

FORM A: BID
(See B7)

1. Contract Title SUPPLY AND DELIVERY OF VAN MOUNTED AERIAL DEVICE VEHICLES

2. Bidder

Name of Bidder

Usual Business Name of Bidder as it appears on Invoice (if different from above)

Street

City

Province

Postal Code

(Mailing address if different)

Facsimile Number

Street or P.O. Box

City

Province

Postal Code

GST Registration Number (if applicable)

(Choose one)

The Bidder is:

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Bidder hereby authorizes the following contact person to represent the Bidder for purposes of the Bid.

Contact Person

Title

Telephone Number

Facsimile Number

Email Address

4. Definitions

All capitalized terms used in the Contract shall have the meanings ascribed to them in the General Conditions and D3.

5. Offer The Bidder hereby offers to perform the Work in accordance with the Contract for the price(s), in Canadian funds, set out on Form B: Prices, appended hereto.

6. Commencement of the Work The Bidder agrees that no Work shall commence until he is in receipt of a notice of award from the Award Authority authorizing the commencement of the Work.

7. Contract The Bidder agrees that the Bid Opportunity in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Bid.

8. Addenda The Bidder certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract:

No.	Dated
_____	_____
_____	_____
_____	_____

9. Time This offer shall be open for acceptance, binding and irrevocable for a period of sixty (60) Calendar Days following the Submission Deadline.

10. Signatures The Bidder or the Bidder's authorized official or officials have signed this _____ day of _____, 20____.

Signature of Bidder or
Bidder's Authorized Official or Officials

(Print here name and official capacity of individual whose signature appears above)

(Print here name and official capacity of individual whose signature appears above)

FORM B: PRICES
 (See B8)

SUPPLY AND DELIVERY OF VAN MOUNTED AERIAL DEVICE VEHICLES

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX QTY	UNIT PRICE	AMOUNT
1.	9500 lbs. GVWR Cargo Van	12012	Each	2	\$ _____	\$ _____
2.	Van Mounted Aerial Device	12012	Each	2	\$ _____	\$ _____
TOTAL BID PRICE (GST and MRST extra) (in figures) \$ _____ (in words) _____ _____						

 Name of Bidder

FORM N: DETAILED SPECIFICATIONS 12012

SUPPLY & DELIVERY OF A VAN MOUNTED AERIAL DEVICE VEHICLE

(Traffic Signals)

1.0 SCOPE

- 1.1 These specifications describe a hydraulically operated, telescopic aerial device mounted on a 9500 lbs. GVWR Cargo Van.
- 1.2 The aerial device shall be the manufacturer's latest model, as may be modified by these specifications. The aerial device vehicle, including auxiliary equipment, shall be furnished complete and ready for use. All parts not specifically mentioned, but which are required for the complete unit, shall conform in strength, quality of material and workmanship to the best standards and engineering practice of the industry.
- 1.3 It will be the responsibility of the Bidder to inform the City of any deficiencies in these specifications, for under this Contract the Contractor shall be held responsible for the design, performance, reliability and satisfactory operational function of the unit.
- 1.4 The ratings specified herein merely state the minimum values acceptable to the City. There is no intent of implying that these values are sufficient for the design of the particular equipment being bid.

2.0 STANDARDS

- 2.1 Canadian Standards Association Standard CAN/CSA-C225-M00 Vehicle Mounted Aerial Devices forms an integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 2.2 All applicable SAE Standards form an integral part of the chassis specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 2.3 The completed aerial device vehicle shall comply with all C.M.V.S.S. and Manitoba Highway Traffic Act regulations and requirements.
- 2.4 All welding and welding designs of the load supporting elements shall conform to the requirements of Canadian Standards Association Standard W47.1-03 and W59-03.

3.0 QUALIFICATIONS OF MANUFACTURER

- 3.1 The manufacturer of the aerial device shall have a minimum of five (5) years continuous experience manufacturing and installing aerial devices of the type being offered. The manufacturer shall have in effect a complete and documented quality control program ensuring compliance with all applicable Standards.

4.0 QUALIFICATIONS OF CONTRACTOR

- 4.1 The Contractor shall be a manufacturer or authorized distributor/supplier of the aerial device equipment.

4.2 The Contractor shall have an authorized service facility located within 10 km of the boundaries of the City of Winnipeg. The facility, or a portion thereof, shall be dedicated to the service and maintenance of the equipment being offered. Further to B12.1, Bidders shall provide a description of the service facility including, but not limited to, number of qualified service staff, years of service experience on aerial device equipment, and general service capabilities. A description of the service facility shall be provided within 3-Calendar Days upon request of the Contract Administrator.

4.3 The Contractor shall furnish a letter, stamped by a registered professional engineer, indicating that the completed aerial device vehicle complies with CSA Standard CAN/CSA-C225-M00.

5.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS

5.1 All items in these specifications must be answered indicating compliance or non-compliance. **Bidders shall state "yes" for compliance or state deviation, or give a reply where requested to do so.** Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.

5.2 Each bidder is required to fill in every blank. **Failure to do so may be used as a basis for rejection of bid.**

6.0 PERFORMANCE

6.1 The aerial device vehicle shall be capable of operating safely and efficiently without the use of outriggers in any working position and in confined areas, and shall be suitable for repairing traffic signal lights, during summer and winter conditions normal to the City of Winnipeg. _____

7.0 MAKE AND MODEL

7.1 **State year, make and model of cargo van being bid.**_____

7.2 **State year, make and model of aerial device unit being bid.**_____

8.0 CARGO VAN

8.1 GVWR – 9500 lbs., **state.** _____

8.1.1 Front GAWR – 4600 lbs., **state.** _____

8.1.2 Rear GAWR – 5400 lbs., **state.** _____

8.1.3 Rear suspension – 7800 lbs., **state.** _____

8.2 Wheelbase – 138 in. approx., **state.** _____

8.3 Engine – V8, EFI, gasoline, **state size.** _____

8.4 Block heater – required with cord through grille. _____

8.5 Coolant – extended life, antifreeze to -35°C. _____

8.6 Alternator – 200 Amps approx., **state.** _____

8.7 Battery – 650 CCA. _____

- 8.8 Transmission – automatic. _____
- 8.8.1 Transmission cooler – auxiliary transmission cooler. _____
- 8.9 Steering – power. _____
- 8.10 Brakes – power, 4-wheel disk with ABS. _____
- 8.11 Tires, front and rear – BSW, LT245/75R16E approx., load rating to match GVWR and to maintain proper aerial device stability requirements, **state** make, model and size being bid. _____
- 8.11.1 Spare wheel and tire – same as front and rear wheels and tires, complete with carrier. _____
- 8.12 Side door – sliding type. _____
- 8.13 Door locks – power. _____
- 8.14 Floor covering – rubber matting in seating and cargo area with two (2) throw-in rubber floor mats. _____
- 8.15 Mirrors – interior and dual exterior. _____
- 8.16 Windshield – tinted. _____
- 8.17 Windshield wipers – intermittent. _____
- 8.18 Wiper blades – winter blades with heavy duty rubber boot. _____
- 8.19 Ignition keys – three (3) sets required. _____
- 8.20 Remote keyless entry – two (2) remote devices required. _____
- 8.21 Air conditioning – required. _____
- 8.22 Rear auxiliary heater – required. _____
- 8.23 Seats – two (2), high back bucket seats, cloth upholstery. _____
- 8.24 Windows – required in side and rear doors. _____
- 8.25 Radio – AM/FM w/CD, factory installed. _____
- 8.26 Air bags – dual front. _____
- 8.27 12-Volt power point – required, **state** amperage capacity. _____
- 8.28 User defined switches – four (4) upfitter switches on instrument panel. _____
- 8.29 Fuel tank – fully fuelled upon delivery. _____
- 8.30 Colour, interior – blue or grey. _____
- 8.30.1 Colour, exterior – white. _____

8.31 Fire extinguisher – 5 lb. ABC type with permanent mount support bracket. Fire extinguisher to be supplied loose for future installation by the City of Winnipeg.

8.32 First aid kit – required, Provincial 1 approved kit, supplied loose.

9.0 AERIAL DEVICE

9.1 Type – centre-mounted, steel or fibreglass telescopic aerial device with a raised platform height of 30 ft., and a side reach of approx. 20 ft.

9.2 Working height – 35 ft.

9.3 Overall travel height (completed unit) – 120 in. approx., **state**.

9.4 Rotation – approx. 360° non-continuous.

9.5 Boom lift cylinders shall have externally adjustable counterbalance holding valves.

9.6 Safety belt attachment – located at end of boom.

9.7 Personnel platform – one (1) side-hung, single-man side-mounted fibreglass platform.

9.7.1 Nominal platform dimensions – 24" x 24" x 42", **state**.

9.7.2 Platform capacity – 350 lbs. approx., **state**.

9.8 Platform levelling system – automatic, mechanical type.

9.9 Platform dump system – platform to hydraulically tilt (pivot) minimum 100°.

9.10 Angle gauge – required, **state** location.

10.0 STABILITY

10.1 Stability requirements – shall meet CSA Standard CAN/CSA-C225-M00 without the use of outriggers.

10.2 The Contractor shall perform a stability test of the completed unit in accordance with CSA Standard CAN/CSA-C225-M00 and shall provide a stability certificate showing the date and results of the test prior to final inspection.

11.0 CONTROLS

11.1 Platform controls – individual toggle switches, return-to-centre for raise/lower, telescoping in/out, rotation clockwise/counter-clockwise, and bucket stow.

11.1.1 Emergency stop button – instantaneously stops all motion, required at upper and lower controls (engine shutdown not acceptable).

- 11.2 Master control group – remote type controls located at pedestal with approx. 25 ft. of cable. Controls shall be equipped for all bucket functions and emergency stop button. _____
- 11.2.1 Lower controls capable of positively overriding the platform controls. _____
- 11.3 Engine start/stop – required at upper and lower controls. _____
- 11.4 All controls must be clearly identified with manufacturer’s standard labels. _____
- 12.0 HYDRAULICS**
- 12.1 Pump – DC pump, supplied as per aerial device manufacturer’s recommendation to meet aerial device requirements. **State** make and model being bid. _____
- 12.1.1 Pump hour meter – non-resettable type, installed to record aerial device operating hours. _____
- 12.2 Hydraulic oil reservoir – steel construction, baffled as required, complete with breather type filler cap with filter, filler strainer and sight gauge. _____
- 12.2.1 Suction strainer – 100 micron, replaceable, in tank mounted. _____
- 12.3 Return line filter – 10 micron spin-on type, serviceable without oil loss. _____
- 12.4 Shut-off valve – ball type, located between reservoir and pump, secured in open position with a bracket and bolt. _____
- 12.5 Relief valve – located prior to aerial device functions, set at system pressure. Relief in outrigger isolation valve to be set 200 psi above aerial device system pressure. _____
- 12.6 Pressure gauge – required, **state** location. _____
- 12.7 Hydraulic oil – Esso J13 or equivalent, **state** hydraulic oil. _____
- 12.8 Emergency operating system – 12 Volt auxiliary power pack, must provide hydraulic power to all functions including elevation and rotation. _____
- 12.9 Emergency lowering – manual lowering valve or equivalent system to lower boom with gravity, without electrical or hydraulic power. _____
- 12.10 Steel hydraulic tubing – plated type, required where practical except where flexibility is required. Tubing shall be guarded as required. _____
- 12.10.1 Hydraulic hoses – burst rated at 4 times working pressure, protected at all wear and scuff locations. _____
- 13.0 BOOM SUPPORT AND STORAGE**
- 13.1 Boom support – heavy duty bracket mounted to rear bumper, padded cradle to prevent boom damage. _____

Note: Roof mounted boom support not acceptable.

- 13.2 Rear boom stow assembly shall include an over-centre latching mechanism to ensure an automatic boom stowage when the boom is lowered into the cradle. **State** details of boom stowage. _____

14.0 REAR BUMPER

- 14.1 Rear bumper – heavy duty step bumper, approx. 32 in. depth with grip type step surface and tapered ends. _____

- 14.1.1 Bumper shall have a heavy duty tubular steel frame, designed and constructed to withstand severe use. _____

- 14.2 Access step – grip type step mounted on passenger side-rear, below rear bumper, for access to rear bumper area. _____

- 14.3 Bucket access step – heavy duty steel construction with a grip strut step surface, required for ergonomic access to personnel platform. _____

15.0 ELECTRICAL AND LIGHTING

- 15.1 All vehicle lighting shall conform to CMVSS and Manitoba Highway Traffic Act requirements. _____

- 15.2 Centre mounted stop light – one (1) oval light, Truck-Lite 60213R or equal, mounted in rear bucket access step. _____

- 15.3 Mini lightbars – two (2) Whelen R2LPPA light bars, mounted near rear of pedestal, one on each side of the boom. _____

- 15.3.1 Lightbar guards – steel round bar construction on each beacon. _____

- 15.3.2 Strobe lights, front – two (2) Whelen 3 TIR LED Amber lights, front facing in or behind front grille. _____

- 15.3.2 Strobe lights, rear – two (2) Whelen 5GA00FAR oval warning lights, rear facing on rear bumper, installed in metal enclosures. _____

- 15.3.3 Warning beacons and strobe lights shall be actuated by one switch located on the dash, fused, wired hot, i.e., so that the lights are able to operate with the unit off and the key in the “off” position. _____

- 15.4 Back-up alarm – STAR 99901, 97 dB(A), installed near rear of unit, located to be protected from damage. _____

- 15.5 Boom warning light – red lens mounted on instrument panel, normally “on” when boom is not in fully stored position. Grote 44421, DAP52-4000 or Preco equivalent micro switch is required. _____

- 15.5.1 All dash mounted warning lights and switches to be identified with permanent, engraved type labels. No labels allowed on upper surface of dash. _____

- 15.6 Inverter – 110 Volt, 1800 Watts minimum, true-sine type, supplied and installed as per manufacturer’s recommendations. **State** make and model being bid. _____
- 15.6.1 Duplex receptacle – one (1) required in rear cargo area, GFI, CSA approved, weatherproof type, with hinged cover, exact location to be determined at time of installation. _____
- 15.6.2 Auxiliary battery – one (1), 650 CCA min., required for inverter installation. Installation of auxiliary battery on the inside of the van is not acceptable. **State** location of auxiliary battery. _____
- 15.7 All wiring for locally installed accessories shall be colour coded, loomed and properly secured. _____
- 15.8 All electrical connectors shall be crimped and soldered, then sealed using heat shrink tubing. _____
- 15.9 All joining of wires shall be soldered and sealed using heat shrink tubing (crimp-on electrical connectors for joining of wires are not acceptable). _____
- 15.10 Any holes required to run wires through shall be drilled (not punched), grommeted and sealed as necessary. _____
- 16.0 INSTALLATION**
- 16.1 Aerial device shall be installed in accordance with CSA Standard CAN/CSA-C225-M00 and in accordance with the aerial device manufacturer's guidelines. _____
- 16.2 Welding to the van chassis frame is not permitted. _____
- 16.3 Mounting brackets shall be bolted to chassis frame using Grade 8 Fasteners. _____
- 16.4 Any holes required in chassis frame web must be drilled and reamed to fit bolts. _____
- 16.5 Departure angle of completed unit – **state** angle. _____
- 17.0 MISCELLANEOUS**
- 17.1 Safety belt – two (2) required. _____
- 17.2 Mudflaps – black rubber mudflaps installed aft of front and rear tires. _____
- 17.3 Grab handle – approx. 12 in. height with rubber insert, located to the right of right side, rear door, ergonomically located for access to rear bumper area. _____
- 17.4 Wheel chocks – two (2), rubber. _____
- 17.5 Isolators – all interfaces between aluminum and steel shall be separated by a minimum of $\frac{1}{16}$ in. thick rubber or neoprene sheet and are to be bolted through with stainless steel bolts and non-

conductive bushings.

17.6 Rear cargo area – to be left unfinished. The City of Winnipeg shall be responsible for shelving, insulation, interior lighting, etc.

17.7 Weigh scale ticket – the Contractor shall provide a certified weight scale ticket at the time of delivery. The weight shall include the unit fully fuelled plus two (2) operators. The completed unit (including the two (2) operators and fully fuelled) shall provide for approx. 1000 lbs. of payload.

18.0 PAINT AND FINISH

18.1 Aerial device steel sections – all steel components shall be powder coated, white or yellow, inside and out, then high temperature cured prior to assembly *OR* properly sandblasted, primed and finished with Endura EP32 Intermix Epoxy Primer and 3-5 mils of Endura EX-2C Topcoat, white, or equivalent Dupont Imron 5000 paint process.

18.1.1 Fibreglass sections to be white Gel-Coat.

18.2 Top surface of rear bumper to be properly prepared, then painted with black Surefoot by David Frost, P/N SPOX97 non-skid coating.

19.0 TECHNICAL DOCUMENTS AND MANUALS

19.1 Bidders shall supply the following within three (3) working days of request of the Contract Administrator:

19.1.1 Two (2) sets of three view drawings showing complete unit including chassis and aerial device.

19.1.2 Service facility description (see 4.2).

19.2 Prior to final inspection of the unit, the Contractor shall provide the following:

19.2.1 Certified weigh scale ticket of completed unit, fully fuelled.

19.2.2 Certification letter (see 4.3).

19.2.3 Stability certificate (see 10.2).

19.3 Operator's manuals for aerial device and cargo van – three (3) total.

19.3.1 Parts and maintenance manuals – two (2) complete sets required, CD format preferred, required with the following comprising a set:

- i) Aerial unit lubrication chart;
 - ii) Maintenance manual;
 - iii) Unit parts book;
 - iv) Electric wiring diagram; and
 - v) Hydraulic circuit diagram.
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Note: The manuals supplied with this contract must be in English and shall be specifically for the unit supplied. General purpose manuals will not be

acceptable. The Contract will not be considered complete until these have been delivered. Manuals must be supplied at the time the unit is delivered.

20.0 DELIVERY

20.1 The unit shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid to the City of Winnipeg, Winnipeg Fleet Management Agency, 185 Tecumseh Street, Winnipeg, Manitoba within **forty (40) calendar weeks** from the date of official notification of award of Contract. The Contractor shall contact the Contract Administrator prior to delivery of the equipment. Equipment shall be delivered within 8:00 am and 3:00 pm on Business Days.

20.2 The Contractor shall fax all equipment serial numbers and hour-meter readings to the Contract Administrator one (1) calendar week prior to delivery.

20.3 A pre-delivery inspection shall be performed by the Contractor on all equipment.

21.0 TRAINING

21.1 Operator training – the Contractor shall be required to provide **two (2) Business Days** of training, in Winnipeg by qualified staff, for City of Winnipeg operating personnel. All costs associated with the training shall be at the Contractor's expense. The training sessions shall be sufficient in duration and shall provide adequate familiarization and orientation of the equipment to the satisfaction of the Contract Administrator.

21.2 Mechanical training – the Contractor shall be required to provide **two (2) Business Days** of training, in Winnipeg by qualified staff, for City of Winnipeg mechanical personnel. All costs associated with the training shall be at the Contractor's expense. The training sessions shall be sufficient in duration and shall provide adequate familiarization and orientation of the equipment to the satisfaction of the Contract Administrator.

21.3 Additional training aides – **state** if additional DVD or computer based training aides are available.

21.4 Training materials and applicable manuals or on-line training information shall be provided by the Contractor to the Operator Training Branch of Public Works at the earliest possible opportunity, no later than 4-weeks prior to delivery of the equipment and related attachments. The training materials shall be sent preferably in electronic format and hard copy. Training videos shall be supplied on DVD format.

21.4.1 Training materials shall be sent to:

Public Works Department, Human Resources Division
Equipment Operator Training Branch
102-1155 Pacific Ave.
Wpg. MB R3E 3P1

Attn: Leanne Chetyrbok
Equipment Operator Training Consultant
Ph: (204) 986-6825
Cell: (204) 451-3793
E-mail: lchetyrbok@winnipeg.ca

22.0 PERFORMANCE RELIABILITY

22.1 The responsibility for the design of the complete aerial device vehicle, its performance and reliability shall rest upon the Contractor. _____

22.2 The term "*repeated failures*" as used herein is defined to mean that the same component, assembly, or sub-assembly develops repeated defects, breakdowns and/or malfunctions rendering the unit inoperative, or requiring repeated shop correction, service and/or replacement during the warranty period applicable for said component, assembly, or sub-assembly. Minor items or ordinary service adjustments are not included, or considered under the scope of "repeated failures", as well as other factors, such as operational damage due to accidents, misuse or lack of proper maintenance, service and lubrication attention by not following the manufacturer's preventative maintenance schedules. _____

22.3 Where the unit develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance. _____

23.0 WARRANTY

23.1 The warranty on the **cargo van** shall include 100% replacement parts and labour at no cost to the City and shall cover the complete equipment and all parts thereof against defects of workmanship, construction and materials for **three (3) years or 60 000 km** from the date the equipment is put into service by the City of Winnipeg. _____

23.2 The warranty on the **aerial device** shall include 100% replacement parts and labour at no cost to the City and shall cover the complete equipment and all parts thereof against defects of workmanship, construction and materials for **two (2) years** from the date the equipment is put into service by the City of Winnipeg. _____

Note: See Supplemental Conditions for additional Warranties.

23.3 A new two (2) year warranty period shall be provided for any article that is repaired or replaced under the terms of the "repeated failures" clause (Section 22.0 Performance Reliability). The new warranty period shall be effective from the date of acceptance of the repaired or replaced article. _____

FORM O-PREVENTATIVE MAINTENANCE SCHEDULE

Make: _____
 Model: _____
 Year: _____

Service/Parts Contact info: _____

PM Checklist and Adjustments

Please fill in all applicable areas and add any missing service intervals or component part numbers that are applicable to the supplied unit.

All items required to maintain warranties must be listed.

Description:	Capacity:	Type:	Description:	Capacity:	Type:
Engine Oil	Litres		Transmission	Litres	
Cooling System	Litres		Transfer Case	Litres	
Hydraulic Tank	Litres		Hydraulic System	Litres	
A/C Refrigerant	Lbs	R-134a	Brake Reservoir	Litres	
Fuel System	Litres		Differential (Front)	Litres	
Final Drives	Litres		Differential (Rear)	Litres	

Type of Filter:	OEM:	Wix:	Purolator:	Fram:	Baldwin:	Fleetguard:
Engine Oil						
Air Primary						
Air Secondary						
Primary Fuel						
Secondary Fuel Filter						
Cab Air Filter						
Hydraulic (pressure)						
Hydraulic (return)						
Transmission						
A/C Belt						
Alt Belt						
Water Pump Belt						
Serpentine Belt						

Make _____

Model: _____

Year: _____

Item	Recommended Service Intervals. Kms/Hours	Comments
List any one time services		
List any one time adjustments		
List regular Adjustments		
Initial Oil and Filter Change		
Engine Valve Lash and Fuel Injector, Timing Check.		
Engine Oil and Filter Changes and/or Oil Sample Intervals		
Lubrication Points and Intervals		
Transmission Filter/Screens- Replace/Clean and/or Obtain Oil Sample		
Primary Fuel Filter (Replace)		
Secondary Fuel Filter (Replace)		
Differential Oil Sample (Front)		
Final Drive Oil Sample (front)		
Hydraulic Filter (Replace and Obtain Oil Sample)		
Front Differential Fluid (Change)		
Rear Differential Fluid (Change)		
Differential Vents		
Transmission Oil (Change)		
Clean Transmission Magnetic Screen		

Make _____

Model: _____

Year: _____

Item	Recommended Service Intervals Kms/Hours	Comments
Change Final Drive Oil (Front)		
Clean Engine Crankcase Breather		
Hydraulic System Oil (Change)		
Engine Valve Lash and Fuel Inj. Timing (Check)		
Cooling system Water Temperature Regulator (Replace)		
Cooling System Coolant Extender (ELC)-Add		
Cooling System		
Wheel nut Torque and Intervals		
Check wheel Nut torque At Every service interval		
Refrigerant dryer (Replace)		

FORM P-DATA COLLECTION SHEET FOR W.F.M.A

UNIT NUMBER		
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ITEMS		DETAILS FROM VENDOR
MAKE/MANUFACTURER	(e.g. Ford, Volvo, etc.)	
MODEL	Enter model (e.g. F-350)	
YEAR	(Enter model year)	
DISCRIPTION/TYPE	(e.g. Truck, snow blower, mower, tractor)	
FUEL TYPE	(e.g. gas, diesel, hybrid, propane)	
RATED FUEL CONSUMPTION	(L/100 km, L/hr, etc.)	
GVWR	(In pounds [lbs.] and kilograms)	
GAWR FRONT		
GAWR REAR		
GCWR		
DIMENSION HEIGHT	(Overall height m)	
DIMENSION LENGTH	(Overall length m)	
DIMENSION WIDTH	(Overall width m)	
WHEELBASE		
DELIVERY DATE	(Confirmed date)	
SUPPLIER/DEALER	(Name, phone number, and contact person)	
ODOMETER/HOUR METER	(Upon delivery)	
V.I.N. NUMBER		
SERIAL NUMBER (if applicable)		
CAB CONFIGURATION	(Regular, Extended, Crew)	
M.G.I NUMBER (if applicable)		
KEY DOOR NUM		
KEY IGNITION NUM		
PAINT CODE	(Exterior colour)	
PAINT COLOUR	(Exterior colour)	
PAINT TRIM CODE	(Interior code #/colour)	
ITEMS	SERVICE ITEMS	DETAILS FROM VENDOR
ENGINE MAKE		
ENGINE MODEL		
ENGINE SERIAL NUMBER		

ENGINE HORSE POWER	(Enter as xxx H.P. @ xxxx RPM)	
ENGINE DISPLACEMENT	(In cubic inches and litres)	
CPL NUMBER		
ENGINE CYLINDERS	(Number of cylinders)	
ENGINE OIL CAPACITY	(Capacity with filter, in litres)	
ENGINE OIL FILTER PART NUMBER	(Number of filters and part numbers)	
ENGINE OIL TYPE	(e.g. 15W40, regular or synthetic)	
ENGINE AIR FILTER (PRI)	(Make, part number, quantity)	
ENGINE AIR FILTER (SEC)	(Make, part number, quantity)	
CAB FILTER	(Part number and location)	
FUEL TANK CAPACITY	(In litres)	
FUEL FILTER # PRIMARY	(Make, part number, and quantity)	
FUEL FILTER # SECONDARY	(Make, part number, and quantity)	
FUEL SEPARATOR	(Make, part number, and quantity)	
COOLANT TYPE	(Heavy-duty, extended life, or regular)	
COOLANT CAPACITY	(In litres)	
COOLANT FILTER NUMBER	(Part number)	
TRANSMISSION		DETAILS FROM VENDOR
TRANSMISSION MAKE	(Enter make & model)	
TRANSMISSION SERIAL NUMBER		
TRANSMISSION TYPE	(Hydrostatic, standard, automatic)	
TRANSMISSION FLUID CAPACITY	(in litres)	
TRANSMISSION FLUID TYPE	(Dextron III, synthetic, weight, etc.)	
TRANSMISSION FILTER(S)	(# of filters and part numbers; internal and external filters)	
TRANSMISSION FILTER KITS	(Gasket, o-ring, secondary filters etc.)	
TRANSMISSION COOLER	(Make and part number if applicable)	
FRONT DIFFERENTIAL		DETAILS FROM VENDOR
DIFFERENTIAL MAKE		
DIFFERENTIAL MODEL		
DIFFERENTIAL SERIAL #		
DIFFERENTIAL OIL TYPE	(e.g. 80W90, synthetic)	
DIFFERENTIAL CAPACITY	(In litres)	
REAR DIFFERENTIAL		DETAILS FROM VENDOR

DIFFERENTIAL MAKE		
DIFFERENTIAL MODEL		
DIFFERENTIAL SERIAL #		
DIFFERENTIAL OIL TYPE	(e.g. 80W90, synthetic)	
DIFFERENTIAL CAPACITY	(In litres)	
TIRES/WHEELS/ETC.		DETAILS FROM VENDOR
TIRE MANUFACTURER & BRAND		
TIRE SIZE FRONT		
TIRE SIZE REAR		
WHEEL NUT TORQUE	(lb-ft)	
WHEEL NUT RE-TORQUE INTERVAL		
FINAL DRIVE/HUB	(Oil type and capacity)	
WHEEL SPINDLES OIL CAPACITY	(In litres)	
WHEEL SPINDLES FLUID TYPE	(e.g. 80w90, Dextron, synthetic)	
POWER STEERING CAPACITY	(In litres)	
POWER STEERING FLUID TYPE	(e.g. ATF or synthetic)	
POWER STEERING FILTER #	(Make, part number, quantity)	
BRAKE FLUID	(Type)	
BRAKE TYPE	(Hydraulic/air)	
MISC. ITEMS		DETAILS FROM VENDOR
ALTERNATOR	(Enter make, model, part #)	
ALTERNATOR AMPS	Integers only (e.g. 105, 125, etc.)	
BATTERY MAKE		
BATTERY MODEL		
BATTERY CCA		
BATTERY QTY.		
BATTERY VOLTAGE		
BELT A/C PART #	(Enter make and part number)	
BELT COMPRESSOR PART #		
BELT FAN PART #		
BELT ALTERNATOR PART #		
BELT STEERING	(V-belt or serpentine, quantity)	
BELT STEERING PART #		

BELTS OTHER		
COMPRESSOR CFM	(e.g. 13.2, 15, 18)	
COMPRESSOR MODEL	(Enter make and model)	
COMPRESSOR PART #		
AIR DRYER	(Enter make and model)	
AIR DRYER PART/SERIAL #		
AIR DRYER DESCRIANT		
AIR DRYER FILTER	(part number)	
AUX. HEATER TYPE	(Diesel, electric, etc.)	
AUX. HEATER MAKE		
AUX. HEATER MODEL		
AIR CONDITIONING	(Type, 113 etc.)	
AIR CONDITIONING CAPACITY	(lbs)	
A/C RECEIVER DRYER PART #	(part, number)	
ATTACHMENT ITEMS	(Construction equipment)	DETAILS FROM VENDOR
SKID SHOE	(part number)	
STINGER BLADES	(part number)	
STINGER TEETH	(Quantity and part number)	
BUCKET TEETH	(Quantity and part number)	
CUTTING TOOTH		
CLAM BUCKET BLADE	(Dimensions and part number)	
UTILITY BUCKET BLADE	(Dimensions and part number)	
BOX SCRAPER BLADE	(Dimensions and part number)	
BUCKET CAPACITY		
BUCKET BLADES AND SIDES	(Quantity and part number)	
GRADER BLADES	(part number)	
GRADER ICE BLADES	(Part number)	
WING BLADES	(Part number)	
BODY UNIT ITEMS		DETAILS FROM VENDOR
BODY SUPPLIER	(Name and contact number)	
BODY TYPE		
BODY MAKE		
BODY MODEL		

BODY SERIAL NUMBER		
BOX SIZE	(Length and/or capacity)	
HYDRAULICS		DETAILS FROM VENDOR
HYDRAULIC PUMP	(Make, model and capacity)	
PTO	(Make, model and shift type)	
HYDRAULIC TANK CAPACITY	(In litres)	
HYDRAULIC FILTER NUMBER	(Filter number and screen numbers)	
HYDRAULIC FLUID TYPE	(e.g. N22, synthetic)	
HYDRAULIC FILTER	(Make, quantity and part number)	
HYDRAULIC SCREEN	(Make, quantity and part number)	
HYDRAULIC BREATHER	(Make, quantity and part number)	
HYDRAULIC SPINNER		
HYDRAULIC SPINNER MAKE		
HYDRAULIC SPINNER MODEL		
HYDRAULIC SPINNER SERIAL #		
CONVEYOR MOTOR MAKE		
CONVEYOR MOTOR MODEL		
CONVEYOR MOTOR SERIAL #		
CYCLE TIME DOWN		
CYCLE TIME UP		
SANDER/DUMP CONTROLS:		DETAILS FROM VENDOR
CONTROL SYSTEM MAKE		
CONTROL SYSTEM MODEL		
CONTROL SYSTEM SERIAL #		
CONTROL SYSTEM PART #		
CONVEYOR CHAIN	(Length and part #)	
SENSORS	(Part #s)	
CALCIUM PUMP MAKE		
CALCIUM PUMP MODEL		
CALCIUM PUMP SERIAL #		
CALCIUM PUMP CAPACITY		

UNIT ITEMS	ATTACHMENT(S)	DETAILS FROM VENDOR
TYPE	(e.g. snow blower, mower, spreader, etc.)	
MAKE/ MANUFACTURER	(e.g. John Deere, Colpron, etc.)	
MODEL		
YEAR	(Enter year manufactured)	
AUX. ENGINE	(Make and model)	
AUX. ENGINE DISPLACEMENT	(In cubic inches and litres)	
AUX. ENGINE SERIAL #		
SUPPLIER/DEALER	(Name, phone number, and contact person)	
FUEL TYPE	(e.g. gas, diesel, propane)	
ODOMETER/HOUR METER		
AUX. ENGINE HORSE POWER	(Enter as xxx H.P. @ xxxx RPM)	
AUX. ENGINE CYLINDERS	(Number of cylinders)	
AUX. ENGINE OIL CAPACITY	(Capacity with filter, in litres)	
AUX. ENGINE OIL FILTER PART #	(Number of filters and part number)	
AUX. ENGINE OIL TYPE	(e.g. 15W40, regular or synthetic)	
AUX. ENGINE AIR FILTER (PRI)	(Make, part number, quantity)	
AUX. ENGINE AIR FILTER (SEC)	(Make, part number, quantity)	
HYDRAULICS	ATTACHMENT(S)	DETAILS FROM VENDOR
HYDRAULIC DRIVE MAKE	(Enter make & model)	
HYDRAULIC DRIVE MODEL		
HYDRAULIC DRIVE SERIAL #		
HYDRAULIC DRIVE TYPE	(Hydrostatic, standard, automatic)	
HYDRAULIC DRIVE FLUID CAPACITY	(in litres)	
HYDRAULIC DRIVE FLUID TYPE	(Dextron III, synthetic, etc.)	
HYDRAULIC DRIVE FILTER(S)	(# of filters and part numbers; internal and external filters where applicable)	
HYDRAULIC DRIVE COOLER	(Part number if applicable)	
HYDRAULIC BREATHER CAP	(Part number if applicable)	
SWEEPER		DETAILS FROM VENDOR
BROOM SEGMENTS	(part #)	
WATER FILTER	(part #)	
WEAR PLATES	(part #)	
ROLLERS	(part #)	
SKID SHOES	(part #)	

FORM Q-SUSTAINABILITY QUESTIONNAIRE

Product Information

(Yes/No)

Product Sustainability: High Quality, Small Ecological Footprint

1. Have you employed environmentally innovative best practices and/or technologies in the goods you are supplying in this Bid Opportunity as compared to similar goods? If yes, please describe them below.

Describe:

2. Have you obtained 3rd party environmental certifications for any of the products that you are supplying in this Bid Opportunity?

Describe:

3. Have you performed a life cycle assessment of the goods you are supplying in this Bid Opportunity? If yes, please describe below.

Describe:

4. Are there any other environmentally innovative best practices and/or technologies in the goods you are supplying in this Bid Opportunity that we could have specified in this tender, but have not? If yes, please describe them below.

Describe:

Company Information

Energy and Climate: Reducing Energy Costs and Greenhouse Gas Emissions

1. Have you measured your corporate greenhouse gas emissions? If yes, please report your total annual greenhouse gas emissions reported in the most recent year measured?

Describe:

2. Have you set publicly available greenhouse gas reduction targets? If yes, what are those targets?

Describe:

Material Efficiency: Reducing Waste and Enhancing Quality

1. Do you measure the total amount of solid waste generated from the facilities that produce your product(s) for this Bid Opportunity? If yes, please report for the most recent year measured.

Describe:

2. Have you set publicly available solid waste reduction targets? If yes, what are those targets?

Describe:

3. Do you measure the total water use from facilities that produce your product(s) for this Bid Opportunity? If yes, please report for the most recent year measured.

Describe:

4. Have you set publicly available water use reduction targets? If yes, what are those targets?

Describe:

Natural Resources: Responsibly Sourced Raw Materials

1. Have you established publicly available sustainability purchasing guidelines for your direct suppliers that address issues such as environmental compliance, employment practices and product safety?

Describe:

Social Responsibility: Ensuring Responsible and Ethical Production

1. Do you have a process for managing social compliance at the manufacturing level?

Describe:

2. Do you work with your supply base to resolve issues found during social compliance evaluations and also document specific corrections and improvements?

Describe:

3. Do you invest in community development activities in the markets you source from and/or operate within? _____

Describe:
