

FORM A: BID
(See B8)

1. Contract Title SUPPLY AND DELIVERY OF ALL-ELECTRIC UTILITY VEHICLES (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
- By submitting a bid in response to this Tender, the Bidder certifies that it has read, understands, and agrees to the terms and conditions of this Tender and that the Tender, 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 ALL-ELECTRIC UTILITY VEHICLES (UTV)

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	QUANTITY	UNIT PRICE
1.	All-Electric Utility Vehicle	19037	Each	3	

Name of Bidder

FORM N: DETAILED SPECIFICATIONS 19037
UTILITY VEHICLE (UTV)

1.0 DESCRIPTION OF EQUIPMENT

- 1.1 These specifications describe an **UTV** and other equipment and features as specified herein.
- 1.2 The **UTV** shall be a new 2019 model year or newer.
- 1.3 The **UTV** 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 **UTV** 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

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>

Manitoba Building Code:
https://web2.gov.mb.ca/laws/regs/current/_pdf-regs.php?reg=31/2011

- 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.

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 and/or equivalents shall be clearly stated and fully detailed. Deviations and/or equivalents will be considered subject to evaluation. In every instance where a brand name or design specification is used, the City will also consider deviations and/or equivalents.
- 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 **UTV** 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 **UTV** 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 UTV shall have five (5) years continuous experience manufacturing UTV.
- 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 UTV of the type being offered.

10.0 SPECIFICATIONS:

Requirement:

The City of Winnipeg requires three (3) All-Electric UTVs meeting the following specifications:

- All-Electric Drive System
- Charger system included
- Power lift of cargo box
- Payload capacity of approximately 900 lbs.
- Towing capacity of approximately 500 lbs.

Purpose of the UTV:

The Department will be using these vehicles to transport personnel and materials around their facilities

Work location of the UTV:

Inside and outside

Make and Model

10.1 Make **State:** _____

10.2 Model **State:** _____

Drive System

10.3 Engine 48 VDC
State: _____

10.4 Horsepower **State:** _____

10.5 Controller Approximately 400 amp
State: amp _____

10.6 Electrical System 48 volt _____

10.7	Batteries	Deep-cycle batteries State: Make and model of batteries: _____ Volts: _____ Quantity of Batteries: _____	_____
10.8	Speed	Approximately 0 to 15 mph State:	_____
10.9	Gear Selection	Forward, Neutral, Reverse State:	_____
	Charger		
10.10	On-Board Battery Charger	Required: State:	_____
10.11	Battery Discharge Indicator	State:	_____
10.12	Vehicle Ignition Interlock	Prevents the vehicle from being driven while connected to the charger State:	_____
10.13	Automatic Shutoff	Battery charger automatically shuts off after reaching the full charge State:	_____
10.14	AC Power Cord	Length approximately 2.4 m State:	_____
	Brakes		
10.15	Front and Rear	State:	_____
10.16	Park Brake	State:	_____
	Suspension and Steering		
10.17	Suspension	State:	_____
10.18	Shocks	State:	_____
10.19	Steering	State:	_____
	Lighting		
10.20	Lighting - LED	<ul style="list-style-type: none">• Headlights• Turn signals• Tail lights• Brake lights State:	_____
	Dimensions / Capacities		
10.21	Wheel Base	State:	_____
10.22	Weight	State:	_____
10.23	Length	State:	_____
10.24	Width	State:	_____

10.25	Height	State:	_____
10.26	Ground Clearance	State:	_____
10.27	Payload Capacity	Approximately 900 lbs. State:	_____
10.28	Towing Capacity	Approximately 500 lbs. State:	_____
Canopy			
10.29	Canopy	4-post frame with steel or plastic roof canopy State: type of canopy	_____
Windshield			
10.30	Windshield	Polycarbonate State:	_____
Seating			
10.31	Type	Bench or bucket State:	_____
10.32	Seating Capacity	2-Person State:	_____
10.33	Seatbelts	Required:	_____
Cargo Box			
10.34	Length	Approximately 45 in. State:	_____
10.35	Width	Approximately 52 in. State:	_____
10.36	Depth (Height)	Approximately 12 in. State:	_____
10.37	Volume	Approximately 16 cu ft. State:	_____
10.38	Material	State:	_____
10.39	Tailgate	Tailgate hinged at bottom State:	_____
10.40	Dump Feature	Required: Power assist State:	_____

Instrumentation / Gauges

10.41	Instrumentation / Gauges	State: Instruments/dash indicators, switches or gauges	_____
		• _____	
		• _____	
		• _____	
		• _____	
		• _____	
		• _____	
		• _____	

Tires / Wheels

10.42	Front Tires	State:	_____
10.43	Rear Tires	State:	_____

Accessories

10.44	12V Outlet	State:	_____
10.45	Bumper	Heavy duty front State:	_____
10.46	Rear Receiver Hitch	State:	_____

Safety

10.47	ROPS	Certified Roll Over Protection System (ROPS)	_____
10.48	Fire Extinguisher	• ABC type (2 lb.) • Securely mounted with quick release State: location	_____
10.49	Beacon	• Hella MLB 100, Model H27996001 • 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 <u>safety guard</u>	_____
10.50	Battery Disconnect Switch	Lockable with padlock	_____
10.51	Horn	12 Volt State: location of horn button	_____
10.52	Back Up Alarm	Required State: dB	_____
10.53	Slow Moving Vehicle Sign	Mounted	_____

11.0 **WARRANTY:**

11.1 All warranty information shall be detailed and **include all exclusions.** _____

The Contractor shall provide all published warranty information upon delivery of the equipment.

Bidder shall state all warranty information.

11.2 Factory **State:** _____

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:** _____

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

State: earliest delivery time from date of award: _____

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:** _____

Two (2) per unit shall be supplied with the units when delivered

Note: CD or USB flash drive is preferred where available.

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 If applicable: 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, transmission, cab and hydraulic, or otherwise all known necessary common replacement filters required for the first preventative maintenance servicing and first transmission service. _____
- 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. _____