

REQUEST FOR PROPOSALS
Fleet Replacement
3/22/18

Requesting Organization: Walker Basin Conservancy, 615 Riverside Drive, Suite C, Reno, NV 89503
Contact: Amy Gladding, Operations Administrator, 775-463-9887 x116; amy.gladding@walkerbasin.org.

1. OVERVIEW

The Walker Basin Conservancy (WBC) invites interested automobile vendors to submit bids for up to 7 pickup trucks in order to upgrade its aging fleet.

2. ORGANIZATION AND PROGRAM BACKGROUND

The Walker Basin Conservancy (WBC) is committed to restoring ecological balance in the Walker Basin to ensure a healthy lake and Basin, and vibrant communities. WBC manages a complex real property acquisition program, acquiring land, water and related interests from willing sellers in the Walker Basin, for the benefit of Walker River and Lake. In addition, WBC manages and implements significant restoration and stewardship activities on thousands of acres and multiple properties in the Walker Basin. The dynamic nature of the WBC and its diverse management obligations provide unique opportunities to engage the communities we serve and introduce the WBC to new audiences.

For more information about WBC, please visit our website at www.walkerbasin.org.

3. SCOPE OF WORK

Up to 6 pickup trucks that must meet the following criteria:

- Accommodate five passengers and one driver comfortably with six seat belts;
- Minimum towing capacity of 10,000 pounds with a V-8 style motor;
- Equipped with four-wheel drive;
- Equipped with a trailer brake control unit;
- Equipped with all terrain style tires;
- 2018 model year;
- White in color; and
- Minimum bed length of 6 feet.

Up to 1 Pickup truck that must meet the following criteria:

- Must be a “quad cab style” pickup truck;
- Minimum towing capacity of 15,000lbs with a high displacement turbo diesel style motor;
- Equipped with a gooseneck style hitch;
- Equipped with four-wheel drive;
- Equipped with a trailer brake control unit;
- Equipped with all terrain style tires;
- 2018 model year;
- White in color; and
- Equipped with “flip up style” towing mirrors.

4. CRITERIA FOR COMPETITIVE APPLICATIONS

Application Instructions

1. Address each item in the “Application Outline” below.
2. Email a Word or PDF version of your application to amy.gladding@walkerbasin.org; in the subject line, please indicate *Response to RFP for Fleet Replacement – [name of respondent]*.
3. Applications must be emailed no later than **5:00 pm PDT on March 29, 2018**.

Application Outline

Your description of your and/or your organization’s offering should include the following elements:

- 1. Contact information:** Please provide a Primary Contact Person, Entity Name, Address, Phone, Email, Website, and EIN or SSN.
- 2. Truck Specifications:** Please provide detailed information regarding the specifications for each vehicle option, including the specifications required by WBC.
- 3. Cost Breakdown:** Please provide a detailed cost worksheet that lists the various pricing options for the vehicles offered, including any applicable license and title fees. Please note that WBC is tax exempt.
- 4. Vehicle Delivery Timeline:** Please provide an estimated date of delivery on all vehicles.

Selection Criteria

Proposals will be evaluated on the price per vehicle, considering all included options and specifications and delivery timeline.

5. ELIGIBLE OFFERORS/CONFLICT OF INTEREST

Eligible applicants are individuals, institutions of higher education, other nonprofits, commercial organizations, international organizations, and local, state and Indian tribal governments. If multiple institutions are involved, they should be handled through sub-contracts. Offerors must notify the Walker Basin Conservancy in writing with this submission of any apparent or actual conflicts of interest, including organizational conflicts of interest, that are known at the time of this submission or that may arise during the life of this award, in the event an award is made. Conflicts of interest include any relationship or matter which might place the Contractor, the Contractor’s employees, or the Contractor’s subcontractors in a position of conflict, real or apparent, between their responsibilities under the award and any other outside interests, or otherwise. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the Offeror, the Offeror’s employees, or the Offeror’s future subcontractors in the matter. Upon receipt of such a notice, the Walker Basin

Conservancy will determine if a conflict of interest exists and, if so, if there are any possible actions to be taken by the Offeror to reduce or resolve the conflict. Failure to resolve conflicts of interest in a manner that satisfies Walker Basin Conservancy may result in the proposal not being selected for award.

By submitting a proposal in response to this solicitation, the Offeror warrants and represents that it is eligible for award of a Contract resulting from this solicitation and that it is not subject to any of the below circumstances:

1. Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an Contract with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government; or
2. Was convicted (or had an officer or agent of such corporation acting on behalf of the corporation convicted) of a felony criminal violation under any Federal or State law within the preceding 24 months, where the awarding agency is aware of the conviction, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government; or
3. Is listed on the General Services Administration's, government-wide System for Award Management Exclusions (SAM Exclusions), in accordance with the OMB guidelines at 2 C.F.R Part 180 that implement E.O.s 12549 (3 C.F.R., 1986 Comp., p. 189) and 12689 (3 C.F.R., 1989 Comp., p. 235), "Debarment and Suspension," or intends to enter into any subaward, contract or other Contract using funds provided by Walker Basin Conservancy with any party listed on the SAM Exclusions in accordance with Executive Orders 12549 and 12689. The SAM Exclusions can be found at <https://www.sam.gov/portal/public/SAM/>.

REQUEST FOR PROPOSALS SUBMISSION REQUIREMENTS AND RFP DEADLINES

March 29, 2018 Proposals must be received electronically as an email attachment to Amy Gladding (amy.gladding@walkerbasin.org) by 5:00 PM PST.

Proposals must be provided in Word format or searchable PDF.

April 12, 2018 WBC will notify all RFP applicants of their status (acceptance or rejection).