

THE CITY OF WINNIPEG

REQUEST FOR PROPOSAL

RFP NO. 430-2004

PROVISION OF PARKING MANAGEMENT SYSTEM

Template Version: Sr120040618

TABLE OF CONTENTS

| PART A - PROPOSAL SUBMISSION | |
|---|----------|
| Form A: Proposal | 1 |
| Form C: Qualification | 4 |
| Form D: Subcontractors | 5 |
| PART B - BIDDING PROCEDURES | |
| B1. Project Title | 1 |
| B2. Submission Deadline | 1 |
| B3. Enquiries | 1 |
| B4. Confidentiality | 1 |
| B5. Addenda B6. Substitutes | 1 2 |
| B7. Proposal Submission | 3 |
| B8. Proposal | 3 |
| B9. Prices | 4 |
| B10. Qualification | 5 |
| B11. Subcontractors | 6 |
| B12. Work Schedule | 6 |
| B13. Opening of Proposals and Release of Information | 6 |
| B14. Irrevocable Offer B15. Withdrawal of Offers | 7 7 |
| B16. Interviews | 7 |
| B17. Negotiations | 7 |
| B18. Evaluation of Proposals | 8 |
| B19. Award of Contract | 8 |
| PART C - GENERAL CONDITIONS | |
| C1. General Conditions | 1 |
| C2. Definitions | 1 |
| C3. Interpretation | 3 |
| C4. Declarations | 3 |
| C5. Execution of Contract C6. Authority of the Contract Administrator | 4 4 |
| C7. Responsibilities of the Contractor | 5 |
| C8. Changes in Work | 8 |
| C9. Risk and Responsibility | 10 |
| C10. Inspection | 10 |
| C11. Measurement and Payment | 11 |
| C12. Warranty | 13 |
| C13. Governing Law C14. Assignment | 14 14 |
| C15. Force Majeure | 15 |
| C16. Indemnity | 15 |
| C17. Events of Default | 16 |
| C18. City's Rights and Remedies | 16 |
| C19. Surety's Option to Assume the Contract | 18 |
| C20. Contractor's Right to Appeal C21. Arbitration | 18 |
| C21. Arbitration C22. Notices | 19 20 |
| OZZ. HOUGO | 20 |

PART D - SUPPLEMENTAL CONDITIONS

General

The City of Winnipeg RFP No. 430-2004 Table of Contents Page 2 of 3

| Template | Version: | Sr120 | 040618 |
|----------|----------|-------|--------|

| D1. General Conditions D2. Scope of Work D3. Definitions D4. Contract Administrator D5. Contractor's Supervisor D6. Notices D7. Confidentiality and Ownership of Information | 1 1 1 1 2 2 3 |
|--|--|
| Submissions D8. Authority to Carry on Business D9. Performance Security D10. Insurance D11. Subcontractor List D12. Detailed Work Schedule D13. Security Clearance | 3 3 3 4 4 4 |
| Schedule of Work D14. Commencement D15. Working Days D16. Critical Stages D17. Substantial Performance D18. Total Performance D19. Liquidated Damages D20. Scheduled Maintenance | 5 6 6 7 7 7 |
| Control of Work D21. Job Meetings D22. Prime Contractor – The Workplace Safety and Health Act (Manitoba) | 7 8 |
| Warranty D23. Warranty | 8 |
| Form H1: Performance Bond Form H2: Irrevocable Standby Letter of Credit Form J: Subcontractor List Form P-608: Security Clearance Check | 9 11 13 14 |
| PART E - SPECIFICATIONS | |
| General E1. General E2. General System Requirements E3. Minimum requirements E4. Parking Citation Module/Capabilities E5. Citation Search and Retrieval Capabilities E6. Vehicle Registration E7. Customer Tracking E8. Parking Permit Capabilities E9. Batch Permit Issuance and Invoicing E10. Payment and Cash Management Capabilities E11. Automated Procedures E12. Automated Notice and Letter Generation E13. Examples E14. Extensive Reports Generation E15. Web Solutions E16. Permit Fulfillment Service (**Option**) E17. Special Parking Events Tracking (**Option**) E18. Property Maintenance (**Option**) E19. Towing and Liens | 1 1 2 4 5 6 7 8 9 9 11 11 13 14 15 16 16 16 |

| The City of Winnipeg | Table of Contents |
|----------------------|-------------------|
| RFP No. 430-2004 | Page 3 of 3 |

Template Version: Sr120040618

| E20. | Handwritten Citation Book Tracking | 17 |
|------|--|----|
| E21. | Data Archiving | 18 |
| E22. | Handheld Software | 19 |
| E23. | Communications | 20 |
| E24. | Handheld Computer Hardware | 21 |
| E25. | Technical Specifications; Integrated or Separate Printer | 21 |
| E26. | Hardware and Software Maintenance and Support | 22 |
| E27. | Implementation Requirements | 22 |
| E28. | User Conferences and Additional Training Options | 22 |