PART A BID SUBMISSION

FORM A: BID (See B7)

1.	Project Title	SUPPLY AND DELIVER	RY OF ARTICULATED SIDEWA	LK TRACTORS
2.	Bidder			
		Name of Bidder		
		Street		
		City	Province	Postal Code
	(Mailing address if different)	Street or P.O. Box		
		City	Province	Postal Code
		The Bidder is:		
	(Choose one)	a sole proprietor		
		a partnership		
		a corporation		
		carrying on business un	der the above name.	
3.	Contact Person	The Bidder hereby auth the Bidder for purposes	norizes the following contact pe of the Bid.	rson to represent
		Contact Person	Title	
		Telephone Number	Facsimile Number	
4.	Definitions		sed in the Contract shall have General Conditions unless the	
5.	Offer		ers to perform the Work in acc), in Canadian funds, set out or	
6.	Commencement of the Work		no Work shall commence until	

7.	Contract	The Bidder agrees that the Bid Opportunity in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Bid Submission.
8.	Addenda	The Bidder certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract:
		No Dated
9.	Time	This offer shall be open for acceptance, binding and irrevocable for a period of ninety (90) Calendar Days following the Submission Deadline.
10.	Signatures	In witness whereof the Bidder or the Bidder's authorized official or officials have signed this
		, day of, 20
		Signature of Bidder or Bidder's Authorized Official or Officials
		(Print here name and official capacity of individual whose signature appears above)
		(Print here name and official capacity of individual whose signature appears above

FORM B: PRICES

(See B8)

SUPPLY AND DELIVERY OF ARTICULATED SIDEWALK TRACTORS

ALTERNATIVE 1 – PURCHASE OPTION

ITEM			APPROX.	UNIT	
NO.	DESCRIPTION	UNIT	QUANTITY	PRICE	EXTENDED AMOUNT
1	Street Maintenance Articulated Sidewalk Tractor with: - A1: Snow Plow	Each	6	\$	\$
	A2: Snow BlowerA3: Sand SpreaderA5: Broom				
2	Parks North Articulated Sidewalk Tractor with: - A2: Snow Blower - A5: Broom - A6: 10' Finishing Mower	Each	2	\$	\$
3	Parks North Articulated Sidewalk Tractor with: - A2: Snow Blower - A3: Sand Spreader - A5: Broom - A6: 10' Finishing Mower	Each	1	\$	\$
4	Parks North Articulated Sidewalk Tractor with: - A2: Snow Blower - A3: Sand Spreader - A4: Water Tank - A5: Broom - A6: 10' Finishing Mower	Each	1	\$	\$
5	Parks South Articulated Sidewalk Tractor with: - A2: Snow Blower - A3: Sand Spreader - A5: Broom - A7: 14' Finishing Mower	Each	1	\$	\$
	.T. and G.S.T. extra (where applicab	•			
	, -				
(in wo	rds)				

Name of Bidder	

FORM B: PRICES

(See B8)

SUPPLY AND DELIVERY OF ARTICULATED SIDEWALK TRACTORS

ALTERNATIVE 2 – LEASE OPTION

		UNIT PRICE PER	APPROX.	TERM OF	EXTENDED AMOUNT
ITEM NO.	DESCRIPTION	MONTH (A)	QUANTITY (B)	LEASE (C)	(A x B x C)
	Street Maintenance	(* ')	(=)	(0)	(XXZXV)
6	Articulated Sidewalk Tractor with:	\$	6	84	\$
	- A1: Snow Plow			Months	
	- A2: Snow Blower				
	A3: Sand SpreaderA5: Broom				
	- A3. B100111				
	Parks North				
7	Articulated Sidewalk Tractor with:	\$	2	84	\$
	A2: Snow BlowerA5: Broom			Months	
	- A5. Broom - A6: 10' Finishing Mower				
	7.6. To 1 miorning Mower				
	Parks North				
8	Articulated Sidewalk Tractor with:	\$	2	84	\$
	- A2: Snow Blower			Months	
	A3: Sand SpreaderA5: Broom				
	- A6:10' Finishing Mower				
	Parks North				
9	Articulated Sidewalk Tractor with:	\$	1	84	\$
	- A2: Snow Blower			Months	
	A3: Sand SpreaderA4: Water Tank				
	- A5: Broom				
	 A6: 10' Finishing Mower 				
	Parks South				
10	Articulated Sidewalk Tractor with:	\$	1	84	\$
	A2: Snow BlowerA3: Sand Spreader			Months	
	- A5: Sand Spreader - A5: Broom				
	- A7: 14' Finishing Mower				
·	•	•	1	ı	ı

M.R.S.T. and G.S.T. extra (where applicable) – Do not include in Total Bid Price.

TOTAL BID PRICE (in figures)		
(in words)	 	

Form N: Detailed Specifications 04005

ARTICULATED SIDEWALK TRACTOR

(Public Works)

1.0 INTENT

- 1.1 It is the intent of these specifications to describe the purchase *or* lease of minimum 90 hp, articulated sidewalk tractors with attachments as described herein. Further to Form B: Prices, the City will choose either Alternative 1: Purchase Option or Alternative 2: Lease Option, according to the best interests of the City. It should be noted that Alternative 2: Lease Option shall include full service and maintenance on the entire vehicles and attachments to be performed by the City of Winnipeg.
- 1.2 The articulated sidewalk tractor, including attachments, shall be the manufacturer's latest model as may be modified by these specifications. The equipment shall be furnished complete and ready for use. Any parts not specifically mentioned but which are required to complete and place the unit in successful operation shall be furnished as though specifically mentioned in these specifications. The complete unit, and all parts thereof, shall conform in strength and quality of material and workmanship, to the best standards and engineering practice of the industry.
- 1.3 The ratings specified herein state the minimum values acceptable to the City, not implying that these values are sufficient for the design of the particular unit being bid.
- 1.4 The Contractor shall have an authorized service facility located within 10 km of the boundaries of the City of Winnipeg. The facility, or a portion thereof, shall be dedicated to the service and maintenance of the type equipment being offered. Further to B9.1, Bidders shall provide a description of the service facility including, but not limited to, number of qualified service staff, years of service experience, and general service capabilities within three (3) Business Days upon request of the Contract Administrator.
- 1.5 If a suitable warranty facility is not available within 10 km of the boundaries of the City of Winnipeg, the Bidder may propose that warranty work be performed by the City of Winnipeg Repair Facility. Any Work performed by the City of Winnipeg Repair Facility shall be charged to the Contractor at the Facility's shop rate in effect at the time the work is performed (for example, shop rate for 2004: \$65.00/hour).

2.0 STANDARDS

- 2.1 All applicable SAE Standards form and integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 2.2 The completed vehicle with attachments shall comply with the Canada Motor Vehicle Safety Act and the Manitoba Highway Traffic Act and all regulations thereunder.

3.0 QUALIFICATIONS OF MANUFACTURER & CONTRACTOR

- 3.1 The manufacturer of the articulated sidewalk tractor shall have a minimum of ten (10) years continuous experience manufacturing sidewalk tractors of the type being offered.
 - <u>Note:</u> Upon request of the Contract Administrator, Bidders shall supply (within three (3) business days) a detailed description of the manufacturer's experience and qualifications.
- 3.2 The manufacturer shall have in effect a documented quality control program ensuring that the quality of materials and workmanship, including welding, conforms to the best standards and engineering practice of the industry.

3.3 The Contractor shall have a minimum of five (5) years continuous experience servicing, repairing and maintaining articulated sidewalk tractors of the type being offered.

4.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS

- 4.1 All items in these specifications must be answered indicating compliance or non-compliance. **Bidders shall** state "yes" for compliance or state deviation, or state the information requested. All deviations shall be clearly stated and fully detailed. Alternatives shall be considered in accordance with the bidding instructions.
- 4.2 Bidders shall fill in every blank. Failure to do so may be used as a basis for rejection of their bid.

5.0 ALTERNATIVE 2: LEASE OPTION – TERMS OF LEASE

- 5.1 The length of the lease shall be **eighty-four (84) months**, **commencing October 1, 2004**. The City reserves the right to extend the lease a further six (6) months, depending on equipment requirements, at the same lease rate bid on Form B: Prices.
- 5.2 The City will notify the Contractor fourteen (14) calendar days prior to the termination date of the lease period if an extension of the lease is required.
- 5.3 The estimated utilization of the articulated sidewalk tractor is 120 hours per month. If the unit is returned by the City with an excess of 120 hours per month (i.e., 10,080 hours total after 84 months) the Contractor may charge an hourly rate for the machine over and above the lease rate. If applicable, the additional hourly rate paid by the City will be \$10.00/hour.
- 5.4 Bidders shall state the rental cost per month, as indicated on Form B: Prices. The monthly rate shall not include the cost of maintenance and service, which shall be performed by the City of Winnipeg. The Contractor, however, shall be responsible for replacement of any components that fail during normal operation of the machine during the warranty period specified in Section 21.0.
- 5.5 For equipment leased under this contract, the Lessor shall repair or rectify any defects in workmanship, construction and materials, and shall repair or replace without additional cost to the City, any component that has become defective and not proven to have been caused by negligence on the part of the user throughout the entire warranty period.
- The articulated sidewalk tractor is of vital importance to the City in providing essential services and, accordingly, all repair items brought to the attention of the Contractor by the City shall be rectified expediently. The City reserves the right to effect warranty repairs to the vehicle, at full cost to the Contractor, should the Contractor fail to perform in a timely manner.
- 5.7 Should the Contractor dispute the City's decision on warranty repair work required (as stated in Section 5.5 and 5.6) the Contractor shall contact the Contract Administrator. Details of the unit's defects or damage shall be provided to the Contract Administrator, who shall investigate the Contractor's claims. The unit shall remain as is until the claim has been resolved. The Contract Administrator shall have the final decision in disputes regarding repair work. The Contractor shall have no claim against the City for any costs to rectify defects or damage where defects or damage was rectified without the consent of the Contract Administrator.
- 5.8 The City shall be responsible for the following items for equipment leased under this contract:
 - Licensing and insurance coverage for the equipment;
 - All repair work to the equipment with the exception of warranty repair work;
 - Repair or replacement of tires damaged due to road hazards;

- Regular scheduled maintenance as described in the manufacturer's repair and maintenance schedules.
- Fuel and other normal operating and maintenance supplies including daily and weekly maintenance such as oil, greasing, cleaning, etc..
- 5.9 The Contractor shall be responsible for the following items for equipment leased under this contract:
 - All repairs due to mechanical failure or malfunction during the warranty period of the equipment;
 - Towing costs during the warranty period (if unit is immobile);
 - All parts and labour costs (including deductibles) during the warranty period (excluding items listed in Section 5.8);
- 5.10 The articulated sidewalk tractor shall be 2004 model year, shall have less than 300 operating hours on the entire machine and shall be in excellent operating condition. The Fleet Management Agency will evaluate the condition of used machines bid as required.
- 5.11 During the warranty period, the Contractor shall authorize the City of Winnipeg Repair Facilities to perform minor repairs and breakdowns during evenings, nights and weekends as required. The extent of the repairs shall be limited to a maximum of 4-hours per unit per breakdown. For all other repairs, or repairs requiring more than 4-hours labour, the City shall contact the Lessor the following business day. Any work performed by the City shall be charged to the Contractor at the Repair Facility's shop rate in effect at the time the work is performed (for example, shop rate for 2004: \$65.00/hour).
- 5.12 If the machine is unavailable for use due to warranty, repair or maintenance for more than three (3) working days, the Contractor shall provide (upon request of the Contract Administrator) a replacement unit at no additional cost to the City. The requirement for a replacement unit is not applicable in the case of an insurance claim or due to damage caused by misuse or negligence on the part of the user.
- 5.13 The equipment and attachments shall be delivered, serviced and ready for operation, F.O.B. to the Fleet Management Agency, 770 Ross Avenue, Winnipeg, Manitoba, no later than 9:00 am on the lease commencement date.
- 5.14 Wear and tear when a unit leased under this contract is returned to the Contractor, the Contractor shall note that the City shall not be charged for normal wear and tear including, but not limited to, small chassis and body scratches (interior and exterior) and dents, paint discolouration, stone chips as well as minor repairs that may be necessary incidental to installation and removal of two-way mobile raidos.
- 5.14.1 When a unit supplied under this contract is returned to the Contractor and the unit has wear or damage in excess of normal wear and tear, the Contractor shall contact the Contract Administrator. Details of the vehicle wear or damage shall be provided to the Contract Administrator who shall investigate or shall cause to have the Fleet Management Agency investigate the Contractor's claims. The unit in question shall remain "as is" until the claim has been resolved. The Contract Administrator shall have the final decision in disputes regarding damage claims. The Contractor shall have no claim against the City for any costs to rectify any wear or damage where the wear or damage was rectified without the consent of the Contract Administrator.

5.15	Bidder shall	acknowledge	compliance	with	the	specifications	and	requirements	of	Items	5.1	to	5.14.1
	inclusive.												

State	ves	or	no

6.0 PERFORMANCE

6.1 Shall be capable of consistent top performance for sweeping sidewalks and cutting large areas of grass during the spring, summer and fall environments

8.10	Shutdown system – high engine temperature/low oil pressure shutdown system with audible and visual warning system, state make and model being bid.
9.0	DRIVE SYSTEM
9.1	Transmission – hydrostatic type with minimum two (2) mechanical speed ranges.
9.1.1	Speed – infinitely variable from 0 to maximum.
9.1.2	Low speed range (km/h) – state minimum to maximum.
9.1.3	High speed range (km/h) – state minimum to maximum.
9.2	Tractor gearing – deep reduction, allowing the tractor to operate at 1/10 th the normal ground speed.
9.3	Axles – heavy duty industrial type, front and rear.
9.3.1	Differential lock or limited slip – required front and rear.
9.4	Service brakes – minimum two wheel, hydraulic type.
9.4.1	Parking brake – mechanical type, foot or hand operated.
9.5	Steering – hydraulic articulated type, steerable when engine is shut down.
9.5.1	Turning radius – state radius (tractor only).
10.0	WINTER TIRES
10.1	Type – four (4) deep lug mud and snow tires per machine, designed to provide maximum traction for snow plowing.
10.1.1	Tire size – state size and ply rating.
10.2	Rims – heavy duty, steel construction.
10.3	Spare winter tire and rim – one (1) per machine, identical to tires and rims being bid.
11.0	SUMMER TIRES
11.1	Type – four (4) turf tires per machine, summer application.
11.1.1	Tire size – state size and ply rating.
11.2	Rims – heavy duty, steel construction.
11.3	Spare summer tire and rim – one (1) per machine, identical to tires and rims being bid.
12.0	POWER TAKE-OFF
12 1	PTO – front mounted, 540 rom with splined output shaft, shielded

12.2	Easily accessible for implement changes.
12.3	PTO clutch – heavy duty, designed to withstand full-load engagement when operating attachments.
13.0	<u>HITCH</u>
13.1	Type – front mounted, 3-point Category 1 quick hitch, or manufacturer's standard quick-attach hitch, state type.
13.2 13.3	Adjustable links and sway blocks, supplied as required. Hitch to allow equipment to follow ground contour.
13.4	Hitch assembly reinforced at all wear and stress points.
13.5	Remote grease block supplied as required for all hitch assembly lower grease points.
13.6	Rear hitch $-2-5/16$ in. ball hitch capable of towing $2\frac{1}{2}$ yd 3 (1.9 m 3) sand spreader (see Attachment 3, Section 17.0).
14.0	ELECTRICAL & LIGHTING
14.1	All lighting shall conform to C.M.V.S.S. and the Manitoba Highway Traffic Act.
14.2	Type – 12 volt, negative ground electrical system.
14.3	All lighting and lighting equipment shall be Truck-Lite or Grote (except where otherwise noted) and shall include the following components:
14.3.1	Combination stop and tail lights – state make and model.
14.3.2	Back-up light(s) – state make and model.
14.3.3	Signal lights with warning flashers – state make and model.
14.3.4	Work lights, front – two (2), Truck-Lite 80394, top mounted.
14.3.5	Work lights, rear – two (2), Truck-Lite 80394, top mounted.
14.3.6	Work lights shall not protrude above the roofline.
14.3.7	Light guards – all exterior lights shall be properly protected with metal guards.
14.3.8	Independent on/off switch for each pair of work lights, dash mounted, wired through ignition.
14.4	Cab interior light – required.
14.5	Starter – electric with keyed starter switch.
14.6	Battery – minimum 650 CCA.
14.6.1	Battery location to allow for easy access for servicing with any attachments installed on tractor, state location

14.6.2	Externally mounted batteries must be protected by a heavy-duty battery box and cover. Location must not interfere with access to cab and access to components requiring regular maintenance.
14.7	Alternator – 95 Amp minimum, state capacity.
14.8	Horn – electric.
14.9 14.10	Mini Light Bar – Grote 76813, roof mounted with ramped, bolt-on metal guard and independent switch wired through the ignition. Back-up alarm - 97 dB(A), installed near rear of tractor, located to be protected from damage.
14.11	All joining of wires and electrical connectors for locally installed equipment shall be soldered and sealed with heat shrink tubing.
14.11.1	Wiring shall be colour coded, loomed and properly secured and routed.
15.0	OPERATOR'S COMPARTMENT
15.1	Cab – ROPS (roll over protective structure) type, OSHA certified or equal.
15.2	Cab layout shall provide a comfortable seated position for one (1) 95th percentile male wearing heavy winter clothing.
15.3	Seat, driver – two (2) way, adjustable high back bucket type with cushioned seat and backrest with heavy-duty covering, shock absorber suspension and retractable seat belt.
15.4	Door(s) – complete with gas shock(s) to assist in opening. Door(s) shall be removable.
15.5	Ignition key – three (3) sets required per tractor.
15.6	Windows – sliding, left and right side.
15.7	Safety glass – required for all windows, with applicable safety labels.
15.8	Windshield wipers – required front and rear.
15.8.1	Windshield washers – required front and rear.
15.9	Sun visor – required.
15.10	Air conditioning – required, state make, model and configuration.
15.11	Heater/defroster – heavy duty type with two (2) speed fan capable of defrosting all windows. State number of vent locations.
15.11.1	Heater capacity – approx. 40,000 BTU, capable of sustaining cab temperature to 20°C at an outside ambient air temperature of -40°C.
15.11.2	Air intake filter – replaceable.
15.12	Rear window defroster – required, electric type.

17.4	Angling – hydraulic, approx. 30° to the left and right of centre with in-cab controls.
17.5	Moldboard – minimum ⅓ in. (3 mm) steel construction, non-tripping type, reinforced as required.
17.6	Cutting edge – minimum ½ in. (13 mm) high carbon steel, 2-piece (split) type with spring loaded tripping mechanism.
17.7 17.8	Curb deflectors and skid shoes – heavy-duty, replaceable. Grease fittings – supplied as required on all pivot points.
17.9 17.10	Total weight – approx. 600 lbs. (272 kg), state. Snow plow shall be complete with all hardware required for hook-up including quick coupler connectors for hydraulic hoses.
Attachm	ent 2: Snow Blower
17.11	Type – heavy duty, front-mounted, two (2) stage, twin auger blower.
17.11.1	State make and model being bid.
17.12	Width – 60 in. (1524 mm) minimum.
17.13	Mount – quick hitch, reinforced as required.
17.14	Drive system – 540 rpm PTO with shielded drive shaft.
17.15	Augers – two (2), approx. 15 in. (381 mm) diameter, fitted with ice picks, shear bolt protected.
17.15.1	Fan – heavy duty, approx. 24 in. (610 mm) diameter.
17.16	Cutting edge – ½ in. (13 mm), reversible.
171.7	Skid shoes – replaceable.
17.18	Chute control – hydraulic, in-cab controls for angling and rotation.
17.19	Grease fittings – required on all pivot points.
17.20	Snow blower shall be complete with all hardware required for hook-up including quick coupler connectors for hydraulic hoses.
Attachm	ent 3: Tow Behind Sand Spreader
17.21	Type – heavy duty, trailer mounted sand/salt spreader designed to be towed behind tractor, Colpron 2250 or equal.
17.21.1	State make and model being bid.
17.22	Drive – hydraulically driven conveyor and spinner with spread density control through variable flow control.
17.23	Capacity, heaped – minimum 2½ yd³ (1.9 m³).
17.24	Axles – tandem.

Each sidewalk tractor and attachment leased under this contract shall be labelled with a metal tag stating the supplier, serial number and year supplied. The label

shall be affixed with rivets or bolts.

18.1

Note: Labelling is for leased equipment only. Units purchased under this Contract do not require labelling.

19.0 TRAINING

The Contractor shall provide operational and maintenance training by qualified staff for City of Winnipeg operating and mechanical personnel. The training shall be conducted in separate sessions for each group of personnel. Each session shall be approximately ½ day in duration and shall provide adequate familiarization and orientation on the unit, to the satisfaction of the Contract Administrator. The training shall be conducted in Winnipeg at a location designated by the Contract Administrator.

20.0 PERFORMANCE RELIABILITY

- The responsibility for the design of the complete unit, its performance and reliability shall rest upon the Contractor.
- The term "repeat failures" as used herein is defined to mean that the same component, sub-assembly, or assembly develops repeated defects, breakdowns and/or malfunctions rendering the unit inoperative, or requiring repeated shop correction, service and/or replacement during the warranty period applicable for said component, sub-assembly, or assembly. Minor items or ordinary service adjustments are not included, or considered under the scope of "repeated failures", as well as other factors, such as operational damage due to accidents, misuse or lack of proper maintenance, service and lubrication attention by not following the manufacturer's preventative maintenance schedules.
- 20.3 Where the unit develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance.

21.0 WARRANTY

- 21.1 The Contractor shall warrant the **entire articulated tractor**, and all parts thereof (excluding tires and lights), against any defects of workmanship, construction and materials, and agrees to repair or replace without cost to the City any article that has become defective and not proven to have been caused by negligence on the part of the user within **two (2) years** from the date the equipment is placed into service by the City of Winnipeg.
- 21.2 The Contractor shall warrant **all attachments**, and all parts thereof, against any defects of workmanship, construction and materials, and agrees to repair or replace without cost to the City any article that has become defective and not proven to have been caused by negligence on the part of the user within **one (1) year** from the date the attachment is put into service by the City of Winnipeg.
- 21.3 For the articulated tractor, a new two (2) year warranty period shall be provided for any component, subassembly or assembly that is repaired or replaced under the terms of the "repeated failures" clause (Section 20.2 and 20.3). The new warranty period shall be effective from the date of acceptance of the repaired or replaced article.
- 21.3.1 For all attachments, a new one (1) year warranty period shall be provided for any component, subassembly or assembly that is repaired or replaced under the terms of the "repeated failures" clause (Section 20.2 and 20.3). The new warranty period

	shall be effective from the date of acceptance of the repaired or replaced article.
21.4	In the event of failure on the part of the Contractor to repair or replace any article during the warranty period within five (5) calendar days from the date of notification, the City may have the work performed by others and offset the cost against money due or that may become due to the Contractor, or if there is no money due, the Contractor agrees to pay the City such cost.
22.0	MANUALS
22.1	The following manuals shall be supplied with the unit when delivered. The manuals shall be in English and shall cover the complete machine including the engine and all attachments:
22.1.1	Operator's manual – one (1) per unit.
22.1.2	Parts, repair and service manuals, including preventative maintenance schedules for the life of unit – one (1) per unit, CD preferred. State type.
22.2	Operator's manuals and parts, repair and service manuals shall be complete with necessary coverage of the deep reduction gearing.

Form O: Questionnaire

LIST any significant features that will be supplied standard on the unit being offered, but were not specifically mentioned in the Detailed Specifications:
LIST three current users of the equipment being offered:
STATE the location of the service facility: (See D13.4 and D13.5).
Does the equipment being offered meet or exceed the minimum requirements of the Detailed Specifications?
LIST any deviations that might be considered less than equal to the Detailed Specifications: