

REQUEST FOR QUOTATION

THIS IS NOT AN ORDER!

Return RFQ Response to:
 Mission Support Alliance, LLC
 PO Box 650
 MSIN: H1-02
 RICHLAND WA 99352

RFQ Number : 00036818
Issue Date : 07/29/2014
Due Date : 08/05/2014
Due Time : 17:00
Page : 1

Please Direct Inquiries to:
 BENJAMIN P. MOYERS

Title: PROCUREMENT TECH
Phone: (509) 376-7578

Vendor:
VENDOR
WRITE IN
FULL BUSINESS INFORMATION
HERE:

Authorized Signature
Vendors Signature

RFQ Type: STANDARD RFQ	Quote Duration	-			
	Payment Terms	%	Days	Net	Days

Instructions Notice: line item below contains Quality Requirements, see line for more detail.
 Delivery must be made no later than 9/30

Fac	Standard Name	Rev	S/P	Text	Header Terms and Conditions - Text at End
A001	MSA	001	S	Y	STANDARD INDUSTRIAL CLASSIFICATION (SIC) CODE
A003	MSA	002	P	Y	SMALL BUSINESS SET-ASIDE
A036	MSA	000	S	N	EVALUATION OF DISCOUNT
A085	MSA	001	S	N	BASIS OF AWARD - LOWEST PRICE
A091	MSA	000	P	Y	DELIVERY GUARANTEE

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Fac	Standard Name	Rev	S/P	Text	Header Terms and Conditions	-	Text at End
	A100 MSA	000		Y	VALUE-ADDED RESELLER(S)		
	A101 MSA	000	P	N	BUY AMERICAN ACT		
	A102 MSA	001	S	N	CONFLICT OF INTEREST DISCLOSURE AND REPRESENTATION		
	C033 MSA	000	S	N	TIME IS OF THE ESSENCE		
	F010 MSA	001	S	Y	SHIP TO ADDRESS & WAREHOUSE OPS DELIVERY SCHEDULE		
	G003 MSA	000	S	Y	AUTHORIZED PERSONNEL		
	GP-COM MSA	007	S	N	GENERAL PROVISIONS FOR COMMERCIAL ITEMS		
	H118 MSA	000	S	Y	YEAR END DELIVERY/COMPLETION REQUIREMENTS		
	L016 MSA	002	P	Y	SUBCONTRACTOR ACKNOWLEDGEMENT OF ONLINE REPS AND C		

Line	Quantity	UP	Item Description	Unit Price
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0001 1 EA **Catalog ID :** 0000669800 3

Need Date : 08/28/2014 **Destination** RICHLAND WA

Description: FORKLIFT, CATERPILLER TH406C WITH
 ADDITIONAL BOOM ATTACHMENT
 FORKLIFT, CATERPILLAR TH406C
 WITH ADDITIONAL TRUSS BOOM
 WITH 4000 LB. CAPACITY WITH APPLICABLE
 LOAD CHART TRACEABLE BY PART NUMBER.
 60 INCH FORKS, STANDARD TIRES,
 2 COMPLETE SETS OF OPERATOR, SERVICE,
 PARTS, ENGINE MANUALS (AS APPLICABLE)
 MSDS FOR ALL FLUIDS CONTAINED IN MACHINE
 AS DELIVERED. CERTIFICATE OF FACTORY
 TESTING AND LETTER OF CONFORMANCE
 THAT FORKLIFT IS BUILT TO ASME B56.6
 STANDARDS. PROVIDE ANY AVAILABLE FACTORY
 EXTENDED WARRANTY FOR NEW DELIVERED
 MACHINE. OPERATOR'S CAB PACKAGE TO

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INCLUDE HEATING, DEFROSTER AND AIR
CONDITIONING, SOUND SUPPRESSION LINING,
WORKLIGHT PACKAGE AND GLASS WIPER.

Manufacturer : CATERPILLAR
Model : TH406C
Part :

Lead Time Days **Method of Shipment** **FOB** **FOB Point**

Fac	Standard Name	Rev	S/P	Text	Line Terms and Conditions	-	Text at End
	ADDED DESCR	000	V	Y	ADDITIONAL DESCRIPTION		
	B033	001	P	Y	IDENTIFICATION OF ITEMS WITH PRODUCT DATA SHEET		
	B076	004	P	Y	PRCMT OF POTENTIALLY SUSPECT OR COUNTERFEIT ITEMS		
	B079	005	P	Y	CERTIFICATE OF CONFORMANCE		

Line	Fac	Standard Name	Rev	Line Variable Terms and Conditions
0001		ADDED DESCR	000	ADDITIONAL DESCRIPTION

Statement of Work
Tele-handler Procurement

Title: Mission Support Alliance (MSA) Crane and Rigging
Telehandler/Forklift procurement
Revision Number: 0
Date: July 15, 2014

Statement of Work for
Telehandler Procurement
Revision 0
7/14/2014
Prepared by: Dale Thornton
APPROVALSPRINT NAMESIGNATURE
BTR* Dale Thornton

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Contract Specialist**

* Approval for Technical Content

**Concurrence for Contractibility

1.0INTRODUCTION / BACKGROUND

MSA Crane and Rigging department seeks to replace its 30 year old obsolete forklift with a new style extendable boom forklift for use in the rigging/scaffold yard area and in the field on crane and rigging projects.

2.0OBJECTIVE

The objective of this statement of work is the purchase of a new, current model year Caterpillar Telehandler model #TH 406C equipped with standard features and options as listed. This forklift will meet the needs of Crane and Rigging for the next 30 years.

3.0DESCRIPTION OF WORK - SPECIFIC

The Vendor shall supply a new, unused, current model year Caterpillar brand Telehandler of model # TH 406C. The Forklift will be equipped as specified, and be fully supported by the manufacturer through the Vendor's agreements.

4.0REQUIREMENTS

Forklift delivered shall be a standard model from Caterpillar inventory, equipped with factory options as specified.

General

1.Forklift will be Caterpillar Telehandler, Model # TH 406C, it shall be equipped with all safety features designed by the manufacturer and required by the ASME Standards #B56.6 to which it is built.

2.Forklift shall be equipped with a quick change carriage and include 60" forks.

3.Forklift shall be equipped with the standard tires offered by the

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manufacturer.

4. Provide 2 complete sets of manuals, including Operator's manual, Service manual, Parts manual, engine manual (as applicable) and other available media referencing this make and model telehandler.
5. Deliver a copy of the MSDS for each fluid contained within this machine as delivered.
6. Provide a certificate of factory testing and letter of conformance that forklift is built to ASME B56.6 standards.
7. Provide original and any available optional extended factory warranty for a new delivered machine.
8. Provide certification that forklift is free of suspect/counterfeit fasteners and items.

Options

1. Forklift shall be equipped with an operator's cab package which shall include heating, defroster and air-conditioning. The cab package should also include sound suppression lining, a worklight package and glass wiper assemblies for adverse weather operation.
2. Provide a truss boom attachment which attaches directly to the boom through the quick attach system capable of a minimum of 4000 pounds capacity. Truss boom shall be matched to the machine with an applicable load chart traceable by part number.

4.1 Engineering Requirements

Forklift shall meet the industry standards for manufacturers, B56.6. The truss attachment shall meet the same B56.6 standards as well as the specifications of the Hanford Hoisting and Rigging Manual, DOE 92-36.
APPLICABLE ENGINEERING CODES AND STANDARDS

Number Title

1. B56.6-2005 ANSI/ITSDF Safety Standards for Rough Terrain Forklifts
2. DOE 92-36 Hanford Hoisting and Rigging Manual
- 3.
- 4.

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4.2ES&H Requirements

APPLICABLE ES&H REQUIREMENTS

NumberTitle

- 1.
- 2.
- 3.
- 4.

4.3Quality Assurance Requirements

The Forklift shall be subject to the following QA clauses.

The work activities for this statement of work shall be performed in accordance with the following MSA Quality Assurance Program and Procedures:

APPLICABLE QUALITY ASSURANCE CLAUSES

NumberTitle

- 1.B-33Identification of Items with Product Data sheet stating the options, and add-on extra features.
- 2.B-76 Procurement of Potentially Suspect or Counterfeit items.
- 3.B-79Certificate of Conformance from the manufacturer.
- 4.

5.0DELIVERY REQUIREMENTS

5.1Schedule

The vendor shall deliver the forklift and all deliverable prior to September 15th, 2014. The vendor's technical representative shall be

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available at the time of delivery or at an agreed meeting time for up to one hour to provide assistance to trainers, operators, and equipment custodian as to the safe operation of this machine.

5.2 Delivery Location

The forklift shall be delivered to the Central Warehouse at 2355 Stevens Drive, Richland WA. All deliverable shall be provided at the time of delivery. The contact person will be Dale Thornton.

5.3 Site Access and Work Hours

The Hanford Site operates on the standard 8/9's schedule. The standard work day shall consist of nine (9) hours of work between 7:00 AM and 4:30 PM with one-half hour designated as an unpaid period for lunch. An eight (8) hour work day is substituted on alternate working Fridays, and no work occurs on the alternate non-working Friday. This schedule may deviate depending on the needs of the Buyers Technical Representative (BTR).

6.0 SCHEDULE

Completion Date: September 15, 2014

Fac	Standard Name	Rev	Terms and Conditions
B033		001	IDENTIFICATION OF ITEMS WITH PRODUCT DATA SHEET
	1.0		Identification of items with Product Data Sheet
			(B33) Rev. 1 10/20/2003

The supplier shall submit a legible copy of the product data sheet (e.g., drawing, catalog page, brochure) that provides adequate information to enable the Buyer to verify the form and function of the article procured. One copy of the documentation, unless otherwise specified, shall accompany the applicable item(s) shipped.

B076		004	PRCMT OF POTENTIALLY SUSPECT OR COUNTERFEIT ITEMS
			Procurement of Potentially Suspect or Counterfeit Items (B76) Rev.

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4 10/14/13

Notwithstanding any other provisions of this agreement, the Supplier warrants that all items provided to the Contractor shall be genuine, new and unused unless otherwise specified in writing by the Contractor. Supplier further warrants that all items used by the Supplier during the performance of work for the Hanford Site, include all genuine, original, and new components, or are otherwise suitable for the intended purpose. Furthermore, the Supplier shall indemnify the Contractor, its agents, and third parties for any financial loss, injury, or property damage resulting directly or indirectly from material, components, or parts that are not genuine, original, and unused, or not otherwise suitable for the intended purpose. This includes, but is not limited to, materials that are defective, suspect, or counterfeit; materials that have been provided under false pretenses; and materials or items that are materially altered, damaged, deteriorated, degraded, or result in product failure.

Types of material, parts, and components known to have been misrepresented include (but are not limited to) fasteners; hoisting, shackles, turnbuckles, cable clamps, wire rope, rigging, and lifting equipment; cranes; hoists; valves; pipe and fittings; electrical equipment and devices; plate, bar, shapes, channel members, and other heat treated materials and structural items; welding rod and electrodes; and computer memory modules. The Supplier's warranty also extends to labels and/or trademarks or logos affixed, or designed to be affixed, to items supplied or delivered to the Contractor. In addition, because falsification of information or documentation may constitute criminal conduct, the Contractor may reject and retain such information or items, at no cost, and identify, segregate, and report such information or activities to cognizant Department of Energy officials.

Supplier shall provide a written statement that "all items furnished under this Purchase Order/Contract Order are genuine (I.e., not

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counterfeit) and match the quality, test reports, markings and/or fitness for use required by the Purchase Order/Contract Order.

The statement shall be on supplier letterhead and signed by an authorized agent of the supplier.

Any materials furnished as part of this Purchase Order/Contract Order which have been previously found to be suspect/counterfeit by the Department of Energy shall not be accepted.

For further information on suspect/counterfeit items, reference the Department of Energy (DOE) Guidance at:
<http://www.hss.doe.gov/sesa/corporatesafety/sci/index.html>.
Additional information may also be found by referring to: Managing Suspect and Counterfeit Items (SCI) in the Nuclear Industry; International Atomic Energy Agency Guide IAEA-TECDOC-1169.

B079 005 CERTIFICATE OF CONFORMANCE
1.0 Certificate of Conformance
(B79) Rev. 5 12/3/2009

The Supplier shall provide a legible/reproducible Certification of Conformance. Supplier's authorized representative responsible for quality shall sign the Certification of Conformance.

This Certification of Conformance shall, as a minimum:

1. Identify the appropriate Purchase Order/Contract Order number under which the material, equipment, item or service is being supplied.
2. Each Order/shipment shall include a C of C unique to that shipment.
3. The quantity of each Line Item shipped shall be identified on the C of C.
4. The COC shall identify the specific procurement requirements to

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be met by the purchased item or service. The procurement requirements identified shall include any approved changes, waivers, or deviations applicable to the item or service.

5. For OCRWM-related items only, the COC shall also identify any procurement document requirements that have not been met together with an explanation and the means for resolving the nonconformances.

6. The COC shall be signed or otherwise authenticated by a supplier's representative. For Quality Level 1 & 2 and OCRWM-related items, the person signing the COC shall be the one who is responsible for this QA function and whose responsibilities and position are described in the supplier's QA program.

One copy of the documentation, unless otherwise specified, shall accompany the applicable item shipped. For subsequent shipments on this Purchase Order/Contract order, reference may be made to documentation provided with earlier shipments, instead of duplicating such documentation.



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A.0 Solicitation

A.1 North American Industry Classification System (NAICS) Code and Size Standard

(A01) Rev 002 3/1/2011

The Buyer has determined that North American Industry Classification System (NAICS) Code 423830 applies to this acquisition. Therefore, the size standard for determining whether an Offeror is a small business in regard to this acquisition is 500 employees or less.

If this solicitation is designated as a small business set-aside, the Offeror certifies that they are a small business by submitting a proposal or an offer to this solicitation.

A.2 Small Business Preferred – Solicitation

(A03) Rev. 2 08/20/2013

Proposals made under this acquisition are solicited from Small Business Concerns, including; Small Disadvantaged, Small Women-Owned, Service Disabled Veteran and HUBZone Small Businesses. Any resulting Subcontract shall be performed solely by Small Businesses. Proposals received from concerns that are not Small Businesses will be considered for award if no proposals are received from Small Businesses.

Business classifications must comply with Small Business Administration guidelines.

In general:

Small Women-Owned, Service Disabled-Veteran Owned Business and Small Disadvantaged Business may self-certify their business size.

Small Disadvantaged Business Qualifications: A small business must be at least 51% owned and controlled by a socially and economically disadvantaged individual or individuals. African Americans, Hispanic Americans, Asian Pacific Americans, Subcontinent Asian Americans, and Native Americans are presumed to qualify. Other individuals can qualify if they show by a “[preponderance of the evidence](#)” that they are disadvantaged. All individuals must have a net worth of less than \$750,000.00, excluding the equity of the business and primary residence. Successful applicants must also meet applicable size standards for small businesses in their industry.

The following Small Business Concerns must be certified by the Small Business Administration (SBA):

[HUBZone Small Business Qualifications](#): A firm can be found to be a qualified HUBZone concern, if:

- It is [small](#),



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- It must be owned and controlled by at least 51% by U.S. Citizens, a Community Development Corporation, an agricultural cooperation, and/or Indian tribe,
- It is [located in an “historically underutilized business zone”](#) (HUBZone), and
- At least 35% of its employees must reside in a HUBZone.

A.3 Evaluation of Discount

(A36) Rev. 0 01/27/2010

Discounts for early payment will be considered in the evaluation of this Offer. The minimum days offered with discount that will be considered are 10.

A separate invoice shall be issued for each delivery. No invoice shall be issued prior to delivery of goods and no payment shall be made prior to receipt of goods.

Discount periods will be computed from the date of receipt of a correct invoice or receipt of merchandise, whichever is later, to the date the Buyer’s check is mailed. Discount will be taken on the full amount of the invoice unless freight and other charges are itemized.

A.4 Basis of Award – Lowest Price Technically Acceptable

(A85) Rev. 1 2/28/2013

Award may be made to the Offeror submitting the lowest evaluated price that is technically acceptable among offers that meet all requirements of the solicitation.

A.5 Delivery Guarantee

(A091) Rev.0 1/28/2010

Delivery of the items of services covered by this action is of significant importance to the Buyer. Quotations are requested to show the best guaranteed delivery schedule along with any alternatives or options which could be considered by the Buyer to improve the delivery guarantee. The offeror’s delivery guarantee and performance reliability may be used as differentiator in evaluating quotations. Time will be of the essence in any resulting award.

A.6 Value-Added Resellers

(A100) Rev. 0 10/23/2012

MSA desires to provide the highest value to its customers by working with value-added resellers. These are companies that offer support when requested for the commodity sold to MSA. This support can take many forms such as planning, consulting, technical ordering assistance based on experience, troubleshooting, receipt assistance or corrections, shipment



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tracking, training, education on new products, providing usage tracking and reporting, emergency and warranty assistance.

Resellers who are unable to provide such support may not be considered for award. If in the event that the Subcontractor cannot provide any of the support in this clause, the Subcontract will be cancelled and awarded to the next qualified Subcontractor.

A.7 Buy American Act - Non Construction Subcontracts

(A101) Rev. 0 1/21/2014

It is the Buyer's preference to purchase domestic end products in accordance with the Buy American Act (BAA) ([FAR 25](#)). Subcontractor certifies that all products supplied under this contract are domestic end products as defined in the Buy American Act, except those products of foreign origin which were specifically identified, evaluated, and authorized by the Buyer prior to award.

**Materials used in this Subcontract must be domestic end products as defined in [FAR 52.225-1](#) unless the Buyer, prior to award of the Subcontract, approves a request for exemption. Subcontractor requests to supply foreign materials must include adequate information for evaluation of the request as identified in [FAR 52.225-1](#).*

A.8 Conflict of Interest Disclosure and Representation

(A102) Rev. 1 5/01/2014

It is the Buyer's policy to avoid situations, which place a Subcontractor in a position wherein it may not be able to compete on an equal basis for Buyer-controlled work with other qualified contractors. To address this matter, the Subcontractor is to consider the relevant circumstances surrounding this effort to determine if there are any past, present or future interests (financial, contractual, organizational or personal) that could be viewed as a conflict of interest. The Subcontractor is to insert the following statement into any proposal response to MSA:

Subcontractor hereby certifies that [] there is not or [] there is a potential conflict of interest. If there are any real or potential concerns, they shall be disclosed and highlighted in the Subcontractor's proposal. Any such disclosure may result in the need for additional discussions relative to the Subcontractor's continued participation in this effort.

B.0 QA / Inspection Requirements – See additional details above

C.0 Description/Statement of Work

C.1 Time is of the Essence



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(C33) Rev. 0 3/14/2011

Time is of the essence for the delivery of all materials described in this Subcontract. It is anticipated that delivery of the materials in accordance with the terms of this agreement is of significant importance to the Buyer.

D.0 Transportation Instructions – N/A

E.0 Schedule – N/A

F.0 Delivery/Performance

F.1 Ship to Address and Warehouse Operations Delivery Schedule

(F10) Rev. 1 3/18/2010

The below address shall appear on all shipping documents and packages:

U.S. Department of Energy
c/o MSA Hanford
Central Receiving
2355 Stevens Dr.
Attn: PO
Richland, WA 99354

If there is not enough character space to enter the “Attn:” please omit it.

Please assure that the Consignor/Shipper receives this information and clearly understands the above information.

The Hanford Site Warehouse Operation is available for deliveries from 7:30 a.m. to 2:30 p.m. Monday through Thursday. Friday deliveries will coincide with the Hanford alternate Friday closure days. If unsure of the working Friday schedule, please call the Contract Specialist, BTR, or Warehouse Operations to obtain the Warehouse schedule.

Contract Specialist: Ben Moyers

Note: Please be prepared to reference Purchase Order Number

Should your shipment require any special handling to unload, please make arrangements 24 hours prior to shipment by contacting (509) 376-6638. Failure to do so may result in the shipment offloading being delayed.

G.0 Subcontract Administration

G.1 Authorized Personnel



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(G03) Rev. 0 1/28/2010

Only the following named individuals are authorized to make changes to this Subcontract or Purchase Order:

Contract Specialist, Ben Moyers

Contracts Manager, Shari Penny

H.0 Special Requirements

H.1 Fiscal Year End Delivery/Completion Requirements

(H118) Rev 0 8/9/2010

This order is placed with Fiscal Year (FY) funding. Therefore, this order is placed with the specific understanding that the delivery date for material or completion of any services must occur before September 30, 2014. If the material is not delivered or the service is not completed by September 30, 2014, the Buyer has the right to cancel this order at no cost to the Buyer.

I.0 Terms and Conditions

The terms and conditions set forth or referenced in the body of this document by the Buyer shall apply and the Buyer objects to and shall not be bound by any additional or different terms and conditions.

I.1 General Provisions for Commercial Items

(Revision 007, October 21, 2013)

The Buyer has designated this action as meeting the requirements for “commercial items” as defined in FAR Part 2.101 (Commercial Item (1)) and FAR Part 12.500.

<http://www.hanford.gov/pmm/page.cfm/Provisions>

J.0 List of Attachments – N/A

K.0 Signatures – N/A

L.0 Representations and Certifications

Subcontractor Acknowledgement of Federal Online Representations and Certifications

(L16) Rev. 2 9/07/2012

Mission Support Alliance, LLC (“MSA”), relies upon Subcontractor’s current representations and certifications within a Federal web-based system that centralizes and standardizes the collection, storage and viewing of many of the representations and certifications required by the Federal Acquisition Regulations. Effective August 2012, that Federal system is now System for Award Management (SAM) at www.sam.gov.



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By submitting a proposal to MSA in response to this solicitation, the Subcontractor is certifying that:

1. The representation and certification information within SAM is still current;
2. All statements and explanatory documentation submitted is current and accurate;
3. Signer is authorized to represent the Subcontractor in all matters related to pricing, terms and conditions, and conduct of business;
4. Subcontractor complies with all requirements of State of Washington statutes, ordinances, rules and regulations, codes, and orders related to equal employment opportunity and operation of non-segregated facilities;
5. All Subcontractor employees who may work on MSA's premises or on the Hanford Site are not under the influence of controlled substances, drugs or alcohol. Subcontractor agrees to testing of assigned employees under the MSA's program for controlled substances;
6. Subcontractor's information in the MSA's registration system is current (no more than 12 months old); and
7. Subcontractor will update SAM on an annual basis.