

**FORM A: BID**  
(See B8)

1. Contract Title SUPPLY AND DELIVERY OF A UTILITY VEHICLE (UTV)

2. Bidder

\_\_\_\_\_  
Name of Bidder

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

\_\_\_\_\_  
Street

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Email Address of Bidder

\_\_\_\_\_  
Facsimile Number

(Mailing address if different)

\_\_\_\_\_  
Street or P.O. Box

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
GST Registration Number (if applicable)

The Bidder is:

(Choose one)

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

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

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Facsimile Number

\_\_\_\_\_  
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/she 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. Indigenous Self-Declaration The City is requesting that Bidders identify if their business is at least 51% owned by one or more Indigenous persons of Canada.

YES, 51% or more Indigenous ownership

NO, it is not

This information is being gathered for statistical purposes only and will not be used for purposes of evaluation.

11. 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 B9)

SUPPLY AND DELIVERY OF A UTILITY VEHICLE (UTV)

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	QUANTITY	UNIT PRICE
1.	Utility Vehicle	18024	Each	1	

\_\_\_\_\_  
Name of Bidder

## FORM N: DETAILED SPECIFICATIONS 18024

### UTILITY VEHICLE

#### 1.0 DESCRIPTION OF EQUIPMENT

- 1.1 These specifications describe a Utility Vehicle and other equipment and features as specified herein.
- 1.2 The Utility Vehicle shall be a new 2018 model year or newer.
- 1.3 The Utility Vehicle and all other items/components shall be the manufacturer's latest model. The equipment shall be furnished complete and ready for operation. Any parts or accessories not specifically mentioned, but which are required to complete and place the equipment and associated attachments in successful operation shall be furnished as though specifically mentioned in these specifications. The equipment and associated attachments, and all parts thereof, shall conform in strength and quality of material and workmanship, to the best standards and engineering practice of the industry.
- 1.4 It will be the responsibility of the Bidder to inform the City of any errors or omissions in these specifications, for under this Contract the Contractor shall be held responsible for the satisfactory operational function of the equipment.

#### 2.0 OTHER SPECIFICATIONS AND STANDARDS

- 2.1 All applicable SAE standards form an integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 2.2 Where applicable, the Utility Vehicle shall comply with the applicable regulations:

Transport Canada, National Safety Mark, NSM:  
<http://www.tc.gc.ca/eng/acts-regulations/acts-road.htm>

Manitoba Safety and Health Regulation, Parts 12, 16, 22:  
<http://web2.gov.mb.ca/laws/regs/current/217.06.pdf>

Canadian Motor Vehicle Safety Standards C.M.V.S.S.  
[http://laws-lois.justice.gc.ca/eng/regulations/C.R.C.,\\_c.\\_1038/section-sched3.html](http://laws-lois.justice.gc.ca/eng/regulations/C.R.C.,_c._1038/section-sched3.html)

Manitoba Highway Traffic Act regulations and requirements including, but not limited to, a Manitoba Government Inspection with Safety Sticker.  
<http://web2.gov.mb.ca/laws/regs/index.php?act=h60>

Canadian Standards Association, CSA:  
<http://www.csagroup.org/>

Under Writers of Canada, U/L:  
<http://www.ulc.ca/>

Society of Automotive Engineers, SAE:  
<http://www.sae.org/>

City of Winnipeg Lighting Visibility Standard:  
<http://winnipeg.ca/matmgt/pdfs/PublicWorksEquipLightingVisibility.pdf>

- 2.3 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 units.

### **3.0 SERVICE FACILITY**

3.1 For the purpose of warranty repairs, the Bidder shall have an authorized service facility. The facility, or a portion thereof, shall be dedicated to the service and maintenance of the type equipment being offered. Bidders shall provide a description of the service facility including, but not limited to, number of qualified service staff, years of service experience, and general service capabilities within three (3) Business Days upon request of the Contract Administrator.

### **4.0 REFERENCES**

4.1 If available, please provide five (5) references where this equipment is used in a working environment where climatic conditions are similar to the City of Winnipeg.

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### **5.0 MAKE & MODEL**

5.1 **State** year, make and model being bid: \_\_\_\_\_

### **6.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS**

6.1 Each bid will be evaluated based on adherence to all terms, conditions and requirements outlined in the Bid Opportunity package.

6.2 All items in these specifications must be answered indicating compliance or non-compliance. **BIDDERS SHALL STATE "YES" FOR COMPLIANCE OR STATE DEVIATION**, or give reply where requested to do so. Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.

6.3 **EACH BIDDER IS REQUIRED TO FILL IN EVERY BLANK. FAILURE TO DO SO MAY BE USED AS A BASIS FOR REJECTION OF BID**

### **7.0 PERFORMANCE RELIABILITY**

7.1 The responsibility for the design of the **Utility Vehicle**, its performance and reliability shall rest upon the Contractor.

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

7.3 Where the **Utility Vehicle** develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance.

7.4 The equipment shall be capable of consistent top performance in City of Winnipeg Environment. **Note: The City of Winnipeg has four seasons with ambient temperatures ranging from approximately 90°F (32°C) to -40°F (-40°C)**

**8.0 FUEL**

8.1 Where applicable, all equipment must be fully fueled upon delivery (no exceptions).

**9.0 QUALIFICATIONS OF MANUFACTURER & CONTRACTOR**

9.1 The manufacturer of the Utility Vehicle shall have five (5) years continuous experience manufacturing Utility Vehicle.

9.2 The manufacturer shall have in effect a documented quality control program ensuring that the quality of materials and workmanship, including welding, conforms to the best standards and engineering practice of the industry.

9.3 The Contractor shall have five (5) years continuous experience servicing, repairing and maintaining Utility Vehicle of the type being offered.

**10.0 SPECIFICATIONS:**

10.1 Vehicle Make **State:** \_\_\_\_\_

10.2 Vehicle Model **State:** \_\_\_\_\_

**Engine**

10.3 Number of Cycles 4-Cycle \_\_\_\_\_

10.4 Cylinders 3-Cylinder \_\_\_\_\_

10.5 Displacement Approximately 850 – 900 cc  
**State:** \_\_\_\_\_

10.6 Horsepower Approximately 20 - 25 hp  
**State:** \_\_\_\_\_

**Alternator**

10.7 Capacity Approximately 55 - 60 amps  
**State:** \_\_\_\_\_

**Battery**

10.8 Capacity Approximately 480 – 540 CCA  
**State:** \_\_\_\_\_

**Cargo Box**

10.9 Type Hydraulic Dump/Tilt \_\_\_\_\_

10.10 Material **State:** \_\_\_\_\_

10.11 Liner Factory spray-on \_\_\_\_\_

10.12 Tailgate Removable \_\_\_\_\_

10.13 Width Approximately 57.7 in. (1465 mm)  
**State:** \_\_\_\_\_

10.14 Depth Approximately 11.2 in. (285 mm) \_\_\_\_\_  
**State:**

10.15 Payload Capacity Approximately 1000 (454 kg) – 1102 lbs. \_\_\_\_\_  
 (500 kg)  
**State:**

**Chassis, Axle and Brakes**

10.16 Steering Type Hydrostatic or Electric Power Steering with \_\_\_\_\_  
 tilt  
**State:**

10.17 Type of Front Suspension Independent \_\_\_\_\_

10.18 Type of Rear Suspension Independent \_\_\_\_\_

10.19 Differential Lock – Front Axle Front limited slip differential \_\_\_\_\_

10.20 Differential Lock – Rear Axle Standard – foot operated \_\_\_\_\_

10.21 Brakes **State:** type \_\_\_\_\_

10.22 Parking Brake Hand operated \_\_\_\_\_

**Cooling System - Engine**

10.23 Type **State:** \_\_\_\_\_

**Dimensions**

10.24 Overall Height Approximately 75 in (1903 mm) - 80 in. \_\_\_\_\_  
 (2032 mm)  
**State:**

10.25 Overall Length Approximately 118 in. (2992 mm) - 120 in. \_\_\_\_\_  
 (3048 mm)  
**State:**

10.26 Overall Width Approximately 62 (1571 mm) - 63. in. \_\_\_\_\_  
 (1600 mm)  
**State:**

10.27 Wheelbase Approximately 79 in. (2007 mm) - 80.5 in. \_\_\_\_\_  
 (2045 mm)  
**State:**

10.28 Ground Clearance Approximately 10.5 in. (267 mm) \_\_\_\_\_  
**State:**

10.29 Weight (Operating) Approximately 1900 lbs. \_\_\_\_\_  
**State:**

**Drivetrain / Transmission**

10.30 Transmission Type Continuously Variable Transmission (CVT) \_\_\_\_\_  
 or  
 Variable Hydrostatic Transmission (VHT-X)  
**State:**

10.31 Number of Ranges 2 Range, Low / High \_\_\_\_\_

10.32 Control Type Accelerator and Brake pedals \_\_\_\_\_

10.33 Drive Wheels (Selectable) 4, 4WD,w/2WD \_\_\_\_\_

**Exhaust / Muffler**

10.34 Muffler Spark arresting \_\_\_\_\_

**Fuel System**

10.35 Fuel Type Diesel \_\_\_\_\_

10.36 Fuel Tank Capacity Approximately 7.0 – 10.0 US Gallons  
**State:** \_\_\_\_\_

**Instrumentation / Gauges**

10.37 Check all that apply: \_\_\_\_\_

- Speedometer \_\_\_\_\_
- Odometer \_\_\_\_\_
- Tachometer \_\_\_\_\_
- Trip Meter \_\_\_\_\_
- Hour Meter \_\_\_\_\_
- Service Indicator \_\_\_\_\_
- Diagnostic Indicator \_\_\_\_\_
- Fuel Gauge \_\_\_\_\_
- 4WD Indicator \_\_\_\_\_
- Hi Temperature \_\_\_\_\_
- Engine Lights \_\_\_\_\_
- Engine Coolant Temperature \_\_\_\_\_
- Parking Brake Indicator \_\_\_\_\_
- Oil Level \_\_\_\_\_
- Battery Charge Status \_\_\_\_\_

**Lights**

10.38 Beacon

- Hella MLB 100, Model# H27996001 or equivalent in accordance with B6 Substitutes \_\_\_\_\_
- Beacon to be located on rear ROPS or centre of roof to achieve 360 degree visibility
- Wired directly to the ignition i.e. no switch.
- Beacon must also come with a safety guard

10.39 Front Twin halogen \_\_\_\_\_

10.40 Brake **State:** \_\_\_\_\_

10.41 Hazard **State:** \_\_\_\_\_

10.42 Signal **State:** \_\_\_\_\_

10.43 Tail **State:** \_\_\_\_\_

	<b>Roof</b>		
10.44	Metal Canopy	Metal FOPS Canopy	_____
	<b>Safety Equipment</b>		
10.45	ROPS	Roll Over Protection System (ROPS) with tubular over-head structure	_____
10.46	Seat Belts	2-point Retractable	_____
10.47	Grab Handles for Entry / Exit	Driver and passenger <b>State:</b>	_____
10.48	Horn	Horn	_____
10.49	Slow Moving Vehicle Sign	Mounted	_____
10.50	Back-Up Alarm	<b>State:</b> dB(A)	_____
10.51	Fire Extinguisher	<ul style="list-style-type: none"> <li>• 2.5 lbs.</li> <li>• High volume ABC type</li> <li>• Securely mounted with quick release</li> </ul> <b>State:</b> location	_____
	<b>Seating</b>		
10.52	Capacity	Seating capacity for two (2)	_____
10.53	Type	Bench or bucket <b>State:</b>	_____
	<b>Spreader</b>		
10.54	Application	Applying seed and fertilizer	_____
10.55	Hopper Material	Poly <b>State:</b>	_____
10.56	Hopper Volume	Approximately 3 cu ft. (0.1 cu m) <b>State:</b>	_____
10.57	Hopper Capacity	Approximately 240 lbs. (109 kg) <b>State:</b>	_____
10.58	Total Spreader Weight (Hopper Empty)	Approximately 75 lbs. (34 kg) <b>State:</b>	_____
10.59	Total Spreader Weight (Hopper Full)	Approximately 315 lbs. (143 kg) <b>State:</b>	_____
10.60	Spreading Width	Approximately up to 20 ft. (6.1m) <b>State:</b>	_____
10.61	Spinner Diameter	Approximately 10 in. (25.4 cm) <b>State:</b>	_____
10.62	Gate	Adjustable – operated with an electric actuator to control the flow of material	_____
10.63	Side Deflector	Control the spread pattern	_____

10.64	Control Box	Provide on/off and spread width adjustment capabilities	_____
10.65	Motor	12V, 1/3 hp (semi-sealed) <b>State:</b>	_____
10.66	Mounting	Mount on receiver hitch	_____
<b>Tires</b>			
10.67	Front	Turf <b>State:</b> size	_____
10.68	Rear	Turf <b>State:</b> size	_____
10.69	Spares	One (1) of each with rims	_____
<b>Towing</b>			
10.70	Hitch	Front and back Receiver hitch required with 2 in. ball	_____
10.71	Towing Capacity	Front – Approximately 650 lbs. (295 kg) Rear – Approximately 1300 lbs. (590kg) <b>State:</b> capacities	_____
<b>Travelling Speeds</b>			
10.72	Forward	Approximately 0 - 25 mph (40 km/h) <b>State:</b>	_____
10.73	Reverse	Approximately 0 - 12 mph (0 - 20 km/h) <b>State:</b>	_____
<b>Winch</b>			
10.74	Winch Kit	Front - Approximately 3500 - 4000 lbs. capacity <b>State:</b>	_____
<b>11.0 <u>WARRANTY:</u></b>			
11.1	All warranty information shall be detailed and <b><u>include all exclusions.</u></b>		_____
	The successful bidder shall provide all published warranty information upon delivery of the equipment.		
	Bidder shall state all warranty information.		
11.2	Basic Vehicle (Comprehensive)	<b>State:</b>	_____

12.0 **DELIVERY:**

12.1 **Delivery Point:** The complete unit shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid, including invoice and N.V.I.S. (if applicable) to the WFMA 185 Tecumseh Street, Winnipeg MB. \_\_\_\_\_

12.2 **Delivery Time:** \_\_\_\_\_  
Approximately 2 – 6 calendar weeks from date of award

Equipment shall be delivered between 8:00 am and 2:00 pm on Business Days.

**State:** earliest delivery time: \_\_\_\_\_

12.3 **Delivery Contact:** The Contractor shall contact the Contract Administrator prior to delivery of the equipment. \_\_\_\_\_

12.4 **P.D.I.:** A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list \_\_\_\_\_

13.0 **MANUALS:**

13.1 **Operator's Manual:** One (1) per unit shall be supplied with the units when delivered: \_\_\_\_\_

14.0 **PARTS/LABOUR PRICING:**

14.1 Bidder to provide City of Winnipeg Parts Discount % Pricing from retail parts pricing. **State percentage discount** \_\_\_\_\_

14.2 Bidder to provide City of Winnipeg Labor Discount % Pricing from Retail shop labor rate. **State percentage discount** \_\_\_\_\_

15.0 **FIRST SERVICE PREVENTATIVE MAINTENANCE KIT:**

15.1 In order to assure minimum downtime of the Equipment in future service, the Contractor must provide one (1) complete replacement set of new OEM filters for each unit purchased. The set of required filters shall include (if applicable to the equipment type) air, fuel, oil, cab and hydraulic, or otherwise all known necessary common replacement filters required for the first preventative maintenance servicing. \_\_\_\_\_

15.2 The Contractor must provide a list of factory recommended lubricants to be used with the equipment, as well as a complete cross reference guide for all warranty approved lubricants and filters that can be used during Preventative Maintenance servicing. \_\_\_\_\_

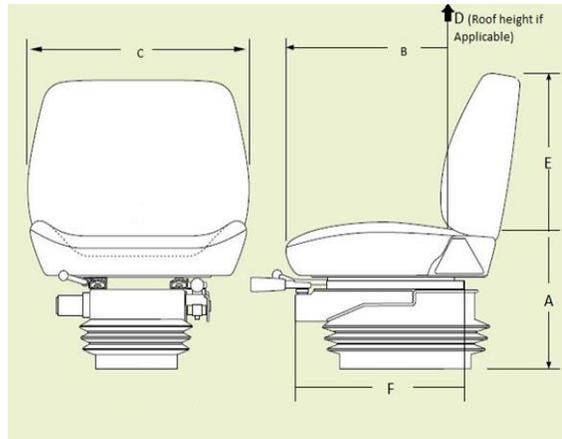
16.0 **ERGONOMIC SPECIFICATIONS**

**Entry/ Exit**

- 16.1 First step entry height **State:** height of first step in inches \_\_\_\_\_
- 16.2 First handhold entry height **State:** first handhold entry height in inches \_\_\_\_\_
- 16.3 Access to equipment **State:** door opening height in inches \_\_\_\_\_
- 16.4 Access to equipment **State:** door opening width in inches \_\_\_\_\_
- 16.5 Designed to prevent slipping Anti-slip steps/handholds **(Y or N)?** \_\_\_\_\_

**Seat**

16.6 Use diagram to answer questions.



- 16.7 Sitting Height Range (from floor (where feet rest) (A)) **State:** seat height range in inches \_\_\_\_\_
- 16.8 Seat Length/Depth (B) **State:** seat length/depth in inches \_\_\_\_\_
- 16.9 Seat Width (C) **State:** seat width in inches \_\_\_\_\_
- 16.10 Cab Height (from seat to roof (if applicable) (D)) **State:** cab height range in inches \_\_\_\_\_
- 16.11 Back Rest Height (E) **State:** back rest height in inches \_\_\_\_\_
- 16.12 Seat Travel Range (F) **State:** seat travel in inches \_\_\_\_\_
- 16.13 Lumbar Support Is lumbar support provided **(Y or N)?** \_\_\_\_\_
- 16.14 Head Rest Is head rest provided **(Y or N)?** \_\_\_\_\_
- 16.15 Seat Material Breathable **State:** type of seat material \_\_\_\_\_

**Operation**

- |       |   |  |       |
|-------|---|--|-------|
| 16.16 | Reaching Distance<br>(to usual work)            | <b>State:</b> reaching distance in inches        | _____ |
| 16.17 | Maximum Reaching<br>Distance                    | <b>State:</b> maximum reach distance in inches   | _____ |
| 16.18 | Adjustable Pedals<br>(accelerator/brake/clutch) | Are pedals adjustable <b>(Y or N)?</b>           | _____ |
| 16.19 | Adjustable Steering<br>Wheel                    | Is steering wheel adjustable <b>(Y or N)?</b>    | _____ |
| 16.20 | Adjustable Shoulder Belt                        | Is belt adjustable and anchored <b>(Y or N)?</b> | _____ |

**Cargo Area**

- |       |  |  |       |
|-------|--|--|-------|
| 16.21 | Lid opens to provide<br>adequate space | Adequate space provided <b>(Y or N)?</b> | _____ |
| 16.22 | Loading Height                         | <b>State:</b> trunk height in inches     | _____ |

**Environment**

- |       |  |   |       |
|-------|--|---|-------|
| 16.23 | Operator compartment is<br>insulated from equipment<br>noise (while operating) | <b>State:</b> dB inside cab while operating           | _____ |
| 16.24 | Operator insulated from<br>equipment vibration                                 | Is operator insulated from vibration <b>(Y or N)?</b> | _____ |
| 16.25 | Heating/Cooling Systems  | <b>State:</b> cab temperature range                   | _____ |
| 16.26 | Cab Lighting   | <b>State:</b> lumens inside cab                       | _____ |

**Maintenance/ Inspection**

- |       |  |  |       |
|-------|--|--|-------|
| 16.27 | Lift Assistance<br>(when necessary)  | Is lift assistance provided <b>(Y or N)?</b> | _____ |
| 16.28 | Easy Access<br>(to compartment doors)  | Is easy access provided <b>(Y or N)?</b>     | _____ |
| 16.29 | Include any other relevant ergonomic specifications and applicable range of adjustment |  | _____ |