



67 Sharp Road, Brighton, Ontario, K0K 1H0

TENDER # REC 2019-03
TENDER TO PROVIDE ONE NEW 2018 OR 2019
1/2 TON, TWO-WHEEL DRIVE,
WORK TRUCK FOR THE
PARKS AND RECREATION DEPARTMENT

PLEASE NOTE: BID REGISTRATION

Bid Registration is provided and mandatory to assist in the issuance of any addendum/addenda (via fax or email), should the need arise. Prospective Proponents are required to register and also check the Municipality's Website for any addendum(s) that may have been issued prior to submission of their final documents. The Municipality of Brighton is not responsible for the Proponent's failure to register for updates or addendum/addenda to the originally posted Bid; it is the Proponent's responsibility.

To Register Bid Please Email: lisa@brighton.ca

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PART I – TENDER # REC 2019-03

Subject to Municipal Council budget approval, the Municipality of Brighton invites qualified and experienced companies to submit Tender Bids for **THE PROVISION AND DELIVERY OF ONE NEW 2018 OR 2019 1/2 TON, TWO-WHEEL DRIVE, WORK TRUCK FOR THE MUNICIPALITY'S PARKS AND RECREATION DEPARTMENT.**

The successful Tender bid shall conform to all terms and conditions outlined in the Tender documents.

Sealed Tender packages clearly marked as to its contents will be received at the Municipality of Brighton Public Works and Development Office, 67 Sharp Road, Brighton, Ontario, K0K 1H0, **until 2:00 PM, Wednesday, April 17, 2019.**

Scope of Work:

A Tender for a new 2018 or 2019, 6 cylinder, 1/2 ton, two-wheel drive, work truck required by the Parks and Recreation Department as per attached specifications.

Further information is available from Jim Millar, Director of Parks and Recreation at millar@brighton.ca.

**THE CORPORATION OF THE MUNICIPALITY OF BRIGHTON
RESERVES THE RIGHT TO REJECT ANY OR ALL TENDERS WITHOUT
FURTHER QUESTIONS OR REDRESS FROM ANY RESPONDENTS. ALL
TENDERS ARE SUBJECT TO FINAL MUNICIPAL BUDGET APPROVAL
AND ARE AWARDED BY RESOLUTION OF COUNCIL.**

Jim Millar, CMO, RRFA

Lowest or any Tender not necessarily accepted.

**PART II SPECIFICATIONS AND CONFIRMATION
TENDER # REC 2019-03**

1/2 Ton, Two (2) Wheel Drive, Work Truck

DETAILED SPECIFICATION:

- 1. Make:**
Model Year 2018 or 2019
Engine V-6 Minimum
Regular Cab Long Box (8FT)
- 2. Vehicle Weight:**
G.V.W.R. shall be Minimum 7000 lbs
- 3. Engine:**
Engine shall be V-6 Cylinder Unleaded.
Displacement shall be 3.5 litres minimum or equivalent
Shall have antifreeze protection to -40 Celsius.
Shall have block heater, 400-watt minimum immersion type.
- 4. Power Plant Parts:**
Air Cleaner – shall be replaceable dry element.
Oil Filter – full flow type 1 quart capacity, minimum. Spin on type.
Alternator – to be 12 volt, 103 amps
Battery – heavy duty 700 amp. Hr., 12 volt. Maintenance free.
Transmission – automatic, 3 speed minimum.
Fuel Filter – to be included.
- 5. Cab:**
Shall be full width front seat.
Seat cushion shall be full depth foam rubber.
Backrest shall be full depth foam rubber and shall tip forward.
Seat cover material shall be heavy wear resistant fabric-cloth type.
Heavy duty floor mat required.
Fire wall insulation required.
All windows shall be safety glass and tinted windows.
Tinted windshield required.
Shall have dual sun visors.
Shall have inside hood release.
Shall have electric multi speed dual heavy-duty windshield wipers with intermittent control.

Cab Specifications continued.....

Seat Belts – three to be supplied.

Step up running boards.

Rain gutter or drip mouldings shall be supplied.

To be rust proofed.

Outside mirrors – shall be below eye level type, 5x8 approximately, well braced and shall be chrome or stainless steel swing away type.

Heater and Defroster – heavy duty output, fresh air type shall be supplied.

Dome Light – Courtesy – shall be supplied.

Control by door switches.

Door Locks – Shall be supplied.

Hood Light – Under hood light shall be supplied to assist night service.

Electronic Digital Clock – To be supplied.

Oil Pressure Gauge – Shall be supplied.

Temperature Gauge – Shall be supplied

Voltmeter Gauge – Shall be supplied.

Accessory Position – Shall be supplied on the ignition switch.

Odometer- Trip odometer shall be supplied.

Electronic Horn – dual shall be supplied.

Custom AM FM Radio – Shall be supplied.

Air Conditioning – Shall be supplied.

Manually Operated Door Windows

6. Shock Absorbers Front Springs High-test Front G.A.W.R.

Heavy duty double acting front and rear shall be supplied

7. Lights:

Parking Lights – Shall be supplied.

Back-up Lights – Shall be supplied.

Directional Lights – Shall be supplied.

Parking and Directional Lights combination on front acceptable.

Tail Lights and Stoplights to be supplied.

Emergency heavy-duty four-way flashers – to be supplied.

Cargo Light – to be supplied.

Strobe Light – One Amber LED dual strobe light mounted and wired to an aux switch to be live at all times. (Mounted on Vendor supplied Back Rack)

All lights to conform to Highway Traffic Act.

- 8. Brakes:**
Service Brakes – Shall be power brakes.
Parking Brake – to be supplied.
Front Disc Brake – to be supplied.
- 9. Wheels and Tires – Size and Type:**
Tire size front and rear and spare shall be tubeless LT 245/75R 16E or equivalent, steel belted radial, traction type min.
Five to be supplied.
Spare Tire Carrier – to be supplied.
Wheels shall be 16: x 6.5
Fenders shall be rubber mud flaps to prevent flying stones.
- 10. Attachments:**
Jack shall be supplied.
Wheel Wrench shall be supplied.
Operator’s Manual shall be supplied.
- 11. Steering:**
Power Steering shall be supplied.
- 12. Body:**
Body shall be pick-up type with internal fender.
Platform shall be 8” long, minimum.
Front Bumper – to be included.
Rear Bumper shall be wrap around step type with tow attachment and trailer hitch and wiring harness to allow full drop of tailgate if possible. Treat plate design.
Fuel tank – shall be manufacturer’s standard mounted outside the cab.
Heavy duty Service Package.
- 13. Paint:**
Exterior – to be commercial RED, WHITE or BLUE.
Interior – shall be manufacture’s standard – non-glare.
- 14. Warranty:**
Signed warranty shall be supplied.
- 15. General Specifications:**
Vehicle must be designed to use Unleaded Gasoline Fuel.
Vehicles must be supplied with suitable components to comply with this specification in all aspects. Where minimums are called for, the

vehicle must meet or exceed the capacity, size, or performance specified.

This specification lists only the major details of the unit: therefore, it is the supplier's responsibility to deliver a fully equipped vehicle with components to provide dependable efficient service. Vehicle shall meet or surpass the mandatory requirements of the "Canadian Motor Safety Regulations" (SOR 70-487) amended and bear the National Safety Mark.

16. Optional:

Back rack with warning light bracket and 2 way antenna brackets installed.

Quote on other optional equipment that you may think necessary.

17. Delivery:

The Municipality will take delivery of the unit after May 16th, 2019.

The successful bidder must allow the Municipality of Brighton Fleet Mechanic to inspect the vehicle to ensure it complies with the Municipality's guidelines before vehicle is accepted.

PART III - Information for Proponents:

Tender Requirements:

The Tender submission must be fully completed and in the possession of the Municipality of Brighton before the closing date and time. Tender bids received after the closing time shall not be considered but shall be returned unopened and the supplier shall be advised that the quotation was received late.

The Tender submission must be signed by a duly authorized official of the organization bidding.

The Tender bid must be legible, written in ink or typewritten, and all items must be bid unless otherwise specified. Erasures, overwriting, or strikeouts must be initialed by the official signing on behalf of the organization.

Alternative tenders shall be considered as requested in the bid documents.

Any correspondence by mail or telephone, pertaining to adjustments or corrections to a tender bid already submitted, shall not be considered. A bidder wishing to make adjustments to a bid must first withdraw the original Tender and re-submit the alternative bid in accordance with the provisions contained herein prior to the closing.

All Proponents requested to submit bids shall be advised, by the Corporation of the Municipality of Brighton (the Municipality), of all revisions, deletions, substitutions and additions of the specifications or of any extension of the closing time or of cancellation of the Tender (via an addendum). Suppliers who have submitted Tenders prior to notification shall be given the opportunity to withdraw and resubmit their Tenders.

Addenda to Tender Documents:

All revisions, deletions, substitutions and additions to the Tender material shall be prepared in writing by Jim Millar, Director of Parks and Recreation or his designate. A copy of each addendum, including extension information, shall be available for all plan takers to obtain from the municipal website and each person who obtained further documents and acknowledgement of the addendum(s) must be included in the submitted bid. Each person must acknowledge receipt of the addendum by e-mail or fax. Proponents who have submitted Tenders prior to the release of an addendum shall be given the opportunity to withdraw and resubmit their Bid. When in the opinion of the Municipality it is advisable to cancel a Tender call, each person who obtained Tender documents shall be mailed written notice of cancellation of the contract of the contract and all Tenders received shall be returned unopened to the bidder.

Withdrawal Procedures:

Any person who has submitted a bid on the Tender may request that their Tender(s) be withdrawn. A withdrawal request shall be made in writing to Jim Millar or his Designate and the withdrawal shall be permitted if the request is made prior to the closing time. Withdrawn Tender bids shall be returned unopened to the bidder. The withdrawal of the Tender bid shall not disqualify a bidder from submitting another Tender bid from the same contract. Withdrawal requests received after the Tender has closed shall not be permitted. The bidder shall be informed, during or after the opening that the withdrawal request was received subsequent to the closing time.

Receiving Tenders:

Tenders must be sealed and clearly marked as to the contents and shall be submitted to the Municipality of Brighton Public Work's and Development Office, 67 Sharp Road, Brighton, Ontario, K0K 1H0. Each Tender shall be time and date stamped on the exterior of the unopened envelope. Documents received on or before the date and time for closing of the Tender shall become property of the Municipality. Tender packages received subsequent to the date and time for closing of the Tender shall be returned unopened to the contractor.

Tender Opening and Review:

The Corporation shall review all bids packages promptly after the date and time of closing. The opening shall be public as per Municipal policy. All Tender bids will be checked by the evaluation committee for completeness and accuracy to ensure all Bid requirements and conditions have been met. If a defect in the Tender is discovered and if the evaluation committee deems it necessary, the Bid will be rejected.

Questions/Clarifications Request:

No interpretation or clarification of the meaning of any part of this Tender will be made orally to any respondent. Respondents must request interpretation or clarification in writing from the municipality by fax or e-mail.

The last day for questions is **Monday April 8, 2019, at 2:00 pm.**

Questions should be directed to: Jim Millar at millar@brighton.ca

PART IV – INFORMATION FOR CONTRACTORS

1. PREPARATION OF PLANS AND SPECIFICATIONS AND SUPERVISION OF WORK.

Questions with respect of this Tender are to be directed to Jim Millar by e-mail at millar@brighton.ca

2. RIGHT TO ACCEPT OR REJECT TENDERS

1. The Municipality reserves the right to reject any or all Tenders or to accept a Tender Bid should it be in the interest of the Owner to do so.
2. By submitting a Bid, the Contractor acknowledges that it shall have no claim against, or entitlement to damages from the Owner by reason of the Municipality's rejection of its bids or all bids.

3. INFORMAL TENDERS

1. Tenders which are incomplete, conditional or obscure, or which contain additions not called for, erasures, alterations or irregularities of any kind, may, but shall not necessarily be rejected as informal. Unbalanced bids shall be rejected.

4. TENDERS LEFT OPEN

1. The Contractor shall keep its tender bid open for acceptance for thirty (30) days after its submission, unless its Tender bid has been withdrawn in accordance with 12 (2) below.
2. Bids may be withdrawn by written notice, at any time prior to the opening of the first Tender bid.

5. DELIVERY AND OPENING OF TENDERS

1. **Sealed envelopes, clearly marked only with "TENDER # REC 2019-03 THE SUPPLY AND DELIVERY OF ONE (1) NEW 1/2 TON, TWO-WHEEL DRIVE, WORK TRUCK 2018 OR 2019 FOR THE MUNICIPALITY'S PARKS AND RECREATION DEPARTMENT", will be received at the Public Works and Development Office, 67 Sharp Road, Brighton, Ontario, K0K 1H0, until 2:00 PM local time on Wednesday, April 17, 2019.**

6. HOLDBACKS

1. The Municipality of Brighton will holdback 10% of the contracted price as per the requirements and time frame that are specified in the Construction Lien Act.

7. AWARD AND EXECUTION OF CONTRACT

1. For the purposes of this Contract, the date of award of the Contract shall be deemed to be the date when the Owner has in writing notified the Proponents by e-mail, courier or fax that the Condition Precedent to Award has been satisfied. If the Contractor refuses or fails to execute the Contract within ten (10) working days of the date of the award, it will be considered that the contractor has abandoned all rights and interests in the contract and the Tender deposit of the Contractor shall be forfeited to the Owner as liquidated damages. The Owner shall, in such event, be free to award the Contract to another Contractor or to re-advertise the work.

This document must be filled out and sent in with Tender Bid.

PART V - TENDER # REC 2019-03

ONE NEW 2018 OR 2019 1/2 TON, TWO-WHEEL DRIVE, WORK TRUCK

MAKE:

MODEL:

PRICE:

\$

HST:

\$

TOTAL VEHICLE PRICE: \$

OPTIONAL EQUIPMENT AT EXTRA COST:

(Show Tax Separately)

DEALER:

ADDRESS:

TELEPHONE:

DATE:

SIGNED:

This document must be filled in and sent in with Tender Bid.

PART VI - GENERAL INFORMATION TO BIDDERS

1. MUNICIPALITY OF BRIGHTON TENDER FORM MUST BE USED.
2. TENDERS WILL BE ACCEPTED BY THE DIRECTOR OF PARKS AND RECREATION UP UNTIL **2:00 pm, ON April 17, 2019.**
3. APPROPRIATE MANUFACTURER'S LITERATURE MUST BE SUBMITTED WITH TENDER.
4. LOWEST OR ANY TENDER NOT NECESSARILY ACCEPTED.
5. THE SUCCESSFUL BIDDER MUST ALLOW THE MUNICIPALITY'S FLEET MECHANIC TO INSPECT THE VEHICLE TO ENSURE IT COMPLIES WITH THE MUNICIPALITY'S GUIDELINES BEFORE VEHICLE IS ACCEPTED.

WE HAVE EXAMINED AND COMPLETED THE ATTACHED SPECIFICATION AND CONFIRMATION SHEETS AND WE EXPECT THE COMPLETE UNIT WILL BE DELIVERED ON OR BEFORE:
