



The Corporation of the Township of
McMurrich/Monteith

Request for Proposal - RFP #2026-01
1500 Series Pick-up truck or SUV
New or Used

1500 Series Truck or SUV

- Gasoline Preferred
- 1500 series 4x4 Crew Cab
- 6.4-foot bed
- HD Trailer Group
- Trailer Brake Controller
- HD Powder Coated Side Step Bars
- Decked Drawer System
- Cargo Slide Tray
- 3.5" Suspension Lift
- 20" ION HD Alloy Wheels
- 35" Fuel Gripper M/T Tires
- Century Fiberglass Cap
- Removable Front Sliding Window on Cap
- Interior Cargo LED Lighting
- Westin HDX Winch Mount Grill Guard
- HD 9.5k Trail FX Winch
- Sound Off Signal Light & Siren Pkg
- Rear Traffic Advisor
- 18,000 Lumen Remote Scene Light Tower
- 8,000 Lumen Remote Search Light
- Front, Side & Rear LED work lights
- 2x Hidden Anti Theft Kill Switches
- Supply and install radio package
- Supply and install "Slick Top" Chief's Package:
- Supply and install Single Visor Light
- Supply and install 2x Grill Strobe Lights
- Supply and install 4x Side Cap Strobe Lights (2x per side)
- Supply and install 2x Rear Cap Strobe Lights (inside rear glass)
- Supply and install 100w Hand Held Siren / Controller
- Supply and install Side Work Lights (body colour)
- Supply and install Bed Cap - Painted to Match
- Supply and install bed slide out tray with decked drawer system
- Supply and install of (1) Push-bar
- Air Conditioning
- Colour: Red Preferred
- Tow Package

Proposals will be received at the Municipal Office to the Attention of

Cheryl Marshall, Clerk-Treasurer
Township of McMurrich/Monteith
31 William Street
Sprucedale, ON POA 1Y0

Closing Date & Time: Friday, April 17, 2026 at 12:00 noon

Contact:

- Ryan McFarland
- Fire Chief
- Township of McMurrich/Monteith
- Cell: 705-349-2850
- Email: mmfdchief@mcmurrichmonteith.com

Lowest or any Proposal not necessarily accepted

Introduction and General Instructions

The Township of McMurrich/Monteith is inviting proposals for the supply of one (1) new or used (not older than year 2024) Pick-Up Truck or SUV that complies with the basic specifications indicated elsewhere in this document.

This Request for Proposal document (and any other applicable attachments or addenda) is available in PDF format through the Township of McMurrich/Monteith's website at www.mcmurrichmonteith.com

Submission of Proposals

Proposals shall be submitted in the form and format specified in the Evaluation Criteria, Process and Award Section and shall include the completed Form of Proposal included at the end of this document.

A designated signing officer authorized to bind the Vendor to the provisions of their Proposal must sign the **Form of Proposal**.

Any addenda issued by the Township of McMurrich/Monteith in accordance with Amendments to the RFP section must be acknowledged by the Bidder on the **Form of Proposal**.

Each Bidder is asked to submit **one (1) set** of the **Proposal**.

All Proposals must be signed, sealed, the envelope marked with the Bidder's name and the RFP #2026-01 and received at:

The Township of McMurrich/Monteith,
31 William Street
P.O. Box 70, Sprucedale, ON
POA 1Y0

Proposals must be received no later than 12:00 noon, Friday, April 17, 2026.

Proposals must not be restricted by a statement added to the **Form of Proposal** or by a covering letter, or by alterations to the **Form of Proposal** supplied unless otherwise provided in the RFP.

The onus unequivocally remains with the Bidder to ensure that the Township of McMurrich/Monteith receives Proposals delivered or sent by courier prior to the Proposal Submission Deadline, in accordance with the submission process described in this section.

Proposals received after the proposal submission deadline will not be considered and will be returned unopened.

Faxed or electronic submissions will not be accepted in response to this RFP.

Contacts

All questions or inquiries must be made in writing or email to the primary contact named below, by no later than 12:00 noon, Friday, April 17, 2026.

Ryan McFarland, Fire Chief
31 William Street, PO Box 70
Sprucedale, Ontario POA 1Y0
mmfdchief@mcmurrichmonteith.com

IMPORTANT: A Bidder may be disqualified if they make inquiries, between the proposal issue date and the notification of the award, in a manner other than that described in this RFP or to anyone involved in the process who is not the primary contact, including but not limited to the members of Council. This is to ensure that each Bidder receives the same information and that no Bidder receives unfair treatment during the RFP process.

Required Review and Clarification

Bidders shall carefully review this RFP. If questions concerning clarification of the contents of this document arise, the questions must be made in writing and received by the primary contact by 12:00 noon, Friday, April 17, 2026. This will allow time for the issuance of any necessary addenda.

Protests based on any omission or error or on the content of the RFP will be disallowed if these perceived faults have not been brought to the attention of the primary contact.

In submitting a proposal, the Bidder acknowledges that they have read, completely understood, and accepted the terms and conditions of the RFP in full. The Township of McMurrich/Monteith is not responsible for any misunderstanding of the RFP.

Amendments to the RFP

The Township of McMurrich/Monteith may issue addenda to clarify and/or modify certain aspects of the RFP prior to the proposal submission deadline. Addenda shall be posted on the Township website at www.mcmurrichmonteith.com and shall be available in the Municipal Office.

Opening of Proposals

There will be no formal opening of proposals. Typically, a Request for Proposal is evaluated on a more comprehensive set of criteria than a Tender. As such, the contract will not be awarded at the opening, but only after the Public Works Working Superintendent has examined all proposals in detail and presented his recommendation to Council.

Reserved Rights of the Township of McMurrich/Monteith

The Township of McMurrich/Monteith reserves the right to:

- make public the names of any or all Bidders and their quoted price.
- request written clarification or the submission of supplementary written information in relation to the clarification request from any Bidder and incorporate a Bidder's response to that request for clarification into the Bidder's Proposal.
- adjust a Bidder's scoring or reject a Bidder's Proposal on the basis of:
 - a financial analysis;
 - information provided by references;
 - the Bidder's past performance on previous contracts awarded by the Township of McMurrich/Monteith;
 - the information provided by a Bidder pursuant to the Township of McMurrich/Monteith exercising its clarification rights under this RFP process; or
 - other relevant information that arises during the RFP process;
- verify with any Bidder or with a third party any information set out in a Proposal;
- check references other than those provided by any Bidder;
- disqualify any Bidder whose Proposal contains misrepresentations or any other inaccurate or misleading information, or any qualifications;
- disqualify any Bidder or the Proposal of any Bidder who has engaged in conduct prohibited by this RFP;
- make changes, including substantial changes, to this RFP provided that those changes are issued by way of addenda in the manner set out in this RFP;
- select the Bidder other than the Bidder whose Proposal reflects the lowest cost to the Township of McMurrich/Monteith or the highest overall score;
- cancel this RFP process at any stage;
- cancel this RFP process at any stage and issue a new RFP for the same or similar deliverables;
- accept or reject any or all Proposals in whole or in part;
- discuss with any Bidder different or additional terms to those contemplated in this RFP or in any Bidder's Proposal;
- if a single Proposal is received, reject the Proposal of the sole Bidder and cancel this RFP process or enter into direct negotiations with the sole Bidder.

These reserved rights are in addition to any other expressed rights or any other rights which may be implied in the circumstances.

Not Responsible for Costs

The Township of McMurrich/Monteith shall not pay any costs associated with the preparation, submission, or presentation of the Bidder's proposal.

The Township of McMurrich/Monteith shall not be liable for any expenses, costs or losses suffered by the Bidder or any third party resulting from the Township of McMurrich/Monteith exercising any of its expressed or implied rights under this RFP.

Proposal Expiry Date

Bidders hereby acknowledge that their proposal shall be irrevocable for a period of sixty (60) days from the proposal submission deadline. Extensions to this period may be granted with the mutual agreement of the Township of McMurrich/Monteith and the successful Bidder and may be initiated by either party.

Confidentiality and Ownership

Any information provided to the Bidder by the Township of McMurrich/Monteith before, during or after the project is completed shall be treated as confidential and shall not be used or communicated by the Bidder or any third party in any way unless otherwise identified or permitted by the Township of McMurrich/Monteith.

The information, reports, documentation, plans, etc., that are produced by the successful Bidder in response to this project shall become the exclusive property of the Township of McMurrich/Monteith. However, intellectual property, such as specific tools, templates, processes, etc., that the Bidder provides as part of the deliverables remains the property of the Bidder.

Invoicing

The Bidder shall provide a single invoice for payment in full to the Township of McMurrich/Monteith upon delivery of the selected unit. Invoices shall clearly state what has been supplied with a description of the unit. It should be noted that the Township of McMurrich/Monteith's standard terms of payment are net thirty (30) calendar days from the date of invoice.

Freedom of Information

Any personal information required in the proposal is received under the authority of the Township of McMurrich/Monteith. This information shall be an integral component of the submission. All written proposals received by the Township of McMurrich/Monteith become a public record. Once a proposal is accepted by the Township of McMurrich/Monteith and the contract has been awarded, all information contained in the proposals may be available to the public, including personal information. Questions about the collection of personal information and the Municipal Freedom of Information and Protection of Privacy Act, 1989, R.S.O. 1990, as amended may be directed to the municipal office.

Additional Requirements

The successful Bidder shall ensure that all services and products provided in respect to this proposal are done so in accordance with and under the authorization of all applicable authorities, municipal, provincial, and/or federal legislation.

Minimum Specifications & Requirements

The successful Proponent/Bidder shall supply one new or used (not older than year 2024), 1500 series truck or SUV as per the following minimum basic criteria:

- Gasoline Preferred
- 1500 series 4x4 Crew Cab
- 6.4-foot bed
- HD Trailer Group
- Trailer Brake Controller
- HD Powder Coated Side Step Bars
- Decked Drawer System
- Cargo Slide Tray
- 3.5" Suspension Lift
- 20" ION HD Alloy Wheels
- 35" Fuel Gripper M/T Tires
- Century Fiberglass Cap
- Removable Front Sliding Window on Cap
- Interior Cargo LED Lighting
- Westin HDX Winch Mount Grill Guard
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- Sound Off Signal Light & Siren Pkg
- Rear Traffic Advisor
- 18,000 Lumen Remote Scene Light Tower
- 8,000 Lumen Remote Search Light
- Front, Side & Rear LED work lights
- 2x Hidden Anti Theft Kill Switches
- Supply and install radio package
- Supply and install "Slick Top" Chief's Package:
- Supply and install Single Visor Light
- Supply and install 2x Grill Strobe Lights
- Supply and install 4x Side Cap Strobe Lights (2x per side)
- Supply and install 2x Rear Cap Strobe Lights (inside rear glass)
- Supply and install 100w Hand Held Siren / Controller
- Supply and install Side Work Lights (body colour)
- Supply and install Bed Cap - Painted to Match
- Supply and install bed slide out tray with decked drawer system
- Supply and install of (1) Push-bar
- Air Conditioning
- Colour: Red Preferred
- Tow Package

Evaluation of the Proposals

Evaluation Criteria, Process and Award

As part of the evaluation process, the Township of McMurrich/Monteith may contact one or more Bidders to clarify or obtain more information about their proposal or to request the Bidder to exhibit or otherwise demonstrate the information contained therein. The purpose of these discussions will be to ensure full understanding of the requirements of the RFP and proposal. Discussions will be limited to specific sections of the RFP identified by the evaluation committee. The primary contact will only hold discussions with Bidders who have submitted a proposal deemed to be reasonably acceptable for award. The Township of McMurrich/Monteith may make an award on the basis of the proposals received without further discussion with the Bidders. Therefore, each initial offer should contain the Bidder's best terms/information, including all required documentation as listed in this RFP. The evaluation committee will recommend award to Council for the Bidder achieving the highest combined score based on the rated criteria below.

Maximum Evaluation Points Summary:

Specifications

20 Points

- Demonstration and documentation proving that the proposed vehicle meets the minimum specifications (data spec sheets, photographs).

Price

30 Points

- Demonstration and documentation that the proposed unit is priced within the upset limit.

Vendor's Background, Experience, and References

20 Points

- The Bidder's experience in automotive sales and service, UCDAO membership, etc.

Breakdown of Costs

15 Points

- Breakdown of costs, line items are complete and reasonable.

Distance to Service Facility

5 Points

- Distance in kilometres to proponents licensed service facility.

Warranty

10 Points

- What is covered, convenience of use, period of coverage.

Maximum Points Available

100 Points

The successful Bidder shall be notified in writing of the award, to the address given on the form of proposal and/or may be contacted verbally or electronically by the primary contact.



The Corporation of the Township of McMurrich/
Monteith Request for Proposal – RFP #2026-01
1500 series pick-up truck or SUV
New or Used

Form of Proposal

This page must be returned as part of the proposal submission.

I/We, the Undersigned, having examined this Request for Proposal, do hereby offer to enter into an Agreement with the Township of McMurrich/Monteith to provide a new or used 1500 series pick-up truck or SUV under the terms as included.

I/We _____

(Print Name)

(Position)

of _____

(Company Name)

Dated at _____ this _____ day of _____, 2026.

AUTHORIZED SIGNATURE: _____

ADDRESS: _____

CITY _____ PROVINCE _____ POSTAL CODE _____

TELEPHONE NO. _____ FAX NO. _____

E-MAIL _____

Receipt of any issued addenda shall be acknowledged by initialling in the space provided.

Addendum #1 _____

Addendum #2 _____

Addendum #3 _____

Signature in the designated space, by an authorized Officer of the Bidder's Company affirms acceptance of the request for proposal requirements set forth in this document, the associated costs attributed to the business arrangement between the Bidder and the Township of McMurrich/Monteith, and hereby certifies that the information supplied in this Proposal to be true and complete in all respects.

Make: _____

Model: _____ **Model Year:** _____

Engine (check one): 8 cylinders

4-Wheel Drive (check one): Yes No

Air Conditioning (check one): Yes No

AM/FM (check one): Yes No

Cab Type: _____

Warranty: _____

Location of Service Facility: _____

Price: \$_____ (HST not included)

Other Relevant Information: