

FORM A: BID
(See B7)

1. Contract Title SUPPLY & DELIVERY OF A (3) WHEELED LEAF PICKER

2. Bidder

Name of Bidder

Usual Business Name of Bidder as it appears on Invoice (if different from above)

Street

City

Province

Postal Code

(Mailing address if different)

Email Address of Bidder

Facsimile Number

Street or P.O. Box

City

Province

Postal Code

(Choose one)

GST Registration Number (if applicable)

The Bidder is:

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Bidder hereby authorizes the following contact person to represent the Bidder for purposes of the Bid.

Contact Person

Title

Telephone Number

Facsimile Number

Email Address

4. Definitions

All capitalized terms used in the Contract shall have the meanings ascribed to them in the General Conditions and D3.

5. Offer The Bidder hereby offers to perform the Work in accordance with the Contract for the price(s), in Canadian funds, set out on Form B: Prices, appended hereto.

6. Commencement of the Work The Bidder agrees that no Work shall commence until he/she is in receipt of a notice of award from the Award Authority authorizing the commencement of the Work.

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.

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 sixty (60) Calendar Days following the Submission Deadline.

10. Signatures 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 & DELIVERY OF A (3) WHEELED LEAF PICKER

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	QUANTITY	UNIT PRICE
1.	(3) Wheeled Leaf Picker	13017	Each	1	

Name of Bidder

FORM N: DETAILED SPECIFICATIONS 13017

1.0 **DESCRIPTION OF EQUIPMENT-**

- 1.1 These specifications describe a **(3) Wheeled Leaf Picker** and other equipment and features as specified herein.
- 1.2 The **(3) Wheeled Leaf Picker** shall be a new 2012-2013 model year or newer.
- 1.3 The **(3) Wheeled Leaf Picker** and all other items/components shall be the manufacturer's latest model. The equipment shall be furnished complete and ready for operation. Any parts or accessories not specifically mentioned, but which are required to complete and place the equipment and associated attachments in successful operation shall be furnished as though specifically mentioned in these specifications. The equipment and associated and attachments, and all parts thereof, shall conform in strength and quality of material and workmanship, to the best standards and engineering practice of the industry.

2.0 **OTHER SPECIFICATIONS AND STANDARDS-**

- 2.1 All applicable SAE standards form an integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 2.2 The **(3) Wheeled Leaf Picker and all its components and attachments** shall comply with the applicable regulations:

Highway Traffic Act = <http://web2.gov.mb.ca/laws/statutes/ccsm/h060e.pHP>

Manitoba Motor Vehicle Act = <http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/menu.htm>

Canadian Motor Vehicle Safety Standards, CMVSS = <http://www.gnb.ca/0062/regs/83-163.htm>

Transport Canada = <http://laws.justice.gc.ca/en/notice/index.html?redirect=%2Fen%2FM-10.01%2F250448.html>

National Safety Mark, NSM = <http://www.tc.gc.ca/actsregulations/GENERAL/M/mvsa/regulations/mvsrg/001/mvsr3-5.html>

Manitoba/Winnipeg Safety and Health Act, Parts 12, 22 = <http://web2.gov.mb.ca/laws/statutes/ccsm/w210e.pHP> and <http://www.gov.mb.ca/labour/safety/>

Canadian Standards Association, CSA = <http://www.csa.ca/about/Default.asp?language=english>

Under Writers of Canada, U/L = <http://www.ulc.ca/>

Society of Automotive Engineers, SAE = http://en.wikipedia.org/wiki/Society_of_Automotive_Engineers

- 2.3 It will be the responsibility of the Bidder to inform the City of any deficiencies in these specifications, for under this Contract the Contractor shall be held responsible for the design, performance, reliability and satisfactory operational function of the units.

3.0 **SERVICE FACILITY-**

- 3.1 For the purpose of warranty repairs, the Bidder 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. 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.

4.0 **REFERENCES-**

- 4.1 Provide five (5) Canadian references where this equipment is used in a working environment where climatic conditions are similar to the City of Winnipeg

5.0 **MAKE & MODEL-**

- 5.1 **State** make and model of the equipment bid- _____

6.0 **INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS-**

- 6.1 Each bid will be evaluated based on adherence to all terms, conditions and requirements outlined in the Bid Opportunity package.

- 6.2 All items in these specifications must be answered indicating compliance or non-compliance. **BIDDERS SHALL STATE "YES" FOR COMPLIANCE OR STATE DEVIATION**, or give reply where requested to do so. Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.

- 6.3 **EACH BIDDER IS REQUIRED TO FILL IN EVERY BLANK. FAILURE TO DO SO MAY BE USED AS A BASIS FOR REJECTION OF BID**

7.0 **PERFORMANCE RELIABILITY-**

- 7.1 The responsibility for the design of the **(3) Wheeled Leaf Picker and associated attachments**, its performance and reliability shall rest upon the Contractor.

- 7.2 The term "repeated failures" as used herein is defined to mean that the same component, subassembly, or assembly develops repeated defects, breakdowns and/or malfunctions rendering the vehicle inoperative, or requiring repeated shop correction, service and/or replacement during the warranty period applicable for said component, subassembly, of 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 schedule.

- 7.3 Where the **(3) Wheeled Leaf Picker and associated attachments** develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance.

- 7.4 **The equipment shall be capable of consistent top performance in City of Winnipeg Environment. Note: The City of Winnipeg has four seasons with ambient temperatures ranging from approximately 90°F (32°C) to -40°F (-40°C)**

8.0 **FUEL-**

- 8.1 Where applicable, all equipment must be fully fuelled upon delivery (no exceptions).

9.0 QUALIFICATIONS OF MANUFACTURER & CONTRACTOR-

- 9.1 The manufacturer of the **(3) Wheeled Leaf Picker and associated attachments** shall have five (5) years continuous experience manufacturing **(3) Wheeled Leaf Picker and associated attachments**.
- 9.2 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.
- 9.3 The Contractor shall have five (5) years continuous experience servicing, repairing and maintaining **(3) Wheeled Leaf Picker and associated attachments** of the type being offered.

10.0 NATIONAL SAFETY MARK- (IF APPLICABLE)

- 10.1 In Canada, modification to new vehicles can only be done at facilities that are recognized by Transport Canada. All of these facilities must have a National Safety Mark from Transport Canada. Transport Canada National Safety Mark is a label that indicates that the modifications are compliant with all current Canadian Motor Vehicle Safety Standards (CMVSS)

STATE (NSM) #- _____

11.0 MANITOBA SAFETY INSPECTION- (IF APPLICABLE)

- 11.1 The vehicles shall be complete with a current Manitoba Safety Sticker affixed to the driver's side vent window.

12.0 SPECIFICATIONS-

- 12.1 Eligible- Model Sweep Star 48H CF (Finger Reel) or equivalent in accordance to B5. Substitutes _____
- 12.2 Type- Self-contained, three-wheel, tri-cycle configuration with front steering, two rear drive wheels and rear mounted high lift debris hopper. _____
- 12.3 Debris Hopper- The debris hopper to raise over 6 feet for the easy deposit of debris in vehicles or refuse containers with 1.75 cubic yard debris hopper. Hopper must have dust shield. _____
- 12.4 Engine- Must meet current EPA Emissions, Tier 3 or IV with 18 hp, twin-cylinder gasoline engine. **State** if Bio Diesel capable and the the percentage (5%,10% etc.) _____
- 12.5 Dimensions- 121 in X 66 in X 84 in with approx. 70 in Wheel Base _____
- 12.6 Seat- High back seat and tilt steering _____
- 12.7 Controls- Within operator reach, ergonomically located hydraulic controls _____
- 12.8 Construction - 14 gauge steel formed panels _____
- 12.9 Dump - Hydraulic raise / lower debris hopper to dump height to 6'4" above the ground to dump debris into refuse container. Automatic deployment/retraction of stabilizer legs when debris hopper is raised/lowered for operator safety. _____

- 12.10 Heads- Sweeper heads 48"wide; belt-driven single rotating reel; adjustable sweeping height; follows terrain on dual caster wheel; (triple caster wheels optional) _____
- 12.11 Reel- Rubber finger sweep reel with approx. 90-100 flexible fingers _____
- 12.12 Drive- Hydrostatic variable speed pump. Single hydraulic traction pedal for forward and reverse drive. _____
- 12.13 Speeds- Approx. Forward 0-10 mph and Reverse 0-3 mph _____
- 12.14 Brakes- Braking via the hydraulic drive system with manual operated disc type parking brake on rear wheels _____
- 12.15 Battery- 12-volt _____
- 12.16 Tires & Rims- Front-(1) 18-9.50 x 8 Multi-ribs, Rear-(2)23-1050x12 Soft-trac Casters (2) 9 x 3.5 x 4 _____
- 12.17 Steering- Automotive type steering wheel. _____
- 12.18 Instrumentation-Hydraulic levers to lift/lower debris hopper, open/close debris hopper tailgate and raise/lower of sweeping mechanism head assembly. Hour meter and ammeter, hand operated throttle control _____
- 12.19 Electrical- 12-volt electronic key start with operator presence switch in seat for engine start _____
- 12.20 Sound Level- **State** dbA- _____
- 12.21 Liquid Capacity-Hydraulic system oil: 5 gallons, in high density polyethylene tank. Gasoline (unleaded): 6 gallons in high density polyethylene CARB tank, **fuel tank must be full upon delivery.** _____
- 12.22 Safety- Requires Roll Over Protection System (ROPS) with seat belts and hillside angle gauge. _____
- 13.0 WARRANTY-**
- 13.1 Warranty- (all warranty information shall be detailed and include all exclusions. The successful bidder shall provide all published warranty information upon delivery of the equipment. **Bidder shall state all warranty information-** _____

14.0 **TRAINING-**

14.1 The Contractor shall be required to provide training (at the Contractor's expense) for the City of Winnipeg maintenance and operating personnel. The training shall be divided into two separate sessions, one for maintenance personnel and one for operating personnel. The training shall be conducted in separate or combined sessions for each group of personnel.

The duration of the sessions shall be as long as required for adequate familiarization and orientation of the equipment to the satisfaction of the Contract Administrator.

The training shall be conducted within two (2) calendar weeks from the date of delivery and shall be coordinated through the Contract Administrator.

The training shall be conducted in Winnipeg at a time and location designated by the Contract Administrator.

Pricing should be based on two (2) business days for maintenance personnel and two (2) business days for operating personnel.

Note: The first payment of the contract on the equipment will not be issued until successful completion of training has been conducted to the satisfaction of the Contract Administrator.

Training Aides:

a) On the type of equipment being offered, **state if CD Rom training aides or on-line training are available-**

What is the recommended minimum training duration for:

Primary unit:

For major attachments (if applicable):

State what other training aids are available (videos, CDs).

For the primary unit:

For major attachments (if applicable):

Training Materials and applicable manuals or on-line training material information must be provided to the Operator Training Branch of Public Works at the earliest possible opportunity, no later than (4) weeks prior to delivery, when supplying vehicles, equipment and related attachments. Send these materials, preferably in both electronic format and hard copy (training videos are to be supplied on either CD or DVD) to: Public Works Department, Human Resources Division Equipment Operator Training Branch

102-1155 Pacific Avenue
Winnipeg, MB
R3E 3P1

[Leanne Guertin](#)

Equipment Operator Training Consultant

Cell: 204-451-3793

Contact e-mail: lguertin@winnipeg.ca

15.0 DELIVERY-

15.1 Delivery Point- The complete unit shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid, including invoice and N.I.V.S. (if applicable) to the WFMA 185 Tecumseh Street, Winnipeg MB.

15.2 Delivery Time- Within **four (4) calendar weeks** from the date of official notification of award of contract. Equipment shall be delivered between 8:00 am and 3:00 pm on Business Days.

15.3 Delivery Contact- The Contractor shall contact the Contract Administrator prior to delivery of the equipment.

15.4 P.D.I.- A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list

16.0 MANUALS-

16.1 Manuals supplied under this contract. The manuals shall cover the complete equipment including all components thereof, CD is preferred where available.

16.2 The following manuals shall be supplied with the units when delivered:

a) Operator's manual – Two (2) per unit (one operators manual shall be sent to the Equipment Operator Training Branch

b) Parts and service manuals – one (1) complete sets including preventative maintenance schedules. CDs are preferred.

FORM Q-SUSTAINABILITY QUESTIONNAIRE

Product Information

(Yes/No)

Product Sustainability: High Quality, Small Ecological Footprint

1. Have you employed environmentally innovative best practices and/or technologies in the goods you are supplying in this Bid Opportunity as compared to similar goods? If yes, please describe them below.

Describe:

2. Have you obtained 3rd party environmental certifications for any of the products that you are supplying in this Bid Opportunity?

Describe:

3. Have you performed a life cycle assessment of the goods you are supplying in this Bid Opportunity? If yes, please describe below.

Describe:

4. Are there any other environmentally innovative best practices and/or technologies in the goods you are supplying in this Bid Opportunity that we could have specified in this tender, but have not? If yes, please describe them below.

Describe:

Company Information

Energy and Climate: Reducing Energy Costs and Greenhouse Gas Emissions

1. Have you measured your corporate greenhouse gas emissions? If yes, please report your total annual greenhouse gas emissions reported in the most recent year measured?

Describe:

2. Have you set publicly available greenhouse gas reduction targets? If yes, what are those targets?

Describe:

Material Efficiency: Reducing Waste and Enhancing Quality

1. Do you measure the total amount of solid waste generated from the facilities that produce your product(s) for this Bid Opportunity? If yes, please report for the most recent year measured.

Describe:

2. Have you set publicly available solid waste reduction targets? If yes, what are those targets?

Describe:

3. Do you measure the total water use from facilities that produce your product(s) for this Bid Opportunity? If yes, please report for the most recent year measured.

Describe:

4. Have you set publicly available water use reduction targets? If yes, what are those targets?

Describe:

Natural Resources: Responsibly Sourced Raw Materials

1. Have you established publicly available sustainability purchasing guidelines for your direct suppliers that address issues such as environmental compliance, employment practices and product safety?

Describe:

Social Responsibility: Ensuring Responsible and Ethical Production

1. Do you have a process for managing social compliance at the manufacturing level?

Describe:

2. Do you work with your supply base to resolve issues found during social compliance evaluations and also document specific corrections and improvements?

Describe:

3. Do you invest in community development activities in the markets you source from and/or operate within? _____

Describe:
