET

Offeror must provide complete and succinct responses to each item below. **The Offer shall insert your responses into this worksheet directly below each question or prompt or clearly reference each item in their Technical Proposal.** While supplementary marketing materials are neither requested nor desired, Offeror should provide all information necessary to demonstrate Offeror's ability to meet the requirements of this RFP and the RFP's Scope of Work.

I. RESPONSE TO MANDATORY MINIMUM REQUIREMENTS

- A. The Offeror shall be in business for a minimum of five (5) years providing (1) or more of the following categories: Specialized Fleet Vehicles for Municipal Operations, OEM Parts, or Service. The Offeror shall indicate **Yes or No** for each Category listed below, depending on whether they can or cannot provide the Category.

Offer can provide Specialized Fleet Vehicles for Municipal Services:

Yes ☐ No ☐

Offer can provide OEM Parts:

Yes ☐ No ☐

Offer can provide Service:

Yes ☐ No ☐

- B. The Offeror shall submit a minimum of three (3) reference letters from a government entity. **Please confirm you meet this requirement.**

II. RESPONSE TO TECHNICAL CRITERIA

- A. Offeror Specialized Fleet Vehicles for Municipal Operations, OEM Parts, and Service selection:

Subcategories: The Offeror shall indicate **Yes or No** for each Subcategory listed below, depending on whether they can or cannot provide the Subcategory.

1. Specialized Fleet Vehicles for Municipal Operations

Refuse Truck:

Yes ☐ No ☐

Brush Truck:

Yes ☐ No ☐

Sweeper:

Yes ☐ No ☐

Flusher/Vacuum Flush Truck:

Yes ☐ No ☐



Bucket Truck:

Yes ☐ No ☐

Dump Truck:

Yes ☐ No ☐

Leaf Collector:

Yes ☐ No ☐

Utility Truck:

Yes ☐ No ☐

CCTV Truck:

Yes ☐ No ☐

Other Municipal or Public Works Vehicles:

Yes ☐ No ☐

2. OEM Parts

Allison Transmission:

Yes ☐ No ☐

Amerx:

Yes ☐ No ☐

Bayne:

Yes ☐ No ☐

Boss Snow Products:

Yes ☐ No ☐

Bucher Hydraulics:

Yes ☐ No ☐

Buyers Products:

Yes ☐ No ☐

Chalmers:

Yes ☐ No ☐

Chelsea Parker:

Yes ☐ No ☐

Cole Hersee:

Yes ☐ No ☐

Cummins:

Yes ☐ No ☐

Dakota Bodies:

Yes ☐ No ☐

Denso:

Yes ☐ No ☐

Request for Proposals for
Specialty Fleet Vehicles for Municipal Operations, OEM Parts,
& Out-of-Warranty Service Work
 Issued by the **City of Fairfax, Virginia**
Solicitation Number RFP91262



Donovan:

Yes ☐ No ☐

Eaton Fuller:

Yes ☐ No ☐

ECCO:

Yes ☐ No ☐

Envirosight:

Yes ☐ No ☐

First Alert:

Yes ☐ No ☐

Fisher:

Yes ☐ No ☐

Ford:

Yes ☐ No ☐

Freightliner:

Yes ☐ No ☐

Goodwin Bodies:

Yes ☐ No ☐

Heil:

Yes ☐ No ☐

Henderson Snow Products:

Yes ☐ No ☐

Hendrickson:

Yes ☐ No ☐

Hi-Vac:

Yes ☐ No ☐

HydraForce:

Yes ☐ No ☐

Knapheide Bodies:

Yes ☐ No ☐

Mack:

Yes ☐ No ☐

Meritor:

Yes ☐ No ☐

Miller Welding:

Yes ☐ No ☐

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Modine:	Yes	☐	No	☐
Monroe Snow Products:	Yes	☐	No	☐
Muncie Power Products:	Yes	☐	No	☐
Old Dominion Leak Collection:	Yes	☐	No	☐
Pac Mac:	Yes	☐	No	☐
Pure Wine Wave:	Yes	☐	No	☐
Rausch:	Yes	☐	No	☐
Reading Bodies:	Yes	☐	No	☐
Ride-Rite:	Yes	☐	No	☐
Roll-Rite:	Yes	☐	No	☐
Rugby Bodies:	Yes	☐	No	☐
SnowEX:	Yes	☐	No	☐
Stellar Industries:	Yes	☐	No	☐
Wenson Snow Products:	Yes	☐	No	☐
Switch-N-Go:	Yes	☐	No	☐
Timbern:	Yes	☐	No	☐
Tommy Gate:	Yes	☐	No	☐
Tymco:	Yes	☐	No	☐



Vaccon:

Yes ☐ No ☐

Vanair:

Yes ☐ No ☐

Verse Lift:

Yes ☐ No ☐

Weather Guard:

Yes ☐ No ☐

Weather Tech:

Yes ☐ No ☐

Western Snow Products:

Yes ☐ No ☐

Xantrex:

Yes ☐ No ☐

Other OEM Product Catalogs:

Yes ☐ No ☐

3. Service

Allison Transmission:

Yes ☐ No ☐

Ford Freightliner:

Yes ☐ No ☐

Boss Snow Products:

Yes ☐ No ☐

Bucher Hydraulics:

Yes ☐ No ☐

Cummins:

Yes ☐ No ☐

Dakota Bodies:

Yes ☐ No ☐

Detroit:

Yes ☐ No ☐

Eaton Fuller:

Yes ☐ No ☐

Envirosight:

Yes ☐ No ☐

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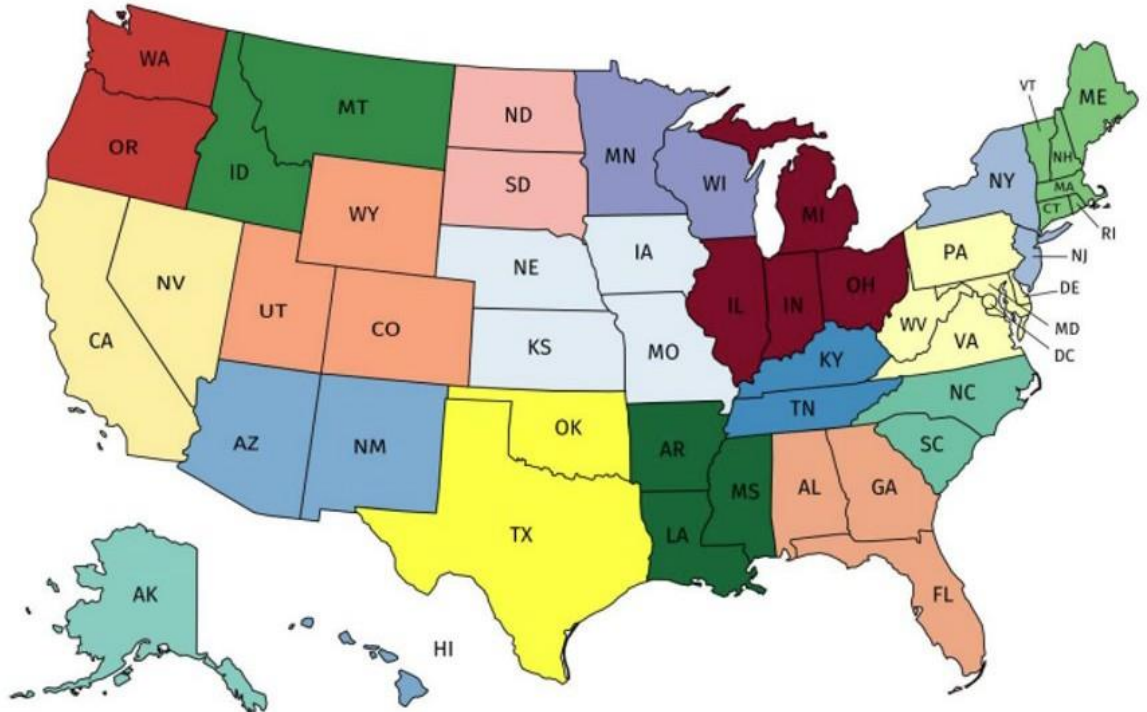
Ford:	Yes	☐	No	☐
Freightliner:	Yes	☐	No	☐
Goodwin Bodies:	Yes	☐	No	☐
Heil:	Yes	☐	No	☐
Hi-Vac:	Yes	☐	No	☐
HydraForce:	Yes	☐	No	☐
Knapheide Bodies:	Yes	☐	No	☐
Mack:	Yes	☐	No	☐
Old Dominion Leaf Collection:	Yes	☐	No	☐
Pac Mac:	Yes	☐	No	☐
Reading Bodies:	Yes	☐	No	☐
Rugby Bodies:	Yes	☐	No	☐
Suspension & Alignments:	Yes	☐	No	☐
Tymco:	Yes	☐	No	☐
Vaccon:	Yes	☐	No	☐
Versa Lift:	Yes	☐	No	☐
Other General Vehicle Service & Maintenance:	Yes	☐	No	☐

Offeror shall attach any certifications, endorsements, etc., you have to provide services:



B. Coverage offered:

1. Indicate if you are able to provide nationwide coverage
2. Indicate if you are able to provide coverage for the following regions:
 - a. Region 1: AK
 - b. Region 2: HI
 - c. Region 3: ME, NH, VT, MA, RI, CT
 - d. Region 4: NY, NJ
 - e. Region 5: PA, DC, DE, MD, VA, WV
 - f. Region 6: NC, SC
 - g. Region 7: GA, FL, AL
 - h. Region 8: KY, TN
 - i. Region 9: OH, MI, IN, IL
 - j. Region 10: MN, WI
 - k. Region 11: IA, NE, KS, MO
 - l. Region 12: AR, MS, LA
 - m. Region 13: OK, TX
 - n. Region 14: NM, AZ
 - o. Region 15: UT, CO, WY
 - p. Region 16: ND, SD
 - q. Region 17: MT, ID
 - r. Region 18: NV, CA
 - s. Region 19: WA, OR



3. If unable to provide coverage outlined in above map, list areas for which you are able to provide goods and services

C. Provide a brief history of your company. Provide experience providing vehicles, OEM parts, or service to public entities.



- D. Describe your plan for meeting that Scope of Work identified in Attachment 02.**
- E. For Specialized Vehicles, provide vehicle offerings. For OEM Parts, provide catalog of parts offered. For Services, provide types of services.**
- F. Explain your order process and customer service plan for each category for which you are responding including warranty.**
- G. Explain any unique approaches, qualifications, or value add that you may provide to fulfill this contract.**

III. Instructions to Respond

These instructions describe and define the format and content of the Proposal. They are designed to facilitate a uniform review process. Failure to adhere to the Proposal format may result in the rejection of the Proposal.

- A.** The Proposal shall be divided into two (2) parts: (1) the Technical Proposal and (2) the Cost Proposal. The Technical Proposal and the Cost Proposal shall be labeled as such as separate files.
- B.** If the Offeror designates any information in its Proposal as confidential pursuant to Attachment 11, Claim of Business Confidentiality, the Offeror shall submit a Confidential copy and a Public copy from which confidential information has been excised for the documentation and which is marked "Public Copy".

C. Technical Proposal Format

There is a five (5) page limit for the Technical Proposal. The page limit does not include cover pages, table of contents, divider tabs, resumes, and required forms do not count toward the page limit.

- Proposal should use a minimum of 12-point font.
- Proposals shall not contain brochures, promotional or display materials.
- If a Proposal is submitted in double-sided format, both sides of the page will be counted against the Page Limit.
- Offeror shall not submit brochures or hyperlinks as additional materials.
- The Offeror shall include and clearly mark the sections below in their Technical Proposal.

1. Table of Contents

2. Cover Letter

The cover letter shall include the Offeror's mailing address, electronic mail address, fax number, telephone number, and contact person for their proposal.

3. Mandatory Specifications

The Offeror shall answer whether or not it will comply with each Section in Attachment 08, Offeror Response Worksheet, Section **[I]**.

4. Response to Technical Criteria

The Offeror shall provide information to the statements in Section in Attachment 08, Offeror Response Worksheet, Section **[II]**.

5. Attachment 07, Offeror Information Acknowledgements, and Certifications

The Offeror shall complete and sign the document.



- 6. Attachment 10, Proposed Modifications to Sample Master Agreement**
The Offeror shall complete this document.
- 7. Attachment 11, Claim of Business Confidentiality**
The Offeror shall complete and sign the document.
- 8. Addendums**
Provide signed copy of posted RFP addendums.



Check List

RFP REFERENCE SECTION	RESPONSE INCLUDED	
	Yes	No
Table of Contents		
Cover Letter		
Mandatory Specifications		
Attachment 08, Offeror Response Worksheet [Public Technical Proposal]		
Attachment 08, Offeror Response Worksheet [Confidential Technical Proposal] (If applicable)		
Attachment 07, Offeror Information, Acknowledgements, & Certifications		
Attachment 10, Proposed Modifications to Sample Master Agreement		
Attachment 11, Claim of Business Confidentiality		
Addendums (If applicable)		
Attachment 09 - Cost Proposal (Separate Attachment)		