



THE CITY OF WINNIPEG

TENDER

TENDER NO. 676-2023

SUPPLY AND DELIVERY OF BREAKAWAY BASE COMPONENTS

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PART B - BIDDING PROCEDURES

B1. CONTRACT TITLE

B1.1 SUPPLY AND DELIVERY OF BREAKAWAY BASE COMPONENTS

B2. SUBMISSION DEADLINE

B2.1 The Submission Deadline is 4:00 p.m. Winnipeg time, January 19, 2024.

B2.2 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 D5.1.

B3.2 If the Bidder finds errors, discrepancies or omissions in the Tender, or is unsure of the meaning or intent of any provision therein, the Bidder shall promptly notify the Contract Administrator of the error, discrepancy or omission 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 Tender 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 Tender 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.

B3.6 Any enquiries concerning submitting through MERX should be addressed to:
MERX Customer Support
Phone: 1-800-964-6379
Email: merx@merx.com

B4. CONFIDENTIALITY

B4.1 Information provided to a Bidder by the City or acquired by a Bidder by way of further enquiries or through investigation is confidential. Such information shall not be used or disclosed in any way without the prior written authorization of the Contract Administrator. The use and disclosure of the confidential information shall not apply to information which:

- (a) was known to the Bidder before receipt hereof; or
- (b) becomes publicly known other than through the Bidder; or
- (c) is disclosed pursuant to the requirements of a governmental authority or judicial order.

B4.2 The Bidder shall not make any statement of fact or opinion regarding any aspect of the Tender to the media or any member of the public without the prior written authorization of the Contract Administrator.

B5. ADDENDA

B5.1 The Contract Administrator may, at any time prior to the Submission deadline, issue addenda correcting errors, discrepancies or omissions in the Tender, or clarifying the meaning or intent of any provision therein.

- B5.2 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.
- B5.3 Addenda will be available on the MERX website at www.merx.com.
- B5.4 The Bidder is responsible for ensuring that they have received all addenda and is advised to check the MERX website for addenda regularly and shortly before the Submission Deadline, as may be amended by addendum.
- B5.5 The Bidder shall acknowledge receipt of each addendum in Paragraph 10 of Form A: Bid/Proposal. Failure to acknowledge receipt of an addendum may render a Bid non-responsive.
- B5.6 Notwithstanding B3, enquiries related to an Addendum may be directed to the Contract Administrator indicated in D5.

B6. SUBSTITUTES

- B6.1 The Work is based on the materials, equipment, methods and products specified in the Tender.
- B6.2 Substitutions shall not be allowed unless application has been made to and prior approval has been granted by the Contract Administrator in writing.
- B6.3 Requests for approval of a substitute will not be considered unless received in writing by the Contract Administrator at least ten (10) Business Days prior to the Submission Deadline.
- B6.4 The Bidder shall ensure that any and all requests for approval of a substitute:
- (a) provide sufficient information and details to enable the Contract Administrator to determine the acceptability of the material, equipment, method or product as either an approved equal or alternative;
 - (b) identify any and all changes required in the applicable Work, and all changes to any other Work, which would become necessary to accommodate the substitute;
 - (c) identify any anticipated cost or time savings that may be associated with the substitute;
 - (d) certify that, in the case of a request for approval as an approved equal, the substitute will fully perform the functions called for by the general design, be of equal or superior substance to that specified, is suited to the same use and capable of performing the same function as that specified and can be incorporated into the Work, strictly in accordance with the Contract;
 - (e) certify that, in the case of a request for approval as an approved alternative, the substitute will adequately perform the functions called for by the general design, be similar in substance to that specified, is suited to the same use and capable of performing the same function as that specified and can be incorporated into the Work, strictly in accordance with the Contract.
- B6.5 The Bidder shall provide, within ten (10) Business Days of the request of the Contract Administrator representative samples of the goods offered.
- B6.5.1 The Bidder shall be responsible for all freight costs associated with the delivery and return of samples.
- B6.5.2 Failure to supply the sample unit(s) within the time period stated in B6.5, may result in the Bid being determined to be non-responsive
- B6.6 The Contract Administrator, after assessing the request for approval of a substitute, may in their sole discretion grant approval for the use of a substitute as an “approved equal” or as an “approved alternative”, or may refuse to grant approval of the substitute.

- B6.7 The Contract Administrator will provide a response in writing, at least two (2) Business Days prior to the Submission Deadline, to the Bidder who requested approval of the substitute.
- B6.7.1 The Contract Administrator will issue an Addendum, disclosing the approved materials, equipment, methods and products to all potential Bidders. The Bidder requesting and obtaining the approval of a substitute shall be responsible for disseminating information regarding the approval to any person or persons they wish to inform.
- B6.8 If the Contract Administrator approves a substitute as an “approved equal”, any Bidder may use the approved equal in place of the specified item.
- B6.9 If the Contract Administrator approves a substitute as an “approved alternative”, any Bidder bidding that approved alternative may base their Total Bid Price upon the specified item but may also indicate an alternative price based upon the approved alternative. Such alternatives will be evaluated in accordance with B16.
- B6.10 No later claim by the Contractor for an addition to the price(s) because of any other changes in the Work necessitated by the use of an approved equal or an approved alternative will be considered.

B7. BID SUBMISSION

- B7.1 The Bid shall consist of the following components:
- (a) Form A: Bid/Proposal;
 - (b) Form B: Prices.
- B7.2 All components of the Bid 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.
- B7.3 The Bid shall be submitted electronically through MERX at www.merx.com.
- B7.3.1 Bids will **only** be accepted electronically through MERX.
- B7.4 Bidders are advised that inclusion of terms and conditions inconsistent with the Tender document, including the General Conditions, will be evaluated in accordance with B16.1(a).

B8. BID

- B8.1 The Bidder shall complete Form A: Bid/Proposal, making all required entries.
- B8.2 Paragraph 2 of Form A: Bid/Proposal shall be completed in accordance with the following requirements:
- (a) if the Bidder is a sole proprietor carrying on business in their own name, their 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 their own, the business name and the name of every partner or corporation who is the owner of such business name shall be inserted.
- B8.2.1 If a Bid is submitted jointly by two or more persons, each and all such persons shall identify themselves in accordance with B8.2.
- B8.3 In Paragraph 3 of Form A: Bid/Proposal, the Bidder shall identify a contact person who is authorized to represent the Bidder for purposes of the Bid.
- B8.4 Paragraph 13 of Form A: Bid/Proposal shall be signed in accordance with the following requirements:

- (a) if the Bidder is a sole proprietor carrying on business in their 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 their duly authorized officer or officers;
- (d) if the Bidder is carrying on business under a name other than their 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.

B8.4.1 The name and official capacity of all individuals signing Form A: Bid/Proposal should be entered below such signatures.

B8.5 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 and the Contract, when awarded, shall be both joint and several.

B9. PRICES

B9.1 The Bidder shall state a price in Canadian funds for each item of the Work identified on Form B: Prices.

B9.1.1 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.

B9.2 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.

B9.3 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.

B9.4 The Bidder shall enter the Total Bid Price from Form B: Prices into the Total Bid Price field in MERX.

B9.5 Bidders are advised that the calculation indicated in B16.4 will prevail over the Total Bid Price entered in MERX.

B10. DISCLOSURE

B10.1 Various Persons provided information or services with respect to this Work. In the City's opinion, this relationship or association does not create a conflict of interest because of this full disclosure. Where applicable, additional material available as a result of contact with these Persons is listed below.

B10.2 The Persons are:

- (a) N/A

B11. CONFLICT OF INTEREST AND GOOD FAITH

B11.1 Further to C3.2, Bidders, by responding to this Tender, declare that no Conflict of Interest currently exists, or is reasonably expected to exist in the future.

- B11.2** Conflict of Interest means any situation or circumstance where a Bidder or employee of the Bidder proposed for the Work has:
- (a) other commitments;
 - (b) relationships;
 - (c) financial interests; or
 - (d) involvement in ongoing litigation;
- that could or would be seen to:
- (i) exercise an improper influence over the objective, unbiased and impartial exercise of the independent judgment of the City with respect to the evaluation of Bids or award of the Contract; or
 - (ii) compromise, impair or be incompatible with the effective performance of a Bidder's obligations under the Contract;
- (e) has contractual or other obligations to the City that could or would be seen to have been compromised or impaired as a result of their participation in the Tender process or the Work; or
 - (f) has knowledge of confidential information (other than confidential information disclosed by the City in the normal course of the Tender process) of strategic and/or material relevance to the Tender process or to the Work that is not available to other bidders and that could or would be seen to give that Bidder an unfair competitive advantage.
- B11.3** In connection with their Bid, each entity identified in B11.2 shall:
- (a) avoid any perceived, potential or actual Conflict of Interest in relation to the procurement process and the Work;
 - (b) upon discovering any perceived, potential or actual Conflict of Interest at any time during the Tender process, promptly disclose a detailed description of the Conflict of Interest to the City in a written statement to the Contract Administrator; and
 - (c) provide the City with the proposed means to avoid or mitigate, to the greatest extent practicable, any perceived, potential or actual Conflict of Interest and shall submit any additional information to the City that the City considers necessary to properly assess the perceived, potential or actual Conflict of Interest.
- B11.4** Without limiting B11.3, the City may, in their sole discretion, waive any and all perceived, potential or actual Conflicts of Interest. The City's waiver may be based upon such terms and conditions as the City, in their sole discretion, requires to satisfy itself that the Conflict of Interest has been appropriately avoided or mitigated, including requiring the Bidder to put into place such policies, procedures, measures and other safeguards as may be required by and be acceptable to the City, in their sole discretion, to avoid or mitigate the impact of such Conflict of Interest.
- B11.5** Without limiting B11.3, and in addition to all contractual or other rights or rights at law or in equity or legislation that may be available to the City, the City may, in their sole discretion:
- (a) disqualify a Bidder that fails to disclose a perceived, potential or actual Conflict of Interest of the Bidder or any of their employees proposed for the Work;
 - (b) require the removal or replacement of any employees proposed for the Work that has a perceived, actual or potential Conflict of Interest that the City, in their sole discretion, determines cannot be avoided or mitigated;
 - (c) disqualify a Bidder or employees proposed for the Work that fails to comply with any requirements prescribed by the City pursuant to B11.4 to avoid or mitigate a Conflict of Interest; and
 - (d) disqualify a Bidder if the Bidder, or one of their employees proposed for the Work, has a perceived, potential or actual Conflict of Interest that, in the City's sole discretion, cannot be avoided or mitigated, or otherwise resolved.

B11.6 The final determination of whether a perceived, potential or actual Conflict of Interest exists shall be made by the City, in their sole discretion.

B12. QUALIFICATION

B12.1 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; and
- (b) be financially capable of carrying out the terms of the Contract; and
- (c) have all the necessary experience, capital, organization, and equipment to perform the Work in strict accordance with the terms and provisions of the Contract.

B12.2 The Bidder and any proposed Subcontractor (for the portion of the Work proposed to be subcontracted to them) shall:

- (a) be responsible and not be suspended, debarred or in default of any obligations 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 Division website at <https://www.winnipeg.ca/matmgt/Templates/files/debar.pdf>

B12.3 The Bidder and/or any proposed Subcontractor (for the portion of the Work proposed to be subcontracted to them) shall:

- (a) have successfully carried out work similar in nature, scope and value to the Work; and
- (b) be fully capable of performing the Work required to be in strict accordance with the terms and provisions of the Contract;
- (c) have a written workplace safety and health program, if required, pursuant to The Workplace Safety and Health Act (Manitoba); and
- (d) have completed the Accessible Customer Service online training required by the Accessibility for Manitobans Act (AMA) (see B12.4 and D6).

B12.4 Further to B12.3(d), the Bidder acknowledges they and all Subcontractors have obtained training required by the Accessibility for Manitobans Act (AMA) available at <http://www.accessibilitymb.ca/training.html> for anyone that may have any interaction with the public on behalf of the City of Winnipeg.

B12.5 The Bidder shall 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.

B12.6 The Bidder shall submit, within five (5) Business Days of a request by the Contract Administrator, proof satisfactory to the Contract Administrator that the items bid on meet or exceed FHWA and/or AASTHO specifications and/or requirements. Supporting documents shall be but not limited to the following:

- (a) structural performance tests results;
- (b) dynamic performance tests results;
- (c) acceptance letter by AASTHO; and
- (d) acceptance letter by FHWA.

B12.7 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.

B13. OPENING OF BIDS AND RELEASE OF INFORMATION

- B13.1 Bids will not be opened publicly.
- B13.2 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 MERX website at www.merx.com.
- B13.3 After award of Contract, the name(s) of the successful Bidder(s) and their Contract amount(s) will be available on the MERX website at www.merx.com.
- B13.4 The Bidder is advised that any information contained in any Bid may be released if required by The Freedom of Information and Protection of Privacy Act (Manitoba), by other authorities having jurisdiction, or by law or by City policy or procedures (which may include access by members of City Council).
- B13.4.1 To the extent permitted, the City shall treat as confidential information, those aspects of a Bid Submission identified by the Bidder as such in accordance with and by reference to Part 2, Section 17 or Section 18 or Section 26 of The Freedom of Information and Protection of Privacy Act (Manitoba), as amended.

B14. IRREVOCABLE BID

- B14.1 The Bid(s) submitted by the Bidder shall be irrevocable for the time period specified in Paragraph 11 of Form A: Bid/Proposal.
- B14.2 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 until a Contract for the Work has been duly formed and the contract securities have been furnished as herein provided, but any Bid shall be deemed to have lapsed unless accepted within the time period specified in Paragraph 11 of Form A: Bid/Proposal.

B15. WITHDRAWAL OF BIDS

- B15.1 A Bidder may withdraw their Bid without penalty at any time prior to the Submission Deadline.

B16. EVALUATION OF BIDS

- B16.1 Award of the Contract shall be based on the following bid evaluation criteria:
- (a) compliance by the Bidder with the requirements of the Tender, or acceptable deviation therefrom (pass/fail);
 - (b) qualifications of the Bidder and the Subcontractors, if any, pursuant to B12 (pass/fail);
 - (c) Total Bid Price;
 - (d) economic analysis of any approved alternative pursuant to B6.
- B16.2 Further to B16.1(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 or minor informalities or irregularities if the interests of the City so require.
- B16.3 Further to B16.1(b), the Award Authority shall reject any Bid submitted by a Bidder who does not demonstrate, in their Bid or in other information required to be submitted, that they are qualified.
- B16.4 Further to B16.1(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.

B16.4.1 Further to B16.1(a), in the event that a unit price is not provided on Form B: Prices, the City may determine the unit price by dividing the Amount (extended price) by the approximate quantity, for the purposes of evaluation and payment.

B16.4.2 Bidders are advised that the calculation indicated in B16.4 will prevail over the Total Bid Price entered in MERX.

B16.4 Further to B16.1(c) the Bid Price shall be the sum of the quantities multiplied by the unit prices for each item in each Section.

B16.5 This Contract will be awarded as a whole.

B17. AWARD OF CONTRACT

B17.1 The City will give notice of the award of the Contract or will give notice that no award will be made.

B17.2 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 qualified, and the Bids are determined to be responsive.

B17.2.1 Without limiting the generality of B17.2, 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 their 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.

B17.3 Where an award of Contract is made by the City, the award shall be made to the qualified Bidder submitting the lowest evaluated responsive Bid, in accordance with B16.

B17.4 Further to Paragraph 7 of Form A: Bid/Proposal and C4, the City may issue a purchase order to the successful Bidder in lieu of the execution of a Contract.

B17.4.1 The Contract Documents, as defined in C1.1(p), 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.

B17.5 Following the award of contract, a Bidder will be provided with information related to the evaluation of their Bid upon written request to the Contract Administrator.

PART C - GENERAL CONDITIONS

C0. GENERAL CONDITIONS

- C0.1 The *General Conditions for the Supply of Goods* (Revision 2020-01-31) are applicable to the Work of the Contract.
- C0.1.1 The *General Conditions for the Supply of Goods* are available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Division website at http://www.winnipeg.ca/matmgt/gen_cond.stm
- C0.2 A reference in the Tender to a section, clause or subclause with the prefix “**C**” designates a section, clause or subclause in the *General Conditions for Supply of Goods*.

PART D - SUPPLEMENTAL CONDITIONS

GENERAL

D1. GENERAL CONDITIONS

D1.1 In addition to the *General Conditions for the Supply of Goods*, these Supplemental Conditions are applicable to the Work of the Contract.

D2. SCOPE OF WORK

D2.1 The Work to be done under the Contract shall consist of supply and delivery of breakaway base components from date of award until October 31, 2024 with the option of four (4) mutually agreed upon one (1) year extensions.

D2.1.1 The City may negotiate the extension option with the Contractor within ninety (90) Calendar Days prior to the expiry date of the Contract. The City shall incur no liability to the Contractor as a result of such negotiations.

D2.1.2 Changes resulting from such negotiations shall become effective on November 1st of the respective year. Changes to the Contract shall not be implemented by the Contractor without written approval by the Contract Administrator.

D2.1.3 Bidders are advised that, in future, the City may be participating in collaborative procurement initiatives with other levels of government. Accordingly, extensions to this Contract may not be exercised.

D2.2 The Work shall be done on an "as required" basis during the term of the Contract.

D2.2.1 The type and quantity of Work to be performed under this Contract shall be as authorized from time to time by the Contract Administrator and/or Users.

D2.2.2 Subject to C7, the City shall have no obligation under the Contract to purchase any quantity of any item in excess of their actual operational requirements.

D2.3 Notwithstanding D2.1, in the event that operational changes result in substantial changes to the requirements for Work, the City reserves the right to alter the type or quantity of work performed under this Contract, or to terminate the Contract, upon thirty (30) Calendar Days written notice by the Contract Administrator. In such an event, no claim may be made for damages on the ground of loss of anticipated profit on Work.

D3. COOPERATIVE PURCHASE

D3.1 The Contractor is advised that this is a cooperative purchase.

D3.2 The Contract Administrator may, from time to time during the term of the Contract, approve other public sector organizations and utilities, including but not limited to municipalities, universities, schools and hospitals, to be participants in the cooperative purchase.

D3.3 The Contract Administrator will notify the Contractor of a potential participant and provide a list of the delivery locations and estimated quantities.

D3.4 If any location of the potential participant is more than ten (10) kilometres beyond the boundaries of the City of Winnipeg, the Contractor shall, within fifteen (15) Calendar Days of the written notice, notify the Contract Administrator of the amount of any additional delivery charge for the location.

D3.5 If any additional delivery charges are identified by the Contractor, the potential participant may accept or decline to participate in the cooperative purchase.

- D3.6 The Contractor shall enter into a contract with each participant under the same terms and conditions as this Contract except:
- (a) supply under the contract shall not commence until the expiry or lawful termination of any other contract(s) binding the participant for the same goods;
 - (b) a participant may specify a duration of contract shorter than the duration of this Contract;
 - (c) a participant may specify that only some items under this Contract and/or less than their total requirement for an item are to be supplied under their contract; and
 - (d) any additional delivery charge identified and accepted in accordance with D3.4 and D3.5 will apply.
- D3.7 Each participant will be responsible for the administration of their contract and the fulfilment of their obligations under their contract. The City shall not incur any liability arising from any such contract.
- D3.8 No participant shall have the right or authority to effect a change in the Contract, or of any other participant in this Contract.

D4. DEFINITIONS

D4.1 When used in this Tender:

- (a) "**AASHTO**" means American Association of State Highway Transportation Officials;
- (b) "**Anchor Bolts**" means bolts which have been cast into the concrete foundation;
- (c) "**ASTM**" means American Society for Testing and Materials;
- (d) "**BCD**" means Bolt Circle Diameter;
- (e) "**Breakaway Base Assembly**" means an assembly of Reaction Plate, Frangible Couplers, Studs, Transition Plate (if required), miscellaneous fasteners, Shroud, and other miscellaneous components all of which when connected to Anchor Bolts cast into a concrete foundation together with a signal pole structure, meet the requirements of this Specification;
- (f) "**BSD**" means Bolt Square Dimension;
- (g) "**CSA**" means Canadian Standards Association;
- (h) "**CWB**" means Canadian Welding Bureau;
- (i) "**Fastener Covers**" means slip-on type plastic caps that envelop the exposed fasteners visible on the top of the Transition Plate and/or Pole Base Plate;
- (j) "**FHWA**" means Federal Highway Administration;
- (k) "**Frangible Couplers**" means devices that fracture in a predictable manner under impact loads. Where a transition plate is used, the couplers are connected to the Reaction Plate. Where a Transition Plate is not present, the couplers are connected directly to the Anchor Bolts;
- (l) "**Levelling Nuts**" means threaded nuts located on the Stud below the Transition Plate (if present) or Pole Base Plate, which allow the pole to be installed plumb;
- (m) "**MASH**" means Manual for Assessing Safety Hardware;
- (n) "**NCHRP**" means National Cooperative Highway Research Program;
- (o) "**Pole Base Plate**" means a plate welded directly to the bottom of the pole shaft;
- (p) "**Reaction Plate**" means a lower plate which is connected to the Anchor Bolts;
- (q) "**Shroud**" means an enclosure of the breakaway base assembly;
- (r) "**Shroud Screws**" means fasteners which affix the shroud to the assembly;

- (s) **“Sleeve”** means a hollow steel cylinder supplied with the assembly to provide a good fit for multiple Anchor Bolt diameters. The purpose of the sleeve is to fill in the annular space in a bolt hole and the bolt such that it provides a good fit between the bolt and plate;
- (t) **“Stud** means a threaded rod that connects the Frangible Coupler to the Transition Plate (if present) or the Pole Base Plate if a Transition Plate is not present;
- (u) **“Supply Chain Disruption ”** means an inability by the Contractor to obtain goods or services from third parties necessary to perform the Work of the Contract within the schedule specified therein, despite the Contractor making all reasonable commercial efforts to procure same. Contractors are advised that increased costs do not, in and of themselves, amount to a Supply Chain Disruption;
- (v) **“Transition Plate”** means a plate is used when the bolt center diameter of the couplers is greater than those of the Anchor Bolts. It is connected to the frangible couplers via the Stud;
- (w) **“Transition Plate Bolts”** means bolts connecting the Transition Plate to the Pole Base Plate.

D5. CONTRACT ADMINISTRATOR

D5.1 The Contract Administrator is:

Vic Hucko
Asset Standards and Contract Specialist
Telephone No.: 204-986-4191
Email Address: vhucko@winnipeg.ca

D6. ACCESSIBLE CUSTOMER SERVICE REQUIREMENTS

D6.1 The Accessibility for Manitobans Act (AMA) imposes obligations on The City of Winnipeg to provide accessible customer service to all persons in accordance with the Customer Service Standard Regulation (“CSSR”) to ensure inclusive access and participation for all people who live, work or visit Winnipeg regardless of their abilities.

D6.1.1 The Contractor agrees to comply with the accessible customer service obligations under the CSSR and further agrees that when providing the Goods or Services or otherwise acting on the City of Winnipeg's behalf, shall comply with all obligations under the AMA applicable to public sector bodies.

D6.1.2 The accessible customer service obligations include, but are not limited to:

- (a) providing barrier-free access to goods and services;
- (b) providing reasonable accommodations;
- (c) reasonably accommodating assistive devices, support persons, and support animals;
- (d) providing accessibility features e.g. ramps, wide aisles, accessible washrooms, power doors and elevators;
- (e) inform the public when accessibility features are not available;
- (f) providing a mechanism or process for receiving and responding to public feedback on the accessibility of all goods and services; and
- (g) providing adequate training of staff and documentation of same.

D7. UNFAIR LABOUR PRACTICES

D7.1 Further to C3.2, the Contractor declares that in bidding for the Work and in entering into this Contract, the Contractor and any proposed Subcontractor(s) conduct their respective business in accordance with established international codes embodied in United Nations Universal Declaration of Human Rights (UDHR) <https://www.un.org/en/about-us/universal-declaration-of->

[human-rights](https://www.ilo.org/global/lang-en/index.htm) International Labour Organization (ILO) <https://www.ilo.org/global/lang-en/index.htm> conventions as ratified by Canada.

- D7.2 The City of Winnipeg is committed and requires its Contractors and their Subcontractors, to be committed to upholding and promoting international human and labour rights, including fundamental principles and rights at work covered by ILO eight (8) fundamental conventions and the United Nations Universal Declaration of Human Rights which includes child and forced labour.
- D7.3 Upon request from the Contract Administrator, the Contractor shall provide disclosure of the sources (by company and country) of the raw materials used in the Work and a description of the manufacturing environment or processes (labour unions, minimum wages, safety, etc.).
- D7.4 Failure to provide the evidence required under D7.3, may be determined to be an event of default in accordance with C16.
- D7.5 In the event that the City, in its sole discretion, determines the Contractor to have violated the requirements of this section, it will be considered a fundamental breach of the Contract and the Contractor shall pay to the City a sum specified by the Contract Administrator in writing (“Unfair Labour Practice Penalty”). Such a violation shall also be considered an Event of Default, and shall entitle the City to pursue all other remedies it is entitled to in connection with same pursuant to the Contract.
- D7.5.1 The Unfair Labour Practice Penalty shall be such a sum as determined appropriate by the City, having due regard to the gravity of the Contractor’s violation of the above requirements, any cost of obtaining replacement goods/ services or rectification of the breach, and the impact upon the City’s reputation in the eyes of the public as a result of same.
- D7.5.2 The Contractor shall pay the Unfair Labour Practice Penalty to the City within thirty (30) Calendar Days of receiving a demand for same in accordance with D7.5. The City may also hold back the amount of the Unfair Labour Practice Penalty from payment for any amount it owes the Contractor.
- D7.5.3 The obligations and rights conveyed by this clause survive the expiry or termination of this Contract, and may be exercised by the City following the performance of the Work, should the City determine, that a violation by the Contractor of the above clauses has occurred following same. In no instance shall the Unfair Labour Practice Penalty exceed the total of twice the Contract value.

SUBMISSIONS

D8. AUTHORITY TO CARRY ON BUSINESS

- D8.1 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

D9. COMMENCEMENT

- D9.1 The Contractor shall not commence any Work until they are in receipt of a notice of award from the City authorizing the commencement of the Work.
- D9.2 The Contractor shall not commence any Work until:
- (a) the Contract Administrator has confirmed receipt and approval of:

- (i) evidence of authority to carry on business specified in D8;
 - (ii) evidence of the workers compensation coverage specified in C6.17;
 - (iii) the direct deposit application form specified in D16: and
 - (iv) evidence of qualifications outlined in B12.6.
- (b) the Contractor has attended a meeting with the Contract Administrator, or the Contract Administrator has waived the requirement for a meeting.
- (c) a purchase order has been received from The City of Winnipeg noting quantity of material required.

D10. DELIVERY

D10.1 Goods shall be delivered on an "as required" basis during the term of the Contract, f.o.b. destination, freight prepaid, to:

Public Works Stores
1277 Pacific Avenue
Winnipeg, MB

D10.1.1 Goods shall be delivered within sixty (60) Business Days of the placing of an order.

D10.2 Initial start-up delivery shall be forty-five (45) Business days from the date of award.

D10.3 After the initial start-up delivery stated in D10.2, Goods shall be delivered in accordance with D10.1.1.

D10.4 The Contractor shall confirm each delivery with the Contract Administrator or their designate, at least two (2) Business Days before delivery.

D10.5 Goods shall be delivered between 8:00 a.m. and 2:30 p.m. on Business Days.

D10.6 The Contractor shall off-load goods as directed at the delivery location.

D11. LIQUIDATED DAMAGES

D11.1 If the Contractor fails to achieve delivery of the goods within the time specified in D10 Delivery the Contractor shall pay the City two hundred forty dollars (\$240) per Calendar Day for each and every Calendar Day until the goods have been delivered.

D11.2 The amount specified for liquidated damages in D11.1 is based on a genuine pre-estimate of the City's damages in the event that the Contractor does not achieve Delivery by the day fixed herein for same.

D11.3 The City may reduce any payment to the Contractor by the amount of any liquidated damages assessed.

D12. SUPPLY CHAIN DISRUPTION SCHEDULE DELAYS

D12.1 The City acknowledges that the schedule for this Contract may be impacted by Supply Chain Disruption. Commencement and progress of the Work shall be performed by the Contractor with due consideration to the delivery requirements and schedule identified in the Contract, in close consultation with the Contract Administrator.

D12.2 If the Contractor is delayed in the performance of the Work by reason of Supply Chain Disruption, the Work schedule may be adjusted by a period of time equal to the time lost due to such delay and costs related to such delay will be determined as identified herein.

D12.3 A minimum of seven (7) Calendar Days prior to the commencement of Work, the Contractor shall declare whether a Supply Chain Disruption will affect the start date. The Contractor shall provide sufficient evidence that the delay is directly related to a Supply Chain Disruption,

including but not limited to evidence related to ordering of Material or Goods, production and/or manufacturing schedules or availability of staff as appropriate.

- D12.4 For any delay related to Supply Chain Disruption and identified after Work has commenced, the Contractor shall within seven (7) Calendar Days of becoming aware of the anticipated delay declare the additional delay and shall provide sufficient evidence as indicated in D12.3. Failure to provide this notice will result in no additional time delays being considered by the City.
- D12.5 The Work schedule, including the durations identified in D10 where applicable, will be adjusted to reflect delays accepted by the Contract Administrator.
- D12.6 Any time or cost implications as a result of Supply Chain Disruption and in accordance with the above, as confirmed by the Contract Administrator, shall be documented in accordance with C7.

D13. ORDERS

- D13.1 The Contractor shall provide a local Winnipeg telephone number or a toll-free telephone number at which orders for delivery may be placed.

D14. RECORDS

- D14.1 The Contractor shall keep detailed records of the goods supplied under the Contract.
- D14.2 The Contractor shall record, as a minimum, for each item listed on Form B: Prices:
- (a) user name(s) and addresses;
 - (b) order date(s);
 - (c) delivery date(s); and
 - (d) description and quantity of goods supplied.
- D14.3 The Contractor shall provide the Contract Administrator with a copy of the records for each quarter year within fifteen (15) Calendar Days of a request of the Contract Administrator.

MEASUREMENT AND PAYMENT

D15. INVOICES

- D15.1 Further to C10, the Contractor shall submit an invoice for each order delivered to:

The City of Winnipeg
Corporate Finance - Accounts Payable
4th Floor, Administration Building, 510 Main Street
Winnipeg MB R3B 1B9
Facsimile No.: 204-949-0864
Send Invoices to CityWpgAP-INVOICES@winnipeg.ca
Send Invoice Inquiries to CityWpgAP-INQUIRIES@winnipeg.ca

- D15.2 Invoices must clearly indicate, as a minimum:
- (a) the City's purchase order number;
 - (b) date of delivery;
 - (c) delivery address;
 - (d) type and quantity of goods delivered;
 - (e) the amount payable with GST, MRST, and any applicable environmental handling charges/fees identified and shown as separate amounts; and
 - (f) the Contractor's GST registration number.

D15.3 The City will bear no responsibility for delays in approval of invoices which are improperly submitted.

D16. PAYMENT

D16.1 Further to C10, the City shall make payments to the Contractor by direct deposit to the Contractor's banking institution, and by no other means. Payments will not be made until the Contractor has made satisfactory direct deposit arrangements with the City. Direct deposit application forms are at https://winnipeg.ca/finance/files/Direct_Deposit_Form.pdf.

WARRANTY

D17. WARRANTY

D17.1 Warranty is as stated in C11.

DISPUTE RESOLUTION

D18. DISPUTE RESOLUTION

D18.1 If the Contractor disagrees with any opinion, determination, or decision of the Contract Administrator, the Contractor shall act in accordance with the Contract Administrator's opinion, determination, or decision unless and until same is modified by the process followed by the parties pursuant to D18.

D18.2 The entire text of C19.4 is deleted, and amended to read: "Intentionally Deleted"

D18.3 The entire text of C19.5 is deleted, and amended to read:

- (a) If Legal Services has determined that the Disputed Matter may proceed in the Appeal Process, the Contractor must, within ten (10) Business Days of the date of the Legal Services Response Letter, submit their written Appeal Form, in the manner and format set out on the City's Materials Management Website, to the Chief Administrative Officer, and to the Contract Administrator. The Contractor may not raise any other disputes other than the Disputed Matter in their Appeal Form.

D18.4 Further to C19, prior to the Contract Administrator's issuance of a Final Determination, the following informal dispute resolution process shall be followed where the Contractor disagrees with any opinion, determination, or decision of the Contract Administrator ("Dispute"):

- (a) In the event of a Dispute, attempts shall be made by the Contract Administrator and the Contractor's equivalent representative to resolve Disputes within the normal course of project dealings between the Contract Administrator and the Contractor's equivalent representative.
- (b) Disputes which in the reasonable opinion of the Contract Administrator or the Contractor's equivalent representative cannot be resolved within the normal course of project dealings as described above shall be referred to a without prejudice escalating negotiation process consisting of, at a minimum, the position levels as shown below and the equivalent Contractor representative levels:
 - (i) The Contract Administrator;
 - (ii) Supervisory level between the Contract Administrator and applicable Department Head;
 - (iii) Department Head.

D18.4.1 Names and positions of Contractor representatives equivalent to the above City position levels shall be determined by the Contractor and communicated to the City at the pre-commencement or kick off meeting.

D18.4.2 As these negotiations are not an adjudicative hearing, neither party may have legal counsel present during the negotiations.

- D18.4.3 Both the City and the Contractor agree to make all reasonable efforts to conduct the above escalating negotiation process within twenty (20) Business Days, unless both parties agree, in writing, to extend that period of time.
- D18.4.4 If the Dispute is not resolved to the City and Contractor's mutual satisfaction after discussions have occurred at the final escalated level as described above, or the time period set out in D18.4.3, as extended if applicable, has elapsed, the Contract Administrator will issue a Final Determination as defined in C1.1(v), at which point the parties will be governed by the Dispute Resolution process set out in C19.

THIRD PARTY AGREEMENTS

D19. FUNDING AND/OR CONTRIBUTION AGREEMENT OBLIGATIONS

- D19.1 In the event that funding for the Work of the Contract is provided to the City of Winnipeg by the Government of Manitoba and/or the Government of Canada, the following terms and conditions shall apply, as required by the applicable funding agreements.
- D19.2 Further to D19.1, in the event that the obligations in D19 apply, actual costs legitimately incurred by the Contractor as a direct result of these obligations ("Funding Costs") shall be determined by the actual cost to the Contractor and not by the valuation method(s) outlined in C7.4. In all other respects Funding Costs will be processed in accordance with Changes in Work under C7.
- D19.3 For the purposes of D19:
- (a) "**Government of Canada**" includes the authorized officials, auditors, and representatives of the Government of Canada; and
 - (b) "**Government of Manitoba**" includes the authorized officials, auditors, and representatives of the Government of Manitoba.
- D19.4 Modified Insurance Requirements
- D19.4.1 Where applicable, the Contractor will be required to provide wrap-up liability insurance in an amount of no less than two million dollars (\$2,000,000) inclusive per occurrence. Such policy will be written in the joint names of the City, Contractor, Consultants and all sub-contractors and sub-consultants and include twelve (12) months completed operations. The Government of Manitoba and their Ministers, officers, employees, and agents shall be added as additional insureds.
- D19.4.2 If applicable the Contractor will be required to provide builders' risk insurance (including boiler and machinery insurance, as applicable) providing all risks coverage at full replacement cost, or such lower level of insurance that the City may identify on a case-by-case basis, such as an installation floater.
- D19.4.3 The Contractor shall obtain and maintain third party liability insurance with minimum coverage of two million dollars (\$2,000,000.00) per occurrence on all licensed vehicles operated at the Site. In the event that this requirement conflicts with another licensed vehicle insurance requirement in this Contract, then the requirement that provides the higher level of insurance shall apply.
- D19.4.4 Insurers shall provide satisfactory Certificates of Insurance to the Government of Manitoba prior to commencement of Work as written evidence of the insurance required. The Certificates of Insurance must provide for a minimum of thirty (30) days' prior written notice to the Government of Manitoba in case of insurance cancellation.
- D19.4.5 All policies must be taken out with insurers licensed to carry on business in the Province of Manitoba.
- D19.5 Indemnification By Contractor

D19.5.1 In addition to the indemnity obligations outlined in C15 of the General Conditions for Goods, the Contractor agrees to indemnify and save harmless the Government of Canada and the Government of Manitoba and each of their respective Ministers, officers, servants, employees, and agents from and against all claims and demands, losses, costs, damages, actions, suit or other proceedings brought or pursued in any manner in respect of any matter caused by the Contractor or arising from this Contract or the Work, or from the goods or services provided or required to be provided by the Contractor, except those resulting from the negligence of any of the Government of Canada's or the Government of Manitoba's Ministers, officers, servants, employees, or agents, as the case may be.

D19.5.2 The Contractor agrees that in no event will Canada or Manitoba, their respective officers, servants, employees or agents be held liable for any damages in contract, tort (including negligence) or otherwise, for:

- (a) any injury to any person, including, but not limited to, death, economic loss or infringement of rights;
- (b) any damage to or loss or destruction of property of any person; or
- (c) any obligation of any person, including, but not limited to, any obligation arising from a loan, capital lease or other long term obligation;

in relation to this Contract or the Work.

D19.6 Records Retention and Audits

D19.6.1 The Contractor shall maintain and preserve accurate and complete records in respect of this Contract and the Work, including all accounting records, financial documents, copies of contracts with other parties and other records relating to this Contract and the Work during the term of the Contract and for at least six (6) years after Total Performance. Those records bearing original signatures or professional seals or stamps must be preserved in paper form; other records may be retained in electronic form.

D19.6.2 In addition to the record keeping and inspection obligations outlined in C6 of the General Conditions for Goods, the Contractor shall keep available for inspection and audit at all reasonable times while this Contract is in effect and until at least six (6) years after Total Performance, all records, documents, and contracts referred to in D19.6.1 for inspection, copying and audit by the City of Winnipeg, the Government of Manitoba and/or the Government of Canada and their respective representatives and auditors, and to produce them on demand; to provide reasonable facilities for such inspections, copying and audits, to provide copies of and extracts from such records, documents, or contracts upon request by the City of Winnipeg, the Government of Manitoba, and/or the Government of Canada and their respective representatives and auditors, and to promptly provide such other information and explanations as may be reasonably requested by the City of Winnipeg, the Government of Manitoba, and/or the Government of Canada from time-to-time.

D19.7 Other Obligations

D19.7.1 The Contractor consents to the City providing a copy of the Contract Documents to the Government of Manitoba and/or the Government of Canada upon request from either entity.

D19.7.2 If the Lobbyists Registration Act (Manitoba) applies to the Contractor, the Contractor represents and warrants that it has filed a return and is registered and in full compliance with the obligations of that Act, and covenants that it will continue to comply for the duration of this Contract.

D19.7.3 The Contractor shall comply with all applicable legislation and standards, whether federal, provincial, or municipal, including (without limitation) labour, environmental, and human rights laws, in the course of providing the Work.

D19.7.4 The Contractor shall properly account for the Work provided under this Contract and payment received in this respect, prepared in accordance with generally accepted

accounting principles in effect in Canada, including those principles and standards approved or recommended from time-to-time by the Chartered Professional Accountants of Canada or the Public Sector Accounting Board, as applicable, applied on a consistent basis.

- D19.7.5 The Contractor represents and warrants that no current or former public servant or public office holder, to whom the Value and Ethics Code for the Public Sector, the Policy on Conflict of Interest and Post Employment, or the Conflict of Interest Act applies, shall derive direct benefit from this Contract, including any employment, payments, or gifts, unless the provision or receipt of such benefits is in compliance with such codes and the legislation.
- D19.7.6 The Contractor represents and warrants that no member of the House of Commons or of the Senate of Canada or of the Legislative Assembly of Manitoba is a shareholder, director or officer of the Contractor or of a Subcontractor, and that no such member is entitled to any benefits arising from this Contract or from a contract with the Contractor or a Subcontractor concerning the Work.

PART E - SPECIFICATIONS

GENERAL

E1. APPLICABLE SPECIFICATIONS AND DRAWINGS

E1.1 These Specifications shall apply to the Work.

E1.2 The following are applicable to the Work:

Specification No.	Specification Title
CW 3620	City of Winnipeg Standard Specification: https://legacy.winnipeg.ca/matmgt/Spec/Default.stm
	AASHTO Manual for Assessing Safety Hardware (MASH), Latest Edition
	AASHTO Standard Specification for Structural Supports for Highways Signs, Luminaries and Traffic Signals (Standard Specifications), Latest Edition

Drawing No.	Drawing Name/Title
City of Winnipeg Breakaway Base Assembly Drawings	
SB-CoW-Type-D-Illustrated Breakdown	676-2023_City of Winnipeg Type D Assembly
SB-CoW-Type-DC-Illustrated Breakdown	676-2023_City of Winnipeg Type DC Assembly
SB-CoW-Type-G-Illustrated Breakdown	676-2023_City of Winnipeg Type G Assembly
SB-CoW-Type-GC-Illustrated Breakdown	676-2023_City of Winnipeg Type GC Assembly
SB-CoW-Type-A-Illustrated Breakdown	676-2023_City of Winnipeg Type A Assembly
SB-CoW-Type-DD-Illustrated Breakdown	676-2023_City of Winnipeg Type DD Assembly
SB-CoW-Type-GD-Illustrated Breakdown	676-2023_City of Winnipeg Type GD Assembly
SB-CoW-Type-AD-Illustrated Breakdown	676-2023_City of Winnipeg Type AD Assembly
City of Winnipeg Standard Signal Pole Base Drawings	
SD-310	676-2023_Signal Pole Base – Type A
SD-312A	676-2023_Signal Pole Base – Type OD
SD-313	676-2023_Signal Pole Base – Type G
SD-315.D	676-2023_Signal Pole Base – Type M
City of Winnipeg Standard Anchor Bolt Detail Drawing	
n/a	676-2023_Anchor Bolt Details
City of Winnipeg Standard Drawings for Traffic Signal Structures	
S-SD-01	676-2023_S-SD-01_Cover Sheet
S-SD-02	676-2023_S-SD-02_Base Load Tables and Attachment Data
S-SD-03	676-2023_S-SD-03_Attachment Configurations for Straight Poles 10', 15' & 18'
S-SD-05	676-2023_S-SD-05_Attachment Configurations for Medium Duty Structures – 8', 12' & 16' Arms
S-SD-06	676-2023_S-SD-06_Attachment Configurations for Medium Duty Structures – 8', 12' & 16' Arms with Extensions
S-SD-07	676-2023_S-SD-07_Attachment Configurations for Medium Duty Structures – 21' & 26' Arms
S-SD-08	676-2023_S-SD-08_8',12', 16' Traffic Signal & Pedestrian Corridor Arms
S-SD-09	676-2023_S-SD-08_22' & 26' Traffic Signal Arms
S-SD-12	676-2023_S-SD-12_Double Medium Davit Shaft

S-SD-13	676-2023_S-SD-13_Verical Extension to 10.7 m (35')
S-SD-14	676-2023_S-SD-14_3.05 m (10') Straight Pole
S-SD-15	676-2023_S-SD-15_4.57 m (15') Straight Pole
S-SD-16	676-2023_S-SD-16_5.49 m (18') Straight Pole
ST-136	676-2023_ST-136_Traffic Signal Light Duty Double Davit Arms of 8' and 12' Reach
ST-158 Sht 1 of 3	676-2023_ST158_35' Signals Street Lighting Joint Use Pole Sht 1 of 3
ST-158 Sht 2 of 3	676-2023_ST158_35' Signals Street Lighting Joint Use Pole Sht 2 of 3
ST-158 Sht 3 of 3	676-2023_ST158_35' Signals Street Lighting Joint Use Pole Sht 3 of 3
ST-161 Sht 1 of 2	676-2023_ST-161_Traffic Signal Light Duty Davit Pole Shaft Sht 1 of 2
ST-161 Sht 2 of 2	676-2023_ST-161_Traffic Signal Light Duty Davit Pole Shaft Sht 2 of 2
ST-169	676-2023_ST-169_Traffic Signal Light Duty Davit Arms of 8', 12' and 16' Reach

E1.3 Bidders are reminded that requests for approval of substitutes as an approved equal or an approved alternative shall be made in accordance with B6. In every instance where a brand name or design specification is used, the City will also consider approved equals and/or approved alternatives in accordance with B6.

E2. GOODS

E2.1 The Contractor shall supply and delivery of breakaway base components in accordance with the requirements hereinafter specified.

E2.2 Item No. 1 - 1¼" Frangible Coupler Set shall:

- (a) transition 1¼" 7 UNC anchor bolts to 1" 8 UNC studs;
- (b) be designed for G Base (Drawing No. SD-313) and OD Base (Drawing No. SD-312A);
- (c) have four (4) couplers to a set;
- (d) have four (4) fastener covers/nut covers;
- (e) each coupler comes assembled with the following components:
 - (i) frangible coupling 1¼" - 7 UNC;
 - (ii) 1" – 8 UNC stud x 8" LG;
 - (iii) three (3) 1" – 8 UNC heavy hex nuts;
 - (iv) spacer;
 - (v) two (2) 1" flat washers;
 - (vi) stud sleeve.

E2.3 Item No. 2 - 1" Frangible Coupler Set shall:

- (a) transition 1" 8 UNC anchor bolts to 1" 8 UNC studs;
- (b) be designed for A Base (Drawing No. SD-310);
- (c) have four (4) couplers to a set;
- (d) have four (4) fastener covers/nut covers;
- (e) each coupler comes assembled with the following components:
 - (i) frangible coupling 1" 8 UNC;
 - (ii) 1" – 8 UNC stud x 7" LG;
 - (iii) three (3) 1" – 8 UNC heavy hex nuts;
 - (iv) spacer;
 - (v) two (2) 1" flat washers.

E2.4 Item No. 3 - Reaction Plate 8½" BSD, Type A – shall be

- (a) designed to fit A Base (Drawing No. SD-310) and G Base (Drawing No. SD-313) with 1" or 1¼" anchor rods installed that have an 8⅝" BSD (ref Drawing No. SB-CoW-Type-A-Illustrated Breakdown and SB-CoW-Type-G-Illustrated Breakdown).
- E2.5 Item No. 4 – Shroud 12¾" BSD – shall be compatible with assemblies that use a reaction plate coupled to a transition plate or pole that have a 12¾" BSD (ref Drawing No. SB-CoW-Type-GD-Illustrated Breakdown and/or SB-CoW-Type-DD-Illustrated Breakdown).
- E2.6 Item No. 5 - Shroud 8⅝" BSD – shall be compatible with assemblies that use a reaction plate coupled to a transition plate or pole that have an 8⅝" BSD (ref Drawing No. SB-CoW-Type-A-Illustrated Breakdown and/or SB-CoW-Type-G-Illustrated Breakdown).
- E2.7 Item No. 6 - Reaction Plate 12¾" BSD, Type D – shall be:
- (a) designed to fit OD Bases (Drawing No. SD-321A) with 1¼" anchor rods installed that have a 12¾" BSD and couple (1¼" coupler) to a transition plate or pole base that has a 12 ¾" BSD (ref SB-CoW-Type-D-Illustrated Breakdown, SB-CoW-Type-DC-Illustrated Breakdown and SB-CoW-Type-DD-Illustrated Breakdown);
- (b) included hardware with reaction plate:
- (i) four (4) 1¼" – 7 UNC heavy hex nut;
 - (ii) four (4) 1¼" flat washers;
 - (iii) four (4) 1¼" – 7 UNC hex heavy duty bolt x 2" LG.
- E2.8 Item No. 7 – Reaction Plate 8⅝" BSD, Type AD – shall be:
- (a) designed to fit an A Base (Drawing No. SD-310) with 1" anchor rods installed that have an 8⅝" BSD and a 12 ¾" BSD to couple (1" coupler) to a transition plate (ref Drawing No. SB-CoW-Type-AD-Illustrated Breakdown);
- (b) hardware included with reaction plate:
- (i) four (4) 1" – 8 UNC hex heavy duty bolt x 2" LG;
 - (ii) four (4) 1" – 8 UNC heavy hex nut;
 - (iii) four (4) – 1" flat washer.
- E2.9 Item No. 8 – Transition Plate 12¾" BSD to 8⅝" BSD - shall be:
- (a) designed to couple to reaction plates using a 12¾" BSD attach poles that have a base plate of 8⅝" BSD (ref Drawing No. SB-CoW-Type-AD-Illustrated Breakdown, SB-CoW-Type-GD-Illustrated Breakdown, SB-CoW-Type-DD-Illustrated Breakdown and SB-CoW-Type-D-Illustrated Breakdown);
- (b) hardware included with transition plate:
- (i) four (4) 1" – 8 UNC hex heavy duty bolt x 4½" LG;
 - (ii) four (4) 1" – 8 UNC heavy hex nut;
 - (iii) eight (8) 1" flat washer.
- E2.10 Item No. 9 - Reaction Plate Type G – shall be:
- (a) designed to fit a G Base (Drawing No. SD-313) with 1¼" anchor rods installed that have an 8⅝" BSD and couple (1¼" coupler) to a transition plate or pole base that has a 12 ¾" BSD (ref SB-CoW-Type-GD-Illustrated Breakdown and (ref SB-CoW-Type-GC-Illustrated Breakdown);
- (b) hardware included with reaction plate:
- (i) four (4) 1¼" – 7 UNC heavy hex nut;
 - (ii) four (4) 1¼" flat washers; and
 - (iii) four (4) 1¼" – 7 UNC hex heavy duty bolt x 2" LG.
- E2.11 Item No. 10 – ⅝" Frangible Coupler Set shall:
- (a) transition ⅝" 11 UNC anchor bolts to ⅝" 11 UNC studs;

- (b) four (4) couplers to a set;
- (c) have four (4) fastener covers/nut covers;
- (d) be designed for M Base (Drawing No. SD-315.A);
- (e) each coupler comes assembled with the following components:
 - (i) frangible couplings $\frac{5}{8}$ " - 11 UNC;
 - (ii) $\frac{5}{8}$ " - 11 UNC studs x 7" LG;
 - (iii) three (3) $\frac{5}{8}$ " - 11 UNC heavy hex nuts;
 - (iv) spacer;
 - (v) two (2) 1" flat washers;

E2.12 Item No. 11 - 1 $\frac{1}{4}$ " Non-Frangible Coupler Set shall:

- (a) transition 1 $\frac{1}{4}$ " 7 UNC anchor bolts to 1" 8 UNC studs;
- (b) be designed for G Base (Drawing No. SD-313) and OD Base (Drawing No. SD-312A);
- (c) have four (4) couplers to a set;
- (d) have four (4) fastener covers/nut covers;
- (e) couplers be painted red;
- (f) each coupler comes assembled with the following components:
 - (i) non-frangible couplings 1 $\frac{1}{4}$ " - 7 UNC;
 - (ii) 1" - 8 UNC studs x 8" long;
 - (iii) three (3) 1" - 8 UNC heavy hex nut;
 - (iv) spacer;
 - (v) stud sleeve;
 - (vi) two (2) 1" flat washers.

E3. MATERIALS

E3.1 General

- (a) All materials supplied under this Specification shall be of a type approved by the Contract Administrator, and shall be subject to inspection and testing by the Contract Administrator.
- (b) The Contractor shall be responsible for the supply, safe storage, handling and delivery of all materials as set forth in this Specification. All materials shall be handled in a careful and workmanlike manner, to the satisfaction of the Contract Administrator.
- (c) The Contractor shall ensure that all connected materials do not suffer corrosion caused by contact between dissimilar metals.
- (d) Dimensions and fabrication details that control the field matching of parts shall receive careful attention.
- (e) All portions of the Work shall be neatly finished. Shearing, cutting, clipping, and machining shall be done neatly and accurately. Finished parts shall be true to line, free from twists, bends, sharp corners, and edges.
- (f) Cut edges shall be true and smooth and free from excessive burrs or ragged breaks.

E3.2 Description of Connected Materials not Supplied Under this Contract

- (a) The existing Anchor Bolts connecting the breakaway base to the foundation are steel, meeting the requirements of CSA G40.21, 300W or ASTM F1554, Grade 55 ksi (380 MPa). The Anchor Bolts are hot-dip galvanized in accordance with ASTM F2329 (latest edition) to a net-retention of 610 g/m² or greater. Anchor Bolt Details are provided in 676-2023_Anchor Bolt Details. The Anchor Bolts are cast into concrete foundations in accordance with CW 3620, as shown in the applicable standard signal pole base drawings.

- (b) The existing structural supports connected to the breakaway base are steel, meeting the requirements of CSA G40.21, 350W (shafts) and 300W (base plates). The poles are hot-dip galvanized in accordance with ASTM A123 (latest edition) to a net-retention of 610 g/m² or greater. Drawings of the structural supports are included for reference.

E3.3 Breakaway Base Assembly

- (a) All proposed breakaway base assembly materials shall have a demonstrated durability field-performance of a minimum five (5) years, within such time:
 - (i) components visible from the exterior shall be free of corrosion;
 - (ii) components not visible from the exterior, corrosion shall be limited to minor surface corrosion with no apparent loss of section.

E3.4 Structural Components and Plates

- (a) Where carbon steel plates are used, the components shall be protected from the effects of corrosion by hot-dip galvanizing in accordance with ASTM A123 (latest edition) to a net retention of 610 g/m².
- (b) Alternate materials or coatings may be used but must have a demonstrated service life equal to or exceeding that of hot-dip galvanized carbon steel, without additional maintenance as compared to galvanizing.

E3.5 Fasteners, Nuts, washers and Miscellaneous Components

- (a) Structural bolts shall be in accordance with ASTM A325 (latest edition) or equivalent as prescribed by the base designer, hot-dip galvanized, or stainless steel in accordance with ASTM F593 (latest edition) Type 316.
- (b) Where carbon steel fastening hardware is used, all components shall be hot-dip galvanized in accordance with ASTM F2329 (latest edition).
- (c) Shroud Screws shall be stainless steel.
- (d) The use of electroplated or epoxy coated fasteners will not be permitted.

E3.6 Shroud

- (a) The Shroud shall be constructed of a material that is resistant to corrosion and degradation due to direct exposure to the elements.
- (b) The following materials are approved for fabrication of the Shroud:
 - (i) Aluminum meeting the requirements of ASTM B209 (latest edition), 5052-H32 alloy.
- (c) Alternative material for construction of the Shroud may be proposed, however it shall have demonstrated service applications in highly corrosive and marine environments.

E3.7 Fastener Covers

- (a) Fastener Covers shall be of sufficient quality to have demonstrated adequate field performance under exposure to ultraviolet sunlight, salt spray, freeze thaw cycles and temperatures ranging from -50°C to 50°C.
- (b) The material and geometric design of the Fastener Covers shall not promote chemical or physical corrosion of the fasteners covered or adjacent structural materials.

E3.8 Frangible and Non-Frangible Couplers

- (a) Couplers shall be Cast Iron, conforming to ASTM A48 Class 30.

E4. PERFORMANCE

E4.1 General

- (a) The breakaway base assembly shall be situated between the top of the concrete foundation and the bottom of the attached structural support.
- (b) The breakaway base assembly shall be of a frangible coupling type design.

- (c) The Couplers shall have a flat face to accommodate installation and tightening with hand tools.
- (d) Each Coupler shall have a Levelling Nut located on the Coupler's Stud to permit the plumb installation of traffic signal poles.
- (e) The breakaway base assembly shall have a Reaction Plate.
- (f) Breakaway base assemblies shall be as described in Section E4.2(e) of this Specification.
- (g) The overall height of the installed breakaway base, measured from the top of the concrete pile to the underside of the Pole Base Plate shall not exceed 250 mm.
- (h) The breakaway base device supplied shall include all necessary nuts, washers, fasteners and miscellaneous components to connect the breakaway base assembly to the existing Anchor Bolts and to the Pole Base Plate.
- (i) Sleeves may be supplied with the breakaway base assembly to allow the breakaway base assembly to fit on various foundation types as described in Table 3.
- (j) The Shroud shall meet the following requirements:
 - (i) The Shroud shall be easily installed, however must require the use of basic hand tools for their installation to hinder tampering by the public.
 - (ii) The Shroud shall not interfere with the normal operation of the breakaway base assembly.
 - (iii) The Shroud shall prevent the public from accessing or tampering with the breakaway device and electrical components housed therein.
 - (iv) The shroud shall protect the breakaway device and electrical components from the build-up of debris, direct exposure to the elements, and nesting animals.
 - (v) The shroud shall provide an attractive metallic appearance to the breakaway base assembly that is to be approved by the Contract Administrator.
- (k) The Fastener Covers shall meet the following requirements:
 - (i) The Shroud shall be easily installed, however must require the use of basic hand tools for their installation to hinder tampering by the public.
 - (ii) The Shroud shall not interfere with the normal operation of the breakaway base assembly.
 - (iii) The Shroud shall prevent the public from accessing or tampering with the breakaway device and electrical components housed therein.
 - (iv) The shroud shall protect the breakaway device and electrical components from the build-up of debris, direct exposure to the elements, and nesting animals.
 - (v) The shroud shall provide an attractive metallic appearance to the breakaway base assembly that is to be approved by the Contract Administrator.

E4.2 Geometric Compatibility with Foundations and Pole Base Plate

- (a) Table 1 provides a description of concrete foundations and associated Anchor Bolts.

Table 1: Description of Existing Concrete Foundations					
Base Type	BSD	BCD	BCD (mm)	Anchor Bolt Diameter (mm)	Concrete Pile Diameter (mm)
A	8 ¹ / ₈ "	11 ¹ / ₂ "	292	25	508
G	8 ¹ / ₈ "	11 ¹ / ₂ "	292	32	508
OD	12 ³ / ₄ "	18"	458	32	711

- (b) The Anchor Bolt projection of foundations with Breakaway Base Assemblies are as follows:

- (i) A Base: 50.8 mm ((+5, -0).
 - (ii) G Base: 90 mm (+5, -0).
 - (iii) OD Base: 50 mm (+0, -5).
- (c) Table 2 provides a description of Pole Base Plates.

Table 2: Description of Pole Base Plates					
Pole Type	BCD* (mm)	BSD	Bolt Hole Dimensions(mm)	Base Plate Thickness (mm)	Opening** in Base Plate (mm)
10', 15' and 18' Straight Poles	241 - 292	6¾" - 8½"	35 x 60	25	178 A/F
Light Duty Shaft	292	8½"	38 x 44	25	172 A/F
Double Medium Duty Shaft	292	8½"	35	32	207 A/F

* Two numbers separated by a dash indicated a radially slotted hole is provided

**A/F indicates the "across-the-flats" dimension of an octagonal opening.

- (d) Breakaway Base Assemblies shall allow a minimum of 178 mm diameter circular opening or a 178 mm wide octagonal opening through the center of the device to allow the installation of electrical conduit vertically through the device.
- (e) The following is a description of each Type of Breakaway Base Assembly:
 - (i) Type A as per Drawing No. SB-CoW-Type-A-Illustrated Breakdown.
 - (ii) Type AD as per Drawing No. SB-CoW-Type-AD-Illustrated Breakdown.
 - (iii) Type GC as per Drawing No. SB-CoW-Type-GC-Illustrated Breakdown.
 - (iv) Type GD as per Drawing No. SB-CoW-Type-GD-Illustrated Breakdown.
 - (v) Type G as per Drawing No. SB-CoW-Type-G-Illustrated Breakdown.
 - (vi) Type DC as per Drawing No. SB-CoW-Type-DC-Illustrated Breakdown.
 - (vii) Type DD as per Drawing No. SB-CoW-Type-DD-Illustrated Breakdown.
 - (viii) Type D as per Drawing No. SB-CoW-Type-D-Illustrated Breakdown.
- (f) Table 3 presents the Structural Signal Support/Foundation type pairings that are utilized by the City of Winnipeg. The Contractor shall be responsible for the design and detailing of each breakaway base type such that it will be compatible with Signal Pole/Foundation type pairings shown in Table 3.

Table 3: Breakaway Base Type for Signal Pole/Foundation Pairings			
Structural Signal Support	Foundation Type		
	A Base	G Base	OD Base
Straight Poles	Type A	Type G	Type D
Light Duty	Type AD	Type GD	Type DD
Medium Duty	N/A	Type GC	Type DC

- (g) For Breakaway Bases with Transition Plates, the assembly shall be detailed to allow the Reaction Plate to sit flush with the concrete on the foundation and the Transition Plate to sit flush with the bottom of the Pole Base Plate.
- (h) Breakaway Base Assemblies shall be supplied with Sleeves of an appropriate size where required to fill the annular space between the reaction plate and the bolt shank.
- (i) The supplied devices shall allow for a minimum +/- 3 mm lateral tolerance in the location of the Anchor Bolt group installed in the concrete pile.
- (j) The supplied devices shall allow for a minimum +/- 3 mm vertical tolerance in the bolt projecting from the foundations.

E4.3 Structural Performance

- (a) The breakaway base device shall be designed and constructed in accordance with the AASHTO Standard Specifications as to meet the minimum static loading applied as described herein.
- (b) The Contractor shall provide design drawings and calculations showing the devices meet the minimum loading requirements, shall be stamped by a professional engineer registered in the province of Manitoba and shall be submitted to the Contract Administrator prior to the fabrication and delivery of the breakaway base assemblies.
- (c) The Contractor shall work with the City to ensure that the components of the breakaway assemblies are acceptable in terms of dimensions and weight.
- (d) Alternatively, the Contractor may subject the breakaway base assemblies to physical testing performed in accordance with Section 12.4 of the AASHTO Standard Specifications. A report summarizing the testing apparatus, procedures and results shall be prepared, stamped by a professional engineer registered in the province of Manitoba, and submitted to the Contract Administrator. The report shall clearly demonstrate that the allowable load determined by physical testing exceed the applied loads outlined in Section E4.4.
- (e) Welded components if present shall be designed and fabricated in accordance CSA W59 (latest edition).
- (f) Welded components if present shall be designed to resist fatigue in accordance with the AASHTO Standard Specifications, Fatigue Category III.

E4.4 Static Loads Applied to the Breakaway Base Assemblies

- (a) Applied static forces and moments are defined using a set of orthogonal axes, defined as follows:
 - (i) The x axis runs horizontally, parallel to the pole arm and attachments, in the same plane as the front of the pole structure (perpendicular to the direction of traffic).
 - (ii) The y axis runs horizontally, perpendicular to the pole shaft (parallel to the direction of traffic).
 - (iii) The z axis runs vertically, parallel to the pole shaft.
- (b) P_x , P_y and P_z indicate forces acting in the x, y and z directions, respectively, in kilonewtons (kN).
- (c) M_x , M_y and M_z indicate moments acting about the x, y and z directions, respectively, in kilonewton-meters (kN.m).
- (d) The static loads to be resisted by each Type of breakaway base assembly are described in the following Drawing Nos.:
 - (i) Drawing No. S-SD-02;
 - (ii) Drawing No. ST-158 Sht 1 of 3, ST-158 Sht 2 of 3 and ST-158 Sht 3 of 3;
 - (iii) Drawing No. ST-158 Sht 1 of 2 and ST-161 Sht 2 of 2.

E4.5 Serviceability Performance

- (a) The degree of tilt of the device under the applied loads shall be limited to 1.5 degrees of about any horizontal line passing through the center of the base.
- (b) The degree of twist of the device under the applied loads shall be limited to 1.5 degrees about a vertical line passing through the center of the base.
- (c) Analysis demonstrating that the devices meet the minimum serviceability requirements shall be stamped by a Professional Engineer registered in the Province of Manitoba and shall be submitted to the Contract Administrator prior to the fabrication and delivery of the breakaway devices.

E4.6 Dynamic Performance

- (a) The supplied device must be a crashworthy device and meet the criteria of and testing requirements for a Test Level III device for Support Structures as outlined the AASTHO MASH (latest edition).
- (b) The dynamic performance of the breakaway base assembly shall be deemed acceptable if:
 - (i) a FHWA acceptance letter has been issued stating the device has met the applicable requirements set forth in E4.6(a), and
 - (ii) the Contractor has submitted a copy of the FHWA acceptance letter to the Contract Administrator.
- (c) The breakaway base assembly shall readily activate in a predictable manner by breaking away, fracturing, or yielding, when struck by a vehicle travelling from any direction.
- (d) Upon activation of the device, the device shall meet the following criteria:
 - (i) Detached elements, fragments, or other debris from the breakaway base assembly shall not penetrate or show potential for penetrating the occupant compartment, or present an undue hazard to other traffic, pedestrian, or personnel in a work zone. Deformation of, or intrusions into, the occupant compartment that could cause serious injuries shall not be permitted.
 - (ii) The vehicle shall remain upright during and after collision. Moderate rolling, pitching, and yawing are acceptable.
 - (iii) The longitudinal component of occupant velocity at impact with the interior surface of the passenger compartment, due to vehicle striking a breakaway support, shall not exceed 5 m/s, and preferably should not exceed 3 m/s at vehicle impact speeds of 35 to 100 km/h.
 - (iv) The longitudinal and lateral component of occupant ride down acceleration shall be limited to a maximum of 20 g, with 15 g preferred.
 - (v) The maximum height of the device above the top of the cast-in-place Anchor Bolts after activation of the breakaway device shall not exceed 25 mm.
- (e) The breakaway base assembly shall be designed in a manner which mitigates the risk of damage occurring to the Anchor Bolts and concrete foundation in the event of a vehicular impact.

E5. QUALITY CONTROL

- E5.1 All workmanship and all materials furnished and supplied under this Specification are subject to close and systematic inspection and testing by the City of Winnipeg, including all operation from the selection and production of materials, through to final acceptance of the work. The Contractor shall be wholly responsible for the control of all operation incidental thereto notwithstanding any inspection approval that may have been previously given. The City of Winnipeg reserves the right to reject any materials or works that are not in accordance with the requirements of this Specification.
- E5.2 The Contractor shall be responsible for making a thorough inspection of all materials to be supplied. All material shall be free of surface imperfections and other defects.

E6. APPROVED PRODUCTS

- E6.1 Subject to E1.3, the following products are approved:
 - (a) Item No. 1 – Safety Base PN: C7G
 - (b) Item No. 2 – Safety Base PN: C5G
 - (c) Item No. 3 – Safety Base PN: RP-2
 - (d) Item No. 4 – Safety Base PN: S10
 - (e) Item No. 5 – Safety Base PN: S3
 - (f) Item No. 6 – Safety Base PN: RP-12

- (g) Item No. 7 – Safety Base PN: RP-24C
- (h) Item No. 8 – Safety Base PN: TP-24C
- (i) Item No. 9 – Safety Base PN: RP-26C