

# Vendor's Offer

Form 201-B (RFP)

**"Return this Section with your Response"**

It is required that Offeror complete, sign and submit the original of this form to the City Procurement Office with the proposal response. An unsigned "Vendor's Offer", late proposal response and/or a materially incomplete response will be considered nonresponsive and rejected.

Offeror is to type or legibly write in ink all information required below.

Company Name:	<u>H&amp;E Equipment Services</u>				
Company Mailing Address:	<u>4010 S. 22ND STREET</u>				
City:	<u>Phoenix</u>	State:	<u>Az</u>	Zip:	<u>85040</u>
Contact Person:	<u>MARK JULIEN</u>	Title:	<u>Apparatus Parts &amp; Service Sales</u>		
Phone No.:	<u>480-862-6313</u>	FAX:	<u>602-232-0620</u>	E-mail:	<u>m.julien@he-equipment.com</u>
Company Tax Information:					
Arizona Transaction Privilege (Sales) Tax No.:	_____				or
Arizona Use Tax No.:	<u>07-6606399</u>				
Federal I.D. No.:	<u>81-0553291</u>				
City & State Where Sales Tax is Paid:	<u>Phoenix, Arizona</u>				
If a Tempe based firm, provide Tempe Transaction Privilege (Sales) Tax No.:	_____				

## THIS PROPOSAL IS OFFERED BY

Name of Authorized Individual (TYPE OR PRINT IN INK) MARK JULIEN

Title of Authorized Individual (TYPE OR PRINT IN INK) Apparatus Parts & Service Sales

## REQUIRED SIGNATURE OF AUTHORIZED OFFEROR (MUST SIGN IN INK)

By signing this Vendor's Offer, Offeror acknowledges acceptance of all terms and conditions contained herein and that prices offered were independently developed without consultation with any other Offeror or potential Offeror. Failure to sign and return this form with proposal response will be considered nonresponsive and rejected.

  
Signature of Authorized Offeror  
(H/RFP 3-2008)

8-25-14  
Date

## Proposal Questionnaire

The responses and back up documentation to these questions will be used to evaluate your proposal. Please feel free to use additional pages but be sure to clearly indicate the question being answered.

1. Indicate whether or not your firm is an authorized factory service center for the Groups proposed. If not an authorized factory service center, do you have authorized factory-trained personnel on site to perform installation, maintenance, and repair on the apparatus and heavy vehicles?

GROUP 1 – Authorized Cummins Facility

*-Technicians are authorized to work on Cummins Engines, Cummins INSITE trained (please see certifications)*

GROUP 2 – Authorized American LaFrance Facility

*-American LaFrance is no longer in business, although H&E Equipment was considered an American LaFrance Repair facility as well as a warranty center, H&E has completed warranty repairs on many local ALF trucks including Tempe and Phoenix Fire Departments.*

GROUP 3 – Authorized E-One Facility

*-H&E Equipment is the authorized warranty center for E-One Fire Apparatus, H&E is an E-One selling and service Dealership offering parts and service for E-One Apparatus.*

GROUP 4 – Authorized Saulsbury Facility

*-H&E is an authorized warranty and repair center for Saulsbury Fire Apparatus, Saulsbury was purchased by E-One. E-One is now responsible for parts and remaining warranty on Saulsbury apparatus.*

GROUP 5 – Authorized Rosenbauer Facility

*-Although H&E Equipment is not the warranty center for Rosenbauer Apparatus, our technicians are trained to work on all types of apparatus, H&E Equipment has the ability to purchase parts and repair all types of fire apparatus.*

GROUP 6 - Authorized Spartan Chassis Facility

*-H&E Equipment is able to file warranty claims through Spartan and technicians are trained to repair Spartan apparatus.*

GROUP 7- Authorized Hackney Facility

*-H&E Equipment technicians are trained to repair Hackney fire apparatus.*

GROUP 8 – Authorized Seagrave Facility

*-H&E Equipment is trained to work on Seagrave fire apparatus although unable to file for warranty claims H&E Equipment is not the warranty center for Seagrave.*

GROUP 9 – Authorized Allison Transmission Facility

*-H&E Equipment is authorized and trained to service certain components of the Allison transmission, although H&E Equipment is not able to file warranty claims through Allison.*

GROUP 10 – Authorized Detroit Diesel Facility

*-H&E Equipment is authorized and trained to service certain components of the Detroit Diesel Engine, although H&E Equipment is not able to file warranty claims through Detroit Diesel.*

GROUP 11 – Authorized Hale Facility

***-H&E Equipment is trained and able to perform all repairs in association with the Hale Pump and Pump transmissions.***

GROUP 12 – Authorized Waterous Facility

***-H&E Equipment is trained and able to perform all repairs in association with Waterous Pumps and Pump Transmissions.***

GROUP 13 – Authorized Bauer Facility

GROUP 14 – Authorized Darley Facility

***-H&E Equipment is authorized and trained to perform all repairs in association with Darley Pumps and Pump Transmissions.***

2. Identify the key personnel who will be assigned to the City apparatus and heavy vehicles and provide resumes for each. Provide evidence they are authorized factory-trained personnel and their training/certification as it applies to the Groups being proposed. Please refer to the Minimum Qualifications on page 22, bullets 1A through 1E, and 2 for requirements on qualifications of technicians.

***-Michael Mickelson***

***-Ryan Fletcher***

***-Ron Ami***

***-Jay Boy***

3. Provide a detailed description of the services you provide and guaranteed response time for emergency repair for each Group proposed. Provide services for both in Contractor's facility and mobile services (if available).

***-All maintenance and repairs to fire apparatus.***

***-All groups (1-13) and group (14) – (1) hour response time at our facility and (2) hour response time if mobile services.***

***\*Repair times can be affected by parts availability.***

4. Describe the products your firm is proposing for apparatus and heavy vehicles. Are the products OEM? If an equivalent brand is being proposed, provide details about the equivalent products in your proposal.

***-All parts products that are being offered are OEM parts.***

5. Provide a detailed description of product, system, and labor/parts warranties. Are extended warranties available for the City to purchase for the products and/or services provided? If so, please explain and provide pricing.

***-90 Day Warranty for repairs if deemed as workmanship.***

***- Parts Warranty is based on parts manufacturer warranties.***

6. Identify any subcontractors that will be used to perform any work as part of this contract. Describe the work to be performed and their qualifications.

***-Southwest Welding (Welding Certifications Attached)***

7. Provide a detailed description and location of your repair facilities and mobile service equipment. List the hours of operations.

***H&E Equipment Services  
4010 S. 22<sup>nd</sup> Street  
Phoenix, Az 85040  
7:00 a.m. – 5:00 p.m.***

8. Provide the response time upon notification of repair requests for apparatus and heavy vehicles.

***-At customers location either field or yard within 2 hours of call.***

9. Provide at least three references to which you have provided like services to similar fleets. Include company, contact name, phone number, and a brief description of services provided.

***-Please see attached reference list.***

10. Provide a statement of acceptance of the City's terms and conditions. Any exceptions taken must be clearly identified in your proposal.

***-H&E Equipment accepts the City's terms and conditions.***

11. Include copies of catalogs, price lists, or websites directly to online catalog or price sheet for % off list price or a % mark-up vendor cost for each Group proposed on the Price Sheet.

***-Online price lists not available, if Tempe provides a recommended replacement parts list with pricing can be Quoted and % of markup can be broke out by part number.***

## Pricing Section (Revised 8/14/2014)

"Return this Section with your Response"

GROUP NO.	DESCRIPTION	UNIT PRICE
1.	Cummins <ul style="list-style-type: none"> <li>• Hourly rate for labor to repair or replace equipment</li> <li>• Hourly rate for scheduled maintenance</li> <li>• % discount off replacement/maintenance parts</li> </ul>	\$ <u>95.00</u> \$ <u>95.00</u> — %
2.	American LaFrance <ul style="list-style-type: none"> <li>• Hourly rate for labor to repair or replace equipment</li> <li>• Hourly rate for scheduled maintenance</li> <li>• % discount off replacement/maintenance parts</li> </ul>	\$ <u>95.00</u> \$ <u>95.00</u> — %
3.	E-One <ul style="list-style-type: none"> <li>• Hourly rate for labor to repair or replace equipment</li> <li>• Hourly rate for scheduled maintenance</li> <li>• % discount off replacement/maintenance parts</li> </ul>	\$ <u>95.00</u> \$ <u>95.00</u> 10 %
4.	Saulsbury <ul style="list-style-type: none"> <li>• Hourly rate for labor to repair or replace equipment</li> <li>• Hourly rate for scheduled maintenance</li> <li>• % discount off replacement/maintenance parts</li> </ul>	\$ <u>95.00</u> \$ <u>95.00</u> 10 %
5.	Rosenbauer <ul style="list-style-type: none"> <li>• Hourly rate for labor to repair or replace equipment</li> <li>• Hourly rate for scheduled maintenance</li> <li>• % discount off replacement/maintenance parts</li> </ul>	\$ <u>95.00</u> \$ <u>95.00</u> — %
6.	Spartan Chassis <ul style="list-style-type: none"> <li>• Hourly rate for labor to repair or replace equipment</li> <li>• Hourly rate for scheduled maintenance</li> <li>• % discount off replacement/maintenance parts</li> </ul>	\$ <u>95.00</u> \$ <u>95.00</u> — %
7.	Hackney <ul style="list-style-type: none"> <li>• Hourly rate for labor to repair or replace equipment</li> <li>• Hourly rate for scheduled maintenance</li> <li>• % discount off replacement/maintenance parts</li> </ul>	\$ <u>95.00</u> \$ <u>95.00</u> — %
8.	Seagraves <ul style="list-style-type: none"> <li>• Hourly rate for labor to repair or replace equipment</li> <li>• Hourly rate for scheduled maintenance</li> <li>• % discount off replacement/maintenance parts</li> </ul>	\$ <u>95.00</u> \$ <u>95.00</u> — %
9.	Allison Transmission <ul style="list-style-type: none"> <li>• Hourly rate for labor to repair or replace equipment</li> <li>• Hourly rate for scheduled maintenance</li> <li>• % discount off replacement/maintenance parts</li> </ul>	\$ <u>—</u> \$ <u>—</u> — %

**Pricing Section (Revised 8/14/2014)**

**“Return this Section with your Response”**

GROUP NO.	DESCRIPTION	UNIT PRICE
10.	Detroit Diesel	
	• Hourly rate for labor to repair or replace equipment	\$ <u>—</u>
	• Hourly rate for scheduled maintenance	\$ <u>—</u>
	• % discount off replacement/maintenance parts	<u>—</u> %
11.	Hale	
	• Hourly rate for labor to repair or replace equipment	\$ <u>95.00</u>
	• Hourly rate for scheduled maintenance	\$ <u>95.00</u>
	• % discount off replacement/maintenance parts	<u>10</u> %
12.	Waterous	
	• Hourly rate for labor to repair or replace equipment	\$ <u>95.00</u>
	• Hourly rate for scheduled maintenance	\$ <u>95.00</u>
	• % discount off replacement/maintenance parts	<u>10</u> %
13.	Bauer	
	• Hourly rate for labor to repair or replace equipment	\$ <u>—</u>
	• Hourly rate for scheduled maintenance	\$ <u>—</u>
	• % discount off replacement/maintenance parts	<u>—</u> %
14.	Darley	
	• Hourly rate for labor to repair or replace equipment	\$ <u>95.00</u>
	• Hourly rate for scheduled maintenance	\$ <u>95.00</u>
	• % discount off replacement/maintenance parts	<u>10</u> %

**NOTE:** Copy of catalog, price list, or website directly to online catalog or price sheet for % off parts shall be included with your proposal response. If offering a % mark-up of vendor costs, submit a list of the vendor costs and/or website where the costs can be viewed online. The City requires this pricing to confirm that the invoices accurately reflect the contract pricing.

\* Applicable Tax 8.3 %

\* State correct jurisdiction to receive sales tax on the Vendor's Offer, Form 201-B (RFP) included in this Request for Proposal.

Less prompt payments discount terms of 0 % 0 days/ or net thirty (30) days. (To apply after receipt and acceptance of an itemized monthly statement.) For evaluation purposes, the City cannot utilize pricing discounts based upon payments being made in less than thirty (30) days from receipt of statement.

## Pricing Section

**“Return this Section with your Response”**

### Ordering and Invoice Instructions

In order to facilitate internal control and accounting, each City Department will order and must be invoiced separately. Monthly invoices must be segregated by City Department number and mailed or delivered directly to the City Customer Department. For most materials, there will be between three (3) and six (6) ordering departments. At the time an order is placed, the Contractor must obtain the ordering department's cost center numbers for billing purposes. The use of the department's cost center numbers will be in addition to the purchase order number. Once a month, the Contractor shall submit a consolidated statement which shall itemize the invoice numbers, invoice date, invoice amounts, and the total amount billed to Accounting. Discount offering will be based upon days from receipt of the consolidated monthly statement. Invoice(s) shall not show previous balances.

Invoices shall include:

1. Listing Of All Delivery/Pickup Receipt Numbers Being Invoiced.
2. Total Cost Per Item.
3. Applicable Tax.
4. Payment Terms.
5. Blanket Purchase Order Number.

Invoices that do not follow the above minimum invoicing requirements will not be paid. Payment must be applied to only invoices referenced on check/payment stub. The City reserves the right to bill contracted vendor for researching invoices that have been paid, but not properly applied by vendor account receivables office.

Statement mailing address:

City of Tempe  
Accounting (see below for your contact)  
P.O. Box 5002  
Tempe, Arizona 85280  
Phone: 480-350-8355

Accounting Contacts:

Alex Chin  
Ramona Zapien  
Danielle Plunkett

Letters A – H and Numbers  
Letters I – Z  
General AP Inquiries and AP Checks



**AFFIDAVIT OF COMPLIANCE WITH TEMPE CITY CODE  
CHAPTER 2 ARTICLE VIII SECTION 2-603(5)**

Per Tempe City Code Chapter 2 Article VIII Section 2-603(5), it is unlawful for a City vendor or City contractor, because of race, color, gender, gender identity, sexual orientation, religion, national origin, familial status, age, disability, or United States military veteran status, to refuse to hire or employ or bar or discharge from employment any person, or to discriminate against such person in compensation, conditions, or privileges of employment.

City vendors and contractors shall provide a copy of their antidiscrimination policy to City to confirm compliance with this requirement or attest in writing to compliance.

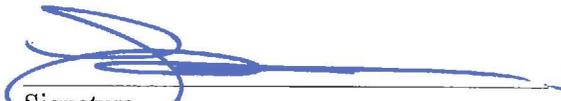
- CONTRACTOR means any person who has a contract with the City.
- VENDOR means a person or firm in the business of selling or otherwise providing products, materials, or services.

CONTRACTOR/VENDOR, select one:

Current copy of antidiscrimination policy attached

OR

I hereby certify H<sup>2</sup>E Equipment. (contractor/vendor) to be in compliance with Tempe City Code Chapter 2 Article VIII Section 2-603(5).

  
Signature

Date: 8-25-14

Mark Julien  
Print Name

Apprentice Parts & Service Sals.  
Title

H<sup>2</sup>E Equipment Services  
Company

## Addendum to Solicitation



City Procurement Office/City of Tempe • PO Box 5002 • 20 East 6th Street • Tempe, AZ 85280 • (480) 350-8324 • [www.tempe.gov/procurement](http://www.tempe.gov/procurement)

Issue Date: 08/14/2014

This addendum will modify and/or clarify: Solicitation No.: 15-020

and is Addendum No. 1

Procurement Description: Fire Apparatus Maintenance and Repair Services

Changes should be made as follows:

1. Proposal Due Date and Time is changed to *Wednesday, August 27, 2014, 3:00 PM Local Time.*
2. Page 22, Last Paragraph is changed to read as follows:  
"Offeror shall indicate in their proposal whether they are authorized to do warranty work or certified to do repair work on the following types of equipment:

GROUP 1 - Cummins

GROUP 2 – American LaFrance

GROUP 3 – E-One

GROUP 4 – Saulsbury

GROUP 5 - Rosenbauer

GROUP 6 – Spartan Chassis

GROUP 7 – Hackney

GROUP 8 - Seagrave

GROUP 9 – Allison Transmission

GROUP 10 – Detroit Diesel

GROUP 11 – Hale

GROUP 12 - Waterous

GROUP 13 – Bauer

GROUP 14 – Darley

3. Page 24, Proposal Questionnaire, #1 is changed to read as follows:
  1. Indicate whether or not your firm is authorized to do warranty work or certified to do repair work for the Groups proposed.
4. Replace Pricing Section, Pages 27 and 28 with the Revised Pricing Section included in this Addendum.

*There are no other changes at this time.*

The balance of the specifications and solicitation instructions remain the same. Proposal Offerors are to acknowledge receipt and acceptance of this addendum by returning of signed addendum with proposal response. Failure to sign and return an addendum prior to proposal opening time and date may make the proposal response non-responsive to that portion of the solicitation as materially affected by the respective addendum.

HEE Equipment Services  
NAME OF COMPANY

4010 S. 22ND STREET  
ADDRESS (or PO Box)

Phoenix      Az 85040  
CITY                      STATE    ZIP

MARK JULICH/Fine Apparatus Service  
BY NAME (please print) TITLE

480-862-6313  
TELEPHONE

[Signature]  
AUTHORIZED SIGNATURE

Please see the response to questions on Best and Final Offer RFP# 15-020 Apparatus Maintenance and Repair Services.

1) Key Personnel- Please confirm that the list of personnel who will be responsible for the repair of the City's apparatus is current. If not current, please submit a revised list with your response.

- *Since the submittal for this RFP, Ron Ami is no longer employed by H&E Equipment Services, we have since hired a new technician Ryan Fletcher that will be performing repairs to the City of Tempe Fire Apparatus, Ryan has been in the repair industry for many years and has an extensive background on the truck chassis operation and maintenance, you will find his ASE certifications attached, he is currently on track to receive his level one EVT Certification awaiting EVT test dates. Michael Mickelson Master EVT and Jeffrey Boy will remain on the list of active EVT employees at H&E Equipment Services. (Please let me know if you need copies of Michael Mickelson's Master EVT paperwork).*

2) Pricing- Please review your pricing to ensure that the best competitive proposal is submitted, also there appears to be a % discount off provided for some items and not for others. For the items where no discount is provided, does this mean that items are sold at list price or are parts not provided by your firm? Please clarify.

- *The % discount that is shown on the original RFP submittal is for items that we are the actual dealer and receive discounted pricing giving us the ability to pass these savings onto the City of Tempe, the items that there are not a percent of discount offered are the items that City of Tempe will pay cost plus 25% on these items, although they will still be offered by H&E Equipment.*
- *In regards to the \$95.00 per hour labor charge, this is a discounted rate that is given to City of Tempe due to the amount of \$\$ that is spent with H&E Equipment, our published rate is \$105.00 per hour for new customer.*

3) Additional Charges- Identify any and all charges in addition to the hourly wage on the Price Sheet. Complete a comprehensive listing of all charges with your response. In addition, identify all charges that are applicable to warranty work that the city will be responsible for paying.

- *In addition to the labor charge of \$95.00 there will also be an environmental charge that is equal to 2.5% of the labor total and a shop supplies charge that is equal to 5% of the labor cost. The attached list is item is what will be included in the shop supply charge.*
- *H&E Equipment offers a 30 day warranty on labor, if deemed workmanship related failure. Parts warranty is based on manufacturer's warranty per part.*