



COMMUNITY ACTION OF NAPA VALLEY

Request for Proposal (RFP) for Vehicle Repairs to Increase Capacity

1. Introduction

The Community Action of Napa Valley (CANV) Food Bank is seeking proposals from qualified vendors to perform repairs on our 2011 Isuzu L4-5.2L Turbocharged refrigerated box truck to enhance its capacity and efficiency. This RFP outlines the requirements and expectations for the project.

2. Project Overview

The CANV Food Bank operates a refrigerated box truck essential for transporting perishable food items. Currently, the truck requires servicing to ensure it cools down below 40 degrees Fahrenheit, among other necessary repairs. The objective is to increase the vehicle's operational capacity and reliability, thereby improving our food distribution capabilities.

3. Scope of Work

The selected vendor will be responsible for the following tasks:

1. Cooling System Repairs:

- Inspection and diagnosis of the current cooling system.
- Repairs and upgrades to ensure the truck maintains temperatures below 40 degrees Fahrenheit.
- Replacement of the refrigeration cooler filter system.
- General maintenance and repairs to improve vehicle reliability.
- Detailed report on completed work and recommendations for future maintenance.

2. Engine Repairs:

- Inspection of the engine for a loud knocking noise.
- Diagnosis indicating hard starting and rough running, with a possible broken piston(s).
- Tear down of the engine to pinpoint the cause of failure.
- Replacement of the engine (long block) with a Genuine Isuzu Replacement Long Block Assembly.

Specifics for Engine Replacement:

- **Isuzu Replacement Long Block Assembly:** Part No. 2-900002652.
 - **Miscellaneous Parts:** Estimated amount for belts, fluids, hoses, gaskets, seals, etc., to be updated after disassembly.
 - **Starter:** Included in the replacement.
 - **Glow Plug Control Module:** Added parts for glow plug service including engine cover, glow plugs, gaskets, glow plug pigtailed, gaskets (estimated parts, to be itemized with part numbers when complete).
 - **Sublet Programming:** Included in the replacement.
3. **Additional Repairs and Maintenance:**
- **Replacement of Tires:**
 - Replace all existing tires with new tires to ensure safety and reliability.
 - Provide a detailed report on the type and specifications of the new tires installed.
 - **Deep Cleaning:**
 - Comprehensive cleaning of the truck's interior and exterior.
 - Interior cleaning to include all surfaces, seats, dashboard, and storage areas.
 - Exterior cleaning to include washing, waxing, and detailing.

Timeline:

- **Request for Proposal (RFP) release date:** June 27, 2024
- **Proposals must be submitted:** July 8, 2024
- **Award Letter:** July 15, 2024
- **Project commencement:** July 22, 2024
- **Project completion:** August 26, 2024

4. Proposal Requirements

Interested vendors should submit a proposal including:

- Company profile and experience with similar projects.
- Detailed approach and methodology for the repairs.
- Itemized cost estimate.
- Proposed timeline.
- References from previous clients.

Format:

- Proposals should be submitted in PDF format.
- Include all relevant attachments and documentation.

5. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Experience and qualifications (30%)
- Proposed approach and methodology (25%)
- Cost estimate (25%)
- References and past performance (20%)

6. Submission Instructions

Proposals must be submitted by July 8, 2024, to the following email addresses:

- **Lisa DeRose-Hernandez, Program Director:** lisa.derose@can-v.org
- **Gurvinder Malhi, Chief Financial Officer:** gmalhi@can-v.org
- **Drene Johnson, Executive Director:** djohnson@can-v.org
- **Contact Information:** Community Action of Napa Valley
938 Kaiser Rd., Napa, CA 94558
Contact: Lisa DeRose-Hernandez
Email: lisa.derose@can-v.org
Phone: 707.253.6128 ext. 200

For any questions regarding this RFP, please contact Lisa DeRose-Hernandez at lisa.derose@can-v.org or 707.253.6128.

7. Terms and Conditions

- CANV Food Bank reserves the right to accept or reject any or all proposals.
- All proposals must remain valid for a period of 90 days.
- Vendors must agree to confidentiality terms regarding any proprietary information shared during the proposal process.