



**THE CITY OF WINNIPEG**

# **REQUEST FOR PROPOSAL**

**RFP NO. 514-2006**

**SUPPLY AND INSTALLATION OF FIRE ALARM PANEL  
1520 MAIN STREET**

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## **PART B - BIDDING PROCEDURES**

### **B1. PROJECT TITLE**

#### **SUPPLY AND INSTALLATION OF FIRE ALARM PANEL**

B1.1 1520 MAIN STREET

### **B2. SUBMISSION DEADLINE**

B2.1 The Submission Deadline is 4:00 p.m. Winnipeg time, September 1, 2006.

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

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

### **B3. SITE INVESTIGATION**

B3.1 Further to GC.2.01, the Bidder may make an appointment to view the Site by contacting the Contract Administrator.

B3.2 The Bidder shall not be entitled to rely on any information or interpretation received at the Site investigation unless that information or interpretation is the Bidder's direct observation, or is provided by the Contract Administrator in writing.

### **B4. ENQUIRIES**

B4.1 All enquiries shall be directed to the Contract Administrator identified in D4.1.

B4.2 If the Bidder finds errors, discrepancies or omissions in the Request for Proposal, or is unsure of the meaning or intent of any provision therein, the Bidder shall notify the Contract Administrator of the error, discrepancy or omission, or request a clarification as to the meaning or intent of the provision at least five (5) Business Days prior to the Submission Deadline.

B4.3 Responses to enquiries which, in the sole judgment of the Contract Administrator, require a correction to or a clarification of the Request for Proposal will be provided by the Contract Administrator to all Bidders by issuing an addendum.

B4.4 Responses to enquiries which, in the sole judgment of the Contract Administrator, do not require a correction to or a clarification of the Request for Proposal will be provided by the Contract Administrator only to the Bidder who made the enquiry.

B4.5 The Bidder shall not be entitled to rely on any response or interpretation received pursuant to B4 unless that response or interpretation is provided by the Contract Administrator in writing.

### **B5. CONFIDENTIALITY**

B5.1 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.

B5.2 The Bidder shall not make any statement of fact or opinion regarding any aspect of the Request for Proposals to the media or any member of the public without the prior written authorization of the Contract Administrator.

**B6. ADDENDA**

- B6.1 The Contract Administrator may, at any time prior to the Submission Deadline, issue addenda correcting errors, discrepancies or omissions in the Request for Proposal, or clarifying the meaning or intent of any provision therein.
- B6.2 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.
- B6.2.1 Addenda will be available on the Bid Opportunities page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.
- B6.2.2 The Bidder is responsible for ensuring that he has received all addenda and is advised to check the Materials Management Branch internet site for addenda shortly before the Submission Deadline, as may be amended by Addenda.
- B6.3 The Bidder shall acknowledge receipt of each addendum in Paragraph 8 of Form A: Proposal. Failure to acknowledge receipt of an addendum may render a Proposal non-responsive.

**B7. SUBSTITUTES**

- B7.1 The Work is based on the Plant, Materials and methods specified in the Request for Proposal.
- B7.2 Substitutions shall not be allowed unless application has been made to and prior approval has been granted by the Contract Administrator in writing.
- B7.3 Requests for approval of a substitute will not be considered unless received in writing by the Contract Administrator at least five (5) Business Days prior to the Submission Deadline.
- B7.4 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 Plant, Material or method 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 proposed work schedule and the dates specified in the Supplemental Conditions for Substantial Performance and Total Performance;
  - (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 proposed work schedule and the dates specified in the Supplemental Conditions for Substantial Performance and Total Performance.
- B7.5 The Contract Administrator, after assessing the request for approval of a substitute, may in his 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.

- B7.6 The Contract Administrator will provide a response in writing, at least two (2) Business Days prior to the Submission Deadline, only to the Bidder who requested approval of the substitute.
- B7.6.1 The Bidder requesting and obtaining the approval of a substitute shall be entirely responsible for disseminating information regarding the approval to any person or persons he wishes to inform.
- B7.7 If the Contract Administrator approves a substitute as an "approved equal", any Bidder may use the approved equal in place of the specified item.
- B7.8 If the Contract Administrator approves a substitute as an "approved alternative", any Bidder bidding that approved alternative shall base his 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.
- B7.9 No later claim by the Contractor for an addition to the Total Bid Price because of any other changes in the Work necessitated by the use of an approved equal or an approved alternative will be considered.

**B8. PROPOSAL SUBMISSION**

- B8.1 The Proposal Submission consists of the following components:
- (a) Form A: Proposal;
  - (b) Form B: Prices;
  - (c) Fire Alarm System and Design.

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

- B8.3 The Proposal Submission shall be submitted enclosed and sealed in an envelope clearly marked with the RFP number and the Bidder's name and address.
- B8.3.1 Samples or other components of the Proposal Submission which cannot reasonably be enclosed in the envelope may be packaged separately, but shall be clearly marked with the RFP number, the Bidder's name and address, and an indication that the contents are part of the Bidder's Proposal Submission.
- B8.4 Proposal Submissions submitted by facsimile transmission (fax) or internet electronic mail (e-mail) will not be accepted.
- B8.5 Proposal Submissions shall be submitted to:
- The City of Winnipeg  
Corporate Finance Department  
Materials Management Branch  
185 King Street, Main Floor  
Winnipeg MB R3B 1J1

**B9. PROPOSAL**

- B9.1 The Bidder shall complete Form A: Proposal, making all required entries.
- B9.2 Paragraph 2 of Form A: Proposal shall be completed in accordance with the following requirements:

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

B9.2.1 If a Proposal is submitted jointly by two or more persons, each and all such persons shall identify themselves in accordance with B9.2.

B9.3 In Paragraph 3 of Form A: Proposal, the Bidder shall identify a contact person who is authorized to represent the Bidder for purposes of the Proposal.

B9.4 Paragraph 10 of Form A: Proposal shall be signed in accordance with the following requirements:

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

B9.4.1 The name and official capacity of all individuals signing Form A: Proposal shall be printed below such signatures.

B9.4.2 All signatures shall be original and shall be witnessed except where a corporate seal has been affixed.

B9.5 If a Proposal 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 Proposal Submission and the Contract, when awarded, shall be both joint and several.

## **B10. PRICES**

B10.1 The Bidder shall state the lump sum price in Canadian funds for the Work on Form B: Prices.

B10.1.1 Notwithstanding GC.9.01(1) and (2), prices on Form B: Prices shall not include the Goods and Services Tax (GST) or Manitoba Retail Sales Tax (MRST, also known as PST), which shall be extra where applicable.

## **B11. QUALIFICATION**

B11.1 The Bidder shall:

- (a) undertake to be in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba, or if the Bidder does not carry on business in Manitoba, in the jurisdiction where the Bidder does carry on business;
- (b) be responsible and not be suspended, debarred or in default of any obligation to the City;

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

B11.2 Further to B11.1, the Bidder shall, within three (3) Business Days of a request by the Contract Administrator, provide proof satisfactory to the Contract Administrator that the Bidder has a workplace safety and health program meeting the requirements of The Workplace Safety and Health Act (Manitoba), by providing:

- (a) a valid COR certification number under the Certificate of Recognition (COR) Program - Option 1 administered by the Manitoba Heavy Construction Association's Safety, Health and Environment Program; or
- (b) a valid COR certification number under the Certificate of Recognition (COR) Program administered by the Manitoba Construction Safety Association; or
- (c) a report or letter to that effect from an independent reviewer acceptable to the City. (A list of acceptable reviewers and the review template are available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.)

B11.3 The Bidder shall be prepared to submit, within three (3) Business Days of a request by the Contract Administrator, proof satisfactory to the Contract Administrator of the qualifications of the Bidder and of any proposed Subcontractor.

B11.4 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.

## **B12. FIRE ALARM SYSTEM AND DESIGN**

B12.1 The Fire Alarm System and Design shall be submitted as part of the Proposal Submission and shall include the following components and any supplementary material deemed necessary to present the proposal:

- (a) Describing how the fire alarm system operates during normal, trouble and alarm conditions.
- (b) Identifying any existing system components (such as wiring, smoke detectors, heat detectors, pull stations, audible devices, tamper switches, flow switches, etc.) that will be reused as part of the new design.



**B13. OPENING OF PROPOSALS AND RELEASE OF INFORMATION**

- B13.1 Proposal Submissions will not be opened publicly.
- B13.2 After award of Contract, the name(s) of the successful Bidder(s) and the Contract Amount(s) will be available on the Closed Bid Opportunities (or Public/Posted Opening & Award Results) page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.
- B13.3 To the extent permitted, the City shall treat all Proposal Submissions as confidential, however the Bidder is advised that any information contained in any Proposal Submission may be released if required by City policy or procedures, by The Freedom of Information and Protection of Privacy Act (Manitoba), by other authorities having jurisdiction, or by law.

**B14. IRREVOCABLE OFFER**

- B14.1 The Proposal(s) submitted by the Bidder shall be irrevocable for the time period specified in Paragraph 9 of Form A: Proposal.
- B14.2 The acceptance by the City of any Proposal shall not release the Proposals of the other responsive Bidders and these Bidders shall be bound by their offers on such Work until a Contract for the Work has been duly executed and the performance security furnished as herein provided, but any offer shall be deemed to have lapsed unless accepted within the time period specified in Paragraph 9 of Form A: Proposal.

**B15. WITHDRAWAL OF OFFERS**

- B15.1 A Bidder may withdraw his Proposal without penalty by giving written notice to the Manager of Materials at any time prior to the Submission Deadline.
- B15.1.1 Notwithstanding GC.7.06(2), the time and date of receipt of any notice withdrawing a Proposal shall be the time and date of receipt as determined by the Manager of Materials.
- B15.1.2 The City will assume that any one of the contact persons named in Paragraph 3 of Form A: Proposal or the Bidder's authorized representatives named in Paragraph 10 of Form A: Proposal, and only such person, has authority to give notice of withdrawal.
- B15.1.3 If a Bidder gives notice of withdrawal prior to the Submission Deadline, the Manager of Materials shall:
- (a) retain the Proposal Submission until after the Submission Deadline has elapsed;
  - (b) open the Proposal Submission to identify the contact person named in Paragraph 3 of Form A: Proposal and the Bidder's authorized representatives named in Paragraph 10 of Form A: Proposal; and
  - (c) if the notice has been given by any one of the persons specified in B15.1.3(b), declare the Proposal withdrawn.
- B15.2 A Bidder who withdraws his Proposal after the Submission Deadline but before his offer has been released or has lapsed as provided for in B14.2 shall be liable for such damages as are imposed upon the Bidder by law and subject to such sanctions as the Chief Administrative Officer considers appropriate in the circumstances. The City, in such event, shall be entitled to all rights and remedies available to it at law, including the right to retain the Bidder's bid security.

## **B16. INTERVIEWS**

B16.1 The Contract Administrator may, in his sole discretion, interview Bidders during the evaluation process.

## **B17. NEGOTIATIONS**

B17.1 The City reserves the right to negotiate details of the Contract with Bidders.

B17.2 Negotiations, if any, are intended to address administrative and technical details of the Contract. The Bidder is advised to present his best offer, not a starting position for negotiations, in his Proposal Submission; the City will not necessarily pursue negotiations with any Bidder.

B17.3 If, in the course of negotiations pursuant to B17.2 or otherwise, the Bidder amends or modifies a Proposal after the Submission Deadline, the City may consider any amended Proposal as an alternative to the Proposal as originally submitted without releasing the Bidder from the Proposal as originally submitted.

## **B18. EVALUATION OF PROPOSALS**

B18.1 Award of the Contract shall be based on the following evaluation criteria:

- (a) compliance by the Bidder with the requirements of the Request for Proposal:
  - (i) mandatory requirements (pass/fail);
- (b) qualifications of the Bidder and the Subcontractors, if any, pursuant to B11:
  - (i) mandatory qualifications (pass/fail);
- (c) fire alarm system and design (25%);
- (d) Total Bid Price (75%);
- (e) economic analysis of any approved alternative pursuant to B7.

B18.2 Further to B18.1(a), the Award Authority may reject a Proposal as being non-responsive if the Proposal 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 Proposal, or waive technical requirements if the interests of the City so require.

B18.3 Further to B18.1(b), the Award Authority shall reject any Proposal submitted by a Bidder who does not demonstrate, in his Proposal Submission or in other information required to be submitted, that he is responsible and qualified.

B18.4 Further to B18.1(c), the fire alarm system and design will be evaluated based upon the information submitted and all other information required to be submitted.

B18.5 Further to B18.1(d), the Total Bid Price shall be the lump sum price shown on Form B: Prices. The low Bidder will receive the highest number of points with all other Bids being pro-rated accordingly.

B18.5.1 If there is any discrepancy between the lump sum price written in figures and the lump sum price written in words, the price written in words shall take precedence.

B18.6 This Contract will be awarded as a whole.

## **B19. AWARD OF CONTRACT**

B19.1 The City will give notice of the award of the Contract or will give notice that no award will be made.

- B19.2 The City will have no obligation to award a Contract to a Bidder, even though one or all of the Bidders are determined to be responsible and qualified, and the Bids are determined to be responsive.
- B19.2.1 Without limiting the generality of B19.2, the City will have no obligation to award a Contract where:
- (a) the prices exceed the available City funds for the Work;
  - (b) the prices are materially in excess of the prices received for similar work in the past;
  - (c) the prices are materially in excess of the City's cost to perform the Work, or a significant portion thereof, with its own forces;
  - (d) only one Proposal 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.
- B19.3 Where an award of Contract is made by the City, the award shall be made to the responsible and qualified Bidder submitting the most advantageous offer.
- B19.4 Notwithstanding GC:4, the City will issue a Purchase Order to the successful Bidder in lieu of the execution of a Contract.

## **PART C - GENERAL CONDITIONS**

### **C1. GENERAL CONDITIONS**

C1.1 The *General Conditions for Construction Contracts* (Revision 2000 11 09) are applicable to the Work of the Contract.

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

## PART D - SUPPLEMENTAL CONDITIONS

### GENERAL

#### D1. GENERAL CONDITIONS

In addition to the *General Conditions for Construction Contracts*, these Supplemental Conditions are applicable to the Work of the Contract.

- D1.2 The General Conditions are amended by striking out "The City of Winnipeg Act" wherever it appears in the General Conditions and substituting "The City of Winnipeg Charter".
- D1.3 The General Conditions are amended by striking out "Board of Commissioners" or "Commissioner" wherever it appears in the General Conditions and substituting the "Chief Administrative Officer".
- D1.4 The General Conditions are amended by striking out "Tender Package" wherever it appears in the General Conditions and substituting "Request for Proposal".
- D1.5 The General Conditions are amended by striking out "Tender Submission" wherever it appears in the General Conditions and substituting "Proposal Submission".
- D1.6 The General Conditions are amended by striking out "Bidding Instructions" wherever it appears in the General Conditions and substituting "Bidding Procedures".

#### D2. SCOPE OF WORK

- D2.1 The Work to be done under the Contract shall consist of a supply and installation of a fire alarm system at 1520 Main Street.
- D2.2 The major components of the Work are as follows:

Supply and installation of new fire alarm panel.

- (b) Upgrade of existing fire alarm system.
- (c) Final commissioning of fire alarm system.
- (d) Decommission existing fire alarm system.
- (e) Provision of a reliable fire watch to patrol the building(s) during temporary interruptions to fire protection system.
- (f) Final design documentation and drawings shall be signed and sealed by a professional engineer.
- (g) Approvals by all authorities having jurisdiction.

#### D3. DEFINITIONS

When used in this Request for Proposal:

- (a) "**Business Day**" means any Calendar Day, other than a Saturday, Sunday, or a Statutory or Civic Holiday;
- (b) "**Submission Deadline**" and "**Time and Date Set for the Final Receipt of Bids**" mean the time and date set out in the Bidding Procedures for final receipt of Proposals;
- (c) "**Authority Having Jurisdiction**" means the governmental body responsible for the enforcement of any part of any applicable Code or the official or agency designated by that body to exercise such a function.

**D4. CONTRACT ADMINISTRATOR**

D4.1 The Contract Administrator is:

Mr. Dave Ruchkall  
Transit  
Facilities Maintenance Engineer  
421 Osborne Street  
Winnipeg, Manitoba R3L 2A2  
Telephone No. (204) 986-5773  
Facsimile No. (204) 986-6863

D4.2 At the pre-commencement meeting, the Contract Administrator will identify additional personnel representing the Contract Administrator and their respective roles and responsibilities for the Work.

**D5. CONTRACTOR'S SUPERVISOR**

D5.1 At the pre-commencement meeting, the Contractor shall identify his designated supervisor and any additional personnel representing the Contractor and their respective roles and responsibilities for the Work.

**D6. NOTICES**

D6.1 Except as provided for in GC:23.2.2, all notices, requests, nominations, proposals, consents, approvals, statements, authorizations, documents or other communications to the Contractor shall be sent to the address or facsimile number identified by the Contractor in Paragraph 2 of Form A: Bid.

D6.2 All notices, requests, nominations, proposals, consents, approvals, statements, authorizations, documents or other communications to the City, except as expressly otherwise required in D6.3, D6.4 or elsewhere in the Contract, shall be sent to the attention of the Contract Administrator at the address or facsimile number identified in D4.1.

D6.3 All notices of appeal to the Chief Administrative Officer shall be sent to the attention of the Chief Financial Officer at the following address or facsimile number:

The City of Winnipeg  
Chief Administrative Officer Secretariat  
Administration Building, 3rd Floor  
510 Main Street  
Winnipeg MB R3B 1B9  
Facsimile No.: (204) 949-1174

D6.4 All notices, requests, nominations, proposals, consents, approvals, statements, authorizations, documents or other communications required to be submitted or returned to the City Solicitor shall be sent to the following address or facsimile number:

The City of Winnipeg  
Corporate Services Department  
Legal Services Division  
185 King Street, 3rd Floor  
Winnipeg MB R3B 1J1  
Facsimile No.: (204) 947-9155

## **D7. CONFIDENTIALITY AND OWNERSHIP OF INFORMATION**

- D7.1 Information provided to the Contractor by the City or acquired by the Contractor during the course of the Work is confidential. Such information shall not be used or disclosed in any way without the prior written authorization of the Contract Administrator.
- D7.2 The Contract, all deliverables produced or developed, and information provided to or acquired by the Contractor are the property of the City. The Contractor shall not disclose or appropriate to its own use, or to the use of any third party, all or any part thereof without the prior written consent of the Contract Administrator.
- D7.3 The Contractor shall not make any statement of fact or opinion regarding any aspect of the Contract to the media or any member of the public without the prior written authorization of the Contract Administrator.

## **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.

### **D9. WORKERS COMPENSATION**

The Contractor shall be registered with the Workers Compensation Board of Manitoba, shall provide and maintain Workers Compensation coverage throughout the term of the Contract, and shall provide the Contract Administrator with evidence thereof upon request.

### **D10. INSURANCE**

- D10.1 The Contractor shall provide and maintain the following insurance coverage:
- (a) commercial general liability insurance, in the amount of at least two million dollars (\$2,000,000.00) all inclusive, with The City of Winnipeg being added as an additional insured, with a cross-liability clause, such liability policy to also contain a contractual liability, an unlicensed motor vehicle liability and a products and completed operations endorsement to remain in place at all times during the performance of the Work and throughout the warranty period;
- automobile liability insurance for owned and non-owned automobiles used for or in connection with the Work in the amount of at least two million dollars (\$2,000,000.00) at all times during the performance of the Work and until the date of Total Performance.
- D10.2 Deductibles shall be borne by the Contractor.
- D10.3 The Contractor shall provide the Contract Administrator with a certificate of insurance of each policy at least two (2) Business Days prior to the commencement of any Work on the Site but in no event later than the date specified in GC.3.01 for the return of the executed Contract.
- D10.4 The Contractor shall not cancel, materially alter, or cause each policy to lapse without providing at least fifteen (15) Calendar Days prior written notice to the Contract Administrator.

## **D11. DETAILED PRICES**

The Contractor shall provide the Contract Administrator with a detailed price breakdown (Form I: Detailed Prices) at least two (2) Business Days prior to the commencement of any Work on the Site but in no event later than the date specified in GC:4.1 for the return of the executed Contract.

D11.2 The Contractor shall state a price for each item or sub-item of the Work identified on Form I: Detailed Prices. The detailed prices must be consistent with the price(s) provided in the Contractor's Proposal.

## **D12. SECURITY CLEARANCE**

D12.1 Each individual proposed to perform Work within City facilities shall be required to obtain a Criminal Record Search Certificate from the police service having jurisdiction at his place of residence.

D12.2 Prior to the commencement of any Work, and during the term of the Contract if additional or replacement individuals are proposed to perform Work, the Contractor shall supply the Contract Administrator with a Criminal Record Search Certificate obtained not earlier than one (1) year prior to the Submission Deadline, or a certified true copy thereof, for each individual proposed to perform Work within City facilities or on private property.

D12.3 Any individual for whom a Criminal Record Search Certificate is not provided, or for whom a Criminal Record Search Certificate indicates any convictions or pending charges related to property offences or crimes against another person, will not be permitted to perform any Work within City facilities or on private property.

D12.4 Any Criminal Record Search Certificate obtained thereby will be deemed valid for the duration of the Contract subject to a repeated records search as hereinafter specified.

D12.5 Notwithstanding the foregoing, at any time during the term of the Contract, the City may, at its sole discretion and acting reasonably, require an updated criminal records search. Any individual who fails to provide a satisfactory Criminal Record Search Certificate as a result of a repeated criminal records search will not be permitted to continue to perform Work under the Contract within City facilities or on private property.

## **SCHEDULE OF WORK**

### **D13. COMMENCEMENT**

D13.1 The Contractor shall not commence any Work until he is in receipt of a purchase order from the Award Authority authorizing the commencement of the Work.

The Contractor shall not commence any Work on the Site until:

- (a) the Contract Administrator has confirmed receipt and approval of:
  - (i) evidence that the Contractor is in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba;
  - (ii) evidence of the workers compensation coverage specified in D9;
  - (iii) evidence of the insurance specified in D10;
  - (iv) the detailed prices specified in D11;
  - (v) the security clearances specified in D12.



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

D13.3 The Contractor shall commence the Work on the Site within seven (7) Working Days of receipt of the purchase order.

#### **D14. SUBSTANTIAL PERFORMANCE**

The Contractor shall achieve Substantial Performance within twenty (20) consecutive Working Days of the commencement of the Work as specified in D13.

D14.2 When the Contractor considers the Work to be substantially performed, the Contractor shall arrange, attend and assist in the inspection of the Work with the Contract Administrator for purposes of verifying Substantial Performance. Any defects or deficiencies in the Work noted during that inspection shall be remedied by the Contractor at the earliest possible instance and the Contract Administrator notified so that the Work can be reinspected.

D14.3 The date on which the Work has been certified by the Contract Administrator as being substantially performed to the requirements of the Contract through the issue of a certificate of Substantial Performance is the date on which Substantial Performance has been achieved.

#### **D15. TOTAL PERFORMANCE**

The Contractor shall achieve Total Performance within thirty (30) consecutive Working Days of the commencement of the Work as specified in D13.

D15.2 When the Contractor or the Contract Administrator considers the Work to be totally performed, the Contractor shall arrange, attend and assist in the inspection of the Work with the Contract Administrator for purposes of verifying Total Performance. Any defects or deficiencies in the Work noted during that inspection shall be remedied by the Contractor at the earliest possible instance and the Contract Administrator notified so that the Work can be reinspected.

D15.3 The date on which the Work has been certified by the Contract Administrator as being totally performed to the requirements of the Contract through the issue of a certificate of Total Performance is the date on which Total Performance has been achieved.

### **CONTROL OF WORK**

#### **D16. JOB MEETINGS**

Regular weekly job meetings will be held at the Site. These meetings shall be attended by a minimum of one representative of the Contract Administrator, one representative of the City and one representative of the Contractor. Each representative shall be a responsible person capable of expressing the position of the Contract Administrator, the City and the Contractor respectively on any matter discussed at the meeting including the Work schedule and the need to make any revisions to the Work schedule. The progress of the Work will be reviewed at each of these meetings.

D16.2 The Contract Administrator reserves the right to cancel any job meeting or call additional job meetings whenever he deems it necessary.

#### **D17. PRIME CONTRACTOR – THE WORKPLACE SAFETY AND HEALTH ACT (MANITOBA)**

D17.1 Further to GC.5.02, the Contractor shall be the Prime Contractor and shall serve as, and have the duties of the Prime Contractor in accordance with The Workplace Safety and Health Act (Manitoba).

## **MEASUREMENT AND PAYMENT**

### **D18. PAYMENT SCHEDULE**

Further to GC.9.01 and GC.9.03, payment shall be in accordance with the following payment schedule:

- (a) 50% at Substantial Performance
- (b) 100% at Total Performance

**FORM I: DETAILED PRICES**  
(See D11)  
**SUPPLY AND INSTALLATION OF FIRE ALARM PANEL**

1520 MAIN STREET

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE	AMOUNT
1.	Supply and Install Smoke Detector	E2.2(d)	Each	1		
2.	Supply and Install Heat Detector	E2.2(d)	Each	1		
3.	Supply and Install Tamper Switch	E2.2(d)	Each	1		
4.	Supply and Install Flow Switch	E2.2(d)	Each	1		
5.	Supply and Install Pull Station	E2.2(d)	Each	1		
6.	Supply and Install Audible Devices (Horns, Bells, etc)	E2.2(d)	Each	1		
7.	Supply and Install replacement wire for existing defective field wiring (Typical Wire Size #14 AWG)	E2.2(d)	Liner Meter	1		
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						

## PART E - SPECIFICATIONS

### GENERAL

#### E1. GENERAL

E1.1 These Specifications shall apply to the Work.

The following Drawings are applicable to the Work:

<u>Drawing No.</u>	<u>Drawing Name/Title</u>
FA001	North Garage - 1520 Main Street - Building - Site Plan
FA002	North Garage - 1520 Main Street - Building - Fire Alarm System
FA003	North Garage - 1520 Main Street - Building – Sprinkler System
FA004	North Garage - 1520 Main Street - Building - Fire Alarm Panel

#### E2. SERVICES

E2.1 The Contractor shall supply and install the fire alarm panel in accordance with the requirements hereinafter specified.

E2.2 Supply and Installation of Fire Alarm Panel for the building shall be as follows:

- (a) The Contractor should investigate the site and become familiar with the existing Fire Alarm System.
- (b) The Contractor shall provide a new design complete with drawings of the entire fire alarm system that meets all standards, codes and requirements that will be in effect on the date of Total Performance.
- (c) Where practicable, the new design shall maximize the use of existing field wiring and field devices (such as smoke detectors, heat detectors, pull stations, audible devices, tamper switches, flow switches, etc).
- (d) Where existing field wiring or field devices are found to be defective, and with the approval of the Contract Administrator, the Contractor shall repair or replace the defective component at the unit costs specified in the submission.
- (e) All design documentation and drawings shall be signed and sealed by a professional engineer.
- (f) The Contractor shall obtain all necessary permits and approvals for the design from all authorities with jurisdiction.
- (g) The Contractor shall decommission and remove the existing Fire Alarm Panel which currently provides supervisory fire protection to the building.
- (h) Supply and install a new fire alarm panel that provides the supervisory protection specified by all applicable codes and standards.
- (i) The new Fire Alarm Panel for the building shall be located near the front main entrance which fronts onto Main Street.
- (j) The Contractor shall provide Transit with a set of as-build drawings signed and sealed by an engineer.
- (k) The Contractor shall arrange for all necessary inspections and obtain all necessary approvals for the installation and operation of the new fire alarm system by all authorities with jurisdiction.
- (l) The Contractor shall verify the operation of all fire protection systems and provide all necessary inspection certificates prior to the date of Total Performance.

- (m) The Contractor must schedule the Work to minimize any interruption in the supervisory protection provided by the existing fire alarm system prior to the completion of the installation, testing and approval of the new system. The Contractor must provide reliable fire watch to patrol the building during temporary interruptions to fire protection systems.

### **E3. APPENDICES**

- E3.1 The 2005 Fire Alarm System Test and Inspection contain results from the most recent report. See Appendix A.
- E3.2 The 2005 Sprinkler System Test and Inspection contain results from the most recent report. See Appendix B.
- E3.3 The 2005 Sprinkler System Inspection Certificate. See Appendix C.

## FIRE ALARM SYSTEM ANNUAL TEST AND INSPECTION REPORT

Building Name	Building Address	Building Number	Person Contacted	Date
Winnipeg Transit Garage	1520 Main Street		Mr. Dave Ruchkall	May 4, 2005
System Manufacturer	Model number	Single Stage	Two Stage	
N/A	3 - wire	Yes		

**TEST RESULTS:** (Every line must have the appropriate marking in the space provided.)

1. The Fire Alarm System functioned correctly under General Alarm condition. YES X      NO

2. Location of the electrically furthest manual stations with main AC power off.

1. N/A 3 wire system

- 2.
- 3.
- 4.
- 5.
- 6.

The Fire Alarm functioned correctly during the above test. YES N/A      NO

3. Each manual alarm-initiating device has been individually tested. YES X      NO

Number of devices 1

Each automatic alarm-initiating device has been tested. YES X      NO

Number of devices 8

5. Each audible and visual signalling device has been tested. YES X      NO

Number of devices 1

6. Correct annunciation has been confirmed for each device tested. YES X      NO

**SUMMARY**

1. The Fire Alarm System is now fully functional. YES X      NO

2. The Fire Alarm System has minor deficiencies noted on report. YES X      NO

3. The Fire Alarm System has major deficiencies noted on report. YES         NO X

4. A copy of this report has been given to the owner or owner's representative. YES X      NO

Owners Representative Mr. Dave Ruchkall

**THIS IS TO CERTIFY THAT THE FIRE ALARM SYSTEM HAS BEEN TESTED IN ACCORDANCE WITH SECTION 5, PERIODIC INSPECTIONS AND TESTS, OF CAN/ULC-S536-M97 AND THESE RECORDS DOCUMENT THE RESULTS OF TESTING PERFORMED.**

**SIGNATURE OF TECHNICIAN:**

**FIRE PROTECTION PLUS PH. 204-888-1922**

## TECHNICIANS PRE-TEST CHECKLIST

1. Has building management been alerted that the fire alarm system is being tested and that alternate measures under the Fire Safety Plan should be implemented? YES X NO

2. Has an alternative plan been established to alert occupants and the local fire department should an actual fire condition occur during testing? YES X NO

3. Has the remote central station been contacted regarding fire alarm testing? YES X NO

**NAME OF PERSON CONTACTED AT THE CENTRAL STATION: Winnipeg Transit Medis**

**TITLE: Facilities Manager**

**TIME IN: 8:00 am DATE: May 4, 2005**

**TIME OUT: 10:00 am**

**TIME IN: \_\_\_\_\_ DATE: \_\_\_\_\_**

**TIME OUT: \_\_\_\_\_**

**TIME IN: \_\_\_\_\_ DATE: \_\_\_\_\_**

**TIME OUT: \_\_\_\_\_**

**TIME IN: \_\_\_\_\_ DATE: \_\_\_\_\_**

**TIME OUT: \_\_\_\_\_**

4. Are there any ancillary functions that can impair building functions such as elevator capture, fan shutdown, door openers, etc.? YES \_\_\_\_\_ NO X

Can these be disabled and tested by groups? YES N/A NO

5. Have the building occupants been made aware of fire alarm testing? YES X NO

6. Has a pre-determined time been made for testing of signalling devices? YES X NO

7. Have provisions been made for acquiring access to the secured areas? YES X NO

8. Are spare reset and panel keys available? YES X NO

### DEVICE LEGEND

DEVICE	DESCRIPTION	MODEL NO.	DEVICE	DESCRIPTION	MODEL NO.
M	manual pull station	Switch	F.S.	flow switch	Potter
HT	fixed temp. heat detector		T.S.	tamper switch	Potter
RHT	rate of rise heat detector		B	Bell	438D
S	smoke detector		H	Horn	
I.S.A.	interconnected smoke alarm		M.H.	mini horn	
bat. S.A.	battery smoke alarm		C	Chime	
D.S.	duct smoke detector		V	visual alarm appliance	
ET	emergency telephone		SP	Speaker	
AD	ancillary devices		HSP	horn speaker	

## CONTROL EQUIPMENT TEST RECORD

Every line must have the appropriate marking in the space provided:

Y YES      N NO      n/a Not Applicable  
 tested correctly    did not test correctly    not provided on this fire alarm system

### CONTROL PANEL TESTS

N/A

- Power-on indicator
- Common Visual Trouble Signal
- Common Audible Trouble Signal
- Trouble Signal Silence Switch
- Main Power Supply Failure Trouble Signal
- Ground Detection Trouble (+ve & -ve)
- Alert Signal Operation
- Alarm Signal Operation
- Automatic Transfer From Alert Signal to Alarm Signal
- Acknowledge Switch Operation
- Alarm Signal Silence Inhibit
- Alarm Signal Silence Operation
- Alarm Signal Silence Visual Indication
- Alarm Signal Silence Subsequent Alarm
- Alarm Signal Silence Automatic cut-out Timer
- Input Circuit, Alarm & Supervisory Operation
- Input Circuit Trouble Operation
- Output Circuit Alarm Operation
- Output Circuit Trouble Operation
- Coded Signal Sequences Confirmed
- Coded Signal Sequences are not Interrupted by Subsequent Alarm
- Input to Output Circuit Operation Confirmed (including Ancillary Devices)
- Lamp Test
- Reset Operation
- Main Power Supply Transfer to Emergency Power
- Data Communication Link Supervision and Operation
- Control Unit Interconnection to Monitoring Station
- Are Glass and Door Clean
- Control Panel Lock
- Cleanliness

### BATTERY TESTS

N/A

Battery Type & Rating		Battery Inspected for physical Damage	
Battery Voltage (AC power on)		Battery Terminals cleaned and lubricated	
Battery Charge Current		Battery Terminals Clamped Tightly	
Battery Voltage (AC power off, supervisory condition)		Electrolyte Level Checked	
Battery Voltage (AC power off, General Alarm Condition, full load)		Specific Gravity of Electrolyte as per Manufacturer's Specifications	
Disconnection Causes Trouble Signal		Alarm Load During Test (Supv. & Full)	
Duration of Test		Comments	



## **VOICE COMMUNICATIONS TEST**

**N/A**

**Power-on Indicator**  
**Communication System Trouble Lamp**  
**Communication System Trouble Indicator**  
**Communication System Trouble Silence Switch**  
**Paging All-Call Switch**  
**Paging All-Call Lamp**  
**Individual Paging Zone Select Switches (Individually Tested)**  
**Individual Paging Zone Select Indicators**  
**Trouble Lamps Voice Paging**  
**Microphone Press to Talk Switch**  
**One minute inhibit of Voice Communication during the first minute of alarm signalling**  
**Emergency Voice Paging Loudness Level**  
**Emergency Voice Paging Operates on All-Call (AC Power on)**  
**Emergency Voice Paging Operates on All-Call (on Emergency Power)**  
**Emergency Telephone Call-in Lamp**  
**Emergency Telephone Call-in Audible Signal**  
**Individual Telephone Zone Select Switches Individually Tested**  
**Individual Telephone Zone Select Indicators**  
**Emergency Telephone Verbal Communication**  
**Module Alignment**  
**Plug-in Components Securely in Place**  
**Are Exposed Electrical Contacts Clean**  
**Designation Indications for Common Control Indicators**  
**Are Glass and Door Clean**  
**Control Panel Lock**  
**Cleanliness**  
**The above tests have been completed in accordance with the manufacturer's literature**

## **REMOTE TROUBLE UNIT**

**N/A**

**Trouble Lamp**  
**Trouble Signal**

## **ANNUNCIATOR TESTS**

**N/A**

**Annunciator Alarm Lamp Operation Individually Tested**  
**Annunciator Alarm Lamp Designation Checked**  
**Trouble Lamp**  
**Trouble Signal**  
**Power-on Lamp**  
**Lamp Test**  
**Lamp Supervision**  
**Signal Silence Lamp**  
**Annunciator Auxiliary Functions**  
**Cleanliness**

### **ANCILLARY DEVICES TESTS**

<i>Ancillary Device and Location</i>	<i>Operation</i>	<i>Ancillary device and Location</i>	<i>Operation</i>

### **SYSTEM REMARKS**

**Note 1:** Confirmation of wiring supervision to each individual device is only required during installation, verification or a complete building audit of the system and is not required at this time.

**Note 2:** System flow and tamper switches are connected to the buildings Medi system and annunciate on the building engineer's computer at the Fort Rouge Garage. System flow switches are also connected to the 3 – wire system.

**Note 3:** Recommend the installation of a supervised fire alarm system.

**Note 4:** Recommend the installation of manual stations at all building exits.

**Note 5:** Recommend the installation of audible signals throughout the facility.

**Note 6:** Defective flow and tamper switches require replacement.

### **TECHNICIAN'S AFTER-TEST CHECKLIST**

**Reconnect Ancillary Functions (off site connections)**

N/A

**Reconnect Ancillary Functions**

N/A

**Reconnect Time Limit Cut-outs**

N/A

**Reconnect Signal Power**

N/A

**Advise Building Management Work Completed**

Y

**Advise Fire Department Work Completed**

N/A

**Ensure that the alarm system is functional**

Y

**ANNUAL TEST AND INSPECTION REPORT**

**Building Name: Winnipeg Transit Garage**

**Building Address: 1520 Main Street, Winnipeg, Manitoba**

LOCATION	DEVICE	ALARM OPERATION CONFIRMED	ZONE NUMBER	ANNUNCIATION INDICATION CONFIRMED	SUPERVISION CIRCUIT CONFIRMED	REMARKS
<b>Northwest Sprinklers</b>			Zone 1			
Northwest Garage	FS	YES	1	YES	YES	48 s.
Northwest Garage	TS	N/A	1	YES	YES	Requires replacement
Northwest Garage	PS					Disconnected from the system
<b>Northeast Sprinklers</b>			Zone 2			
Cafeteria	FS	YES	1	YES	N/A	30 s.
Cafeteria	TS	N/A	1	YES	YES	
Cafeteria	PS					Disconnected from the system
<b>Southwest Sprinklers</b>			Zone 3			
Southwest Garage	FS	YES	3	YES	N/A	13 s.
Southwest Garage	TS	N/A	3	YES	YES	
Southwest Garage	PS					Disconnected from the system
<b>Southeast Sprinklers</b>			Zone 4			
Southeast Garage	FS		4		N/A	faulty
Southeast Garage	TS	N/A	4	YES	YES	
Southeast Garage	PS					Disconnected form the system
Garage Area	M	YES				3 - wire
Garage Area	B10	YES				

**Technician: C. Kyle**

**Date: May 4, 2005**

**PROTEC AUTOMATIC SPRINKLERS LTD.**

R.R. 3, Site 5, Compartment 14  
Portage la Prairie, Manitoba  
R1N 3A3  
Fax: (204) 436-2165  
Telephone: (204) 436-2677

**WET SPRINKLER SYSTEM**

**ANNUAL INSPECTION REPORT**

Conferred with:	ph.	Inspection Report # 1
Report to: <b>Winnipeg Transit</b>		Bldg. & Location
Main Street		<b>System A</b>
Winnipeg, Mb.		<b>North East</b>
Contact:		Inspector: Bill Heintz
		Date: <b>May 4, 2005</b>

**A. (To be answered by the Owner or Owner's representative)**

- a. Have there been any changes in the occupancy classification, machinery operations since the last inspection?.....**No.**
- b. Have there been any changes or repairs to the fire protection systems since the last inspection?.....**No.**
- c. If a fire has occurred since the last inspection, have all damaged sprinkler system components been replaced?.....**No.**
- d. Has the piping in all systems been checked for obstructive materials?.....**No.**  
Date last checked \_\_\_\_\_ (checking is recommended at least every five years)
- e. Have all fire pumps been tested to their full capacity through the use of hose streams or flow meters within the past 5 yrs.....
- f. Are any of the sprinklers 50 years old or older? ...**Yes**.....(testing and/or replacement is recommended for such sprinklers).....**No**

**B. (to be answered by the inspector)**

- a. Have the sprinkler systems been extended to all visible areas of the building?.....**Yes.**
- b. Does there appear to be proper clearance between the top of all storage and the sprinkler deflector?.....**Yes.**
- c. Are the building areas protected by a wet system, heated, including attics and perimeter areas, where accessible?.....**Yes**
- d. Are all visible exterior openings protected against the entrance of cold air?.....**Yes**

**2. CONTROL VALVES**

- a. Are all sprinkler systems main control valves in the appropriate open or closed position?.....**Yes**
- b. Are all control valves sealed or supervised in the open position?.....**Yes**

Control Valves	# of	Size	Type	Easy Access?		Valve				Supervision		
				Y	N	Signs	Open	Secured	If yes, how?	Operational	Y	N
Sprinkler System	1	6"	OSY	Y	Y	Y	Y	Y	Y	Tamper	Y	

**3. WATER SUPPLIES**

a. Water supply source? City Static Pressure 68 Wet System    Dry System   

Water flow test results made during this inspection    Excess pressure pump X Air Compressor   

Test Pipe Located	Pipe	Size	Static	Flow	Static	Operating time in seconds
		Test	Pressure	Pressure	Pressure	
Valve Header	2"		68	64	68	
North East	1/2"					30 Seconds

**4. TANKS, PUMPS, FIRE DEPARTMENT CONNECTIONS**

- a. Do fire pumps, gravity, surface or pressure tanks appear to be in good external condition?.....N/A.
- b. Are fire department connections in satisfactory condition, couplings free, caps or plugs in place and check valves tight?.....Yes
- c. Are fire department connections visible and accessible?.....Yes.

**5. WET SYSTEMS**

- a. No. of systems 1 Size, Make and Model, Alarm Valves 1 - 6" Viking Model D
- b. No. and size of Paddle type Water flow Switches? 1 - 6"
- c. Did alarm valves, water flow alarm indicators and retards test satisfactory?.....Yes.

**6. DRY SYSTEMS**

- a. No. of systems    Size, Make and Model     
Date of previous test?
- b. Are the air pressure and priming water levels normal?.....
- c. Did the air compressor operate satisfactory?.....
- d. Were all low points drained during the inspection?.....
- e. Did all quick opening devices operate satisfactory?.....
- f. Did all the dry pipe valves operate satisfactory?.....
- g. Do dry pipe valves appear to be protected from freezing?.....
- h. Is the dry pipe valve house heated?.....

---

**7. ALARMS**

- a. Did the water motors and gongs operate during testing?..... **Yes.**
- b. Did the electric alarms operate during testing?..... **Yes**
- c. Did the supervisory alarms operate during testing?..... **N/A**
  - Local Fire Alarm Panel \_\_\_\_\_ Confirmed?..... **N/A.**
  - Central Station Yes \_\_\_\_\_ Confirmed?..... **Yes**

---

**8. SPRINKLERS**

- a. Do sprinklers generally appear to be in good external condition?..... **Yes.**
- b. Do sprinklers generally appear to be free of corrosion, paint, or loading and visible obstructions?..... **Yes.**
- c. Are extra sprinklers and wrench available on the premises?..... **Yes.**
- d. The exterior condition of piping, drain valves, hangers, press gauges, sprinklers & strainers appear to be satisfactory?..... **Yes.**
- e. Does the hand hose on the sprinkler system appear to be in satisfactory condition?..... **N/A.**

---

**9. EXPLANATION OF NO ANSWERS (For Sections 1B thru 8)**

---

**10. We suggest the following necessary improvements. However, these suggestions are not the result of an engineering survey.**

---

**11. Adjustments or corrections made:**

**None**

---

**12. Inspection and suggested improvements were discussed with:**

Date: May 4, 2005

---

**PROTEC AUTOMATIC SPRINKLERS LTD.**

R.R. 3, Site 5, Compartment 14  
Portage la Prairie, Manitoba  
R1N 3A3  
Fax: (204) 436-2165  
Telephone: (204) 436-2677

**WET SPRINKLER SYSTEM**

**ANNUAL INSPECTION REPORT**

Conferred with:	ph.	Inspection Report # 1
Report to:	<b>Winnipeg Transit</b> Main Street Winnipeg, Mb.	Bldg. & Location <b>System B</b> <b>South East</b> Inspector: Bill Heintz Date: <b>May 4, 2005</b>
Contact:		

**A. (To be answered by the Owner or Owner's representative)**

- a. Have there been any changes in the occupancy classification, machinery operations since the last inspection?.....**No.**
- b. Have there been any changes or repairs to the fire protection systems since the last inspection?.....**No.**
- c. If a fire has occurred since the last inspection, have all damaged sprinkler system components been replaced?.....**No..**
- d. Has the piping in all systems been checked for obstructive materials?.....**Yes.**  
Date last checked \_\_\_\_\_ (checking is recommended at least every five years)
- e. Have all fire pumps been tested to their full capacity through the use of hose streams or flow meters within the past 5 yrs.....**N/A**
- f. Are any of the sprinklers 50 years old or older ?...**Yes.....**(testing and/or replacement is recommended for such sprinklers).....**No**

**B. (to be answered by the inspector)**

- a. Have the sprinkler systems been extended to all visible areas of the building?.....**Yes.**
- b. Does there appear to be proper clearance between the top of all storage and the sprinkler deflector?.....**Yes**
- c. Are the building areas protected by a wet system, heated, including attics and perimeter areas, where accessible?.....**Yes**
- d. Are all visible exterior openings protected against the entrance of cold air?.....**Yes**

**2. CONTROL VALVES**

- a. Are all sprinkler systems main control valves in the appropriate open or closed position?.....**Yes.**
- b. Are all control valves sealed or supervised in the open position?.....**Yes**

Control Valves	#	Size	Type	Easy		Valve				Supervision		
				Access?	Signs	Open	Secured	If yes, how?	Operational			
	of			Y	N	Y	N	Y	N	Y	N	
Sprinkler System	1	6"	OSY	Y		Y		Y		Y	Tamper	Y

**3. WATER SUPPLIES**

a. Water supply source? City Static Pressure 75 Wet System          Dry System         

Water flow test results made during this inspection          Excess pressure pump X Air Compressor         

Test Pipe Located	Pipe	Size	Static	Flow	Static	Operating time in seconds
		Test	Pressure	Pressure	Pressure	
		Before	After			
Valve Header	2"	75	75	75		
	1/2"					

**4. TANKS, PUMPS, FIRE DEPARTMENT CONNECTIONS**

- a. Do fire pumps, gravity, surface or pressure tanks appear to be in good external condition?.....N/A
- b. Are fire department connections in satisfactory condition, couplings free, caps or plugs in place and check valves tight?.....Yes
- c. Are fire department connections visible and accessible?.....Yes

**5. WET SYSTEMS**

- a. No. of systems 1 Size, Make and Model, Alarm Valves 1 - 6" Automatic Model A1
- b. No. and size of Paddle type Water flow Switches? 1 - 6"
- c. Did alarm valves, water flow alarm indicators and retards test satisfactory?.....No

**6. DRY SYSTEMS**

- a. No. of systems          Size, Make and Model           
Date of previous test?
- b. Are the air pressure and priming water levels normal?.....
- c. Did the air compressor operate satisfactory?.....
- d. Were all low points drained during the inspection?.....
- e. Did all quick opening devices operate satisfactory?.....
- f. Did all the dry pipe valves operate satisfactory?.....
- g. Do dry pipe valves appear to be protected from freezing?.....
- h. Is the dry pipe valve house heated?.....



---

**7. ALARMS**

- a. Did the water motors and gongs operate during testing?..... **Yes.**
- b. Did the electric alarms operate during testing?..... **Yes.**
- c. Did the supervisory alarms operate during testing?..... **Yes**
  - Local Fire Alarm Panel \_\_\_\_\_ Confirmed?..... **N/A.**
  - Central Station Yes \_\_\_\_\_ Confirmed?..... **Yes**

---

**8. SPRINKLERS**

- a. Do sprinklers generally appear to be in good external condition?..... **Yes.**
- b. Do sprinklers generally appear to be free of corrosion, paint, or loading and visible obstructions?..... **Yes**
- c. Are extra sprinklers and wrench available on the premises?..... **Yes.**
- d. The exterior condition of piping, drain valves, hangers, press gauges, sprinklers & strainers appear to be satisfactory?..... **Yes.**
- e. Does the hand hose on the sprinkler system appear to be in satisfactory condition?..... **N/A.**

---

**9. EXPLANATION OF NO ANSWERS (For Sections 1B thru 8)**

**Flow switch was not working.**

---

**10. We suggest the following necessary improvements. However, these suggestions are not the result of an engineering survey.**

**Replace the flow switch.**

---

**11. Adjustments or corrections made:**

**None**

---

**12. Inspection and suggested improvements were discussed with:**

Date: May 4, 2005

---

**PROTEC AUTOMATIC SPRINKLERS LTD.**

R.R. 3, Site 5, Compartment 14  
Portage la Prairie, Manitoba  
R1N 3A3  
Fax: (204) 436-2165  
Telephone: (204) 436-2677

**WET SPRINKLER SYSTEM**

**ANNUAL INSPECTION REPORT**

Conferred with:	ph.	Inspection Report # 1
Report to:	<b>Winnipeg Transit</b>	Bldg. & Location
	Main Street	<b>System C</b>
	Winnipeg, Mb.	<b>North West</b>
Contact:		Inspector: <b>Bill Heintz</b>
		Date: <b>May 4, 2005</b>

**A. (To be answered by the Owner or Owner's representative)**

- a. Have there been any changes in the occupancy classification, machinery operations since the last inspection?.....**No**
- b. Have there been any changes or repairs to the fire protection systems since the last inspection?.....**No...**
- c. If a fire has occurred since the last inspection, have all damaged sprinkler system components been replaced?.....**No...**
- d. Has the piping in all systems been checked for obstructive materials?.....**Yes..**  
Date last checked: \_\_\_\_\_ (checking is recommended at least every five years)
- e. Have all fire pumps been tested to their full capacity through the use of hose streams or flow meters within the past 5 yrs.....
- f. Are any of the sprinklers 50 years old or older ?...**Yes.....**(testing and/or replacement is recommended for such sprinklers).....**No**

**B. (to be answered by the inspector)**

- a. Have the sprinkler systems been extended to all visible areas of the building?.....**Yes.**
- b. Does there appear to be proper clearance between the top of all storage and the sprinkler deflector?.....**Yes**
- c. Are the building areas protected by a wet system, heated, including attics and perimeter areas, where accessible?.....**Yes**
- d. Are all visible exterior openings protected against the entrance of cold air?.....**Yes**

**2. CONTROL VALVES**

- a. Are all sprinkler systems main control valves in the appropriate open or closed position?.....**Yes.**
- b. Are all control valves sealed or supervised in the open position?.....**Yes.**

Control Valves	#	Size	Type	Easy		Valve				Supervision	
				Access?	Signs	Open	Secured	If yes, how?	Operational		
	of			Y	N	Y	N	Y	N	Y	N
Sprinkler System	1	6"	OSY	Y	Y	Y	Y	Y	Y	Tamper	Y

**3. WATER SUPPLIES**

a. Water supply source? City Static Pressure 78 Wet System    Dry System   

Water flow test results made during this inspection    Excess pressure pump X Air Compressor   

Test Pipe Located	Pipe	Size	Static	Static	Operating time in seconds
		Test	Pressure	Pressure	
		Before	Flow	After	
Valve Header	2"	78	75	78	
	1/2"				48Seconds

**4. TANKS, PUMPS, FIRE DEPARTMENT CONNECTIONS**

- a. Do fire pumps, gravity, surface or pressure tanks appear to be in good external condition?.....N/A
- b. Are fire department connections in satisfactory condition, couplings free, caps or plugs in place and check valves tight?.....Yes
- c. Are fire department connections visible and accessible?.....Yes.

**5. WET SYSTEMS**

- a. No. of systems 1 Size, Make and Model, Alarm Valves 1 - 6" Viking Model D
- b. No. and size of Paddle type Water flow Switches? 1 - 6"
- c. Did alarm valves, water flow alarm indicators and retards test satisfactory?.....Yes.

**6. DRY SYSTEMS**

- a. No. of systems    Size, Make and Model     
Date of previous test?
- b. Are the air pressure and priming water levels normal?.....
- c. Did the air compressor operate satisfactory?.....
- d. Were all low points drained during the inspection?.....
- e. Did all quick opening devices operate satisfactory?.....
- f. Did all the dry pipe valves operate satisfactory?.....
- g. Do dry pipe valves appear to be protected from freezing?.....
- h. Is the dry pipe valve house heated?.....

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**7. ALARMS**

- a. Did the water motors and gongs operate during testing?..... **Yes.**
- b. Did the electric alarms operate during testing?..... **Yes.**
- c. Did the supervisory alarms operate during testing?..... **N/A**
  - Local Fire Alarm Panel \_\_\_\_\_ Confirmed?..... **N/A**
  - Central Station Yes \_\_\_\_\_ Confirmed?..... **Yes.**

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**8. SPRINKLERS**

- a. Do sprinklers generally appear to be in good external condition?..... **Yes.**
- b. Do sprinklers generally appear to be free of corrosion, paint, or loading and visible obstructions?..... **Yes**
- c. Are extra sprinklers and wrench available on the premises?..... **Yes.**
- d. The exterior condition of piping, drain valves, hangers, press gauges, sprinklers & strainers appear to be satisfactory?..... **Yes.**
- e. Does the hand hose on the sprinkler system appear to be in satisfactory condition?..... **N/A.**

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**9. EXPLANATION OF NO ANSWERS (For Sections 1B thru 8)**

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**10. We suggest the following necessary improvements. However, these suggestions are not the result of an engineering survey.**

**Tamper switch on the sprinkler system needs replacing.**

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**11. Adjustments or corrections made:**

**None**

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**12. Inspection and suggested improvements were discussed with:**

Date: May 4, 2005

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**PROTEC AUTOMATIC SPRINKLERS LTD.**

R.R. 3, Site 5, Compartment 14  
Portage la Prairie, Manitoba  
R1N 3A3  
Fax: (204) 436-2165  
Telephone: (204) 436-2677

**WET SPRINKLER SYSTEM**

**ANNUAL INSPECTION REPORT**

Conferred with: _____ ph.	Inspection Report # 1
Report to: <b>Winnipeg Transit</b> Main Street Winnipeg, Mb.	Bldg. & Location <b>System D</b> <b>South West</b> Inspector: Bill Heintz Date: <b>May 4, 2005</b>
Contact: _____	

**A. (To be answered by the Owner or Owner's representative)**

- a. Have there been any changes in the occupancy classification, machinery operations since the last inspection?.....No
- b. Have there been any changes or repairs to the fire protection systems since the last inspection?.....No
- c. If a fire has occurred since the last inspection, have all damaged sprinkler system components been replaced?.....No.
- d. Has the piping in all systems been checked for obstructive materials?.....Yes  
Date last checked \_\_\_\_\_ (checking is recommended at least every five years)
- e. Have all fire pumps been tested to their full capacity through the use of hose streams or flow meters within the past 5 yrs.....N/A
- f. Are any of the sprinklers 50 years old or older?...Yes.....(testing and/or replacement is recommended for such sprinklers).....No

**B. (to be answered by the inspector)**

- a. Have the sprinkler systems been extended to all visible areas of the building?.....Yes.
- b. Does there appear to be proper clearance between the top of all storage and the sprinkler deflector?.....Yes
- c. Are the building areas protected by a wet system, heated, including attics and perimeter areas, where accessible?.....Yes.
- d. Are all visible exterior openings protected against the entrance of cold air?.....Yes

**2. CONTROL VALVES**

- a. Are all sprinkler systems main control valves in the appropriate open or closed position?.....Yes
- b. Are all control valves sealed or supervised in the open position?.....Yes

Control Valves of	#	Size	Type	Easy Access?		Valve				Supervision	
				Y	N	Signs	Open	Secured	If yes, how?	Operational	
Sprinkler System	1	6"	OSY	Y	Y	Y	Y	Y	Y	Tamper	Y

**3. WATER SUPPLIES**

a. Water supply source? City Static Pressure 75 Wet System          Dry System         

Water flow test results made during this inspection          Excess pressure pump X Air Compressor         

Test Pipe Located	Pipe	Size	Static	Flow	Static	Operating time in seconds
		Test	Pressure	Pressure	Pressure	
Valve Header	2"	75	73	75		
	1/2"					13 Seconds

**4. TANKS, PUMPS, FIRE DEPARTMENT CONNECTIONS**

- a. Do fire pumps, gravity, surface or pressure tanks appear to be in good external condition?.....N/A
- b. Are fire department connections in satisfactory condition, couplings free, caps or plugs in place and check valves tight?.....Yes
- c. Are fire department connections visible and accessible?.....Yes

**5. WET SYSTEMS**

- a. No. of systems 1 Size, Make and Model, Alarm Valves 1 - 6" Automatic Model A1
- b. No. and size of Paddle type Water flow Switches?
- c. Did alarm valves, water flow alarm indicators and retards test satisfactory?.....Yes

**6. DRY SYSTEMS**

- a. No. of systems          Size, Make and Model           
Date of previous test?
- b. Are the air pressure and priming water levels normal?.....
- c. Did the air compressor operate satisfactory?.....
- d. Were all low points drained during the inspection?.....
- e. Did all quick opening devices operate satisfactory?.....
- f. Did all the dry pipe valves operate satisfactory?.....
- g. Do dry pipe valves appear to be protected from freezing?.....
- h. Is the dry pipe valve house heated?.....

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**7. ALARMS**

- a. Did the water motors and gongs operate during testing?..... **Yes.**
- b. Did the electric alarms operate during testing?..... **Yes**
- c. Did the supervisory alarms operate during testing?..... **N/A.**
  - Local Fire Alarm Panel \_\_\_\_\_ Confirmed?..... **N/A**
  - Central Station Yes \_\_\_\_\_ Confirmed?..... **Yes**

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**8. SPRINKLERS**

- a. Do sprinklers generally appear to be in good external condition?..... **Yes.**
- b. Do sprinklers generally appear to be free of corrosion, paint, or loading and visible obstructions?..... **Yes**
- c. Are extra sprinklers and wrench available on the premises?..... **Yes.**
- d. The exterior condition of piping, drain valves, hangers, press gauges, sprinklers & strainers appear to be satisfactory?..... **Yes.**
- e. Does the hand hose on the sprinkler system appear to be in satisfactory condition?..... **N/A.**

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**9. EXPLANATION OF NO ANSWERS (For Sections 1B thru 8)**

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**10. We suggest the following necessary improvements. However, these suggestions are not the result of an engineering survey.**

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**11. Adjustments or corrections made:**

**None**

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**12. Inspection and suggested improvements were discussed with:**

Date: May 4, 2005

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# Inspection Certificate

THIS CERTIFIES that the **SPRINKLER SYSTEM** equipment installed at:

CARRUTHERS TRANSIT GARAGE

1520 Main Street

*was checked and inspected and is serviced by a trained technician.*

Issued December 5 20 05 Expires December 5 20 06

*Bill Henry*

**PROTEC AUTOMATIC SPRINKLERS LTD.**

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