



## CITY OF VANCOUVER

INVITATION TO TENDER ("ITT") No. PS06079

### SUPPLY AND DELIVERY OF TWO (2) STEP VANS WITH AERIAL PLATFORMS

Tenders are to be addressed to the Office of the City Clerk, and delivered to the Courier Delivery Drop-Off Office, 1<sup>st</sup> Floor, Vancouver City Hall, 453 West 12<sup>th</sup> Avenue, Vancouver, British Columbia, Canada, V5Y 1V4 prior to the Closing Time: 11:00:00 A.M. Vancouver Time (as defined in Note 2 below), WEDNESDAY, AUGUST 30, 2006 and opened publicly as soon as reasonably possible thereafter.

#### NOTES:

1. Tenders are to be in sealed envelopes or packages marked with the Tenderer's Name, the ITT Title and Number.
2. The Closing Time will be conclusively deemed to be the time shown on the clock at the Courier Delivery Drop-Off Office for this purpose.
3. DO NOT SUBMIT BY FAX

All queries related to this ITT shall be submitted  
in writing to the attention of:

LINDA WOYCE,  
BUYER,

FAX: 604-873-7057 E-MAIL: [purchasing@vancouver.ca](mailto:purchasing@vancouver.ca)

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PART A - INSTRUCTIONS TO TENDERERS**

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**NOTE:** The definitions set out in Section 1.0 of Part B - General Conditions apply throughout this ITT, including this Part A of this ITT, except where otherwise expressly stipulated or the context otherwise requires.

**1.0 Description of Requirement**

- 1.1 Tenders are invited for the supply and delivery of two (2) step vans to replace two existing vehicles for the Electrical Operations Branch. The step vans require a stripped chassis, consisting of a single axle, dual rear wheel drive, configured for a van body builder to fabricate and install a step van body complete with an aerial device as set out herein, for the City.
- 1.2 Tenderers are required to submit a Tender for the full Requirement only. Partial responses will be put aside and given no consideration.
- 1.3 Immediately upon receipt of this ITT, please advise by facsimile or e-mail whether or not you intend to submit a Tender.

**2.0 Contract Term - Intentionally omitted**

**3.0 Pricing**

- 3.1 Pricing shall be held firm for ninety (90) days.
- 3.2 Prices quoted will be (in Canadian currency and exclusive of all taxes), F.O.B. destination to the site(s) named herein, with all freight, unloading at destination, import duties, brokerage, royalties, handling, overhead, profit and all other costs included.

**4.0 Inquiries and Clarifications**

- 4.1 It is the responsibility of the Tenderer to thoroughly examine these documents and satisfy itself as to the full requirements of this ITT. Inquiries are to be in written form only, faxed or e-mailed to the contact person shown on the cover page. If required, an addendum will be issued to all Tenderers.

**5.0 Conduct of the Contract**

- 5.1 The Manager - Materials Management shall have the conduct of the ITT and the Contract.

**6.0 Inspection of Site - Intentionally Omitted**

**7.0 Submission of Tender**

- 7.1 The response to this ITT with all accompanying schedules, appendices or addenda submitted by the Tenderer will be received up to the closing time on the date and in the place shown on the title page of this ITT (the "Closing Time"). The Tender shall be submitted on the forms provided in a sealed envelope or package, marked with the Tenderer's name and the ITT title and number.

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- 7.2 Tenders received after the Closing Time or in locations other than the address indicated, will not be accepted and will be returned. The City may elect to extend the Closing Time.
- 7.3 The Tenderer shall submit two (2) copies of its Tender on the form provided (Part E - Tender Form and Appendix 2) in accordance with the instructions stated herein.
- 7.4 The City's language used in its procurement documents and the responses thereto, shall be English.
- 7.5 The Tenderer must enter its corporate or legal business name on the final page of the Tender Form. The Tender Form must be signed in the place provided by an officer or employee having authority to bind the Tenderer to the terms and conditions of this ITT. All other pages of the Tender Form must be initialled by the authorized signatory in the spaces provided.
- 7.6 Amendments to a Tender may be submitted if delivered in writing prior to the Closing Time in a sealed envelope or package, marked with the Tenderer's name and the ITT title and number.
- 7.7 Tenders may be withdrawn by written notice only, provided such notice is received at the office of the City Clerk prior to Closing Time.
- 7.8 All costs associated with the preparation and submission of the Tender, including any costs incurred by the Tenderer after the Closing Time, will be borne solely by the Tenderer.
- 7.9 By submitting a Tender, the Tenderer acknowledges and agrees that the liability of the City in connection with the ITT, the conduct or outcome of the ITT, all related processes, decisions and procedures, and any and all duties and obligations in connection with all of the foregoing, is limited in the aggregate to the maximum of \$1,000 (for any and all claims by the Tenderer combined with any and all claims of all other Tenderers and any and all other claimants in connection with the ITT), and that if payment is made by the City into Court (or into trust, for the benefit of all Tenderers and other such claimants, with a law firm reasonably selected for the purpose) of the said sum of \$1,000, then:
- a) that will be sufficient to fully release and discharge the City from all further liability; and
  - b) the Tenderer will, upon the request from time to time of the City, execute and deliver a release (in such form as the requesting party may reasonably prescribe).
- 8.0 Bid and Performance Security**
- 8.1 The Tenderer shall include with its Tender insert type and amount required, e.g. Bid Bond, Consent of Surety, Irrevocable Letter of Credit, certified cheque.
- 8.2 For Contracts having a value over one hundred thousand dollars (\$100,000), the Tenderer may be required to supply a performance bond in the amount of fifty percent

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(50%) of the total Contract price and other such sureties that may be set out in Part C - Special Conditions.

**9.0 Conflict of Interest**

9.1 By submitting a Tender, the Tenderer warrants that neither it nor any of its officers or directors, or any employee with authority to bind the Tenderer, has any financial or personal relationship or affiliation with any elected official or employee of the City or their immediate families which might in any way be seen by the City to create a conflict.

**10.0 Evaluation of Tenders**

10.1 Tenders will be evaluated on the basis of the overall best value to City based on quality, service, price and any other criteria set out herein including, but not limited to:

- a) the Tenderer's ability to meet the Requirements, qualifications and competencies set out herein;
- b) financial offer including but not limited to prices, operating and maintenance costs, warranty, and any life cycle considerations;
- c) the Tenderer's business and technical reputation and capabilities; experience and where applicable, the experience of its personnel; financial stability; track record; and references of current and former customers;
- d) equipment quality, configuration, age and condition; and
- e) any other criteria set out in the ITT or otherwise reasonably considered relevant.

10.2 The City may elect to short list some of the Tenderers and require short listed Tenderers to provide additional information or details, including making a presentation, supplying samples, demonstrations, and/or additional technical literature. Samples of items, when required, must be submitted within the time specified and at no expense to the City. If not destroyed in testing, they will be returned at the Tenderer's request and expense.

10.3 Prior to Contract award, the Tenderer must demonstrate financial stability. Should the City so request, the Tenderer is required to provide annual financial reports or a set of financial statements prepared by an accountant and covering the last two (2) fiscal years.

10.4 The City may, prior to Contract award, negotiate changes to the scope of the Work, the materials, the Specifications or any conditions with any one or more of the Tenderers without having any duty or obligation to advise any other Tenderers or to allow them to vary their prices as a result of changes to the scope of Work, the materials, the Specifications, or any conditions, and the City shall have no liability to any other Tenderer as a result of such negotiations or modifications.

10.5 All sub-contractors of the Tenderer will be subject to the same evaluation process. It is the responsibility of the Tenderer to guarantee that all its sub-contractors will comply with all the Requirements and terms and conditions set out herein.

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10.6 Preference may be given to Tenders offering environmentally beneficial products or services.

**11.0 Solicitation**

11.1 If any director, officer, employee, agent or other representative of a Tenderer makes any representation or solicitation to any officer, employee, agent or elected official of the City with respect to the Tender, whether before or after the submission of its Tender, the City shall be entitled to reject or not accept such Tender.

**12.0 Acceptance and Rejection of Tenders**

12.1 Notwithstanding any other provision in the ITT documents, the City has in its sole discretion, the unfettered right to:

- a) accept any Tender;
- b) reject any Tender;
- c) reject all Tenders;
- d) accept a Tender which is not the lowest Tender;
- e) accept a Tender that deviates from the Requirements, Specifications or the conditions specified in this ITT;
- f) reject a Tender even if it is the only Tender received by the City;
- g) accept all or any part of a Tender; and
- h) split the Requirements between one or more Tenderers.

12.2 All Tenders shall be irrevocable and remain open for acceptance for at least ninety (90) days after the Closing Time, whether or not another Tender has been accepted.

12.3 Any deviations from the Requirements, Specifications or the conditions specified in this ITT, must be clearly stated in the Tender. The City will be the sole judge as to what constitutes an acceptable Tender deviation. If no deviations are indicated in the Tender, the City will be entitled to interpret that the Tenderer offers to perform in full compliance of the Requirements, Specifications and conditions stated herein.

12.4 The City may waive any non-compliance with the ITT, the Requirements, the Specifications, or any conditions, including the timing of delivery of anything required by this ITT and may elect to retain for consideration Tenders which are non-conforming, which do not contain the content or form required by the ITT or which have not complied with the process for submission set out herein.

**13.0 Award of Contract**

13.1 Award of a Contract is contingent on funds being approved and the contract award being made by City Council, if applicable.

13.2 The City will notify the successful Tenderer(s) in writing that it has been awarded the Contract.

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- 13.3 The purchase order terms and conditions, excluding the provision titled "The City's Offer", will apply unless otherwise agreed in writing by the City.
- 13.4 The purchase order, the Tender, the ITT and such other documents including all amendments or addenda, shall form the basis for the Contract between the Contractor and the City. In the event of a conflict between any of the Contract Documents, the following documents will take precedence and govern over each other in the following order of priority from highest to lowest:
- a) subject to Section 12.3, the City's purchase order including the standard purchase order terms and conditions (which may be downloaded from [www.city.vancouver.bc.ca/bid/](http://www.city.vancouver.bc.ca/bid/));
  - b) or any mutually agreed to amendments between the Tenderer and the City;
  - c) the Tender; and
  - d) the ITT and any subsequent addenda.
- 13.5 Where the head office of the successful Tenderer is located within the City of Vancouver and/or where the successful Tenderer is required to perform any Work at a site located within the City of Vancouver, the successful Tenderer is required to have a valid City of Vancouver business license prior to Contract execution.
- 13.6 The City is not under any obligation to award a Contract and may elect to terminate this ITT at anytime.

**14.0 Quantities**

- 14.1 The quantities stated herein are the City's best estimates of its requirements and should not be relied on. Actual quantities may vary.

**15.0 Brand Names**

- 15.1 Unless otherwise stated, if and wherever the Specifications state a brand name, make, name of manufacturer, trade name, or vendor catalogue number, it is for the purpose of establishing a grade or quality of goods, material, equipment and/or services only. It is not intended to rule out competition from equal brands or makes. If, however, a product other than that specified is offered, it is the Tenderer's responsibility to name such a product in its Tender. Evidence of equality in the form of samples may be requested.

**16.0 Alternates and/or Variations to Specifications**

- 16.1 Except where stated otherwise herein, the Specifications describe what is considered necessary to meet the performance requirements of the City and Tenderers should bid in accordance with such Specifications, or if the Tenderer cannot meet the Specifications, the Tenderer may offer an alternative which it believes to be the equivalent.
- 16.2 Tenderers shall clearly indicate any variances from the City's Specifications or conditions no matter how slight. The attachment of descriptive literature from which variations may be gleaned will not be considered as a sufficient statement of variations.



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16.3 If in addition to bidding on goods, materials, equipment and/or services that meet the Specifications, the Tenderer wishes to offer an alternative, the alternative Tender shall be submitted separately in the same format as the initial Tender.

16.4 The City is not obligated to accept any alternatives.

16.5 The City will determine what constitutes allowable variations.

**17.0 Environmental Responsibility**

17.1 The City is committed to preserving the environment. Tenderers shall provide environmentally sensitive products or services wherever possible. Where there is a requirement that the Contractor supplies materials, and where such materials may cause adverse effects, the Tenderer shall indicate the nature of the hazard in its Tender.

17.2 The Tenderer agrees to advise the City of any known alternatives or substitutes for such materials that would mitigate the effects of any adverse conditions on the environment.

**18.0 Named Sub-contractors**

18.1 The Tenderer agrees that the sub-contractors shown in its Tender are the sub-contractors that it proposes to use to carry out the Requirements. The Tenderer agrees to engage the listed sub-contractors and no others in their stead without prior written authorization of the City.

**19.0 Freedom of Information and Protection of Privacy Act**

19.1 Tenderers should note that the City of Vancouver is subject to the Freedom of Information and Protection of Privacy Act (British Columbia), which imposes significant obligations on the City's contractors to protect all personal information acquired from the City in the course of providing any service to the City.

**20.0 Confidentiality**

20.1 Information about the City obtained by Tenderers must not be disclosed unless prior written authorization is obtained from the City.

20.2 The Contractor agrees that this obligation of confidentiality will survive the termination of the Contract between the Contractor and the City.

**21.0 Special Conditions**

21.1 Where Special Conditions are attached herein and there is a conflict, the Special Conditions shall take precedence over the Instructions to Tenderers and General Conditions set out in this ITT.

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**PART B - GENERAL CONDITIONS**

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**1.0 Definitions**

The following words and terms, unless the context otherwise requires, shall have the meanings set out below. Words including the singular number include the plural and vice versa.

"Act of God" means a cataclysmic phenomenon of nature, including earthquake, flood or cyclone. Rain, snow, wind, high water or any other natural phenomenon, which might reasonably have been anticipated from historical records of the general locality of the City, shall be deemed not to be acts of God;

"City" means the municipal corporation, generally known as the City of Vancouver, as described under the Vancouver Charter;

"City's Designated Representatives" means the City's employees or representatives who are authorized in writing to deal with the Contractor on behalf of the City in connection with the goods, materials, equipment and services or to make decisions in connection with the Contract;

"Closing Time" means the closing date, time, and place as set out on the title page of this ITT;

"Contract" means the agreement formed between the City and the Contractor as evidenced by the purchase order issued to the Contractor by the City;

"Contract Documents" means the purchase order, the Contractor's Tender, the ITT and such other documents as listed in the Contract, including all amendments or addenda agreed between the parties;

"Contractor" means the successful Tenderer individual, partnership, corporation or combination thereof, including joint venturers who or which executes the resulting Contract;

"Delivery Date" means the date the City requires the Contractor to deliver the goods to the City's Delivery Site;

"Delivery Site" means 250 West 70<sup>th</sup> Avenue, Vancouver, B.C., V5X 2X1, unless otherwise stated in this ITT;

"F.O.B." means all costs of freight, insurance, brokerage, customs duties and all other costs of delivery to the site named as F.O.B. will be borne by the Contractor and that ownership and title to all goods, materials, and equipment are transferred to the City when same are delivered by the Contractor to the City and the risk of loss or damage to the goods, materials and equipment transfers to the City only at such time as same are received and accepted by the City at the site named as "F.O.B." or Delivery Site;

"GST" means the goods and services tax administered under the Excise Tax Act (Canada) and any successor tax or levy therefore in force from time-to-time;

"ITT" means this Invitation to Tender including, but not limited to: Part A - Instructions to Tenderers; Part B - General Conditions; Part C - Special Conditions; Part D - Requirements; Part E - Tender Form; Appendix 1 - Certificate of Insurance; Appendix 2 - Detailed Equipment Specifications and Compliance Matrix any additional attachments listed in the Table of Contents; and any amendments, addenda, and/or clarifications pertaining to this ITT that may be issued prior to the Closing Date;

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"PST" means British Columbia provincial sales tax and any successor tax or levies therefor in force from time-to-time;

"Requirements" means all of the Specifications, requirements and services set out in Part D and elsewhere in the ITT that describe the general requirements that the goods, materials, equipment and services must meet and the Contractor must provide;

"Security Clearance" means the security clearance required by the City from time to time for personnel being allowed access to any City owned property/site;

"Specifications" means that part of the ITT consisting of general requirements and technical descriptions of the goods, materials, equipment, standards and workmanship.

"Tender" means the Tenderer's offer made on the Tender form set out on Part E of this ITT with all appendices or addenda submitted by the Tenderer in response to the ITT;

"Tenderer" means the individual, partnership, corporation or combination thereof, including joint venturers, who or which sign the Tender form set out in Part E of this ITT;

"Work" means all the labour, materials, equipment, supplies, services and other items necessary for the execution, completion and fulfilment of the Requirements;

"Work Site" means the site where the Work is being performed.

"WCB OH&S Regulation" means the *Workers Compensation Act* (British Columbia), including without limitation, the Occupational Health & Safety Regulation (BC Regulation 296/97, as amended by BC Regulation 185/99) enacted pursuant to such Act, all as such Act or Regulations are amended or re-enacted from time to time.

## **2.0 Notices**

2.1 Any notice required to be given in regards to the Contract(s) shall be given in writing and served personally or mailed by registered mail addressed to the City, Attention Manager - Materials Management and to the Contractor at the address set forth in its Tender.

## **3.0 Sub-contractors**

3.1 All sub-contractors are the responsibility of the Contractor.

3.2 The Contractor shall be held as fully responsible to the City for the acts and omissions of its sub-contractors and of persons indirectly employed by the Contractor, as for the acts and omissions of persons directly employed by it.

3.3 The Contractor agrees to ensure performance by every sub-contractor with the terms and requirements of the Contract Documents.

3.4 The term "sub-contractor" as used in this ITT, includes all suppliers to the Contractor.

3.5 No sub-contractors will be permitted except those expressly named by the Contractor in Section 4.1 of Part E – Tender Form or subsequently permitted in writing by the City pursuant to Section 5.1 of the General Conditions.

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**4.0 Independent Contractor**

4.1 The Contractor, its sub-contractors, the officers, directors, shareholders, partners, personnel, affiliates and agents of the Contractor and its sub-contractors are not, nor are they to be deemed to be, partners, appointees, employees or agents of the City.

**5.0 Assignment**

5.1 Subject to Sections 3.5 and 5.2, the Contractor will not assign, sublet, subcontract, or let out as task work any part of the Work or any of the Contractor's obligations of the Contract Documents to any third party, and will not assign or otherwise transfer any of the rights of payment under the Contract Documents to any third party, without in each case the prior written consent of the City which consent the City may arbitrarily withhold.

5.2 Despite Section 5.1, the Contractor may utilize those sub-contractors expressly named in Section 4.1 of Part E - Tender Form but only for the Area of Responsibility set out beside their name, provided always that the Contractor may not substitute or replace those sub-contractors, or permit those sub-contractors to further assign, sub-let, subcontract, or let out as task work their obligations under the Contract Documents, except in accordance with Section 5.1 above.

5.3 If the City should consent to any such assignment, subletting or letting out as task work of all or any part of the Work, the Contractor shall in no way be relieved from its responsibility for the fulfilment of the Work, but shall continue to be responsible for the same in the same manner as if all the Work had been performed by the Contractor.

**6.0 Time of the Essence**

6.1 For all requests made by the City pursuant to the Contract, time is of the essence. The acceptance of a late performance, with or without objections or reservations by the City, shall not waive the right to claim damages for such breach nor constitute a waiver of the requirement of timely performance of any obligation remaining to be performed.

**7.0 Laws, Permits and Regulations**

7.1 The laws of British Columbia shall govern the Contract.

7.2 All provisions of the International Sale of Goods Act are specifically excluded from application of this Contract.

7.3 In carrying out its obligations hereunder, the Contractor shall familiarize itself and comply with all applicable laws, bylaws, regulations, ordinances, codes, specifications and requirements of all regulatory authorities, and shall obtain all necessary licenses, permits and registrations as may be required by law.

**8.0 Workplace Hazardous Materials Information System ("WHMIS")**

8.1 The Contractor shall provide appropriate labels and material safety data sheets for WHMIS regulated products. No product containing asbestos shall be supplied at any time without written authorization from the City.

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**9.0 Product Standards**

- 9.1 All electrical items shall comply with the relevant sections, latest editions, of versions of the Canadian Standards Association (CSA) standard C22.1, Canadian Electrical Code (CEC), Electrical Safety Branch - BC Amendments to CEC Regulations and Bulletins, the City's Electrical Bylaw, and the National Building Code.

**10.0 Changes in Requirements**

- 10.1 The City, without invalidating the Contract, may make changes to the Contract by altering, adding to or deducting from the Requirements. Subject to mutual agreement, the Contractor shall proceed with the amended Requirements, and the amended Requirements shall be executed under the provisions of the Contract.
- 10.2 The Contractor shall not make any changes from the terms of the Contract unless it shall first have received the written consent of the City, and no claims for additional compensation shall be valid unless the change was so ordered.

**11.0 Delivery**

- 11.1 Deliveries must be made between 8:00 a.m. and 3:00 p.m. Monday to Friday, excluding statutory holidays, unless other arrangements have been agreed in writing. A material safety data sheet ("MSDS") must accompany all shipments containing products regulated under WHMIS legislation.

**12.0 Quality of Workmanship and Materials**

- 12.1 The Contractor shall perform the services with the degree of care, skill and diligence normally applied in the performance of services of a similar nature and in accordance with sound current professional practices and conforming to the requirements set out in the ITT.
- 12.2 Materials, goods and equipment shall be the products of suppliers or manufacturers of established reputation engaged in the supply or manufacture of such materials or equipment.
- 12.3 Materials are to be applied in accordance with the manufacturer's directions and shall use the techniques and applications best suited for the type of material being used.

**13.0 Inspection**

- 13.1 All goods, materials, equipment and/or services are subject to inspection and approval upon delivery. The City has the right to refuse acceptance of such goods, materials, equipment and/or services that are not in accordance with the Specifications, Requirements or the Contractor's warranty (expressed or implied).
- 13.2 Acceptance or rejection of the goods, materials, equipment and/or services shall be made as promptly as practical, but failure to inspect and accept or reject the goods, materials, equipment and/or services shall not relieve the Contractor from responsibility for such goods, materials, equipment and/or services that are not in accordance with the Contract.

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13.3 The City shall be the final judge of all goods, materials, equipment and/or services in respect of both quality and quantity and its decisions of all questions in dispute with regard thereto will be final. Materials, goods or equipment not accepted will be returned to the Contractor at the Contractor's expense.

13.4 The City will not be deemed to have accepted the goods, materials, equipment and/or services by virtue of a partial or full payment for them.

**14.0 Warranty**

14.1 The Contractor warrants that the goods, materials, equipment and/or services supplied by the Contractor to the City will be in full conformity with the Specifications as well as samples, if any, then this is a sale by sample as well as by description within the meaning of the Sale of Goods Act (BC).

14.2 The Contractor further warrants that the goods, materials and/or equipment are of merchantable quality, and fit for the intended use and will perform according to the requirements set out in the ITT.

14.3 Equipment and materials shall be new, free and clear of all liens, charges and encumbrances, the latest model, and shall be complete with all necessary accessories for operation. All equipment and materials shall be at the risk of the Contractor until delivered to and accepted by the City.

14.4 At a minimum, a one (1) year parts and labour warranty shall be provided on all goods, materials, equipment and/or services provided under the Contract.

14.5 The Contractor warrants that its employees have the qualifications, experience, knowledge, skills and abilities necessary for the fulfilment of the Contract.

**15.0 Protection of Person and Property**

15.1 The Contractor shall use due care that no persons are injured, no property damaged or lost, and no rights are infringed in the performance of the Requirements, and the Contractor shall be solely responsible for all loss, damages, costs and expenses in respect of any injury to persons, damage of property, or infringement of the rights of others incurred in the performance of the Requirements or caused in any other manner whatsoever by the Contractor, or its employees.

15.2 The Contractor shall effectively warn and protect the public and other personnel from any danger as a result of the Requirements being done.

**16.0 Rectification of Damage and Defects**

16.1 The Contractor shall rectify any loss or damage for which, in the opinion of the City the Contractor is responsible, at no charge to the City and to the satisfaction of the City. Alternatively, the City may repair the loss or damage and the Contractor shall pay to the City the costs of repairing the loss or damage forthwith upon demand from the City. Where, in the opinion of the City, it is not practical or desirable to repair the loss or damage, the City may estimate the cost of the loss or damage and deduct such estimated amount from the amount owing to the Contractor hereunder.

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**17.0 Clean Up**

17.1 The Contractor shall at all times conduct the Requirements in an orderly and reasonably tidy manner, and shall at suitable intervals remove any accumulation of rubbish or refuse materials. At no time shall any person employed by the Contractor or by any of its sub-contractors discard any litter or garbage on or adjacent to the Delivery Site, except into a suitable container.

**18.0 Indemnification**

18.1 The Contractor shall indemnify, hold and save harmless the City from and against all claims, losses, damages, costs, actions and other proceedings made, sustained, brought or prosecuted in a manner based upon, occasioned by or attributable to any injury, including death, property damage, infringement or damage arising from any act or omission of the Contractor, its employees, officers, volunteers, servants, sub-contractors, or agents or persons for whom the Contractor has assumed responsibility in the performance or purported performance of the Requirements.

18.2 The Contractor shall indemnify the City from and against any and all liability or expenses by way of legal costs or otherwise in respect of any claim which may be made for a lien or charge at law or in equity or to any claim or liability under the Builders Lien Act, or to any attachment for debt, garnishee process or otherwise.

18.3 The Contractor shall pay all royalties and license fees and shall save the City harmless from loss on account of suits or claims of infringement of patents in the performance of the Requirements.

18.4 The Contractor shall assume the defense of, and indemnify and hold harmless the City and its officers, employees and agents, from and against all claims relating to materials, goods or equipment furnished and to inventions, copyrights, trade marks, or patents and rights thereto used by the Contractor in the execution of the Contract and in subsequent use and/or operation by the City.

**19.0 Termination**

19.1 The City will advise the Contractor by written notice of its intent to terminate the whole or any part of the Contract in any one of the following circumstances:

- a) if the Contractor fails to make delivery of the goods, materials, equipment and/or services within the time specified, or fails to perform any other provisions, terms or conditions of the Contract within the time specified, or within a reasonable time if no time is specified;
- b) in the event that the Contractor performs any act or does anything by which the City shall incur any liability whatsoever;
- c) any failure of the Contractor to meet the safety requirements of the Contract;
- d) in the event that any creditor of the Contractor causes a writ of execution or similar writ or court order to be served upon the City requiring the City to pay any portion due to the Contractor under the Contract; or

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- e) in the event that the Contractor is adjudged bankrupt or if it makes a general assignment for the benefit of creditors or if it becomes insolvent or if it should take the benefit of any Act that may be in force for bankrupt or insolvent debtors.
- 19.2 Upon termination of the Contract, the City shall have no obligation to the Contractor except for such goods, materials, equipment and/or services as have been supplied up to the date of the termination of the Contract(s).
- 19.3 Upon termination of the Contract(s) in whole or in part, the City may procure similar goods, materials, equipment and/or services and the Contractor shall be liable to the City for any excess costs for such similar goods, materials, equipment and/or services. The Contractor shall not be liable for any excess costs if failure to perform arises by reason of strikes, lockouts, Acts of God or acts of the City. The City will not be liable where Delivery Sites are not available due to strikes, lockouts or Acts of God.
- 20.0 Insurance Requirements**
- 20.1 Without limiting any of its obligations or liabilities under the Contract, the Contractor and its sub-contractors shall obtain and continuously carry during the term of the Contract at their own expense and cost, the following insurance coverages with minimum limits of not less than those shown in the respective items set out below.
- 20.2 All insurance policies shall be in a form and in amounts satisfactory from time-to-time and with insurers acceptable to the City's Director of Risk Management and shall provide the City with sixty (60) days prior written notice of material change, lapse or cancellation. Notice must identify the Contract title, number, policyholder, and scope of work.
- 20.3 The Contractor and each of its sub-contractors shall provide at their own cost any additional insurance which they are required by law to provide or which they consider necessary.
- 20.4 Neither the providing of insurance by the Contractor in accordance with the requirements hereof, nor the insolvency, bankruptcy or the failure of any insurance company to pay any claim accruing shall be held to relieve the Contractor from any other provisions of the Contract Documents with respect to liability of the Contractor or otherwise.
- 20.5 The insurance coverage shall be primary insurance as respects the City. Any insurance or self-insurance maintained by or on behalf of the City, its officers, officials, employees, servants or agents shall be excess of this insurance and shall not contribute with it.
- 20.6 Prior to commencement of this Contract, the Contractor shall provide the City with evidence of all required insurance in the form of the attached Certificate of Insurance. The Certificate of Insurance shall identify the Contract title, number, policyholder and scope of work and shall not contain any disclaimer whatsoever. At all times thereafter, during the term of this Contract, the Contractor shall covenant and agree to comply with all its insurance obligations described herein. Certified copies of all insurance policies shall be made available to the City's Director of Risk Management at any time during the term of the Contract upon request.



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- 20.7 The Contractor shall provide in its agreements with its sub-contractors clauses in the same form as those found herein. Upon request, the Contractor shall deposit with the City's Director of Risk Management detailed certificates of insurance for the policies it has obtained from its sub-contractors and a copy of the insurance clauses so provided in the said agreements.
- 20.8 The Contractor shall obtain and maintain in full force and effect during the term of the Contract, insurance not less than that set out below and provide proof of such insurance provided by a company duly registered and authorized to conduct insurance business in the Province of British Columbia.
- a) Commercial General Liability insurance in sufficient amounts and description to protect the Contractor, its sub-contractors, the City and its respective officers, officials, employees, servants and agents against claims for damages, personal injury including death, bodily injury and property damage which may arise under this Contract.
- The limit of commercial general liability insurance shall be not less than two million dollars (\$2,000,000) per occurrence inclusive for personal injury, death, bodily injury or property damage and in the aggregate with respect to products and complete operations. The deductible per occurrence shall not exceed two thousand five hundred dollars (\$2,500) per occurrence.
- The policy of insurance shall:
- (i) be on an occurrence form;
  - (ii) add the City and its officials, officers, employees and agents as additional insureds;
  - (iii) contain a cross-liability or severability of interest clause;
  - (iv) extend to cover non-owned automobile, contingent employer's liability, blanket contractual liability, contractor's protective liability, broad form property damage, broad form completed operations and operations of attached machinery.
- b) The Contractor shall ensure that vehicles owned and/or operated by the Contractor in connection with the Contract maintain Third Party Legal Liability Insurance in an amount not less than two million dollars (\$2,000,000) per occurrence.

**21.0 Workers' Compensation Board Compliance**

- 21.1 Prior to commencing any services on the City's site, the Contractor must provide evidence that it is in good standing with the Workers' Compensation Board of British Columbia ("WCB"). The Contractor is responsible for having the site secured in accordance with WCB safety regulations and ensure that no danger shall befall the public at any time during the performance of the Services.
- (a) *Payment of WCB Assessments* - The Contractor agrees that it shall at its own expense procure and carry or cause to be procured and carried and paid for, full Workers' Compensation Board coverage for itself and all workers, employees, servants and others engaged in or upon any work or service which is the subject of this Contract. The Contractor agrees that the City has the unfettered right to set off the amount of the unpaid premiums and assessments for such Worker's Compensation Board coverage against any monies owing by the City to the Contractor. The City shall have the right to withhold payment

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under this Contract until the Worker's Compensation Board premiums, assessments or penalties in respect of work done or service performed in fulfilling this Contract had been paid in full.

- (b) *Designation of Contractor as Prime Contractor* - The City now designates the Contractor as the Prime Contractor, and the Contractor now acknowledges and agrees to its designation as the Prime Contractor, for the purposes of the WCB OH&S Regulation.
- (c) *Prime Contractor's Obligations* - Without in any way limiting the Contractor's obligations under the WCB OH&S Regulation, and by way of example only, the Contractor will:
  - (i) Appoint and provide a qualified coordinator for the purpose of ensuring the coordination of health and safety activities for the Site,
  - (ii) Provide and receive and respond to all information required to be given, received or relayed by the Contractor (both as an employer and as the Prime Contractor) pursuant to the WCB OH&S Regulation, and
  - (iii) Within **five (5) Business Days** of the City delivering the Notice of Award to the Contractor, sign and deliver to the City, the "Prime Contractor Agreement" in the form attached
- (d) *General WCB Obligations* - In addition to, and not in lieu of, the Contractor's obligations as the Prime Contractor, the Contractor will have a safety program acceptable to the Workers' Compensation Board and will ensure that all City and Workers' Compensation Board safety policies, rules and regulations are observed during performance of this Contract, not only by the Contractor but by all Subcontractors, workers, material suppliers and others engaged in the performance of this Contract.
- (e) *Notice of Project* - Prior to commencement of construction, the Contractor will:
  - (i) Complete and file a "Notice of Project" with the Workers' Compensation Board in compliance with Section 20.2 of the WCB OH&S Regulation,
  - (ii) Post the Notice of Project at the Site, and
  - (iii) Provide a copy of the Notice of Project to the City and confirm in writing that the Notice of Project has been posted at the Site.
- (f) *Initial Proof of WCB Registration/Good Standing* - Within **five (5) Business Days** of the City delivering the Notice of Award to the Contractor, the Contractor will provide the City with the Contractor's and all Sub-Contractor's Workers' Compensation Board registration numbers.
- (g) *Subsequent Proof of WCB Registration/Good Standing* - Within **five (5) Business Days** of the City delivering the Notice of Award to the Contractor, and concurrently with making any application for payment under this Contract, the Contractor will provide the City with written confirmation that the Contractor and all Sub-Contractors are registered in good standing with the Workers' Compensation Board and that all assessments have been paid to date of the Notice of Award or date of application for payment, as applicable.
- (h) *Pre-Contract Hazard Assessment* - The Contractor may or may not have received, as part of the Contract Documents, a "Pre-Contract Hazard Assessment" prepared by or for the City pursuant to the City's statutory obligations under the WCB OH&S Regulation (Section 119 of the *WCA*) as an

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“owner of a workplace”. Despite the City’s statutory obligations, the Prime Contractor now acknowledges and agrees that the Contractor may not rely on the “Pre-Contract Hazard Assessment” and now agrees to assume by the terms of this Contract full responsibility for carrying out the City’s obligations under Section 119 of the *WCA*, including without limitation and by way of example only, conducting all due diligence inquiries of all applicable City staff and departments in order to ascertain what, if any, information is known or has been recorded by City staff about the Site that is necessary to identify and eliminate or control hazards to the health or safety of persons at the Site. The City now agrees to make all reasonable efforts to assist the Contractor in obtaining timely access to City staff and City records for this purpose. Within **five (5) Business Days** of the City delivering the Notice of Award to the Contractor, the Contractor will start conducting such due diligence inquiries and must complete and deliver written confirmation of the completion of such inquiries to the City Engineer prior to the City being obligated to issue the Notice to Proceed.

- (i) *Special Indemnity Against WCB Non-Compliance* - The Contractor will indemnify the City and hold harmless the City from all manner of claims, demands, costs, losses, penalties and proceedings arising out of or in any way related to:
  - (i) Unpaid Workers' Compensation Board assessments of the Contractor or any other employer for whom the Contractor is responsible under this Contract,
  - (ii) The acts or omissions of any person engaged directly or indirectly by the Contractor in the performance of this Contract, or for whom the Contractor is liable pursuant to the Contractor's obligations as the Prime Contractor, and which acts or omissions are or are alleged by the Workers' Compensation Board to constitute a breach of the WCB OH&S Regulation or other failure to observe safety rules, regulations and practices of Workers' Compensation Board, including any and all fines and penalties levied by the Workers' Compensation Board, or
  - (iii) Any breach of the Contractor's obligations under this General Condition.

## 22.0 Character of Workers

- 22.1 On the written request of the City, the Contractor will remove any employee, sub-contractor or agent for any reason including but not limited to the following:
  - a) lack of or failure to obtain any required Security Clearance;
  - b) intoxication;
  - c) use of foul, profane, vulgar or obscene language or gestures;
  - d) solicitation of gratuities or tips from any person for services performed under the Contract;
  - e) wilful, negligent or reckless action in disregard of safety or sanitary requirements or regulations; or
  - f) any action which may constitute a public nuisance or disorderly conduct.
- 22.2 The Contractor will immediately comply with each such request and will then provide the City with all requested documentation verifying that the employee, sub-contractor or agent has been removed from further involvement with this Contract.

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**PART B - GENERAL CONDITIONS**

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**23.0 Failure to Perform**

- 23.1 Should the Contractor neglect to execute the Requirements properly or fail to perform any provision of the Contract, the City may, without prejudice to any other right or remedy it may have, make good such deficiencies and may deduct the cost thereof from the payment due to the Contractor.
- 23.2 If the Contractor fails to perform any provision of the Contract due to reasons of strike, lockout or other work stoppages, the City may upon ten (10) days written notice to the Contractor terminate the Contract without prejudice to any other right or remedy the City may have.

**24.0 Dispute Resolution**

- 24.1 All claims, disputes or issues in dispute between the City and the Contractor shall be decided by mediation or arbitration, if the parties agree, or failing agreement, in a Court of competent jurisdiction within the Province of British Columbia and be governed by the laws of British Columbia.
- 24.2 In the event that the parties agree to arbitration pursuant to the above, the arbitration shall be governed by the rules of the British Columbia International Commercial Arbitration Centre, except that the arbitrator or arbitrators shall be agreed upon by the parties, and failing agreement by the parties, shall be appointed by a court of competent jurisdiction within the Province of British Columbia.
- 24.3 In the event that the parties agree to arbitration, the arbitration shall take place in the Lower Mainland, British Columbia and be governed by the laws of British Columbia.
- 24.4 The procedure set out in this section is not meant to preclude or discourage informal resolution of disagreements between the City and the Contractor.

**25.0 Payments**

- 25.1 The Contractor shall be paid net 30 days from receipt of invoice and acceptance of the goods, materials, equipment and or services, whichever is the latter.
- 25.2 The Contractor may be required to accept payment by purchasing card (MasterCard). Preference may be given to a Tenderer who has or is willing to expand their system to provide Level III reporting detail.

**26.0 Taxes**

- 26.1 Unless otherwise provided herein, the Contractor shall pay all sales or excise taxes in force during the term of the Contract, provided that any increase or decrease in such taxes shall increase or decrease the amount due under the Contract.
- 26.2 Invoices shall show the appropriate amounts for GST and PST.

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**27.0 Non-resident Withholding Tax**

27.1 Regulation 105(1) of the Canadian Income Tax Act requires that payments to non-residents for any work performed in Canada are subject to a Non-resident Withholding Tax of 15%. Exemption from this withholding tax is available in some circumstances, but the Contractor must apply directly to the Canada Customs and Revenue Agency (CCRA) at least 30 days before commencing the Work.

**28.0 No Promotion of Relationship**

28.1 The Contractor must not disclose or promote its relationship with the City, including by means of any verbal declarations or announcements and by means of any sales, marketing or other literature, letters, client lists, press releases, brochures or other written materials without the express prior written consent of the City (except as may be necessary for the Contractor to perform the Contractor's obligations under the terms of the Contract). The Contractor undertakes not to use "VANOC", "Vancouver 2010", the official emblem, logo or mascot of the 2010 Games or any reference or means of promotion or publicity, without the express prior written consent of the City. Furthermore, the Contractor undertakes not to disclose or promote its relationship with the City in any communication or manner whatsoever as a basis to create an association, express or implied, between the Contractor and the IOC, the Olympics or the Olympic Movement.

**INVITATION TO TENDER NO. PS06079**  
**SUPPLY AND DELIVERY OF TWO (2) STEP-VANS WITH AERIAL PLATFORMS**  
**PART C - SPECIAL CONDITIONS**

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**1.0 Performance Bond**

1.1 If requested by the Manager - Materials Management, the successful Tenderer shall, within ten (10) days from the date of acceptance, provide a Performance Bond and/or other satisfactory security for performance. The surety, issued by a surety company licensed to transact business in British Columbia, must be in a form and contain terms satisfactory to the City's Director of Legal Services. The cost of the Performance Bond or other surety shall be borne by the Contractor, unless otherwise specified in the Special Conditions.

**2.0 Additional Evaluation Criteria**

2.1 In addition to the evaluation criteria set out in Part A of this ITT, the following criteria, which are not in any order of importance, will be taken into consideration during the City's evaluation of the Tender:

- Availability of parts;
- Training;
- Machine reliability;
- Ability to meet delivery date;
- Demonstration;
- Ergonomics;
- Ease of operations; and
- Fuel emissions/consumption.

**3.0 Additional Insurance Requirements**

3.1 In addition to the insurance requirements set out in the General Conditions, the Contractor shall provide the following insurance in accordance with the terms set out in the General Conditions:

- a) Professional Liability Insurance in an amount of not less than five million dollars (\$5,000,000) insuring any claims resulting from the negligence of the Contractor in manufacturing or fabricating the equipment and having a deductible of not more than ten thousand dollars (\$10,000) for each and every claim and which insurance shall terminate on safe delivery to and acceptance by the City of the equipment at the Delivery Site.

**4.0 Option to Purchase Additional Units**

4.1 The City shall have the right to purchase two (2) additional identical step vans over the next sixteen (16) months at the price set out in the Tender.

**5.0 Commencement of Warranty Period**

5.1 The warranty period shall commence at the time the City puts the equipment (the "Unit") into service, or three months after acceptance of the Unit, whichever is sooner.

5.2 The City will notify the Contractor the date that the Unit goes into service.

5.3 The warranty should be made out to the City of Vancouver, 250 West 70<sup>th</sup> Avenue, Vancouver, BC, V5X 2X1.

**INVITATION TO TENDER NO. PS06079**  
**SUPPLY AND DELIVERY OF TWO (2) STEP-VANS WITH AERIAL PLATFORMS**  
**PART C - SPECIAL CONDITIONS**

---

**6.0 Required Documentation**

- 6.1 The following documentation shall accompany each Unit at time of delivery. Failure to include all or some of the listed documents will delay the City's acceptance of the Unit:
- a) Copy of the City's invoice;
  - b) British Columbia Motor Vehicle Branch form APV/9T - transfer tax form/statement of vehicle origin or equivalent document from originating jurisdiction;
  - c) Customs documentation, if applicable;
  - d) Owner service policy and warranty;
  - e) Warranty documents for installed accessories; and
  - f) Line sheet for each type of vehicle.
- 6.2 The City of Vancouver address shown on the documentation should read the same as the Delivery Site address set out on the purchase order and in Part D - Requirements.

**7.0 Plant Production Limitations**

- 7.1 If any Unit ordered under the Contract cannot be manufactured because of plant production limitations, the City reserves the right to purchase the current replacement model at a revised price.
- 7.2 The revised price shall be based on a percentage adjustment based on (i) the published manufacturer's retail/list prices at the time of the Tender and (ii) the first published manufacturer's retail/list prices for the next model year.
- 7.3 The Contractor shall notify the Manager of Materials Management in writing if such a production situation occurs, and shall submit with the letter of notification, comparative manufacturer's retail lists supporting the proposed revision(s).

**INVITATION TO TENDER NO. PS06079**  
**SUPPLY AND DELIVERY OF TWO (2) STEP-VANS WITH AERIAL PLATFORMS**  
**PART D - REQUIREMENTS**

---

**1.0 Scope of Contract**

- 1.1 The City of Vancouver requires two (2) aerial step vans to replace two (2) existing vehicles for the Electrical Operations Branch. The units will be primarily used as a Fibre Optics Van for the Electrical Branch.
- 1.2 The step van will consist of a customized van body (Item 2) that shall be mounted on a stripped chassis (Item 1) and shall have an aerial mounted on top (Item 3).
- 1.3 It is the intent of the City to obtain the completed aerial step vans from the Contractor that supplies Item 3, the Aerial Platform. It will be the responsibility of the Contractor who supplies Item 3 to be in charge of completing the vans for delivery to the City of Vancouver.

**2.0 Requirements**

- 2.1 Detailed specifications are set out in Appendix 2. Tenders shall clearly indicate any deviations from the equipment specifications set out therein.

**3.0 Delivery**

- 3.1 Delivery will be made in accordance with the date specified in Appendix 2, Section 8 after receipt of order.
- 3.2 Units shall be delivered F.O.B. to the Delivery Site at:

City of Vancouver,  
Manitoba Yard  
250 West 70<sup>th</sup> Avenue  
Vancouver, BC V5X 2X1

Attention: Joy Foo



**INVITATION TO TENDER NO. PS06079  
SUPPLY AND DELIVERY OF TWO (2) STEP-VANS WITH AERIAL PLATFORMS  
PART E - TENDER FORM**

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Tenderer's Name: \_\_\_\_\_  
"Tenderer"

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Key Contact Person: \_\_\_\_\_

E-mail: \_\_\_\_\_ Incorporation Date: \_\_\_\_\_

*Attach additional pages immediately behind this page for sub-contractors, if applicable.*

To the City of Vancouver,

The undersigned Tenderer, having carefully read and examined the ITT including the Instructions to Tenderers, General Conditions, Special Conditions, Requirements, Specifications and all addenda and having full knowledge of the Requirements described herein, does offer to provide the goods, materials, equipment and/or services in accordance with the Specifications, terms and conditions set out in the ITT (except as noted herein) and in accordance with the pricing set out in the Tender form.

**Required Documents:**

Description	Required	Received
Bid Bond or Certified Cheque	No	
Undertaking of Surety	No	
Other: Certificate of Insurance, Appendix 1	Upon Award	

If the above documents do not accompany the Tender at the time of opening, the Tender is put aside and given no further consideration.

To be initialled at Tender Opening:

\_\_\_\_\_  
Manager, Materials Management or designate

\_\_\_\_\_  
Witness

**INVITATION TO TENDER NO. PS06079  
SUPPLY AND DELIVERY OF TWO (2) STEP-VANS WITH AERIAL PLATFORMS  
PART E - TENDER FORM**

---

**1.0 Compliance**

1.1 By initialling each item, the Tenderer acknowledges it has read and understands the Requirements, has submitted the required addenda, has identified deviations or alternatives, and provided an explanation of where it does not comply with the Requirements.

Section Title	Understand, Will Comply	Does Not Comply	Variations, Alternatives or Explanation for Non-Compliance
<u>Part A</u> Instructions to Tenderers			
<u>Part B</u> General Conditions			
<u>Part C</u> Special Conditions			
<u>Part D</u> Requirements			
<u>Part E</u> Tender Form			

**2.0 References**

2.1 The following is a list of references for similar goods, materials, equipment and/or services supplied by the Tenderer to other clients. The Tenderer agrees that the City may contact these references at its discretion. In addition, the City may also contact any other organization for the purposes of evaluating the Tenderer's company and Tender.

Name and Address of Company	Contact Name and Telephone Number	Brief Description of Work and Date Performed

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SUPPLY AND DELIVERY OF TWO (2) STEP-VANS WITH AERIAL PLATFORMS  
PART E - TENDER FORM**

**3.0 Schedule of Price and Quantities:**

Item	Qty.	Description	Unit Price	Total
1.	2	Chassis in accordance with the Specifications set out herein in Appendix 2, Item 1.  Make: _____  Model Year and No.: _____	\$ _____	\$ _____
2.	2	Step Van Body in accordance with the Specifications set out herein in Appendix 2, Item 2.  Make: _____  Model Year and No.: _____	\$ _____	\$ _____
3.	2	Aerial Platform in accordance with the Specifications set out herein in Appendix 2, Item 3.  Make: _____  Model Year and No.: _____	\$ _____	\$ _____
		Provincial Environmental Levy	\$ _____	\$ _____
<b>TOTAL:</b>				\$ _____

**INVITATION TO TENDER NO. PS06079  
SUPPLY AND DELIVERY OF TWO (2) STEP-VANS WITH AERIAL PLATFORMS  
PART E - TENDER FORM**

**3.1 Options: Appendix 2 - Item M**

Item	Qty.	Description	Unit Price	Extended Price
1.	2	Platform (Bucket) - walk-in style	\$ _____	\$ _____
2.	2	Continuous Rotation	\$ _____	\$ _____
3.	2	Fall Protection Systems	\$ _____	\$ _____
4.	2	Diagnostic Test Kit	\$ _____	\$ _____
5.	2	Platform Covers	\$ _____	\$ _____
6.	2	Over-size Platform	\$ _____	\$ _____
7.	2	Alternatives	\$ _____	\$ _____
8.	2	Wheel Chocks	\$ _____	\$ _____
9.	2	Boom Lifting Eye	\$ _____	\$ _____
10.	2	Platform Rotator	\$ _____	\$ _____
11.	2	Platform Accessories	\$ _____	\$ _____
12.		<b>Other Suggested Options:</b>		
			\$ _____	\$ _____
			\$ _____	\$ _____
			\$ _____	\$ _____

**4.0 Sub-contractors**

4.1 Sub-contractors to be used in the performance of the Contract are listed below. (If no sub-contractors will be used, indicate "Not Applicable").

Company Name, Address	Contact Name	Telephone No.	Area of Responsibility

**INVITATION TO TENDER NO. PS06079  
SUPPLY AND DELIVERY OF TWO (2) STEP-VANS WITH AERIAL PLATFORMS  
PART E - TENDER FORM**

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**5.0 Tenderer's Declaration**

<p>The undersigned Tenderer confirms that it has read and agreed to the conditions stated in the ITT and that any deviations have been clearly noted herein.</p> <p>The Tenderer agrees that if this Tender is accepted within one hundred and five (105) calendar days from the Closing Time, the undersigned Tenderer agrees to supply the City of Vancouver with all or any part of the items upon which prices are stated, at the price set opposite each item and to deliver the same at the designated point or points within the time specified, and in accordance with the Terms and Conditions set forth in the Tender.</p>	
_____ Authorized Signatory for the Tenderer	_____ Date
_____ Name and Title ( <i>please print</i> )	

**6.0 Acceptance of Tender**

<p><b>ACCEPTANCE</b></p> <p>Date of Acceptance _____</p> <p>The City hereby accepts the Tender for the supply and delivery of the goods, materials, equipment and/or services described herein or that portion of the goods, materials, equipment and/or services set out below at the prices and on the Terms and Conditions set forth in the Tender:</p>          <p style="text-align: right;">City of Vancouver by its authorized signatory: _____</p>
--

Approved for Director of Legal Services \_\_\_\_\_



CITY OF VANCOUVER

CERTIFICATE OF INSURANCE

THIS CERTIFICATE IS ISSUED TO: City of Vancouver

And certifies that the insurance policies as listed herein have been issued to the Named Insured(s) and are in full force and effect as of the effective date of the agreement described below.

NAMED INSURED:

MAILING ADDRESS:

LOCATION ADDRESS:

DESCRIPTION OF OPERATION, CONTRACT, AGREEMENT, LEASE, PERMIT OR LICENSE:

1. **PROPERTY INSURANCE** naming City of Vancouver as a Named Insured and/or Loss Payee with respect to its interests (All Risks Coverage including Earthquake and Flood) **INSURED VALUES: (Replacement Cost)**  
 INSURER: \_\_\_\_\_ Building and Tenants Improvement: \$ \_\_\_\_\_  
 TYPE OF COVERAGE: \_\_\_\_\_ Contents and Equipment: \$ \_\_\_\_\_  
 POLICY NUMBER: \_\_\_\_\_ Deductible Per Loss: \$ \_\_\_\_\_  
 POLICY PERIOD: From \_\_\_\_\_ to \_\_\_\_\_

2. **COMMERCIAL GENERAL LIABILITY INSURANCE (Occurrence Form)** Including the following extensions: **LIMITS OF LIABILITY: (Bodily Injury and Property Damage Inclusive)**  
 • Personal Injury  
 • Products and Completed Operations  
 • Cross Liability or Severability of Interest  
 • Employees as Additional Insureds  
 • Blanket Contractual Liability  
 • Non-Owned Auto Liability  
 INSURER: \_\_\_\_\_ Per Occurrence: \$ \_\_\_\_\_  
 POLICY NUMBER: \_\_\_\_\_ Aggregate: \$ \_\_\_\_\_  
 POLICY PERIOD: From \_\_\_\_\_ to \_\_\_\_\_ All Risk Tenant's Legal Liability: \$ \_\_\_\_\_  
 Deductible Per Occurrence: \$ \_\_\_\_\_

3. **AUTOMOBILE LIABILITY INSURANCE** for operation of owned and/or leased vehicles **LIMITS OF LIABILITY:**  
 INSURER: \_\_\_\_\_ Combined Single Limit: \$ \_\_\_\_\_  
 POLICY NUMBER: \_\_\_\_\_ *If vehicles are insured by ICBC, complete and provide Form APV-47.*  
 POLICY PERIOD: From \_\_\_\_\_ to \_\_\_\_\_

4.  **UMBRELLA OR**  **EXCESS LIABILITY INSURANCE** **LIMITS OF LIABILITY: (Bodily Injury and Property Damage Inclusive)**  
 INSURER: \_\_\_\_\_ Per Occurrence: \$ \_\_\_\_\_  
 POLICY NUMBER: \_\_\_\_\_ Aggregate: \$ \_\_\_\_\_  
 POLICY PERIOD: From \_\_\_\_\_ to \_\_\_\_\_ Self-Insured Retention: \$ \_\_\_\_\_

**POLICY PROVISIONS:**

Where required by the governing contract, agreement, lease, permit or license, it is understood and agreed that:

- a) City of Vancouver, its officials, officers, employees, servants and agents have been added as Additional Insureds with respect to liability arising out of the operation of the Named Insured pursuant to the governing contract, agreement, lease, permit or license;
- b) THIRTY (30) days written notice of cancellation or reduction of coverage with respect to any of the policies listed herein, either in part or in whole, will be given by the Insurer(s) to the Holder of this Certificate; the exception is cancellation for non-payment of premiums in which case the applicable statutory conditions will apply;
- c) For City of Vancouver, all the forgoing insurance shall be primary and insurance or self-insurance maintained by City of Vancouver shall be in excess of this insurance and not contribute to it.

SIGNED BY THE NAMED INSURED (Tenant/Lessee/Contractor/Licensee/Permittee)

SIGNED BY THE INSURER OR ITS AUTHORIZED REPRESENTATIVE

PRINT NAME OF INSURER OR ITS AUTHORIZED REPRESENTATIVE, ADDRESS AND PHONE NUMBER

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

DETAILED EQUIPMENT SPECIFICATIONS  
AND COMPLIANCE MATRIX

APPENDIX 2

ITT NO. PS06079

**1.0 Detailed Equipment Specifications and Compliance Matrix**

<p><b>Item 1 Chassis Specifications</b></p> <p><i>(Tenderers: do not write in this section)</i></p>	<p><b>Make:</b></p> <hr/> <p><b>Model No.</b></p> <hr/> <p><b>Year:</b></p> <hr/> <p><b>Tenderers to indicate compliance or deviations with specifications below</b></p>
<p><b>GENERAL SPECIFICATIONS</b></p> <p>The City of Vancouver requires two (2) step vans to replace two existing vehicles for the Electrical Operations Branch. The step vans require a stripped chassis, consisting of a single axle, dual rear wheel drive, configured for a van body builder to fabricate and install a step van body complete with an aerial device.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model of chassis.</li> <li>2. Year of manufacture.</li> </ol>	
<p><b>A. CHASSIS</b></p> <ol style="list-style-type: none"> <li>1. <u>Vehicle Weight</u> Proposed vehicle shall have minimum operating weight capability as follows:             <ul style="list-style-type: none"> <li>- 8618 kg (19,000 lb) GVWR</li> </ul> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. GVWR.</li> <li>2. TARE (curb weight). Chassis only, as specified.</li> </ol> </li> </ol>	
<ol style="list-style-type: none"> <li>2. <u>Wheelbase</u> A wheelbase of approximately 158" (4025 mm) to accommodate a van body approximately 168" (4267 mm) in length. <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Wheelbase measurement.</li> </ol> </li> </ol>	

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	<p><b>Model No.</b></p>
	<p><b>Year:</b></p>
	<p><b>Tenderers to indicate compliance or deviations with specifications below</b></p>
<p>3. <u>Frame Rails</u> Clean top of frame rails are required for mounted equipment. A one-piece frame with huckbolt connections is preferred. Suitable frame rail specifications for this application at City of Vancouver are as follows: - frame rail yield strength of 50,000 PSI. - section modulus of 12.5. - Resisting Bending Moment (RBM) of 330,000 lbs-in</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Dimensions of mainframe and reinforcement (if used)</li> <li>2. Frame rail PSI yield strengths, RBM and section modulus (including any reinforcement).</li> <li>3. A clean top of rail</li> <li>4. Type of connection (i.e. huckbolts, rivets, etc)</li> </ol>	
<p>4. <u>Frame Rail Height</u> Application requires a relatively low profile chassis frame configuration.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Unladen top of rail height to ground distance.</li> <li>2. Laden top of rail height to ground distance.</li> </ol>	
<p>5. <u>Bumper</u> A full width front bumper having either painted or plated materials complete with license place holder.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of bumper.</li> <li>2. Type of bumper corrosion proof coating.</li> </ol>	
<p>6. <u>Exhaust System</u> Unit shall have a horizontally mounted muffler and tail pipe exiting at driver's side (left side) of vehicle in front of the rear wheel. Exhaust component material shall be rust proof.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Muffler type and location.</li> <li>2. Exhaust location.</li> <li>3. Type of materials.</li> </ol>	



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	<p><b>Model No.</b></p>
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<p>7. <u>Steering</u> Tilt and height adjustable steering wheel. Unit will incorporate power steering assist.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Steering wheel adjustment.</li> <li>2. Power steering type.</li> </ol>	
<p><b>B. SUSPENSION</b></p> <p>1. <u>Front Axle</u> Front axle to have a minimum weight bearing capability of: 3175 kg (7,000 lb) GAWR. Standard tapered variable rate leaf springs suspension complete with capacity matching shock absorbers. Required suspension capacity to match or exceed axle requirement.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of front suspension.</li> <li>2. Front axle suspension capacity.</li> <li>3. Shock absorber make and model</li> <li>4. If shock absorbers meet suspension capacity.</li> <li>5. Make and model of front axle.</li> <li>6. Weight capacity of front axle.</li> <li>7. Weight capacity maximum.</li> </ol>	
<p>2. <u>"Set back" Axle</u> A "set back" front axle allowing for ease of manoeuvrability and decreased turning radius. A front steering axle wheel degree kickout of 50° or greater.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. If set back axle provided.</li> <li>2. Steering axle wheel degree kickout.</li> <li>3. Wall to wall turning radius.</li> <li>4. Turning radius.</li> <li>5. Cramp Angle</li> </ol>	

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	<p><b>Model No.</b></p>
	<p><b>Year:</b></p>
	<p><b>Tenderers to indicate compliance or deviations with specifications below</b></p>
<p>3. <u>Wheel Rims</u> Hub piloted, disc type wheels.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. What is offered.</li> <li>2. Dimensions of wheel.</li> </ol>	
<p>4. <u>Tires</u> Tires must match or exceed axle and suspension ratings. Michelin XYZ-2 255/70 14 ply all position type tires for all wheels (unless otherwise requested for rear axle).</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Tire size provided.</li> <li>2. Capacity of front and rear tires.</li> <li>3. Alternative means offered providing for a 35" unladen frame height.</li> <li>4. Alternative tire size and load rating recommended and provided.</li> </ol>	
<p>5. <u>Rear Axle</u> A single speed rear axle having: 5443 kg (12,000 lb) capacity. Maximum axle width shall be 221 cm (87") or less from outside of wheel rim to outside of wheel rims including tires.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model of rear axle.</li> <li>2. Rear axle capacity.</li> <li>3. Axle width, outside rim to outside rim, including tire.</li> </ol>	
<p>6. <u>Rear Suspension</u> Standard tapered variable rate leaf springs suspension having a load bearing capacity for: 5,443 kg (12,000 lb). Rear suspension system shall be complete with helper springs, stabilizer bar and radius rod to improve ride quality, vehicle stability and reliability.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model of suspension.</li> <li>2. Suspension capacity.</li> <li>3. If complete with helper springs and radius rod.</li> <li>4. Compatible suspension to aerial application.</li> </ol>	

**DETAILED EQUIPMENT SPECIFICATIONS  
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	Model No.
	Year:
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<p><b>C. HYDRAULIC BRAKES</b></p> <p>1. <u>Disc Brakes</u> Four (4) wheel hydraulic disc braking system meeting Transport Canada and B.C. Motor Vehicle Safety Act regulations. Hydraulic lines, all connections and "T's" are routed through frame rails for protection and ease of servicing.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. B.C. Motor Vehicle Safety Act Compliance.</li> <li>2. Hydraulic line routing as specified.</li> </ol>	
<p>2. <u>Anti-Lock Brake System (ABS)</u> The ABS module to be located in a secured area easily accessible for servicing. Warning light and in-cab alarm to signal of a malfunction, either electrical or hydraulic, and also for diagnostics for fault readings.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Whether vehicle equipped ABS.</li> <li>2. Has malfunction alarm and fault reading.</li> </ol>	
<p>3. <u>Booster Master Cylinder</u> A power assisted master cylinder as an integral component within the brake system.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. If equipped with Booster.</li> <li>2. Make and type.</li> </ol>	
<p>4. <u>Service Brake Components</u></p> <p>Power assisted 4-wheel disc c/w dust/splash shields</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Front brake type.</li> <li>2. Rear brake type</li> </ol>	

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	<p><b>Model No.</b></p>
	<p><b>Year:</b></p>
	<p><b>Tenderers to indicate compliance or deviations with specifications below</b></p>
<p>5. <u>Parking Brake</u></p> <p>Prefer cable to rear wheels.</p> <p><u>State:</u></p> <p>1. What is offered.</p>	
<p><b>D. POWERTRAIN</b></p> <p>1. <u>Engine Ratings</u>          An electronically controlled six-cylinder internal combustion diesel engine having the following minimum ratings:          SAE HP – minimum 170 HP @ 2200 RPM          Peak Torque – minimum 420 lb. ft at 1600 RPM</p> <p>Engine shall offer peak torque across a broad RPM range (i.e. 1,200 to 1,600 RPM). Engine must be supplied with all available sound silencing options. The engine must also meet emission regulations set out by the EPA. The engine may run on B5 or B20 bio-diesel.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model of engine.</li> <li>2. SAE HP and RPM.</li> <li>3. Provide torque curve chart.</li> <li>4. Peak Torque values at RPM range.</li> <li>5. Engine displacement.</li> <li>6. Is the B5 blend of bio-diesel an acceptable form of fuel?</li> <li>7. Is the B20 blend of bio-diesel an acceptable form of fuel?</li> <li>8. Will the use of B5 or B20 blend of fuel void engine warranty?</li> </ol>	

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<p>2. <u>Compression Brake</u>                      This application requires hydraulic brakes in combination with an automatic power shift transmission. Therefore, additional means of providing for braking of the vehicle is necessary to reduce service brake maintenance. Given existing noise by-laws, a combination of no-noise/low noise exhaust/compression brake or hydraulic transmission retarder are the only effective means for in-city use. Other alternate compression brake systems must be approved by City of Vancouver, Equipment Services and shall be in compliance with existing City noise by-laws affecting vehicles which limits the use of "Jake" type brakes.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of additional vehicle brake means.</li> <li>2. Make, model and type of compression brake.</li> </ol>	
<p>3. <u>Electronic Controls</u>                      Engine functions and other related powertrain accessories (i.e. transmission) controlled and monitored through an electrical control module(s) to optimize fuel economy, minimize regulated exhaust emissions, load sensing and related vehicle tasks. Engine having a normal idle RPM less than 700 RPM is preferred.</p> <p>As part of the City of Vancouver's policy to reduce greenhouse gas emissions, an idle shutdown feature must be included as part of the engine control.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of engine controls.</li> <li>2. Compliance with EPA Standards.</li> <li>3. Location of ECU (s).</li> <li>4. Engine idle RPM.</li> <li>5. If idle shutdown feature is available</li> <li>6. Time before idle shutdown.</li> </ol>	

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	<p><b>Model No.</b></p>
	<p><b>Year:</b></p>
	<p><b>Tenderers to indicate compliance or deviations with specifications below</b></p>
<p>4. <u>Fuel System</u> Electronically governed fuel delivery system. Fuel system, in addition to supplied filtration, shall include a heated "Racor" or City of Vancouver approved equal fuel/water separator having 10 micron media.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of injection.</li> <li>2. Make, model and location of fuel water separator.</li> </ol>	
<p>5. <u>Fuel /Emissions</u> The City of Vancouver is committed to "greenhouse gas" and exhaust emissions reduction. An important aspect of this program is monitoring the contribution being made by fleet vehicle and equipment operations. Engine and transmission selection, therefore, will take into account the following items.</p> <p>Please state opposite each item, the EPA certified emission levels. The emissions listed should be actual engine levels achieved – not EPA certification levels.</p> <p><u>State:</u></p> <ul style="list-style-type: none"> <li>• PM</li> <li>• NOX</li> <li>• HC</li> <li>• CO</li> <li>• If available the actual CO<sub>2</sub> emissions grams per brake horsepower/hour</li> </ul>	
<p>6. <u>Fuel Consumption</u> Please state the estimated fuel consumption of the engine in:</p> <ol style="list-style-type: none"> <li>1. litres per hour at the maximum horsepower</li> <li>2. litres per hour at maximum torque</li> </ol>	

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<p>7. <u>Coolant System</u> A heavy-duty cooling system complete with coolant filter, coolant saver reservoir and engine oil cooler. Coolant system shall have sufficient capacity for frequent trailer towing. Coolant system shall be equipped with silicone hoses (or equivalent), filter/conditioner and anti-freeze solution having minimum cold weather protection to -25° Celsius, with a service life of five (5) years.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of hoses.</li> <li>2. Type of filtration.</li> <li>3. Type of anti-freeze solution and cold weather temperature rating.</li> <li>4. Frequency of solution replacement.</li> </ol>	
<p>8. <u>Radiator</u> A long life radiator measuring ensuring a safe cooling capacity for the engine and transmission. Radiator should also take into account the trailer towing need in this application.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Radiator type, size and capacity.</li> <li>2. State if radiator has cooling capacity to serve application</li> </ol>	
<p>9. <u>Air Induction</u> The air induction system composed of a primary and secondary element including an air restriction indicator for timely and effective maintenance</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of filtration and location.</li> <li>2. Air restriction indicator.</li> </ol>	
<p>10. <u>Engine Throttle Control</u> Electronic throttle control providing engine speed control for stationary vehicle to operate direct engine or PTO driven accessory mounted equipment.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of engine control.</li> </ol>	

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<p>11. <u>Transmission</u>  An ALLISON 1000 RDS automatic type power shift transmission, or City of Vancouver approved equal. Transmission shall have a constant PTO driven provision with at least one clear opening and parking pawl. This vehicle is almost entirely used in operations within the City of Vancouver, therefore should be "geared" to top speeds of 90 kph (55 mph) and more typically a range of 30 kph (18 mph) to 80 kph (50 mph). Must be capable at a minimum 420 lb ft torque and 170 SAE horsepower. Roadways are typically very "hilly". Please provide a SCAAN analysis. Transmission shall have a park position. To maximize fuel savings without performance degradation, transmission should be completely matched to engine and differential.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model of transmission.</li> <li>2. If equipped with constant drive PTO provision.</li> <li>3. If parking pawl is available.</li> <li>4. State if capable of minimum torque and horsepower specifications.</li> <li>5. If SCAAN analysis will be provided</li> <li>6. If optional extended warranty available, and terms.</li> <li>7. Suggested alternative differential ratios to maximize fuel savings.</li> </ol>	
<p><b>E. ELECTRICAL INSTRUMENTATION</b></p> <p>1. <u>Electrical System</u>  An electrical charging system having full capability to maintain battery cranking capacity, chassis electrical equipment, mounted equipment and traffic warning lighting system.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. What is offered.</li> <li>2. Minimum load capacity and circuit capability.</li> </ol>	



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<p>2. <u>Alternator</u> A low RPM turn on, 12-volt, self regulating alternator having a minimum of 130 amperes output capacity. Alternator should be "Leece-Neville 2819 LC" or equivalent. At least 70% of rated output capacity shall be available at 1000 RPM. Alternator must feature enhancements incorporating coated systems to mitigate failures due to corrosion and provide extended service life.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model of alternator.</li> <li>2. Output rating 1000 to 1200 RPM.</li> <li>3. Enhancements used.</li> </ol>	
<p>3. <u>Starter</u> Starter motor having being specified by the engine manufacturer for the engine model and being capable of providing and maintaining cranking power. Thermal overcrank protection is desired to prevent overheating due to excessive cranking durations and extended service life.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model of starter.</li> <li>2. If thermal over crank protection is included.</li> </ol>	
<p>4. <u>Battery(s)</u> Battery(s) should be maintenance free type and of sufficient capacity to power the starter at the lowest ambient temperature range encountered within the Lower Mainland. Typically, a minimum reserve capacity of 160 minutes and cold cranking amperes (CCA) of 1500 amperes is required. The battery box is to be located parallel with and tight to the frame thereby reducing vibrations. Given application, left side (drivers) mount location.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model.</li> <li>2. Reserve capacity rating cold cranking amperes.</li> <li>3. Number of batteries.</li> <li>4. Mounting location.</li> </ol>	

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<p>5. <u>Disconnect Switch/Boost Stud</u> Unit electrical/battery system shall incorporate a means of disconnecting the electrical systems and also provide a means of easy “boost” should it be required.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Compliance.</li> <li>2. Location of battery boost stud.</li> </ol>	
<p>6. <u>Fuse Box</u> Automotive style waterproof resettable circuit breakers required. Power distribution system(s) shall utilize, where possible, resettable manual circuit breakers. The electrical system must incorporate SAE blade type fuses as standard equipment where resettable circuits are not. Complete and full electrical wiring schematics to be provided COV at time of equipment delivery to the authorized receiving individual.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of circuit breakers.</li> <li>2. Availability of electrical schematics at time of delivery.</li> </ol>	
<p>7. <u>Wiring</u> All wiring to be colour coded continuously numbered, encased in plastic “loom” to maximize protection from corrosion and with sealed connectors. Vehicle must have heavy duty wiring to rear of the frame for installation of body builder electrical requirements. Included in this feature are LED type tail, amber, turn, marker(s), backup, accessory power and sealed connectors for stop and turn.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. What is offered.</li> </ol>	
<p>8. <u>Multiplex Wiring and Controls</u> If supplied a “multiplex” wiring, modules and controls sufficient to handle twelve (12) separate on/off functions.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Availability.</li> <li>2. Number of completely separate functions capabilities.</li> </ol>	

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	<b>Year:</b>
	<b>Tenderers to indicate compliance or deviations with specifications below</b>
<p>9. <u>Horn</u> Dual electric. Air horn, single horn and solenoid operated.</p> <p><u>State:</u> 1. What is offered.</p>	
<p>10. <u>Signal Lights</u> Heavy-duty type automatic self-cancelling turn signals.</p> <p><u>State:</u> 1. Make and type.</p>	
<p>11. <u>Operators Console</u> A safe operator's console dash. Gauge cluster must consist of odometer, trip display, engine hours, speedometer, tachometer, oil pressure, coolant temperature, fuel level and fault code display(s) as necessary. Operator warning system, both visual and audible, to include low oil pressure, high coolant temperature engine functions.</p> <p><u>State:</u> 1. Describe console. 2. Describe gauges, only those in addition to ones listed. 3. Type of warning system.</p>	
<p>12. <u>Fuel Tank</u> A fuel tank located on left hand side having a minimum capacity for 8 hours of operational time.</p> <p><u>State:</u> 1. Location of fuel tank 2. Fuel tank capacity</p>	

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<p><b>F. MISCELLANEOUS</b></p> <p>1. <u>Compliance</u> Vehicle must be in full compliance of current B.C. Motor Vehicle Safety Act, Commercial Motor Vehicle Regulations and U.S. Federal Environmental Protection Agency current exhaust emissions standards. Vehicle must also comply with Workers' Compensation Board Regulations and Federal government Motor Vehicle Safety Act and Regulations.</p> <p><u>State:</u></p> <p>1. Whether fully compliant.</p>	
<p>2. <u>Warranty</u> Provide details concerning the standard applicable vehicle warranty. Additionally, provide warranty and terms with components and parts not covered within the standard vehicle manufacture warranty.</p> <p><u>State:</u></p> <p>1. Standard applicable warranty and terms on vehicle. Please attach a copy of actual warranty document to be delivered with the vehicle.</p> <p>2. Standard applicable warranty for associated componentry and parts not covered, or separate from the vehicle coverage noted above. (i.e. transmission, engine, etc.).</p> <p>3. Provide terms and pricing of optional extended warranty where available for the vehicle and components.</p>	

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<p>3. <u>Parts and Service Manuals</u> The following to be made available to the City of Vancouver authorized representative as noted in this document:</p> <ul style="list-style-type: none"> <li>• Two (2) copies parts manuals – CD-ROM acceptable alternate.</li> <li>• Two (2) copies service manuals – alternatively CD-ROM <u>or</u> secured access to manufactures website where the above information is available at all times.</li> <li>• Two (2 ) sets operator manuals.</li> <li>• One (1) set of body parts and repair manual.</li> </ul> <p>Wherein the engine, transmission or other related components repair and parts reference information may not be included in the vehicle manuals, (Parts and Service) two (2) copies each of those additional manuals specific to the components, shall be included at time of delivery as well.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. If two (2) copies of parts reference material are supplied.</li> <li>2. If two (2) copies of service and repairs material are supplied.</li> <li>3. If two (2) copies of operator manuals are supplied.</li> <li>4. If vehicle will be delivered with one (1) set of parts and service reference materials, as above, provide for components not included in primary vehicle manuals.</li> </ol>	
<p>4. <u>Scheduled Maintenance</u> The following to be provided by the successful bidder at time of vehicle delivery.</p> <ul style="list-style-type: none"> <li>- A complete check-off style preventative maintenance schedule checklist as recommended by the manufacturer to ensure full and satisfactory service life.</li> <li>- Weatherproof lubrication chart and instructions to be permanently attached to body.</li> <li>- Listing of special service tools/diagnostic equipment and diagnostic software requirements.</li> <li>- A list of general maintenance parts recommended, by part number, for on-hand parts stocking.</li> </ul> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. What is offered.</li> </ol>	

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<p>5. <u>Demonstration</u> A demo unit may be required during the evaluation process carried out by City of Vancouver staff.</p> <p><u>State:</u> 1. Demo unit availability.</p>	
<p>6. <u>Training</u> Provide training to the City of Vancouver garage technicians in the factory prescribed maintenance, diagnostics and repairs procedures. Training to be carried out by factory or factory trained personnel.</p> <p><u>State:</u> 1. Your training capability as described above. 2. Training locations. 3. Available training aids. 4. Availability of training sessions. 5. Training on essential major operating components not made by the vehicle manufacturer but utilized.</p>	
<p>7. <u>Keys</u> Four (4) full sets of keys provided at vehicle delivery.</p> <p><u>State:</u> What is offered.</p>	
<p>8. <u>Delivery</u> Contractor to deliver vehicle to F.O.B. City of Vancouver, Manitoba Yard or site designated.</p> <p><u>State:</u> 1. Number of days from receipt of order from the City of Vancouver to delivery F.O.B. City of Vancouver, Manitoba Yard, or site designated. 2. Compliance with delivery location.</p>	

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<p><b>G. OPTIONS</b></p> <p>1. <u>Alternate Fuels</u> Advise of alternate fuel, if available, within specifications scope or set forth in the document. Provide availability and suitability of the proposed alternate fuel system, the emissions reductions and fuel type.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>Fuel type.</li> <li>Regulated emissions reductions, including Co<sub>2</sub> as compared to diesel.</li> </ol>	
<p>2. <u>Extended Warranty</u> Provide terms of optional extended vehicle warranty. Provide terms of optional powertrain and related components extended warranty.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>What is offered.</li> </ol>	
<p>3. <u>Optional Frame</u> A low profile type suspension and frame rail chassis height (top of frame rail to ground ) configured as specified or heavier duty frame.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>Tire type and size.</li> <li>Frame weight unladen – top of rail to ground measurement.</li> <li>RBM, Yield and Section Modulus.</li> </ol>	
<p>4. <u>Any other Suggested Options</u></p> <p><u>State:</u> Any other options that may enhance the operation of this machine.</p>	

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<p><b><u>OVERVIEW</u></b></p> <p>The City of Vancouver requires two (2) aerial step vans to replace two (2) existing vehicles for the Electrical Operations Branch. The step van will consist of a customized van body (Item 2) that shall be mounted on a stripped chassis (Item 1) and shall have an aerial mounted on top (Item 3). The units will be primarily used as a Fibre Optics Van for the Electrical Branch.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model offered.</li> <li>2. If chassis specified in Item 1 is suitable in all respects.</li> </ol>	
<p><b>A. BODY CONSTRUCTION</b></p> <ol style="list-style-type: none"> <li>1. <u>Style</u> The body shall be a step van body, complete with interior work space in the rear, and cab in the front for one driver and one passenger. Van body to be mounted on stripped chassis as specified in Item 1 of this tender.</li> </ol> <p><u>State:</u> Style of body.</p>	
<ol style="list-style-type: none"> <li>2. <u>Body Structures</u> Bodies to be constructed of a steel frame base consisting of a rigid basic frame up construction design, with minimum 3” (8 cm) “high steel” cross members. Steel frame base components must be painted with corrosion proof paint prior to final assembly. Body shall have full skirting, beyond chassis frame rails, and be approximately 16” (40 cm) high or to the mid-point of the wheels. Balance of step body shall be constructed of aluminium materials, including walls, roof and floor.</li> </ol> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Framing steel dimensions.</li> <li>2. What is offered for corrosion paint proofing</li> <li>3. What is offered for the aluminium constructed body</li> </ol>	



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<p>3. <u>Dimensions</u> Overall dimensions of the step van body are as follows:  <ul style="list-style-type: none"> <li>- Cargo space length: 168" (427cm).</li> <li>- Width: 86" (218cm).</li> <li>- Interior minimum height: 84" (213 cm).</li> </ul> <u>State:</u> Dimensions of unit offered.</p>	
<p>4. <u>Weight</u> Bidders to provide weights of furnished step van body with all compartments included.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Estimated weight of van body with all compartments included.</li> <li>2. Accurate weight measurements will be provided by the bidder upon completion of the van body. Compliance.</li> <li>3. If body and aerial will be safely accommodated by chassis as described in Item 1</li> <li>4. Weight distribution diagram, complete with body, aerial and chassis.</li> </ol>	
<p>5. <u>Walls</u> Wall rib spacing shall be approximately every 12" (30cm). Interior walls shall be clad with painted white 3/8" plywood having minimum 2" (5cm) insulation. Interior plywood cladding shall be painted white with premium oil based paint for ease of washing and durability. Minimum 12 gauge side-wall thickness.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Wall rib spacing used in construction.</li> <li>2. Wall thickness.</li> <li>3. Insulating material used and equivalent R value.</li> <li>4. Interior wall cladding materials used.</li> <li>5. Paint type and code.</li> </ol>	

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<p>6. <u>Roof</u> Roof shall consist of a standard single piece full-length 20-gauge extruded aluminium roof, gently sloping. Includes cap at wall to roof joints all around. A 24"x48" (61cm x 122 cm) lexan skylight will be installed near the rear of the van. Refer to attached unit specific drawings for skylight location. Alternate roof designs and materials must be submitted to the Engineering Services, Equipment Management Branch prior to bid submission for approval for uses. A fibreglass type roof cap not acceptable.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of continuous roof material and thickness.</li> <li>2. If skylight is provided.</li> <li>3. If cap is provided and type.</li> </ol>	
<p>7. <u>Floor</u> A heavy-duty extruded aluminium type of floor material is required. Rubber mats shall be put on top of aluminium flooring, to provide non-slip surface.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of floor material.</li> <li>2. Type of floor construction design.</li> <li>3. Confirm "non-slip" surface.</li> </ol>	
<p>8. <u>Rear/Front Doors</u> Exterior doors shall be aluminium, insulated and have an interior cover similar to requirements for step van walls. Rear doors shall be provided with heavy-duty type hinges and will have 90 degree holdbacks. Front right and left doors will be sliding doors, with electrically operated roll-up windows for visibility. Front passenger doors, and rear right door shall have an integrated small door for cable pull. All doors shall be lockable. Refer to attached unit specific drawings for door details. Alternatives must be approved by City of Vancouver Equipment Services.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of door(s) and construction materials.</li> <li>2. Type of stairs and system offered.</li> <li>3. Type of door windows.</li> <li>4. If small doors for cable will be provided.</li> </ol>	

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<p>9. <u>Exterior Paint</u> Exterior body surface shall be fully prepared and painted white to match the chassis paint. All step van bodies must be undercoated to provide protection, resistance to corrosion and reduce road noise.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Exterior white paint code and manufacturer name.</li> <li>2. Make and type of undercoating material used.</li> </ol>	
<p>10. <u>Windshield, side windows, wipers, and washer system</u> Windshield shall have "straight cut" safety glass, in compliance with the B.C. Motor Vehicle Act, providing excellent visibility. Install two side windows, as large as possible to provide improved visibility. Windshield includes two(2)-speed electric intermittent wiper and washer system</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of windshield.</li> <li>2. In compliance with specifications.</li> </ol>	
<p>11. <u>Mirrors</u> Install dual stainless steel mirrors as required. Mirrors should be approximately 7" x 10" (18 cm x 25 cm) and mounted as close to the van as possible, while still providing excellent visibility.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of mirrors.</li> <li>2. Size of mirrors.</li> </ol>	

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<p><b>B. INTERIOR WORK AREA</b></p> <p>1. <u>Seats</u> Cab must accommodate a driver and passenger. Both seats shall be an air suspension seat with “flip-up” arm rests. Seat shall have six (6)-way adjustment – forward/rear, up/down and fully adjustable lumbar support. Seat shall be constructed of good quality, easy care, heavy-duty, knitted, vinyl type materials that is dark in colour. The seat shall be provided with a solid base to chassis. Seat shall be fitted with a seat belt in compliance with the B.C. Motor Vehicle Act.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>Type and make of driver seat.</li> <li>Type and make of passenger seat.</li> </ol>	
<p>2. <u>Interior Paint</u> All interior surfaces shall be painted white to match the supplied chassis paint. Oil-based, good quality paint shall be used.</p> <p><u>State:</u> Whether all walls are fully prepared and painted.</p>	
<p>3. <u>Interior Heaters</u> The crew cabin and workshop areas shall be heated through a 12 volt air type heater, having approximately 3500 Watts capacity rating. The heater shall have the capability to operate when the engine is not turned on, and be powered by the same fuel that powers the engine. The interior heater shall not have a separate tank for fuel. Additionally, a small electric 125-Volt heater for use when connected to shore power shall be installed, and vented through the lockers. A thermostat shall be provided to control temperature of cabin. Refer to attached unit specific drawings for locations of both heaters.</p> <p><u>State</u></p> <ol style="list-style-type: none"> <li>Make, output capacity and type of air heater.</li> <li>Make, output capacity and type of 125V electric heater</li> <li>Make and model of thermostat.</li> </ol>	

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<p>4. <u>Heater/Defroster</u> Includes multi-position blower fan, adjustable heating vents for operator comfort and window defrosting. The defrosting system shall be capable of dealing with local conditions – cool temperatures with high humidity.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of blower control.</li> <li>2. System air movement and capacity in CFM.</li> <li>3. Heater/defroster fan type and speed control.</li> </ol>	
<p>5. <u>Roof Vent</u> Install roof vents – one (1) over cab and one (1) over cargo space. Refer to attached unit specific drawings for vent locations.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type and make of roof vent.</li> <li>2. Location of roof vents as specified.</li> </ol>	
<p>6. <u>Bulkhead</u> Bulkhead should be affixed to ceiling, floor and walls as is necessary. Bulkhead shall be “walk-through” style, with J-hooks provided on either side of the bulkhead. Bulkhead to be cut as required to accommodate heater. Refer to unit specific drawings for details of bulkhead.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Style of bulkhead.</li> <li>2. Type of material and design feature.</li> <li>3. If hooks are provided as specified.</li> </ol>	
<p>7. <u>Interior Shelves/Drawers</u> All interior wall shelves, drawers and bins shall be constructed of aluminium, and have a rubber lining material of sufficient quality and thickness. Drawers shall have heavy-duty roll-out glider mechanism and latch device. Refer to drawings for drawer slide and latch ratings. Glider and latch type shall be approved by the City of Vancouver Equipment Services.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Construction type and material.</li> <li>2. Glider and latch make and model.</li> </ol>	

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<p>8. <u>Workbench</u> A 2" (5 cm) hardwood workbench with aluminium top, measuring 76"x24" (193cmx61cm), is required. Workbench has a 2" (5 cm) pull-out aluminium extendable top, 68"x12" (163cm x 31cm). Install aluminium legs and shelving compartments. Four (4) eyebolts or similar to be installed for bungee attachment. Refer to attached drawing for further details.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of work bench.</li> <li>2. If pull-out work bench provided as specified.</li> <li>3. If shelving dimensions provided as specified.</li> <li>4. What is offered for bungee attachment.</li> </ol>	
<p>9. <u>Magnetic Tool Rack</u> Two (2) columns of magnetic tool racks to be installed on either side of side window, and above work bench. Each tool rack is approximately 24" (61cm) wide, and spaced 4" (10cm) apart. Refer to attached drawings for details and dimensions.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of magnetic tool racks offered.</li> <li>2. If tool rack dimensions are provided as specified.</li> </ol>	
<p>10. <u>Work Desk</u> One sloping aluminium work desk, approximately 26"x24" (66cmx61cm) to be installed next to bulk head, driver's side. Desk top to include a bottom lip to hold manuals, and shall have a piano-type hinge complete with retaining latch on the wall. One (1) 3" (8cm) cabinet, and four (4) 8" (20cm) cabinets to be installed under work desk, including latches for closing. Refer to attached drawings for locations, dimensions and details.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type and size of work desk.</li> <li>2. If work desk and cabinets provided for as specified.</li> <li>3. Type of latches used.</li> </ol>	

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<p><b>11. Microwave Shelf</b> One (1) aluminium microwave shelf to be installed above work desk. Microwave shelf to include a retaining lip, to secure microwave. Refer to drawing for details.</p> <p><u>State:</u> If shelf provided for as specified</p>	
<p><b>12. Hinged Cushion Top Seats</b> Two (2) hinged, lockable seats with cushion tops to be installed behind vehicle seats. Passenger side seat to be 24"Wx20"Hx16"L (61cmx51cmx41cm). Driver side seat to be 30"Wx20"Hx16"L (76cmx51cmx41cm). Seat base to be aluminium, and seat cushion to be vinyl. Hinges shall be stainless steel, and hasps shall be provided for a padlock.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. What is offered.</li> <li>2. Cushion material.</li> <li>3. Type of hinge and lock device.</li> </ol>	
<p><b>13. Lockers</b> Two (2) standard lockers with doors and "banner compartment" to be secured to passenger side wall, between cushion seat and bulkhead. Refer to attached unit specific drawings for details. An electric heater (110 Volt) shall be located beneath and vented into the locker to permit drying of clothing.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and type of lockers.</li> <li>2. What is offered.</li> </ol>	

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<p><b>14. Drawer Unit</b>  A lockable drawer unit shall be installed towards the rear of the bulkhead on the passenger side. The drawer unit consists of three (3) identical columns of drawers, each 18" (46cm) wide, and each column consisting of three (3) drawers 4" (10 cm) tall, two (2) drawers 9" (23 cm) tall, and two (2) drawers 12" (30 cm) tall. One row of drawers shall have dividers in each drawer, as shown in the attached drawing. Three (3) locks will be provided; one (1) lock for each column of drawers.</p> <p><u>State:</u>  What is offered.</p>	
<p><b>C. ELECTRICAL</b></p> <p><b>1. Interior Duplex Outlets</b>  Install five (5) 110V GFI type outlets as required. Locations are as noted within attached unit drawings. Install two (2) 12V GFI type outlets as required. Locations are as noted in attached unit drawings.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and type of outlets.</li> <li>2. Locations in accordance with design drawings.</li> </ol>	
<p><b>2. Exterior Duplex Outlets</b>  Two (2) 110 Volt GFCI type waterproof outlet are required. One (1) outlet located on the passenger side, front of vehicle, and the other located on the driver's side, rear. Refer to attached unit specific drawings for location details.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and type of outlet.</li> <li>2. If outlet is located as specified in drawings.</li> </ol>	



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<p>3. <u>Distribution Panel</u> A 125V breaker panel shall be installed above the cushion seat on the passenger side. Refer to attached drawings for location details. Panel shall have sufficient circuit and breakers for all connections noted, including one (1) spare.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of panel</li> <li>2. Type of transfer switch.</li> </ol>	
<p>4. <u>Fuse Box</u> A 12V fuse box shall be installed beside breaker panel.</p> <p><u>State:</u> What is offered.</p>	
<p>5. <u>Electrical Conduit</u> Steel conduit installed through van body as shown in attached drawings. Conduit for AC and DC circuits shall be installed prior to insulating and interior wall cladding applied. Separate conduits for AC and CD circuits. High quality wiring used. All electrical installations must be certified and in full compliance with current codes governing mobile installations.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of conduit</li> <li>2. If separate conduits for AC and DC circuits are offered.</li> <li>3. Type of electrical wiring.</li> </ol>	
<p>6. <u>Shore Power</u> Shore power outlet - located on the exterior, passenger side, front of vehicle - as shown on attached drawings. Shore power connector at body shall be a "twist lock" type having capability for a minimum 30 amp rating, 125 volt complete with a flanged inlet. Shore power shall be 'routed' directly to the combination breaker/automatic transfer switch in the shorter path.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type and make of flanged inlet connector.</li> <li>2. Ampere rating.</li> </ol>	

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<p>7. <u>Inverter/charger</u> An inverter/charger "Xantrex Fleet Power 3000" or City of Vancouver approved equal, with a minimum output capacity of 3000 watts (3kW). Unit shall be installed complete with vehicle isolator and 8D size deep cycle battery. Alternative battery or combination of battery(s) shall be approved by City of Vancouver Equipment Services. Inverter shall be mounted on a shelf on top of lockers. Batteries to be stored in belly bin. Refer to attached drawings for additional details.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make, model and output of inverter.</li> <li>2. Make and capacity of battery.</li> <li>3. Circuit installed in conjunction with shorepower circuit to automatic transfer switch for night charging</li> </ol>	
<p><b>D. VEHICLE LIGHTING</b></p> <p>1. <u>Interior Cabin Crew Area(s)</u> Interior crew cabin area contains minimum three (3) 5" (12mm) size 12-Volt DC dome lights and six (6) 18" (46mm) 12 Volt DC fluorescent fixtures. One large rocker type switch is required for each light. Locations and types of fixtures are provided in attached unit specific drawings. Fixtures shall be fastened to ceilings as noted in the drawings. Fixtures located in exposed crew work area shall be provided with a protective wire mesh type screen, or City of Vancouver approved equal, hinged on one side for ease of lamp replacement.</p> <p>Fixtures and switches shall be durable and high quality given mobile application. Any deviations shall be discussed with City of Vancouver Equipment Services for approval prior to installation.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and type of fluorescent fixtures.</li> <li>2. Make and type of dome fixtures</li> <li>3. Make and type of switches.</li> <li>4. Make and type of protective screen.</li> </ol>	

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<p>2. <u>Vehicle Lighting System</u> All tail/brake lamps, turn signal lamps, clearance and marker lamps shall be in compliance with FCMVSS/CMVSS standards as set out by the Canadian Motor Vehicle Safety Regulations. All lighting fixtures must be of the LED type except for the backup lamp(s). Refer to drawings for light locations.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Confirm full compliance.</li> <li>2. LED make and type of fixture.</li> </ol>	
<p>3. <u>Traffic Control Lighting System</u> Traffic control fixtures shall be LED type arrow directors mounted complete with in-cab controls. Ensure split style arrow directors fit narrow width of rear. Two (2) amber beacons, Pulsator 551 Plus Strobe, required as per attached drawing. City of Vancouver to provide directional arrows and strobe. One (1) light located driver's side rear, other light located passenger side front.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Compliance.</li> </ol>	
<p>4. <u>Exterior Scene Lighting</u> Three "Whelan" scene lights, approximately 7"x9" (18cm x 23cm) to be installed. Two scene lights installed curbside and one scene light located on the rear. Refer to attached unit specific drawings for locations</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and type of scene lights.</li> <li>2. Compliance.</li> </ol>	
<p>5. <u>Emergency and Scene Lighting Controls</u> As noted previously, wiring for all traffic control, amber warning beacon and scene lighting shall be routed through a steel conduit as frequently as possible. All of the above-noted functions shall be driver activated within the vehicle cab and controlled from a lighted control panel located within the vehicle cab and within easy reach of the operator.</p> <p><u>State:</u> Compliance for control specifications.</p>	

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<p>6. <u>Stair Lighting</u> Stair “theatre” type lighting shall be installed to provide subtle lighting to steps. A low output and shielded lamp assembly to illuminate platform stairs.</p> <p><u>State:</u> 1. Make and type of lamps. 2. Switch location.</p>	
<p><b>E. REAR BUMPER</b></p> <p>1. <u>Rear Bumper</u> A rear bumper is required which extends a minimum of 46” (117 cm).</p> <p><u>State:</u> Type and size of rear bumper.</p>	
<p>2. <u>Flip-up Step</u> A rear bumper mounted “flip-up” step integrated into the bumper stairs. Aluminium step “safety” treads to be overlaid on “flip-up” steps. A spring type bolt action shall be provided to keep step up when in travel mode and not in use.</p> <p><u>State:</u> 1. Type and/or design of “flip-up” step. 2. Make and type of landing safety tread.</p>	
<p>3. <u>Bucket Steps</u> Steps are required to provide access to bucket. Body builder to suggest step design. The design shall be discussed with City of Vancouver Equipment Services for approval prior to fabrication.</p> <p><u>State:</u> Type and/or design of steps for entry into bucket</p>	

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<p>4. <u>Handrail</u> A recessed handrail is provided along the rear bumper. The handrail shall be recessed to provide room on the outside for manhole gate. Hooks shall be installed on the handrail to hold the manhole gates.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>Type of handrail provided</li> <li>Compliance with specifications.</li> </ol>	
<p><b>F. BODY SPECIAL FEATURES</b></p> <p>1. <u>Cone Holders</u> Install and fabricate two (2) cone holders at the front as noted on attached unit specific drawing.</p> <p><u>State:</u> Compliance.</p>	
<p>2. <u>D-Ring Floor</u> Six (6) D-ring type floor tie downs installed in locations as noted in the attached unit specific drawings. D-ring tie downs shall have capacity to contain a minimum 500 lbs. (227 kg) in aggregate.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>Capacity of D-rings.</li> <li>Location as per drawings.</li> </ol>	
<p>3. <u>Windows</u> One (1) 24" x 24" (61cm x 61cm) square fixed window, consisting of tempered glass shall be built into the street side portion of the van. Refer to attached unit specific drawings for location and dimensions.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>Type of glass.</li> <li>Type of window.</li> </ol>	

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<p>4. <u>Exterior Ladder Racks</u> A ladder rack shall be provided on the driver side exterior, to hold one 12' (3.65 m) ladder. The ladder rack shall be non-locking, and be placed such that the ladder does not interfere with any other component.</p> <p><u>State:</u> What is offered.</p>	
<p><b>G. COMPARTMENTS</b></p> <p>1. <u>Exterior Compartments</u> All compartments shall be designed sealed to body interior and vented to body exterior. Compartments shall be integrated into the full body design and frame work. Compartments to be constructed with 1/8" aluminium. Door openings shall be fitted with seals.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. If compartment design complies.</li> <li>2. Compartment design materials.</li> </ol>	
<p>2. <u>Compartment Doors</u> All compartment doors shall be constructed of ten (10) gauge aluminium, louvered exterior panel to permit full ventilation and made with durable heavy-duty stainless steel hinges. Refer to drawings for additional details.</p> <p>Alignment of compartment doors, compartment to body and door sealing is important. Variations of alignment fit in excess of 1/8" shall not be considered acceptable. Door latch locations shall be consistent between all units. Any variations shall be discussed and agreed upon prior to construction.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Door material</li> <li>2. Make and type of door hinges.</li> <li>3. Compliance with body, compartment and door alignment perimeters.</li> </ol>	

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<p>3. <u>Closure Fixture</u> All exterior compartment doors shall be fitted with an over centre cam locking system. A waterproof "Master" or City of Vancouver approved alternate lock – all doors shall be keyed alike for each individual unit.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of locking fixture.</li> <li>2. Make and type of waterproof locks.</li> </ol>	
<p>4. <u>Belly bin compartments</u> Four (4) belly bins with doors to be installed underneath frame rails. Each belly bin will be 12" (31cm) in height (critical height) and 35" (89cm) wide. The 12' (30 cm) height is critical. Each belly bin shall have drain holes in the bottom. Refer to attached unit specific drawings for location and dimensions. Any deviations shall be discussed with City of Vancouver Equipment Services for approval prior to fabrication.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Size of belly bins.</li> <li>2. Type of door and hinge.</li> <li>3. Compliance with specifications.</li> </ol>	
<p>5. <u>Exterior storage area compartment</u> An exterior storage area is required for shovels, rods, and the like. The storage area is accessible from the outside only, and is 74"x32" (188cmx81cm). The opening shall be 70" (178cm). Install shovel racks, various eye-bolts and hooks. A lockable door and drain holes shall be provided.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Dimensions of storage compartment.</li> <li>2. Type of latch, door and hinge.</li> <li>3. If complaint with specifications.</li> </ol>	

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<p><b>H. MISCELLANEOUS</b></p> <p>1. <u>Warranty</u> Provide details concerning the full standard applicable vehicle body warranty. Additionally, parts of components, which may not be covered within the standard of warranty, shall be listed separately.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Standard vehicle body warranty terms provided.</li> <li>2. List items and components not covered.</li> </ol>	
<p>2. <u>Parts and Service Manuals</u> The following shall be made available to the City of Vancouver authorized representative at the time of each unit delivery, as noted in this document. Two (2) copies of each, per unit number.</p> <ul style="list-style-type: none"> <li>- Two (2) copies of Parts Manuals;</li> <li>- Two (2) copies of Service Manuals;</li> <li>- Two (2) copies of Operators Manuals;</li> <li>- Two (2) copies of vehicle build list or line sheet for each unit number.</li> </ul> <p><u>State:</u> Whether all of the above provided</p>	
<p>3. <u>Drawings</u> Once the contract has been awarded to the Contractor, two (2) complete sets of design and construction drawings are to be submitted by the Contractor prior to commencement of construction.</p> <p><u>State:</u> Compliance.</p>	
<p>4. <u>Schedule Maintenance</u> A complete check-off style preventative maintenance schedule checklist as recommended by the manufacturer to ensure full and satisfactory service life.</p> <p><u>State:</u> Whether checklist provided.</p>	



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<p>5. <u>Keys</u> Four (4) full sets of keys provided for body doors and closure locks. Each unit shall be keyed alike.</p> <p><u>State:</u> Compliance.</p>	
<p>6. <u>Delivery</u></p> <p>State the number of days from the date of receipt of order from the City of Vancouver to the date of vehicle(s) delivery F.O.B. City of Vancouver, Manitoba Works Yard or site designated.</p>	

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<p><b><u>GENERAL SPECIFICATIONS</u></b></p> <p>Two (2) only telescoping type aerial devices with rotating turret to be mounted on a work van type chassis, described in Item 1. The aerial device and unit will be used for fibre optic maintenance and construction, and shall feature:</p> <ul style="list-style-type: none"> <li>▪ An aerial platform having lift of minimum 8.84 m (29 ft) from ground to bottom of bucket</li> <li>▪ Easy work platform entry from storage position</li> <li>▪ Mounted on a stripped chassis having a minimum 8618 kg (19,000 lb) GVW chassis</li> </ul> <p>This document illustrates the aerial portion of a walk-in van complete with service body design and the bucket stowed at the streetside rear. Refer to the design drawings enclosed with these specifications for integration of the aerial to the service body. Installation drawings for the aerial device must be provided at time of delivery to the body builder. The bodybuilder will be advised upon award of this Request for Quotation.</p> <p>All specifications for the aerial device performance stated in the tender specifications shall be calculated as installed on the chassis, as specified in Item1 of this document.</p> <p>The aerial device supplier shall assume all responsibility for correct installation of the device, operational testing and commissioning, stability testing/certification and for testing.</p> <p>Alternatives to the specifications provided will only be considered if they adequately meet the job requirements after full evaluation by the City's Electrical Branch, cable and communication crews. Any deficiencies or alternatives to these specifications must be detailed, including drawing and/or photographs where applicable.</p> <p><u>State:</u> Make, model and year of aerial platform.</p>	

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<p><b>A. AERIAL PLATFORM</b></p> <p>1. <u>Type</u> Fully-hydraulic aerial platform, telescopic-type boom with minimum elevating height of 8.84 m (29 ft.) from ground to bucket bottom and a working height of 10.36 m (34 ft.).</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Minimum ground to bucket bottom lift.</li> <li>2. Maximum working height.</li> </ol>	
<p>2. <u>Dimensions and Performance</u> A single lift knuckle apparatus with telescopic boom, with a minimum horizontal reach of 6.10m (20ft), taken from edge of platform at the horizontal position with the boom at 0° elevation. A minimum lift capacity of 136 kg (300 lbs).</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Horizontal reach measurement.</li> <li>2. Overall height from ground to top side of boom when stored.</li> <li>3. Boom length when stored</li> <li>4. Weight of aerial lift including pedestal and/or bridge mounting apparatus.</li> <li>5. Vertical height capability of aerial first boom section from the ground to centre of the pin.</li> <li>6. Maximum lift weight capability.</li> </ol>	
<p>3. <u>Pedestal</u> The pedestal shall be a truss bridge type or acceptable alternative capable of mounting to the chassis specified in item 1. The pedestal shall be mounted near the front axle for integral strength. Allow for easy access to pedestal and frame for the mandatory critical component inspections. Allow easy access to any hydraulic or mechanical components within pedestal. Full and complete installation drawings for the pedestal, aerial devise and truss works shall accompany the aerial at time of delivery.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of pedestal construction.</li> <li>2. How and where base is mounted to chassis frame.</li> <li>3. If easy access is provided to all critical components for inspection.</li> </ol>	

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<p>4. <u>Turntable</u> Hydraulic motor to drive turntable rotation through a self locking gearbox. Non-continuous rotation of at least 360°. The rotation shall have provision for manual operation in the event of power loss. Continuous rotation is an option – see Section E, Item #1.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Time in seconds for one revolution</li> <li>2. Rotation range in degrees.</li> <li>3. Method used to rotate the boom.</li> <li>4. Manual rotation provision and type.</li> </ol>	
<p>5. <u>Mounting</u> Mounting of the turret to the rotation bearing and pedestal shall features hardware marked with a torque seal indicator to provide a quick means to inspect relative movement.</p> <p><u>State:</u> Means of fastening and inspection.</p>	
<p>6. <u>Booms</u> The boom assembly shall consist of two (2) sections – a main boom and a “secondary” complete with telescopic section. The fibre glass telescopic section shall be powered by a double acting hydraulic cylinder. The complete boom and telescopic section shall be capable of being certified for 46 KVAC, in accordance with AWSI A92.2 – 2001 Category C.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Types of boom assembly.</li> <li>2. Travel distance vertically of first section</li> <li>3. Travel distance of second section vertically.</li> <li>4. Travel distance of second section including telescopic section fully extended.</li> </ol>	

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<p>7. <u>Boom Rest</u></p> <ol style="list-style-type: none"> <li>a. Positive tie down system to secure boom to boom rest</li> <li>b. Warning light in cab to be "ON" all the time the boom is not securely in the rest position.</li> <li>c. Bucket should not extend beyond side of van when in the boom rest position.</li> <li>d. Easy bucket entry from stowed location.</li> </ol> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of boom tie-down</li> <li>2. If warning light provided.</li> <li>3. If bucket does not extend beyond side of van.</li> <li>4. Location of stowed bucket and how one enters the bucket.</li> </ol>	
<p>8. <u>Platform (Bucket)</u></p> <ol style="list-style-type: none"> <li>a. An enclosed fibreglass, side mounted one-man platform nominally 60cm x 60cm x 107cm (24"x24"x42").</li> <li>b. The bucket must have no exposed conductive material and shall be insulated with liner.</li> <li>c. Bucket to be equipped with a detachable tool tray mounted at the side, on the outside.</li> <li>d. Certified operator safety belt and lanyard connection to be provided with boom mounted ring.</li> <li>e. Hydraulic automatic levelling is required.</li> <li>f. The bucket shall have tilt feature in order to facilitate driver's vision for travel.</li> <li>g. Platform shall have insulating liner and di-electric certification.</li> </ol> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Material composition and size of bucket.</li> <li>2. Size of tool tray offered.</li> <li>3. If certified safety belt and lanyard provided.</li> <li>4. If hydraulic levelling is offered.</li> <li>5. If bucket tilt is offered.</li> <li>6. If bucket is insulated and di-electrically certifiable.</li> </ol>	

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<p>9. <u>Stabilizers</u> Torsion bar-type suspension stabilizers to provide stability as required per CSA C225-M88. Outriggers are not acceptable. The aerial device supplier shall ensure full stability is completed for each vehicle. Certification documentation shall be provided at time of vehicle delivery.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. What type of stabilizers is offered.</li> <li>2. Certification of testing provided as noted above.</li> </ol>	
<p>10. <u>Joint (elbow) Flasher</u> An amber flashing strobe light shall be mounted at the aerial "elbow".</p> <p><u>State:</u> Make and type of flasher.</p>	
<p><b>B. AERIAL PLATFORM HYDRAULICS</b></p> <p>1. <u>Pump</u> Pump shall be driven with a hot shift PTO. The PTO switch shall be wired in series with a neutral position-sensing switch and a parking brake sensor, so that the transmission must be in neutral and the parking brake on, before the PTO can be engaged.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Make and model of PTO</li> <li>2. Make and model of pump</li> <li>3. Flow and pressure of pump.</li> <li>4. If PTO safety wiring is offered as specified.</li> </ol>	

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<p>2. <u>Controls</u> Full pressure hydraulic controls at the bucket to allow precise metering. Multi-functional single lever control. Lower control station mounted near the driver shall override the bucket controls and shall include a 25' (7.6 m) pendant cable. Two (2) speed throttle control at the platform. Upper and lower controls shall have full protection against accidental actuation. Weather proof decals required at all control locations.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Type of hydraulic controls offered.</li> <li>2. If joystick control offered.</li> <li>3. If lower control station is offered, including remote code control</li> <li>4. If two-speed throttle control provided.</li> </ol>	
<p>3. <u>Holding Valves</u> All hydraulic operations are to be complete with pilot operated holding valves.</p> <p><u>State:</u> What is offered.</p>	
<p>4. <u>Oil Reservoir</u></p> <ol style="list-style-type: none"> <li>a. Level sight gauge.</li> <li>b. Vented filler cap and filler screen.</li> <li>c. 10 micron filters with replaceable cartridge and filter condition indicator.</li> </ol> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Capacity of reservoir provided.</li> <li>2. If all above item are offered.</li> <li>3. Recommended oil.</li> </ol>	

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<p><b>Item 3 Aerial Platform</b></p> <p><i>(Tenderers: do not write in this section)</i></p>	<b>Make:</b>
	<b>Model No.</b>
	<b>Year:</b>
	<b>Tenderers to indicate compliance or deviations with specifications below</b>
<p>5. <u>Auxiliary Power</u> Battery powered auxiliary power system, capable of being actuated and operated at the bucket and lower control station. This system shall provide auxiliary power for all boom movements. Auxiliary system battery shall be installed separate from chassis charging circuit through isolator diode.</p> <p><u>State:</u> Complete description of system.</p>	
<p><b>C. AERIAL PLATFORM ACCESSORIES</b></p> <p>1. <u>Engine Stop/Start</u> Vehicle engine stop/start control located at the bucket.</p> <p><u>State:</u> If stop/start offered.</p>	
<p>2. <u>Speed Control</u> Two (2) speed controls for boom movements located at the bucket.</p> <p><u>State:</u> What type of speed control is offered.</p>	



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	<p><b>Year:</b></p>
	<p><b>Tenderers to indicate compliance or deviations with specifications below</b></p>
<p><b>D. AERIAL, MISCELLANEOUS, AND SAFETY</b></p> <p>1. <u>Regulations and Standards</u></p> <ol style="list-style-type: none"> <li>1. All accessories necessary to meet the requirements of the Workers' Compensation Board of B.C. Regulations. Supply a critical component list as required by Section 32.36.11 of the Industrial Health and Safety Regulations.</li> <li>2. Canadian Standards Association C225-M88 or latest revision approval.</li> <li>3. All welding shall conform to Canadian Welding Bureau standards of W59.1-steel, W47.2-aluminum, including pedestal base.</li> <li>4. Dielectric rating. The unit shall be fabricated including installation to meet dielectric certification meeting ANSI Category C, 46 KV</li> </ol> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. If compliance offered for all regulations.</li> <li>2. If a critical component list is supplied.</li> </ol>	
<p>2. <u>Maintenance and Training</u></p> <p>To be supplied by the successful bidder:</p> <ol style="list-style-type: none"> <li>a. A complete check-off style preventative maintenance schedule as recommended by the manufacturer to ensure satisfactory service and long life.</li> <li>b. Instruction for the operator by a competent factory personnel prior to in-service as well as follow-up session 30 days after in-service.</li> <li>c. Approximately 4 hours starting at 11:00am until 3:00pm and 4 hours starting at 3:00pm until 7:00pm of instruction for the maintenance mechanics by competent factory personnel.</li> <li>d. Weatherproof decal detailing all lube points and frequency, fastened to the lower boom or pedestal.</li> </ol> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. What is offered.</li> </ol>	

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<p>3. <u>Controls</u> Adequate protection from upper and lower controls against accidental actuation. Proper weatherproof decals are required at all control locations.</p> <p><u>State:</u> What is offered.</p>	
<p>4. <u>Warranty</u> Provide details concerning the standard applicable aerial apparatus warranty. Additionally, provide warranty and terms with components and parts not covered within the standard aerial apparatus manufacturer warranty.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Standard applicable warranty and terms on aerial apparatus.</li> <li>2. Standard applicable warranty for associated component and parts not covered, or separate from the aerial coverage noted above (i.e. transmission, engine, etc.)</li> </ol>	

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<p>5. <u>Parts and Service Manuals</u></p> <p>The following to be made available to the City of Vancouver authorized representative as noted in this tender document.</p> <ul style="list-style-type: none"> <li>a. Two (2) copies operator's manuals</li> <li>b. Two(2) copies parts manuals – CD-Rom acceptable alternate</li> <li>c. Two (2) copies service manuals – CD-ROM acceptable alternate</li> </ul> <p><u>Or</u> secured access to manufacturers website where the above information is available at all times</p> <ul style="list-style-type: none"> <li>d. If available, any audio-visual aids such as videotape which will assist/advise/instruct operators and mechanics.</li> <li>e. Prefer to receive all manuals on CD-ROM.</li> <li>f. A complete and full electrical schematic to be provided to the City of Vancouver at time of machine delivery to the designated authorized representative as noted in this tender.</li> </ul> <p>Wherein other related components repair and parts reference information may not be included in the main aerial manuals (parts and service) two (2) copies each of those additional manuals specific to the components, shall be included at the time of delivery as well.</p> <p><u>State:</u></p> <ul style="list-style-type: none"> <li>1. What is offered.</li> <li>2. If internet access available and address.</li> </ul>	
<p>6. <u>Demonstration</u></p> <p>A demo unit may be required during the evaluation process carried out by City of Vancouver staff.</p> <p><u>State:</u></p> <p>Demo unit availability.</p>	

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<p>7. <u>Delivery</u> State the number of days from the date of receipt of order from the City to the date of vehicle delivery F.O.B. City of Vancouver, Manitoba Yard or site designated. The chassis may require transport between the aerial supplier and the body builder.</p> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Earliest delivery date.</li> <li>2. Transport between body builder and aerial supplier included in quoted price.</li> </ol>	
<p>8. <u>Dielectric Testing</u> Completed unit must meet the dielectric testing (as stated in Section D, Item #1 of this section). For testing purposes the optional 110 volt GFIC outlet connection wiring (Section E, Item #11) shall not be installed.</p> <p><u>State:</u> If in compliance.</p>	

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	<p><b>Model No.</b></p>
	<p><b>Year:</b></p>
	<p><b>Tenderers to indicate compliance or deviations with specifications below</b></p>
<p><b>E. OPTIONS</b></p> <p>1. <u>Platform (Bucket) – walk-in style</u></p> <ol style="list-style-type: none"> <li>a. A step-in, fibreglass, side mounted one-man platform nominally 60cm x 60cm x 107cm (24"x24"x42") with outside access step, and complete with step-through doorway with latching swing open door.</li> <li>b. The bucket shall have slip resistant inner/outer step for entry and exist.</li> <li>c. The bucket must have no exposed conductive material.</li> <li>d. Bucket to be equipped with a detachable tool tray mounted at the side, on the outside.</li> <li>e. Certified operator safety belt and lanyard connection to be provided with boom mounted ring.</li> <li>f. Hydraulic automatic levelling is required.</li> <li>g. The bucket shall have tilt feature in order to facilitate driver's vision for travel.</li> <li>h. Drain holes is desired in bucket.</li> </ol> <p><u>State:</u></p> <ol style="list-style-type: none"> <li>1. Material composition and size of bucket.</li> <li>2. Size of tool tray offered.</li> <li>3. If certified safety belt and lanyard provided.</li> <li>4. If hydraulic levelling is offered.</li> <li>5. If bucket tilt is offered.</li> <li>6. Whether drain holes may be accommodated.</li> </ol>	
<p>2. <u>Continuous Rotation</u> A continuous rotation of turntable option. .</p>	
<p>3. <u>Fall Protection System</u></p>	
<p>4. <u>Diagnostic Test Kit</u></p>	
<p>5. <u>Platform Covers</u> A platform and control cover, fully waterproof, with quick release fastening.</p>	

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<p>6. <u>Over-size Platform</u> State if oversize platform with access door is available and indicate dimensions. State if greater lift capacity platform (i.e. 350 lb. to 400 lb) available. Provide extra lift capacity capability.</p>	
<p>7. <u>Alternatives</u> Alternatives to tender specifications providing clearance of trolley wires yet having capability for rising above them and dropping down other side.</p>	
<p>8. <u>Wheel Chocks</u></p>	
<p>9. <u>Boom Lifting Eye</u> A lifting located at the end of the last section boom adjacent to platform, having a lift capacity of 226.8 kg (500 lb).</p>	
<p>10. <u>Platform Rotator</u> A platform rotator located at the end of the telescopic portion having capability of 180° movement.</p>	
<p>11. <u>Platform Accessories</u>                      a. 110 volt accessory outlet in bucket.                      b. Weatherproof button at bucket with wiring inside boom terminating at base. City will wire in a 12-volt buzzer.</p> <p><u>State:</u> If all items are offered.</p>	
<p><u>Other Suggested Options</u></p>	

## APPENDIX 3

INVITATION TO TENDER NO. PS06079

SUPPLY AND DELIVERY OF  
TWO (2) STEP-VANS WITH AERIAL PLATFORMS

DRAWINGS - AERIAL STEP-VANS

7 DRAWINGS IN PDF FORMAT