

FORM A: BID
(See B7)

1. Contract Title SUPPLY & DELIVERY OF A SITE TRAILER

2. Bidder

Name of Bidder

Street

City

Province

Postal Code

Facsimile Number

(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 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

E-mail 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 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 SITE TRAILER

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE	AMOUNT
1.	10' X 24' MOBILE SITE TRAILER	11-003	(Each)	(1)	\$ _____	\$ _____

TOTAL BID PRICE (GST and MRST extra) (in figures) \$ _____

(in words) _____

Name of Bidder

FORM N: DETAILED SPECIFICATIONS 11-003

1.0 DESCRIPTION OF EQUIPMENT AND PERFORMANCE-

- 1.1 The **Site Trailer shall be a 2010 or 2011 model year**. The Site Trailer shall be furnished complete and ready for use by the Contractor. All parts not specifically mentioned but which are required to complete and place the Site Trailer into successful operation shall be furnished as though specifically mentioned in these specifications.
- 1.2 It will be the responsibility of the Bidder to inform the City of any errors or omissions in these specifications, for under this Contract the Contractor shall be held responsible for the satisfactory operational function of the Site Trailer.
- 1.3 All items in these specifications must be answered indicating compliance or non-compliance. **Bidders shall state “yes” for compliance or state deviation**, or give a reply where requested to do so. Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.
- 1.4 The ratings specified herein merely state the minimum values acceptable to the City. There is no intent of implying that these values are sufficient for the design of the unit being bid.

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 **Site Trailer** 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/acts-regulations/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

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. 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.

4.0 SPECIFICATIONS- 10' X 24' MOBILE SITE TRAILER WITH REAR FRAME EXTENSION

5.0 ROOF-

- 5.1 E.P.D.M. Ethylene Propylene Diane Monomer.
(One piece rubber membrane roof) _____
- 5.2 7/16" Oriented strand board (O.S.B.) _____
- 5.3 2 x 6 - 16" O.C. rafters _____
- 5.4 R20 insulation _____
- 5.5 6 mill vapour barrier _____
- 5.6 7/16" oriented strand board _____
- 5.7 1/2" vinyl covered gyproc (Adobe White) _____

6.0 WALLS-

- 6.1 29 Ga. 5-lock metal siding l, white in colour _____
- 6.2 7/16" O.S.B. siding - 8" with colour accented trim _____
- 6.3 2x4 - 16" O.C. studs _____
- 6.4 R12 insulation _____
- 6.5 6 mil vapour barrier _____
- 6.6 7/16" O.S.B. (backing) _____
- 6.7 2.7mm (1/8") (Napa plum) vinyl covered plywood _____
- 6.8 Vinyl or rubber floor trim _____

7.0 FLOORS-

- 7.1 Twin 6" Steel I-Beam skid bolted on floor joists during manufacturing,
primed and painted _____
- 7.2 3/8" plywood (exterior grade) primed and painted _____
- 7.3 2x6 - 16" O.C. joists _____
- 7.4 R20 insulation _____
- 7.5 3/4" tongue and groove -one side plywood _____
- 7.6 Heavy duty (0.08" (2.0mm), vinyl flooring _____

8.0 WINDOWS AND DOORS-

- 8.1 Three (3) - 48" x 36" double glazed Aluminium sliders. 2 on door side
and one on opposite side at rear _____
- 8.2 One (1)- 36" x 80" solid core industrial metal door located curb side
Centre. Exterior light to be located above door. Door to have dead
Bolt. _____
- 8.3 All window must have steel window guards _____

9.0 MECHANICAL & ELECTRICAL-

- 9.1 **State** Amp service panel and length of power cord- _____
- 9.2 8 duplex receptacles electrical outlets: 8 Inside – 3 on each side and
1 on each end 2 external – 1 on each side _____
- 9.3 Centre row of dual fluorescent lighting _____
- 9.4 Wall mounted heaters and wall mounted air conditioning. Air
Conditioning must be capable of efficiently cooling the 10" X 24" trailer. _____
- 9.5 Direct vent wall mount propane heater _____

10.0 FRAME / WHEELS-

- 10.1 6" steel channel frame _____
- 10.2 Pintel hitch, with 6 pole electrical plug _____
- 10.3 Tandem axle _____
- 10.4 Twelve (12) ply tires, rims, with brakes (electric – lead axle only) _____
- 10.5 Three (3) step steel entrance stair and mounting brackets _____

11.0 MISCELANEOUS-

- 11.1 Tool Box located at the rear mounted on frame extension. External
lockable storage must hold four (4), 5 gallon containers and be low
enough to access from the ground. (60"long x 20"high x 18"wide),
each pail is 19" high and 12" diameter _____
- 11.2 Bank of Ten (10) feet of cupboards (key lockable) 12" deep X 16" H
located at front of Trailer (hitch side). _____

12.0 PERFORMANCE-

- 12.1 Shall be capable of consistent top performance for site trailers.
- 12.2 The responsibility for the design of the **Site Trailer**, its
performance and reliability shall rest upon the Contractor. _____
- 12.3 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. _____
- 12.4 Where the **Site Trailers** develops "repeated failures" in service, the
Contractor shall make any necessary engineering changes, repairs, alterations
or modifications in order to guarantee reliability of performance. _____

13.0 **TRAINING-**

13.1 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 one half (1/2) business days for maintenance personnel and one (1/2) 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.

13.2 Training Aides: _____

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

13.3 What is the recommended minimum training duration for: _____

Primary unit: _____

For major attachments (if applicable): _____

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

For the primary unit: _____

For major attachments (if applicable): _____

13.5 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**

E-mail: Ichetyrbok@winnipeg.ca

Attn: Equipment Operator Training Consultant - Pending Equipment Delivery

Coordination of vendor familiarization training shall be coordinated through the Winnipeg Fleet Management Agency Safety Officer. It is the responsibility of the Contractor to contact the Safety Officer no later than (4) weeks prior to delivery to arrange operational and mechanical Vendor familiarization.

**Winnipeg Fleet Management Agency
City of Winnipeg**

**Mitchell (Glenn) McDermid
Safety Officer/ Training Coordinator**

**770 Ross Avenue
Winnipeg, Manitoba
R3E 1C6**

**Tel : (204) 986-2312
Cell : (204) 470-7166
Fax : (204) 983-3773**

E-Mail: gmcdermid@winnipeg.ca

14.0 WARRANTY

- 14.1 Complete details of warranties shall be made available within twenty four (24) hours of the request of the Contract Administrator.
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- 14.2 The Contractor shall warrant **all equipment** 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 equipment is put into service by the City of Winnipeg.
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- 14.3 The warranty shall not include regular maintenance items or any item deemed as a consumable that is subject to everyday wear and tear, during the regular operation of the unit.
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- 14.4 If the equipment provided by the Contractor contains any part

manufactured by an outside source, that falls under the description in Clause 10.3 above, and has a standard manufacturer's warranty, the term's contained in the manufacturer's warranty shall apply.

- 14.5 All incidental warranty related costs (including Contractor's travel, mileage, deductibles, towing costs, parts freight charges etc.) in executing any part of the warranty shall be the sole responsibility of the Contractor.
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15.0 LITERATURE-

- 15.1 Bidders shall submit within twenty-four (24) hours upon request of the Contract Administrator, current descriptive, detailed literature on the equipment being bid.
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16.0 DELIVERY-

- 16.1 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.
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- 16.2 Delivery Time- Within **eight (8) 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.
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- 16.3 Delivery Contact- The Contractor shall contact the Contract Administrator prior to delivery of the equipment.
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- 16.4 P.D.I- A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list
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