



**THE CITY OF WINNIPEG**

# **BID OPPORTUNITY**

**BID OPPORTUNITY NO. 194-2005**

**SUPPLY AND DELIVERY OF PARKAS**

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## **PART B - BIDDING PROCEDURES**

### **B1. PROJECT TITLE**

B1.1 SUPPLY AND DELIVERY OF PARKAS

### **B2. SUBMISSION DEADLINE**

B2.1 The Submission Deadline is 4:00 p.m. Winnipeg time, April 15, 2005.

B2.2 Bid Submissions determined by the Manager of Materials to have been received later than the Submission Deadline will not be accepted and will be returned upon request.

B2.3 The Contract Administrator or the Manager of Materials may extend the Submission Deadline by issuing an addendum at any time prior to the time and date specified in B2.1.

### **B3. ENQUIRIES**

B3.1 All enquiries shall be directed to the Contract Administrator identified in D4.1.

B3.2 If the Bidder finds errors, discrepancies or omissions in the Bid Opportunity, or is unsure of the meaning or intent of any provision therein, the Bidder shall notify the Contract Administrator of the error, discrepancy or omission, or request a clarification as to the meaning or intent of the provision at least five (5) Business Days prior to the Submission Deadline.

B3.3 Responses to enquiries which, in the sole judgment of the Contract Administrator, require a correction to or a clarification of the Bid Opportunity will be provided by the Contract Administrator to all Bidders by issuing an addendum.

B3.4 Responses to enquiries which, in the sole judgment of the Contract Administrator, do not require a correction to or a clarification of the Bid Opportunity will be provided by the Contract Administrator only to the Bidder who made the enquiry.

B3.5 The Bidder shall not be entitled to rely on any response or interpretation received pursuant to B3 unless that response or interpretation is provided by the Contract Administrator in writing.

### **B4. ADDENDA**

B4.1 The Contract Administrator may, at any time prior to the Submission deadline, issue addenda correcting errors, discrepancies or omissions in the Bid Opportunity, or clarifying the meaning or intent of any provision therein.

B4.2 The Contract Administrator will issue each addendum at least two (2) Business Days prior to the Submission Deadline, or provide at least two (2) Business Days by extending the Submission Deadline.

B4.2.1 Addenda will be available on the Bid Opportunities page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.

B4.2.2 The Bidder is responsible for ensuring that he has received all addenda and is advised to check the Materials Management Branch internet site for addenda shortly before submitting his Bid.

B4.3 The Bidder shall acknowledge receipt of each addendum in Paragraph 8 of Form A: Bid. Failure to acknowledge receipt of an addendum may render a Bid non-responsive.

**B5. SUBSTITUTES**

B5.1 The Work is based on the materials, equipment, methods and products specified in the Bid Opportunity.

B5.2 **Substitutions shall not be allowed.**

**B6. BID SUBMISSION**

B6.1 The Bid Submission consists of the following components:

- (a) Form A: Bid;
- (b) Form B: Prices;
- (c) Union Shop Confirmation.

B6.2 All components of the Bid Submission shall be fully completed or provided, and submitted by the Bidder no later than the Submission Deadline, with all required entries made clearly and completely in ink, to constitute a responsive Bid.

B6.3 The Bid Submission may be submitted by mail, courier or personal delivery, or by facsimile transmission.

B6.4 If the Bid Submission is submitted by mail, courier or personal delivery, it shall be enclosed and sealed in an envelope clearly marked with the Bid Opportunity number and the Bidder's name and address, and shall be submitted to:

The City of Winnipeg  
Corporate Finance Department  
Materials Management Branch  
185 King Street, Main Floor  
Winnipeg MB R3B 1J1

B6.4.1 Samples or other components of the Bid Submission which cannot reasonably be enclosed in the envelope may be packaged separately, but shall be clearly marked with the Bid Opportunity number, the Bidder's name and address, and an indication that the contents are part of the Bidder's Bid Submission.

B6.5 If the Bid Submission is submitted by facsimile transmission, it shall be submitted to (204) 949-1178

B6.5.1 The Bidder is advised that the City cannot take responsibility for the availability of the facsimile machine at any time.

B6.6 Bid Submissions submitted by internet electronic mail (e-mail) will not be accepted.

**B7. BID**

B7.1 The Bidder shall complete Form A: Bid, making all required entries.

B7.2 Paragraph 2 of Form A: Bid shall be completed in accordance with the following requirements:

- (a) if the Bidder is a sole proprietor carrying on business in his own name, his name shall be inserted;
- (b) if the Bidder is a partnership, the full name of the partnership shall be inserted;
- (c) if the Bidder is a corporation, the full name of the corporation shall be inserted;

- (d) if the Bidder is carrying on business under a name other than his own, the business name and the name of every partner or corporation who is the owner of such business name shall be inserted.

B7.2.1 If a Bid is submitted jointly by two or more persons, each and all such persons shall identify themselves in accordance with B7.2.

B7.3 In Paragraph 3 of Form A: Bid, the Bidder shall identify a contact person who is authorized to represent the Bidder for purposes of the Bid.

B7.4 Paragraph 10 of Form A: Bid shall be signed in accordance with the following requirements:

- (a) if the Bidder is a sole proprietor carrying on business in his own name, it shall be signed by the Bidder;
- (b) if the Bidder is a partnership, it shall be signed by the partner or partners who have authority to sign for the partnership;
- (c) if the Bidder is a corporation, it shall be signed by its duly authorized officer or officers;
- (d) if the Bidder is carrying on business under a name other than his own, it shall be signed by the registered owner of the business name, or by the registered owner's authorized officials if the owner is a partnership or a corporation.

B7.4.1 The name and official capacity of all individuals signing Form A: Bid shall be printed below such signatures.

B7.4.2 All signatures shall be original.

B7.5 If a Bid is submitted jointly by two or more persons, the word "Bidder" shall mean each and all such persons, and the undertakings, covenants and obligations of such joint Bidders in the Bid Submission and the Contract, when awarded, shall be both joint and several.

## **B8. PRICES**

B8.1 The Bidder shall state a price in Canadian funds for each item of the Work identified on Form B: Prices.

B8.1.1 Prices on Form B: Prices shall include:

- (a) duty;
- (b) freight and cartage;
- (c) Provincial and Federal taxes [except the Goods and Services Tax (GST) and Manitoba Retail Sales Tax (MRST, also known as PST), which shall be extra where applicable] and all charges governmental or otherwise paid;
- (d) profit and all compensation which shall be due to the Contractor for the Work and all risks and contingencies connected therewith.

B8.2 The quantities listed on Form B: Prices are to be considered approximate only. The City will use said quantities for the purpose of comparing Bids.

B8.3 The quantities for which payment will be made to the Contractor are to be determined by the Work actually performed and completed by the Contractor, to be measured as specified in the applicable Specifications.

## **B9. QUALIFICATION**

B9.1 The Bidder shall:

- (a) undertake to be in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba, or if the Bidder does not carry on business in Manitoba, in the jurisdiction where the Bidder does carry on business;
- (b) be responsible and not be suspended, debarred or in default of any obligation to the City;
- (c) be financially capable of carrying out the terms of the Contract;
- (d) have all the necessary experience, capital, organization, and equipment to perform the Work in strict accordance with the terms and provisions of the Contract;
- (e) have successfully carried out work, similar in nature, scope and value to the Work;
- (f) employ only Subcontractors who:
  - (i) are responsible and not suspended, debarred or in default of any obligation to the City (a list of suspended or debarred individuals and companies is available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>); and
  - (ii) have successfully carried out work similar in nature, scope and value to the portion of the Work proposed to be subcontracted to them, and are fully capable of performing the Work required to be done in accordance with the terms of the Contract;
- (g) have a written workplace safety and health program in accordance with The Workplace Safety and Health Act (Manitoba);

B9.2 The Bidder shall be prepared to submit, within three (3) Business Days of a request by the Contract Administrator, proof satisfactory to the Contract Administrator of the qualifications of the Bidder and of any proposed Subcontractor.

B9.3 The Bidder shall provide, on the request of the Contract Administrator, full access to any of the Bidder's equipment and facilities to confirm, to the Contract Administrator's satisfaction, that the Bidder's equipment and facilities are adequate to perform the Work.

## **B10. OPENING OF BIDS AND RELEASE OF INFORMATION**

B10.1 Bid Submissions will not be opened publicly.

B10.2 Within two (2) Business Days following the Submission Deadline, the names of the Bidders and their Total Bid Prices (unevaluated, and pending review and verification of conformance with requirements) will be available on the Closed Bid Opportunities (or Public/Posted Opening & Award Results) page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.

B10.3 After award of Contract, the name(s) of the successful Bidder(s) and the Contract Amount(s) will be available on the Closed Bid Opportunities (or Public/Posted Opening & Award Results) page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.

B10.4 The Bidder is advised that any information contained in any Bid Submission may be released if required by City policy or procedures, by The Freedom of Information and Protection of Privacy Act (Manitoba), by other authorities having jurisdiction, or by law.

## **B11. IRREVOCABLE BID**

B11.1 The Bid(s) submitted by the Bidder shall be irrevocable for the time period specified in Paragraph 9 of Form A: Bid.

B11.2 The acceptance by the City of any Bid shall not release the Bids of the next two lowest evaluated responsive Bidders and these Bidders shall be bound by their Bids on such Work for the time period specified in Paragraph 9 of Form A: Bid.

## **B12. WITHDRAWAL OF BIDS**

B12.1 A Bidder may withdraw his Bid without penalty by giving written notice to the Manager of Materials at any time prior to the Submission Deadline.

B12.1.1 Notwithstanding GC.7.05(2), the time and date of receipt of any notice withdrawing a Bid shall be the time and date of receipt as determined by the Manager of Materials.

B12.1.2 The City will assume that any one of the contact persons named in Paragraph 3 of Form A: Bid or the Bidder's authorized representatives named in Paragraph 10 of Form A: Bid, and only such person, has authority to give notice of withdrawal.

B12.1.3 If a Bidder gives notice of withdrawal prior to the Submission Deadline, the Manager of Materials shall:

- (a) retain the Bid Submission until after the Submission Deadline has elapsed;
- (b) open the Bid Submission to identify the contact person named in Paragraph 3 of Form A: Bid and the Bidder's authorized representatives named in Paragraph 10 of Form A: Bid; and
- (c) if the notice has been given by any one of the persons specified in B12.1.3(b), declare the Bid withdrawn.

B12.2 A Bidder who withdraws his Bid after the Submission Deadline but before his Bid has been released or has lapsed as provided for in B11.2 shall be liable for such damages as are imposed upon the Bidder by law and subject to such sanctions as the Chief Administrative Officer considers appropriate in the circumstances. The City, in such event, shall be entitled to all rights and remedies available to it at law.

## **B13. EVALUATION OF BIDS**

B13.1 Award of the Contract shall be based on the following bid evaluation criteria:

- (a) compliance by the Bidder with the requirements of the Bid Opportunity (pass/fail);
- (b) qualifications of the Bidder and the Subcontractors, if any, pursuant to B9 (pass/fail);
- (c) Total Bid Price;
- (d) economic analysis of any approved alternative pursuant to B5.

B13.2 Further to B13.1(a), the Award Authority may reject a Bid as being non-responsive if the Bid Submission is incomplete, obscure or conditional, or contains additions, deletions, alterations or other irregularities. The Award Authority may reject all or any part of any Bid, or waive technical requirements if the interests of the City so require.

- (a) The Bidder shall, within seven (7) Business Days of a request by the Contract Administrator, provide representative samples of the goods offered.

B13.3 Further to B13.1(b), the Award Authority shall reject any Bid submitted by a Bidder who does not demonstrate, in his Bid Submission or in other information required to be submitted, that he is responsible and qualified.

B13.4 Further to B13.1(c), the Total Bid Price shall be the sum of the quantities multiplied by the unit prices for each item shown on Form B: Prices.

**B14. AWARD OF CONTRACT**

- B14.1 The City will give notice of the award of the Contract or will give notice that no award will be made.
- B14.2 The City will have no obligation to award a Contract to a Bidder, even though one or all of the Bidders are determined to be responsible and qualified, and the Bids are determined to be responsive.
- B14.2.1 Without limiting the generality of B14.2, the City will have no obligation to award a Contract where:
- (a) the prices exceed the available City funds for the Work;
  - (b) the prices are materially in excess of the prices received for similar work in the past;
  - (c) the prices are materially in excess of the City's cost to perform the Work, or a significant portion thereof, with its own forces;
  - (d) only one Bid is received; or
  - (e) in the judgment of the Award Authority, the interests of the City would best be served by not awarding a Contract.
- B14.3 Where an award of Contract is made by the City, the award shall be made to the responsible and qualified Bidder submitting the lowest evaluated responsive Bid.
- B14.4 Notwithstanding GC.3.01 and GC.3.02, the City will issue a Purchase Order to the successful Bidder in lieu of the execution of a Contract.
- B14.5 The Contract Documents, as defined in GC.1.01(7), in their entirety shall be deemed to be incorporated in and to form a part of the Purchase Order notwithstanding that they are not necessarily attached to or accompany said Purchase Order.



## **PART C - GENERAL CONDITIONS**

### **C1. GENERAL CONDITIONS**

C1.1 The *General Conditions for the Supply and Delivery of Goods* (Form 21: 88 03) are applicable to the Work of the Contract.

C1.1.1 The *General Conditions for the Supply and Delivery of Goods* are available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.

## PART D - SUPPLEMENTAL CONDITIONS

### GENERAL

#### D1. GENERAL CONDITIONS

- D1.1 In addition to the *General Conditions for the Supply and Delivery of Goods*, these Supplemental Conditions are applicable to the Work of the Contract.
- D1.2 The General Conditions are amended by striking out "The City of Winnipeg Act" wherever it appears in the General Conditions and substituting "The City of Winnipeg Charter".
- D1.3 The General Conditions are amended by striking out "Board of Commissioners" or "Commissioner" wherever it appears in the General Conditions and substituting the "Chief Administrative Officer".
- D1.4 The General Conditions are amended by striking out "Tender Package" wherever it appears in the General Conditions and substituting "Bid Opportunity".
- D1.5 The General Conditions are amended by striking out "Tender Submission" wherever it appears in the General Conditions and substituting "Bid Submission".
- D1.6 The General Conditions are amended by striking out "Bidding Instructions" wherever it appears in the General Conditions and substituting "Bidding Procedures".

#### D2. SCOPE OF WORK

- D2.1 The Work to be done under the Contract shall consist of supply and delivery of parkas.

#### D3. DEFINITIONS

- D3.1 When used in this Bid Opportunity:
- (a) "**Business Day**" means any Calendar Day, other than a Saturday, Sunday, or a Statutory or Civic Holiday;
  - (b) "**Submission Deadline**" and "**Time and Date Set for the Final Receipt of Bids**" mean the time and date set out in the Bidding Procedures for final receipt of Bids;

#### D4. CONTRACT ADMINISTRATOR

- D4.1 The Contract Administrator is:
- John Derksen  
Supervisor  
421 Osborne Street  
Winnipeg, Manitoba  
R3L 2A2
- Telephone No. (204) 986-5811  
Facsimile No. (204) 986-5809

#### D5. NOTICES

- D5.1 GC.7.05 is hereby amended to delete reference to "registered mail" and to replace same with "ordinary mail".

- D5.2 GC.7.05 is further amended hereby to include delivery by facsimile transmission (fax) as an acceptable means of delivering notices, consents, approvals, statements, authorizations, documents or other communications required or permitted to be given under this Contract. Deliveries by fax will be deemed to have been received on the day of delivery, if a business day, or if not a business day, on the business day next following the day of delivery.
- D5.3 Further to GC.7.05, all notices, consents, approvals, statements, authorizations, documents or other communications to the City, except as expressly otherwise required in D5.4, D5.5 or elsewhere in the Contract, shall be sent to the attention of the Contract Administrator at the address or facsimile number identified in D4.1.
- D5.4 All notices of appeal to the Chief Administrative Officer shall be sent to the attention of the Chief Financial Officer at the following address or facsimile number:
- The City of Winnipeg  
Chief Administrative Officer Secretariat  
Administration Building, 3rd Floor  
510 Main Street  
Winnipeg MB R3B 1B9  
Facsimile No.: (204) 949-1174
- D5.5 All notices, requests, nominations, proposals, consents, approvals, statements, authorizations, documents or other communications required to be submitted or returned to the City Solicitor shall be sent to the following address or facsimile number:
- The City of Winnipeg  
Corporate Services Department  
Legal Services Division  
185 King Street, 3rd Floor  
Winnipeg MB R3B 1J1  
Facsimile No.: (204) 947-9155

## **SUBMISSIONS**

### **D6. AUTHORITY TO CARRY ON BUSINESS**

- D6.1 The Contractor shall be in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba, or if the Contractor does not carry on business in Manitoba, in the jurisdiction where the Contractor does carry on business, throughout the term of the Contract, and shall provide the Contract Administrator with evidence thereof upon request.

## **SCHEDULE OF WORK**

### **D7. COMMENCEMENT**

- D7.1 The Contractor shall not commence any Work until he is in receipt of a Purchase Order authorizing the commencement of the Work.
- D7.2 The Contractor shall not commence any Work until:
- (a) the Contract Administrator has confirmed receipt and approval of:
    - (i) evidence that the Contractor is in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act

(Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba;

- (b) the Contractor has attended a meeting with the Contract Administrator, or the Contract Administrator has waived the requirement for a meeting.

## **WARRANTY**

### **D8. WARRANTY**

- D8.1 Further to GC.10.01, if a defect or deficiency prevents the full and normal use or operation of the Work or any portion thereof, for purposes of calculating the warranty period, time shall be deemed to cease to elapse for the defective or deficient portion, and for any portion of the Work whose use or operation is prevented by such defect or deficiency, as of the date on which the defect or deficiency is observed or the use or operation is prevented and shall begin to run again when the defect or deficiency has been corrected or the Work may be used or operated to the satisfaction of the Contract Administrator.
- D8.2 Notwithstanding GC.10.01, GC.10.02 and D8.1, if any law of Manitoba or of the jurisdiction in which the Work was manufactured requires, or if the manufacturer provides, a longer warranty period or a warranty which is more extensive in its nature, then the provisions of such law or manufacturer's warranty shall apply.

## **PART E - SPECIFICATIONS**

### **GENERAL**

#### **E1. GENERAL**

E1.1 These Specifications shall apply to the Work.

E1.2 The following Drawings are applicable to the Work:

<u>Drawing No.</u>	<u>Drawing Name/Title</u>
P1	Front
P2	Back
P3	
P4	Front Inside
P5	Hood Detail
P6	Cuff Detail
P7	Pocket Detail
P8	Winnipeg Transit Logo

#### **E2. GOODS**

E2.1 The Contractor shall supply parkas in accordance with the requirements hereinafter specified.



## The City of Winnipeg Specification For Bus Operator Winter Parkas

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### E3. WINTER PARKAS

- E3.1 This specification shall govern the manufacture and inspection of Winter Parkas.
- E3.2 The Winter Parka shall be designed according to the attached pattern and the attached drawings, forming part of this specification, and shall conform in every respect to the sample, except as noted in the specifications.
- E3.3 Size and Dimensions
- (a) Winter Parkas to this specification shall be supplied in the sizes specified by the City. Measurements, drawings, and pattern attached in this specification are for a size Regular Medium. Manufacture to grade according to size chart in Appendix A.
- E3.4 Materials
- (a) Care requirements shall be consistent with all the components of the finished garment. The parka shall be machine washable and dryable.
- (b) Outer Fabric - Tidal Wave from Consoltex
- (i) Fiber: 100% nylon
  - (ii) Weave: plain
  - (iii) Weight: 160 gr/square meter
  - (iv) Tear strength: warp 52N, weft 63N
  - (v) Spray rating: 100
  - (vi) Air permeability: 15CFM
  - (vii) Finish: 122-1 D.W.R. No Crinkle
  - (viii) Colour: A57904 Transit Blue
  - (ix) Care: washable, tumble dry
- (c) Body, Sleeve and Hood Lining
- (i) Fiber: 100% nylon (suggested Hy-Nyl from Consoltex, or equivalent)
  - (ii) Weave: plain
  - (iii) Weight: 80 gm/square meters
  - (iv) Breaking: warp 791N, weft 534N
  - (v) Tear strength: warp 27N, weft 20N
  - (vi) Slippage: warp 90N, weft 90N
  - (vii) Spray rating: 100
  - (viii) Air permeability: 3CFM
  - (ix) Colour: to match shell
- (d) Handwarmer Pocket Lining
- (i) Fiber: 100% polyester fleece
  - (ii) Weight: 12 oz.
  - (iii) Colour: to match shell

- (e) Insulation
  - (i) Body: Thinsulite CDS 300 from 3M
  - (ii) Sleeves: Thinsulite CDS 200 from 3M
  - (iii) Hood: Thinsulite CDS 100
  - (iv) Collar: Thinsulite CDS 100
  - (v) Storm flap: Thinsulite CDS 100
- (f) Front Zipper
  - (i) YKK 2 way separating, heavy duty VISLON #10
  - (ii) Colour: to match shell
  - (iii) Length: from top of collar to 15cm above hem
  - (iv) 6 CM heavy duty pull cords in matching color to be attached to both halves of zipper.
- (g) Inside Pocket Zipper
  - (i) YKK coil #4
  - (ii) Colour: to match lining
- (h) Snaps - For Front, Hood, and Inside Draft Baffle
  - (i) Rustproof, brass spring loaded medium duty snap
  - (ii) Dome colour: to match outer fabric
- (i) Grommets - For Waistline Drawcord Channel
  - (i) Rustproof, brass
  - (ii) Colour: to match outer fabric
- (j) Elastic Drawcord - Waist and Hood
  - (i) Good commercial quality, 3/16" polyester or nylon cover, tipped or fused ends
  - (ii) Colour: to match or navy
- (k) Cordlock - Waist and Hood Drawcords
  - (i) Good commercial quality. Spring loaded cord lock
  - (ii) Colour: to match or navy
- (l) Neck Hanger
  - (i) 2@ preshrunk polyester or nylon twill tape, two layers sewn together
  - (ii) Colour: to match or navy
- (m) Thread - For All Components
  - (i) Spun polyester, size 40, tex 45
  - (ii) Colour: to match fabric
- (n) Elastic - For Draft Baffle and Cuff
  - (i) Preshrunk 5cm wide good commercial quality
  - (ii) Length of Draft Baffle elastic: Regular Medium 109 cm including seam allowances
- (o) Hook and Loop Closure - Hood and Cuff
  - (i) 2.5cm good commercial quality
  - (ii) Colour: to match or navy
- (p) Interlining - Pocket Flaps, Inner Storm Flap
  - (i) Non-woven, 100% polyester interlining, approximately 70 g/square meter
- (q) Back Trim
  - (i) 3M Silver Reflective Tape, 2@ width, stitched directly onto the shell and taped for waterproofness.

- (r) Winnipeg Transit Logo- Design and size as specified in Appendix B
  - (i) 3M Scotchlite Reflective Transfer Film 8710 silver.

#### E3.5 Construction

- (a) Seams
  - (i) All seams shall be seamed and serged and be at least 1cm wide. Stitches shall present a regular even appearance without puckers. There shall be not less than 3 nor more than 4 stitches per cm. The specified thread shall be used.

#### E3.6 Insulation

- (a) Thinsulite insulation in body, sleeves, collar, and hood as specified in 2.04. As recommended by 3M, type CDS Thinsulite shall be edge stabilized and free hang. Additional quilting is unnecessary.

#### E3.7 Front Closure

- (a) Zipper
  - (i) 2 way zipper at centre front extends from top of collar to within 15cm of hem. Outer storm flap - a 7.5cm wide, insulated (as specified in 2.04), outer storm flap shall cover zipper from 3cm above neckline seam to 2cm above lower edge of jacket. Secured with at least 5 domes including one at top of storm flap and one at bottom. Topstitched 5mm all around.
  - (ii) Inner Storm Flap: 4cm wide, interlined, inner storm flap, of shell fabric, to back zipper from top of collar to lower edge of jacket.
  - (iii) Construction of front closure shall allow a broken zipper to be replaced, e.g. domes should not be secured through zipper tape.

#### E3.8 Outside pockets

- (a) There shall be two large combination cargo/handwarmer pockets, of shell fabric, on the lower front of the body. The pockets shall be bar tacked at stress points. All pockets shall be shaped, dimensioned, constructed and positioned according to the drawing. (Different from sample).
- (b) The cargo pocket has accordion pleats on the sides and bottom edges, and shall be bar tacked at the top corners. The cargo pockets shall be no less than 25cm deep, 24cm wide for men's size medium. Adjust pocket size with garment size. The flap shall be interlined and topstitched 6mm all around, with hook and loop tape closure. The loop shall be on the flap and the hook shall be on the pocket.
- (c) Handwarmer pocket (in front of cargo pocket), is lined both sides with fleece as specified in 1.04, and topstitched (6mm) along the open edge. The diagonal opening shall be no less than 17cm. The ends of the handwarmer opening shall be bar tacked. Pockets shall be positioned 5cm from center front and 1 cm below drawcord channel. The raw edge of pocket flap is sewn into the drawcord channel.

#### E3.9 Waistline Drawcord Channel

- (a) The waistline drawcord channel shall be of shell fabric of sufficient width to provide a 30mm space for the drawcord. The casing piece shall be centered on the waistline and sewn to the outside of the shell, extending into the body front/storm flap seam. Rustproof colour coordinated grommets, of the 5mm hole size, shall be positioned at each end of the casing approximately 6cm from the body front/ storm flap seam. The specified drawcord shall be inserted in the channel, drawn through a small hole in the shell and the grommets to the inside of the garment, and secured by cordlocks at each end. The drawcord ends shall be knotted and fused or tipped, and shall protrude through the grommet not less than 10cm when the width of the garment is fully extended.



#### E3.10 Detachable Hood

- (a) Three piece, insulated, lined hood, with drawcord shall be designed to fully conform with the drawings and sealed sample. It shall be sized large enough to accommodate the wearing of a toque. (Front opening measures 71cm, center front at forehead to center back at neck measures 48cm on men's medium.) The hood snaps onto the base of the collar with 5 domes. There shall be a 2.5cm wide hook and loop adjustable cinch on center at back of hood; the hook portion (5cm) long secured to hood on all edges, the shell fabric covered loop portion shall be long enough to be secured when not cinched. The hood seams shall be topstitched (6mm) as drawn, and the entire hood shall be edge-stitched, as indicated in the drawing # P5.

#### E3.11 Hood Opening Drawcord Channel

- (a) Shall be produced with a row of stitches, through all layers, 2cm in from the edge-stitching on the front of the hood. The drawcord shall exit the channel through a long stitch in the neck edge of the channel, The specified drawcord shall be inserted in the channel, secured at center top with a vertical bartack, drawn through to the outside of the garment, and secured by cordlocks at each end. The drawcord ends shall be knotted and fused or tipped, and shall protrude through the opening not less than 10cm when the hood is fully extended.

#### E3.12 Collar

- (a) The 11cm stand-up collar shall be of shell material and insulated as specified. The collar shall be topstitched (6mm) as drawn.

#### E3.13 Raglan sleeves

- (a) The sleeves shall be two piece raglan sleeves, cut extra roomy to accommodate wearing fleece jacket inside. The sleeves shall be insulated as specified in 1.04. The shoulder and upper sleeve seams shall be topstitched (6mm).

#### E3.14 Cuffs

- (a) The cuffs shall be designed according to the drawings and specifications. The cuffs shall be of shell fabric. The cuff seam shall be offset 1 cm toward the front of the overarm seam. The cuff will encase elastic (as specified), the elastic to be of a length that will create a moderate gather in the cuff. A shell fabric adjustment flap shall be sewn into the cuff seam, (different from sample) and extend toward the back half of the cuff. The cuff adjustment flap shall be secured with a hook and loop closure: hooks sewn to the flap, and loops sewn to the cuff. The adjustment flap with hook and loop closure must be dimensioned and positioned so that the flap can be secured by the hook and loop closure when the cuff is cinched about the wrist, and when the cuff is fully extended.

#### E3.15 Inside pockets

- (a) Two inside chest pockets shall be of lining fabric. The pockets shall be approximately 20cm high by 18cm wide, secured with full width YKK nylon coil #4 zippers.

#### E3.16 Inside draft baffle

- (a) There shall be a draft baffle on the inside around the waist. The draft baffle shall be made of one piece of lining material folded in half length lengthwise. The finished depth of the draft baffle shall be approximately 23cm, and it shall be approximately 15cm less than the width of the garment. The folded bottom edge of the draft baffle shall contain 5cm wide elastic, placed between the two layers of the draft baffle. The elastic shall be held in position with one row of stitching, placed 6mm above the elastic edge, along the complete length of the draft baffle, and secured at each end. The two top cut edges of the draft baffle shall be turned in and stitched with one row of stitches to the parka lining, at the level of the waistline. The cut front edges of the draft baffle shall be seamed and topstitched

(6mm). The draft baffle will fasten at center front with 2 snaps placed on extension flaps sewn into the draft baffle at the bottom of the front edge seam. The extension flaps shall be made of double lining fabric and interlined, and shall have finished measurements of approximately 6cm by 6cm. The draft baffle may not extend below the level of the bottom of the zipper in any size parka.

E3.17 Hanger loop

- (a) The hanger loop shall be of a double layer of specified twill tape, sewn together along both long edges. The hanger shall be sewn onto the collar at center back approximately 1cm above neckline seam, be reinforced with bar tacks, and have a finished length of approximately 7cm.

E3.18 Back Trim

- (a) 3M Silver Reflective Tape, 2@ width, stitched directly onto the shell and taped for waterproofness. Winnipeg Transit logo: Applied as indicated in drawing page #P1. The logo should be heat fused **before the garment is sewn together** at 325 degrees for 15 to 20 seconds as follows:
  - (i) Preheat panels for 5 seconds
  - (ii) Apply face down
  - (iii) Apply heat for 15-20 seconds
  - (iv) Let cool and peel off backing paper
  - (v) Make sure there are no loose edges. If there are, reheat for 5-10 seconds.
- (b) Adhesion of 3M Scotchlite to fabric must be tested after laundering. Changes in fabric dye may affect adhesion of the fusible logo.
- (c) Finished Back Length - From neckline seam to lower edge = 89cm (+/- 2cm).

E3.19 Marking

- (a) Each parka shall have a durable label positioned at center back below the neckline with the following information:
  - (i) manufacturer's identification
  - (ii) date of manufacture
  - (iii) size code

E3.20 Care Instructions

- (a) Each parka shall have a durable label sewn into the neck seam at center back detailing care requirements consistent with all components of the finished garment. The parka shall be machine washable and dryable.

E3.21 Hang tags

- (a) Available from the manufacturers of the garment's components, describing the characteristics and care of the reflective trim, insulation, and fabric shall be attached to each garment.

E3.22 Pressing

- (a) All seams shall be properly pressed and the finished garment shall be pressed to the best commercial standards.

E3.23 Union Label

- (a) Each parka shall bear a union label affixed to the inside body of the finished garment.

E3.24 Packaging

- (a) Parkas shall be packaged individually on coat hangers and enclosed in plastic sheet with sizes clearly visible.

**E3.25 City Samples**

- (a) City samples of currently used rain jackets are available for viewing by contacting the Contract Administrator as indicated in D4.1. City samples may be used for guidance in the manufacturing process in all factors that are not covered by the drawings or specifications that are available.

**E4. DELIVERY**

- E4.1 Goods shall be delivered by July 13, 2005, f.o.b. destination, freight prepaid.
- E4.2 Goods shall be delivered between 7:00 a.m. and 2:30 p.m. on Business Days.
- E4.3 The Contractor shall off-load goods as directed at the delivery location.



**THE CITY OF WINNIPEG  
 SPECIFICATIONS  
 APPENDIX A - Size Charts For Winter Parkas**

HEIGHT	SIZES	SIZE CODE	CHEST (Inches)
Extra Short 5'0" - 5'3"	Extra small	XSXS	32-34
	Small	XSS	35-36
	Medium	XSM	38-40
	Large	XSL	42-44
	Extra Large	XSXL	46-48
Short 5'3" - 5'7"	Extra Small	SXS	32-34
	Small	SS	35-36
	Medium	SM	38-40
	Large	SL	42-44
	Extra Large	SXL	46-48
Regular 5'8" - 5'11"	Small	S	35-36
	Medium	M	38-40
	Large	L	42-44
	Extra Large	XL	46-48
	Double Extra Large	XXL	50-52
	Triple Extra Large	XXXL	54-58
	Quadruple Extra Large	XXXXL	60-62
Tall 6'0" - 6'3"	Medium	TM	38-40
	Large	TL	42-44
	Extra Large	TXL	46-48
	Double Extra Large	TXXL	50-52
	Triple Extra Large	TXXXL	54-56
	Quadruple Extra Large	TXXXXL	58-60
Extra Tall 6'4" - 6'7"	Medium	XTM	38-40
	Large	XTL	42-44
	Extra Large	XTXL	46-48
	Double Extra Large	XTXXL	50-52
	Triple Extra Large	XTXXXL	54-56
	Quadruple Extra Large	XTXXXXL	58-60