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[www.seconference.org](http://www.seconference.org)

## AK Pellet Supply Delivery Truck RFP

### REQUEST FOR PROPOSALS RFP 2026-02

#### **Timeline: Box Truck Purchase**

Date Opens: March 02, 2026

Closing Date: March 20, 2026

### Purpose

Southeast Conference (SEC) is soliciting proposals from qualified vendors for the purchase of one new or used 5-ton capacity box truck to support pellet production and fuel delivery operations under USDA Forest Service Award No. 22-DG-11100106-808, Community Wood Energy and Wood Innovation Program (CFDA 10.708).

The vehicle will support the Southeast Alaska Containerized Pellet Mill Plan by enabling transport of finished pellets, raw materials, and related equipment between production sites and customers throughout Southeast Alaska.

### Funding and Compliance

This procurement is funded with federal financial assistance and is subject to 2 CFR Part 200 and applicable USDA Forest Service award provisions.

Vendors must:

- Maintain active SAM registration
- Not be debarred or suspended from federal contracting
- Comply with all applicable federal, state, and local regulations

Title to the vehicle will vest with Southeast Conference, subject to federal equipment interest provisions.

### Minimum Specifications

The proposed vehicle must meet or exceed the following:

- Minimum payload capacity of 10,000 pounds (5 tons)
- Enclosed cargo box approximately 16 to 20 feet
- Rear roll-up door or hydraulic liftgate preferred
- Heavy-duty suspension suitable for Alaska conditions
- Cold weather package including block heater
- Standard safety equipment

Optional features may be separately itemized and priced.

## **Delivery Requirements**

Vendor shall:

- Deliver to Juneau, Alaska or FOB Seattle with clear shipping terms
- Provide title and registration documentation
- Provide operator manuals

Proposals must include estimated delivery timeline from notice of award.

## **Proposal Requirements**

Proposals must include:

1. Vendor name, address, contact information
2. Manufacturer, model, and detailed specifications
3. Itemized pricing including base vehicle, options, delivery, and taxes
4. Estimated delivery schedule
5. Warranty details
6. Confirmation of SAM registration and non-debarment status
7. Supporting specification sheets or brochures

Proposals must be complete and clearly structured.

## **Evaluation Criteria**

Proposals will be evaluated based on:

- Compliance with required specifications
- Cost effectiveness
- Delivery timeline
- Warranty coverage and vendor support

SEC reserves the right to reject any or all proposals and to negotiate final terms with the selected vendor.

## **Procurement Process**

This procurement will be conducted in accordance with federal competitive procurement standards under 2 CFR 200.320.

SEC may request clarification, conduct discussions, or negotiate pricing prior to award. Award will be made to the responsive and responsible vendor whose proposal best meets project needs.

## **Submission Instructions**

Proposals must be submitted electronically in PDF format no later than 5:00 PM Alaska Time on March 20, 2026.

Submit proposals to:

Aaron Morrison  
Southeast Conference  
aaron@seconference.org

Subject Line: RFP 2026-02 Box Truck

Late submissions may not be considered.

## **About Southeast Conference**

As the state and federally designated regional economic development organization for Southeast Alaska, Southeast Conference serves as the collective voice for advancing the region's economy. Southeast Conference has over 200 member organizations representing 1,200 people from 32 regional communities and 19 Tribes. The mission of Southeast Conference is to undertake and support activities that promote strong economies, healthy communities, and a quality environment in Southeast Alaska. Southeast Conference formed in 1958 with a group of people supporting the establishment of a regional transportation system in Southeast Alaska, which led to the formation of the Alaska Marine Highway System. After that success Southeast Conference stayed together through more than a half-century to focus on concerns unique to the region, including transportation, maritime, tourism, seafood, natural resources, health care, government, and overall quality of life.