

Heavy Equipment Rental

Division of Purchasing intends to enter into multiple Statewide contracts for Heavy Equipment Rental

Released	9/23/2020 4:00 PM MDT	Type	Request for Proposal
Open	9/24/2020 11:00 AM MDT	Number	CO21-15
Close	11/3/2020 4:00 PM MST	Currency	US Dollar

Sealed Until 11/3/2020 4:00 PM MST

Contacts

Chike Ogbuehi

cogbuehi@utah.gov

Commodity Codes

Commodity Code	Description
22100	Heavy construction machinery and equipment including equipment for paving and earth moving
21100	Agricultural, forestry, landscape machinery and equipment and rentals including soil prep, harvesting, planting, seeding, livestock equipment, Agriculture Inspections
24100	Material handling machinery and equipment including lifting equipment and accessories and conveyors and accessories
25100	Motor vehicles including passenger vehicles and truck tractors and motorized cycles and recreational vehicles and snow machines, and buses,
30120	Roads and landscape material including asphalts and road and railroad construction materials and soil stabilizers and artificial turf and construction aggregates including rock, gravel, and sand
30190	Construction and maintenance support equipment including ladders and scaffolding and construction sheds and trailers
39120	Electrical equipment and components and supplies including electrical plugs and circuit protection devices and transformers

Description

Issuing Procurement Unit
Conducting Procurement Unit

State of Utah Division of Purchasing
State of Utah Division of Purchasing

REQUEST FOR PROPOSALS

Heavy Equipment Rental SOLICITATION # CO21-15

This Request for Proposals ("RFP") is issued in accordance with the Utah Procurement Code and applicable administrative rules of the Utah Administrative Code. If any provision of this RFP conflicts with the Utah Procurement Code or Utah Administrative Code, then the Utah Procurement Code or Utah Administrative Code will take precedence.

Purpose of this Solicitation

The purpose of this RFP is to enter into a contract to provide: Heavy equipment rental to State of Utah entities.

This RFP and resulting contract award(s) is a solutions-based solicitation; meaning the State of Utah is seeking equipment, products, and/or services that meet the requirements of this RFP and that are commonly desired or are required by law or industry standards. Offerors may include related equipment, accessories, and services to the extent that these solutions are complementary to the equipment, products, and/or services identified in this RFP.

Given the cooperative nature of this RFP, it is expected that offerors shall propose a wide array of equipment, products, and/or services at lower prices and with better value than what they would ordinarily offer to the public or to a single government entity.

Closing date and time

Please refer to the Setup page for the closing date and time for this sourcing event. If your time is different from that shown, your profile may be set to a different time zone. Please see the attachment titled "Changing Your Time Zone" in the Buyer Attachments section for directions on how to update your profile. It is your responsibility to make sure you submit your response by the date and time indicated above.

Multiple Contract Award Anticipated

It is anticipated that this RFP will result in multiple contract awards. The methodology or formula that will be used to determine the number of contract awards is explained in the pre-requisite section.

Future Procurements

The State of Utah reserves the right and may reopen this solicitation, or create a new solicitation if it determines there may be more competition for the procurement item than when the original solicitation was posted.

Length of the Contract

The contract resulting from this RFP will be for FIVE (5) years.

Issuing Procurement Unit, Conducting Procurement Unit, and Solicitation Number

The State of Utah Division of Purchasing is the issuing procurement unit and the conducting procurement unit for this RFP (referred to as "the State"). The reference number for this RFP is Solicitation # CO21-15. This solicitation number must be referred to on all proposals, correspondence, and documentation submitted to the State relating to this RFP.

Additional Information

Offerors are prohibited from communications regarding this RFP with the conducting procurement unit staff, evaluation committee members, or other associated individuals EXCEPT the State of Utah Division of Purchasing procurement officer overseeing this RFP.

Wherever in this RFP an item is defined by using a trade name, brand name, or a manufacturer and/or model number, it is intended that the words, "or equivalent" apply; and invites the submission of equivalent products by the Offerors.

Offerors may be required to submit product samples to assist the chief procurement officer or head of a procurement unit with independent procurement authority in evaluating whether a procurement item meets the specifications and other requirements set forth in the request for proposals. Product samples must be furnished free of charge unless otherwise stated in the request for proposals, and if not destroyed by testing, will upon written request within any deadline stated in the request for proposals, be returned at the Offeror's expense. Samples must be labeled or otherwise identified as specified in the request for proposals by the procurement unit.

The issuing procurement unit may not accept a proposal after the time for submission of a proposal has expired.

The State reserves the right to conduct discussions with the Offerors who submit proposals determined to be reasonably susceptible of being selected for award, but proposals may be accepted without discussions.

New Technology

Pursuant to Utah Administrative Rule R33-12-502 the awarded contract(s) may be modified to incorporate new technology or technological upgrades associated with the procurement item being solicited, including new or upgraded: (i) systems; (ii) apparatuses; (iii) modules; (iv) components; and (v) other supplementary items. Further, a maintenance or service agreement associated with the procurement item under the resulting contract(s) may be modified to include any new technology or technological upgrades. Any contract modification incorporating new technology or technological upgrades will be specific to the procurement item being solicited and substantially within the scope of the original procurement or contract.

Evaluation Administrative and Mandatory Minimum Requirement Compliance

Each proposal received shall be evaluated as outlined in this RFP and the Utah Procurement Code.

To be responsive and responsible Offerors must review and respond to the following sections of this RFP: Prerequisites, Buyer Attachments, Questions, and Items.

- The Prerequisites section includes the objective and subjective criteria that will be used to evaluate the proposals, which include the mandatory minimum requirements, technical criteria, and other prerequisites that Offerors must read and agree to in order to respond to this RFP.
- The Buyer Attachments Section contains the standard contractual terms and conditions required by the State and any other required documents associated with this RFP.
- The Questions Section contains the questions that Offerors are required to answer in order to submit a proposal.
- The Items Section contains the detailed description of the procurement items being sought and allows the Offerors to provide their cost proposals.

Offerors must review each section carefully.

Prerequisites

- ★ 1. Offerors are encouraged to review this RFP prior to the deadline to submit a proposal, even if a proposal has been submitted, in case an addendum has been issued by the issuing procurement unit.
- ★ 2. All questions must be submitted through SciQuest during the Question and Answer period.
- ★ 3. Pursuant to the Utah Procurement Code the following entities are Eligible Users and are allowed to use the awarded contracts.
- ★ 4. The State of Utah Division of Purchasing does not guarantee any purchase amount under an awarded contract.
- ★ 5. A Bidder must guarantee its pricing for the period described in this RFP.
- ★ 6. If an Offeror is awarded a contract from this RFP then it is required to provide a quarterly administrative fee and report.
- ★ 7. If it is determined to be in the best interest of the Conducting Procurement Unit, interviews and presentations may be held at the option of the State.
- ★ 8. Offerors may request that part of its proposal be protected by submitting a Claim of Business Confidentiality Form. See the Buyers Attachment section.
- ★ 9. The proposed Scope of Work has been attached to this RFP.
- ★ 10. The mandatory minimum requirements are the objective criteria in which the conducting procurement unit will evaluate proposals.
Offerors must upload a document which provides a point by point response to the mandatory minimums listed in this prerequisite.
- ★ 11. To determine which proposal provides the best value to the State, the evaluation committee will evaluate each responsive and responsible proposal that has not been disqualified or rejected using the subjective criteria listed in this prerequisites section.
- ★ 12. Offeror's cost proposals will be evaluated independently.
- ★ 13. All proposals in response to this RFP will be evaluated in a manner consistent with the Utah Procurement Code, Administrative Rules, policies and the evaluation criteria in this RFP. Offerors bear sole responsibility for the items included or not included within the proposal submitted by the Offeror. Each area of the evaluation criteria must be addressed in detail in the proposal.
- ★ 14. Offeror may take exception and/or propose additional language to the Standard Terms and Conditions that have been attached to this RFP.
- ★ 15. The issuing procurement unit may not accept a proposal after the time for submission of a proposal has expired.
16. Responses should be concise, straightforward and prepared simply and economically.
- ★ 17. Proposals must be submitted electronically, through SciQuest.

Buyer Attachments

1. [Attachment A-Terms and conditions](#)
2. [Attachment B-Scope of Work](#)
3. [Attachment C - Cost Sheet](#)
4. [Attachment D - Score Sheet](#)
5. [Claim of Business Confidentiality Form](#)
6. [Changing your Time Zone](#)

Group 1: Acceptance of Prerequisites

- 1.1 Offeror acknowledges that they do not have financial ties to individuals or entities on an OFAC sanctions list. ★
- 1.2 Is Offeror presently or has Offeror ever been debarred, suspended, proposed for debarment, or declared ineligible by any governmental department or agency, whether international, national, state, or local? ★
- 1.3 If Offeror has any information that is not already provided within its proposal that if known to the State would impact the State's determination on offeror's responsiveness for a contract award (i.e., legal action, recent turn-over in major personnel, loss of a major contract, any alleged violations of federal, state or local regulations, etc.), please mark "yes" to this question and upload such information in the space provided below. Otherwise, please mark "no". Please see UCA 63G-6a-120 & 902 for additional details. ★
- 1.4 Please upload information impacting Offeror's responsiveness here. ★
Offeror acknowledges that it must acquire and maintain all applicable federal, state, and local licenses before the contract is entered into. Licenses must be maintained throughout the entire contract period.
- 1.5 Persons doing business as an Individual, Association, Partnership, Corporation, or otherwise shall be registered with the Utah State Division of Corporations and Commercial Code. NOTE: Forms and information on registration may be obtained by calling (801) 530-4849 or toll free at 877-526-3994, or by accessing: www.commerce.utah.gov. ★
- 1.6 Offeror acknowledges that it has uploaded a document providing a point-by-point response to the following prerequisites: the mandatory minimum requirements prerequisite, the technical requirements prerequisite, and any other prerequisite that required a document to be uploaded. ★
- 1.7 In the event that an Offeror offers pricing discounts for educational entities that (1) are applicable to this solicitation and (2) result in lower pricing than what is generally offered to other governmental entities, please attach a separate cost proposal labeled "Educational Pricing" to your proposal. This cost proposal for Educational Pricing is to be submitted in addition to the original Cost Proposal Form and will only be available to authorized end users. The Educational Pricing will not be used to evaluate costs. ★
- 1.8 Offeror acknowledges that it has read and understands this question. Does Offeror have an outstanding tax lien in the State of Utah? If yes, Offeror must provide a statement regarding its debarment or suspension. ★
- 1.9 Is Offeror an employee of the State of Utah? If yes, then Offeror must submit an external employment form signed by Offeror's manager at the State of Utah. ★
- 1.10 If awarded a State Cooperative Contract Offeror understands that its resulting contract may be terminated for convenience, without cause, if there is no reported spend for any one fiscal year of its contract. ★

Group 2: Vendor Information

- 2.1 Please provide your firm's legal company name. ★
- 2.2 Please provide your federal tax identification number? (If the vendor is sole proprietor please do not provide your social security number.) ★
- 2.3 Please provide your firm's contact information for this contract, including the name, phone number, and email address of your firm's authorized representative. ★
- 2.4 Please provide your ordering address and the remit to address. Please clearly identify each address. ★
- 2.5 Please provide your firm's State of Utah Sales Tax ID Number. If you do not have a State of Utah Sales Tax ID Number, please write "N/A". ★
- 2.6 Identify your firm's type of business. ★
- 2.7 Is Offeror (owners, principles, partners) a retiree currently receiving benefits through the Utah Retirement Systems (URS)? ★

Group 3: Minimum Mandatory Requirements

- 3.1 Vendor is an authorized re-seller/manufacturer of heavy equipment ★
- 3.2 Vendor is able to verify the standard rental price for all equipment listed

Group 4: Technical Criteria

- 4.1 Upload responses and supporting documents to scoreable technical criteria contained in Attached D - Evaluation Score Sheet ★

Group 5: Cost Proposal

- 5.1 Upload completed Attachment C - Cost Sheet ★

- 5.2 Upload complete pricing document ★
- Group 6: Vendor's Submission**
- 6.1 Offeror/Bidder understands and acknowledges that if Offeror/Bidder accessed the "View as PDF" document available on the Utah Public Procurement Place Business Opportunities website and did not login to Offeror/Bidder's account in the Utah Public Procurement Place system, that Offeror/Bidder may not be viewing the entire the sourcing event and therefore may not be viewing the complete sourcing event requirements. ★
- 6.2 Offeror/Bidder acknowledges that Offeror/Bidder has logged into Utah Public Procurement Place account and viewed the full sourcing event requirements including hyperlinks before submitting a response to a sourcing event.
- 6.2 If your firm is requesting parts of its proposal be protected please upload your Claim of Business Confidentiality Form here as well as your redacted proposal.
- 6.3 Any exceptions to the Terms and Conditions must be uploaded here in the format outlined in Prerequisites: Standard Terms and Conditions (Exceptions and Negotiations). Exceptions and/or additions submitted after the date and time for receipt of proposals will not be considered. If you have no exceptions, upload a document stating "None". ★
- 6.4 Offeror affirms that yes that pursuant to the Code of Federal Regulations 2 CFR 200.216 - Prohibition on certain telecommunication and video surveillance services or equipment, that none of the goods (including component parts) or services offered within its proposal are from the entity Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities). ★
- 6.5 Vendor understands and acknowledges that its response, including all uploaded documents, will not be considered received by the State of Utah unless the Vendor clicks submit. Even if Vendor uploads all required documents and responds to all required questions its response will not be considered if it does not click submit. Offeror acknowledges that after completing the solicitation it must click on the link in the left hand menu bar labeled "Review & Submit", then check the box under the "Certification" heading to certify their bid. Then click the blue box labeled "Submit Response" in order to submit their bid. Once the response has been submitted, Vendor will receive a confirmation that the response was successfully submitted. Vendors who fail to submit their response will not have their response reviewed and will be ineligible for further consideration under this solicitation. ★

There are no Items added to this event.

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