



**The Corporation of the Town of Essex**

**Request for Proposal RFP-ID-23-016**

**Supply of Winter Control Equipment for a Tandem Plow Truck**

Date of Issue: April 13, 2023

Closing Information:

Date: May 03, 2023

Time: 3:00.00 PM Local Time

Location: Town of Essex Municipal Offices

33 Talbot Street South

Essex, Ontario N8M 1A8

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## 1. Introduction

### 1.1 Background Information

The Town of Essex is located in southwestern Ontario, approximately twenty-eight (28) kilometres southeast of the City of Windsor and is one of seven (7) lower-tier municipalities in the County of Essex. The Town of Essex consists of four (4) distinct and unique Centres — Essex Centre, Colchester Centre, Harrow Centre and McGregor Centre. The current population of the Town of Essex is 20,427.

The Town of Essex is updating and adding to its vehicle fleet. As a result, the Town would like to purchase the winter control equipment for a tandem axle plow truck to be utilized by the Operations Department.

## 2. Proposal Process

### 2.1 Closing Date and Time

Proposals shall be submitted prior to or by **May 03, 2023**, at **3:00:00 PM local time**. All proposals received after the specified closing date and time will not be considered.

### 2.2 Opening of Proposals

There will be no public opening of this Request for Proposal.

All proposal submissions at the time of closing will become property of the Town of Essex.

### 2.3 Corporate Contact

It is the Proponent's responsibility to satisfy themselves with respect to any inquiries, clarification or requests for additional information regarding this Request for Proposal. All inquiries, clarifications or requests for additional information are to be directed solely to the Town's Corporate Contact as set out below through email contact or written facsimile only. The Town assumes no responsibility for oral instruction or suggestion.

**Corporate Contact: Jackson Tang, Assistant Manager, Business Services**

**Fax: 519-776-8811 Email: jtang@essex.ca**

Contact with Town of Essex officials or Town of Essex staff other than the above stated corporate contact on this Request for Proposal, from the date of posting this Request for Proposal up to and including the date of awarding the contract, is not permitted and will be considered grounds for disqualification in the quoting and selection process.

Prospective Proponents who wish to submit queries with respect to this Request for Proposal shall do so by submitting such queries in writing to the person named as the Official Corporate Contact. Contact in any other manner will be considered grounds for disqualification in the Proposal process.

### **3. Proposal Submissions**

Submissions shall be in a letter form and must, at a minimum, address the scope as set out in this Request for Proposal under Section 7 and all mandatory requirements as set out in Sub-Section 20.4.

All proponents should carefully review this Request for Proposal for errors or questionable matter. Comments or the need for clarification must be made in writing as requested in this Request for Proposal. Disputes based on any omission or error, or on the content of the solicitation, will be disallowed if these faults have not been brought to the attention of the Town of Essex as per the terms set out in this Request for Proposal.

The proposal submission should be clear, concise and complete. The Town of Essex shall have the sole, final decision in the selection process.

#### **3.1 Proposal Submission Format**

Proposals must be submitted in a sealed envelope by way of hand delivery, courier service, or mail. All Proposals submitted under Request for Proposal RFP-ID-20-006 must be clearly marked as follows:

Winter Control Equipment for a Tandem Plow Truck  
Request for Proposal RFP-ID-23-016  
Attention: Jackson Tang, Assistant Manager, Business Services  
Corporation of the Town of Essex  
33 Talbot Street South, Essex, Ontario N8M 1A8

Faxed or e-mailed Proposals provided by any Proponent will be a breach of the Request for Proposal and will result in the total rejection of any Proposals received, or to be received from such Proponent in any form, under this Request for Proposal.

All proponents must complete and submit a Proponent Identification Sheet using the format provided as Appendix A to this Request for Proposal. The Proponent Identification Sheet must be duly signed by a person authorized to bind the Proponent organization and affixed with the corporate seal if applicable.

Proponents must also complete and submit an Acknowledgement of Proposal Documents Received by Proponent and Addenda. The Acknowledgement must be duly signed by a person authorized to bind the Proponent organization and affixed with the corporate seal if applicable.

Additionally, please provide an electronic version in a Microsoft Office compatible electronic format on a standard compact disk (CD) or jump-drive. If there is any discrepancy between the electronic version and the original hard copy, the "original" hard copy shall take precedence.

The Town reserves the right to make additional copies of all submissions for its internal review process and to provide such copies to its staff and external advisors, as it deems necessary.

The Town of Essex reserves the right to reject any Proposal if the evidence submitted by or investigation of such Proponent fails to satisfy the Town of Essex that the Proponent is qualified to carry out the obligations of the contract.

## **4. Terms and Conditions**

### **4.1 Unauthorized Response**

No municipal staff, whether an official, agent or employee, other than the designated Corporate Contact is authorized to speak for the Town with respect to the Request for Proposal document, and any Proponent who uses any information, clarification or interpretation from any other representative does so entirely at the Proponent's own risk.

The Town will not be responsible for any verbal comment or suggestion by any Town staff, appointed or elected official of the Town, or by any Consultant retained by the Town with respect to this Request for Proposal.

### **4.2 Proposals to Remain Open**

Proposals will be held open by the Town for a period of no greater than ninety (90) days for full review and awarding. Should the Town require an extension past the ninety (90) day period, each submitted Proponent will be notified of the extension.

### **4.3 Proposal Submissions Irrevocable**

The Proposals received from Proponents are to be irrevocable and open for acceptance for a period of not less than ninety (90) days after the stated Request for Proposal closing date.

### **4.4 Materially False, Incorrect or Misleading Information**

The Town, without liability, cost or penalty, may at any time, during the Request for Proposal process reject any Proposal submission or disqualify any Bidder, if, in the sole and unfettered discretion of the Town, such Proposal contains materially false, incorrect or misleading information.

### **4.5 Acceptance of Proposal**

The lowest or any Proposal may not necessarily be accepted. The Town of Essex reserves the right to delete any part, or parts from the Proposal without stating reasons. In the



event of any deletion, it is agreed that the Proponent will have no claim for loss of potential profit or overhead costs. Proposals containing conditions or that otherwise fail to conform to the instructions to Proponents will be subject to disqualification or rejection.

#### 4.6 Cancellation

The Town, in its sole and unfettered discretion, reserves the right to change the dates, schedules and deadlines set out in this Request for Proposal or to change the scope of the project, or to cancel the Request for Proposal or the project without stating any reasons therefor.

The Town of Essex reserves the right to cancel the contract at any time if the services are not satisfactory and or, if the specifications or the invoice amounts do not match with the Proposal prices. This agreement may be terminated should the winning Proponent fail to fulfill the work in its entirety to the satisfaction of the Town of Essex. In addition, the Town of Essex may suspend the winning proponents bidding privileges for a period of twelve months. The Town may also cancel the contract without cause by means of a fifteen (15) day advance written notice.

#### 4.7 Changes to Contract

No deviation from the Proponent's Proposal shall be made by the successful Proponent in the execution of the work, without the written approval of the Town of Essex.

The Proponent shall provide the Town with written notice of and await written notice for:

- Additional work, materials, services, or things not covered, or specified in this Proposal and a corresponding statement of cost and expense estimates for such additional services and changes in the project schedules (if any); and
- Any changes to be made in the specifications that the Proponent may recommend, whether the effect of such change is to increase or diminish the work or scope.

#### 4.8 Freedom of Information Act

The Proponent hereby consents to disclosure of its information contained in this Proposal submission, pursuant to The Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, c. M.56 as amended.

#### 4.9 Accessibility for Ontarians with Disabilities Act

Proponent will provide the Town with documentation indicating that training in accordance with the requirements of Regulation 429/07 has been provided to all of their staff who will be providing goods and services on behalf of the Town of Essex. Refer to Appendix E – General Contractor Accessibility Agreement.

Information on accessible customer service training is available online from the Ministry of Community and Social Services at [www.accession.ca/index.aspx](http://www.accession.ca/index.aspx).

#### 4.10 Costs Incurred by Proponent

Except as expressly and specifically permitted in the Request for Proposal documentation, no Proponent shall have any claim for any compensation of any kind whatsoever, because of participating in this Request for Proposal, and by submitting a Proposal each Proponent shall be deemed to have agreed that it has no claim. All expenses involved either directly or indirectly due to the preparation and submission of a Proposal or bid in response to this Request for Proposal or any work performed in connection thereof shall be borne by the Proponent.

#### 4.11 Insurance

The Proponent shall procure and maintain Comprehensive General Liability insurance in accordance with this section. The Proponent shall file with the Town of Essex, together with the signed contract, prior to the start of any work, a copy of the policy of Comprehensive General Liability Insurance clearly stating that the Comprehensive General Liability Insurance complies with all the requirements of this contract. Insurance is to be obtained from a Company satisfactory to the Town of Essex.

The successful Proponent's policies of Insurance shall cover the Proponent and all sub-contractors and shall name the Town of Essex additional insured. All insurance shall remain in effect for the periods indicated in this contract.

The Comprehensive General Liability Insurance shall:

- Have a limit of liability not less than \$2,000,000 inclusive for any one insurance;
- Include insurance against liability for bodily injury and property damage caused by vehicles or equipment owned by the Proponent;
- Be endorsed to provide that the policies will not be altered, cancelled or allowed to lapse without thirty days written notice to the Town of Essex;
- Name the Town of Essex, including its officers and employees while performing their duties on behalf of the Town of Essex, as additional insured under the policy;
- Include Professional Errors or Omissions Liability not less than \$2,000,000 per occurrence covering each legal counsel proposed to provide legal services; and
- The Proponent shall pay for all premiums and expenses incurred with acquiring such insurance.

#### 4.12 Proof of Insurance

Proof of such insurance is to be submitted and filed at the Town of Essex Municipal Office before commencing any work and annually thereafter.

#### 4.13 Employment Insurance and Workplace Safety and Insurance Act

The Proponent shall, at all times, pay or cause to be paid any assessment or compensation required to be paid pursuant to the Workplace Safety and Insurance Act. The Proponent shall, at the time of entering into a contract with the Town, provide to the Town satisfactory proof that all assessments or compensation payable to the Board have been paid and the Town may, at any time during the performance or upon the completion of such contract, require a further declaration that such assessments or compensations have been paid.

A current and valid Certificate of Clearance shall be submitted upon confirmation of a Proponent being awarded and accepting the job. The Proponent, during the term of the contract, is to provide the Town with any renewed or updated Certificate of Clearance. The Town will not accept responsibility for obtaining from or on behalf of a Proponent a current Certificate of Clearance. The Proponent clearly understands and agrees that it is their responsibility to maintain and provide a Certificate of Clearance in good standing to the Town throughout the full term of the contract.

The Proponent clearly understands and agrees that they are not, nor is anyone hired by the Proponent, covered by the Town of Essex under the Workplace Safety and Insurance Board, the Unemployment Act, or any Act, whether Provincial or Federal, in respect of the Proponent, their employees and operations, and shall upon request furnish the Town of Essex with such satisfactory evidence that they have complied with the provisions of any such acts.

If the Proponent fails to do so, the Town of Essex shall have the right to withhold payments of such sum or sums of money due to them that would be sufficient to cover their default and the Town of Essex shall have the right to pay same. Information on coverage under the Workplace Safety and Insurance Act can be obtained directly from the Workplace Safety and Insurance Board. The Town of Essex is not to be deemed the employer or the supplier of the Proponent's personnel under any circumstances whatsoever.

#### 4.14 The Occupational Health and Safety Act

The successful Proponent shall comply with all conditions and regulations of the Occupational Health and Safety Act and all applicable regulations and amendments thereto, any other Federal or Provincial Statute or Local By-Law concerning safety or any other phase of its work on this contract.

In order to avoid any misunderstanding as to the nature of the work to be performed herein, the Proponent, by executing this Contract, unequivocally acknowledges that

they are the "Constructor" within the meaning of the Occupational Health and Safety Act.

The Proponent acknowledges by way of submitting a Proposal that they are the Constructor as defined by the Occupational Health and Safety Act.

The Proponent will agree to take full responsibility for any Health and Safety violations as well as the cost to defend such charges as a result of any violation.

## **5. Indemnity**

The Proponent shall indemnify and save harmless the Town of Essex from all losses, damages, expenses, actions, causes of actions, suits, claims, demands and costs whatsoever which may arise either directly or indirectly by reason of any failure, neglect or refusal by the Proponent to comply with these specifications, or arising out of the performance or non-performance of the terms of the contract by the Proponent and its employees or agents, except to the extent that such liability for damage was caused by any failure, neglect or refusal by the Town to comply with the Contract, or arising out of the performance or non-performance of the term of the Contract by the Town and their employees, agents or contractors.

Without restricting the generality of the foregoing, it is understood and agreed that the Town shall not be liable for damages to any third party for bodily injury or property damage caused by any accident by the Proponent or otherwise or while engaged in work for or on behalf of the Town causing either damage or injury through the negligence of the employees of the proponent and whether or not the same shall be by reason of an accident by or with any truck, trailer, motor vehicle or any other vehicle or equipment whatsoever. The Proponent hereby covenants and agrees with the Town to indemnify and save harmless the Town of Essex of and from all claims or damages whatsoever arising or caused by any of the acts or negligence or otherwise of the employees of the Proponent referred to in this paragraph, except to the extent that such

liability for damage was caused by the negligent act or omission of the Town and their employees, agents or contractors.

## **6. Protection of Property**

The Proponent shall be held responsible by the Town for all damage caused by the Proponent and employees, or sub agents of the Proponent, including damage to subsurface or surface utilities, properties, pavement, sidewalks, curbs, buildings, homes or structures adjacent to or in the general area of the work, through any other cause relating to the work carried out under this contract. Additionally, the Proponent will be required to make good all such damage at his own expense to the satisfaction of both the owner and the Town of Essex.

The Proponent shall conduct the work at all times, with the safety of employees on the job and the safety of the public in mind. All work shall be done in accordance with recognized safe working practices and all Government requirements applying to the work.

## **7. Scope of Work**

Eligible responses to this Request for Proposal must include pricing for the following winter control equipment for a tandem axle plow truck in accordance Appendix G – Winter Control Equipment for a Tandem Axle Plow Truck Specifications:

### **a) ITEM 1: 2023 Model / Winter Control Equipment**

**The Town of Essex is part of the Broader Public Service of the Province of Ontario and as such is entitled to the Concessions (Discounts) as arranged by the Ministry of Government Services under V.O.R. OSS074423.**

## **8. Contract Performance**

No services within the service agreement will be subcontracted without the Town’s prior consent; the Town reserves the right to reject the use of any subcontractor.

Regular communication will occur between Town representatives and a representative of the Proponent. In addition meetings may be called from time to time to review issues or concerns that either party may have related to service levels or for clarification on contractual requirements.

## 9. Evaluation of Proposals

A panel of senior administrative staff will independently evaluate each proposal using an established scoring matrix (below). The Town reserves the right to amend the scoring matrix at its discretion, with any amendments being applied consistently to every proposal received.

### 9.1 Scoring Matrix

<b>Criteria Score</b>	<b>Maximum</b>
Fee Proposal	40
Experience with Similar Projects, Qualifications of Key Personnel and Staff availability	30
Understanding of Project Scope and Proposal Quality	5
Project work plan, Schedule, Approach and Methodology	20
Value Added, Innovative Concepts	5
<b>Total</b>	<b>100</b>

## 10. Interviews (Optional) – 30%

The purpose of the Interviews will be to allow the Proponent to address the major elements of its Proposal, to obtain any required clarification, and to allow members of the Evaluation Team to interact directly with key representatives of the Proponent’s proposed team so as to validate and to make final adjustments, if required, to the

evaluation results of the written Proposal. In advance of the Interviews, each Proponent will be invited to make a presentation and will be notified in writing of the matters on which clarification will be sought, and the agenda for the meeting. The Proponent will not have the opportunity to modify its written Proposal or otherwise introduce new information during the Interviews. If Interviews are required, only 70% of the total score under Section 8.1 excluding Fee Proposal will be counted (i.e.  $60\% \times 0.7 = 42\%$ ) and the balance of 30% (i.e.  $60\% \times 0.3 = 18\%$ ) will be counted for the Interviews.

## **11. Conflict of Interest**

Proponents participating in this Request for Proposal process shall disclose, prior to entering into an agreement, any potential conflict of interest. If such a conflict exists, the Town of Essex may, at its discretion, withhold the award of a contract from the Proponent until the matter is resolved. The successful Proponent of this RFP or any other companies with the successful proponent's interests is not allowed to participate the subsequent competitive bidding process for the construction part of this project.

## **12. Terms of Contract**

This agreement may be terminated should the successful proponent fail to fulfill the work in its entirety to the satisfaction of the Director of Infrastructure and Development. In addition, the Town of Essex may suspend the successful proponent's bidding privileges for a period not exceeding 12 months.

## **13. Failure to Perform**

The Town may, without prior notice, take remedial action if the Proponent fails to properly carry out its responsibilities to the full satisfaction of the Town. The Town may, after notifying the Proponent, undertake alternative means to perform the work during the time the Proponent is unable to perform.

## **14. Litigation with the Town**



No Proposal submission will be accepted from any Proponent or any related company who has a claim or has instituted a legal proceeding against the Town or against whom the Town has a claim or has instituted a legal proceeding, without the prior approval of the Town Council. This applies whether the legal proceeding is related or unrelated to the subject matter of this Request for Proposal.

## **15. Reservation of Rights**

Proponents will not have the right to change conditions, terms or prices once a Proposal has not been submitted in writing to the Town, nor shall proponents have the right to withdraw a Proposal once it has been submitted.

## **16. Omissions and Discrepancies**

All proponents should carefully review this Request for Proposal for errors or questionable matter. Should a Proponent find discrepancies in or omissions from the proposal documents including any schedules, drawings or appendices, or should the Proponent be in doubt as to their meaning, require any further clarification or have any questions pertaining to the Proposal documents, the Proponent must address their concerns in writing to the Corporate Contact as identified under the section herein titled Corporate Contact.

No oral interpretation shall be made to a Proponent as to the meaning of any of the proposal request documents or be effective to modify any of the provisions of the request documents.

Disputes based on any omission or error, or on the content of the solicitation, will be disallowed if these errors or omissions have not been brought to the attention of the Town of Essex as per the Terms set out in this Request for Proposal.

## **17. Harmonized Sales Tax (HST)**

Changes in taxes due to the introduction of the new Harmonized Sales Tax became effective July 1, 2010. Proponents will be required to provide invoices that meet the

Town's reporting and information requirements as it pertains to the Harmonized Sales Tax.

## **18. Procurement Policy By-Law/Governing Law**

Proposals will be called, received, evaluated, accepted and processed in accordance with the Town's Procurement and Disposal of Goods and Services By-Law Number 2129, respecting purchasing (copy available upon request). By submitting a Proposal for this project, the Proponent agrees to be bound by the terms and conditions of such By-Law and any amendments thereto, as fully as if it were incorporated herein.

Any Contract resulting from this Request for Proposal shall be governed by and interpreted in accordance with the laws of the Province of Ontario.

## **19. Addenda**

The Town of Essex may, at any time prior to the closing date, issue addenda correcting errors, discrepancies or omissions in the Request for Proposal, or clarifying the meaning or intent of any provision therein. Any addenda issued after the posting of this Request for Proposal will be published on the Town's website at [www.essex.ca](http://www.essex.ca) up to and including the closing date as indicated in Section 3. It is the sole responsibility of the Proponent to review and respond to published addenda issued following the issuance of this Request for Proposal in their submissions.

If addenda are issued prior to three days of closing this Request for Proposal, the closing date of this Request for Proposal may be adjusted accordingly.

The following apply regarding any request for clarification of any aspect of the RFP:

- (a) Proponents must submit requests for clarification by fax or email to the RFP Corporate Contact, or as may otherwise be directed by the RFP Corporate Contact.
- (b) In submitting a request for clarification, a Proponent must include its address, telephone number, facsimile number and email address.

(c) Where a question relates to a specific section of this RFP, reference should be made to the specific section number and page.

(d) **Requests for clarification must be submitted on or before April 27, 2023.**

The Town of Essex will provide Proponents with written responses to questions that are submitted in accordance with the above mentioned. Questions and answers will be distributed in numbered Addenda to Proponents by posting such Addenda on the Town's website at [www.essex.ca](http://www.essex.ca). In answering a Proponent's questions, The Town of Essex will set out the question(s), but without identifying the Proponent that submitted the question(s) and may, in its sole discretion:

- (a) edit the question(s) for clarity;
- (b) exclude questions that are either unclear or inappropriate; and
- (c) answer similar questions from various Proponents only once.

Where an answer results in any change to the RFP, such answer will be formally evidenced through the issue of a separate Addendum for this purpose.

## **20. Method of Submission**

### 20.1 Delivery of Proposals

- Proposals must be submitted in a sealed envelope by way of hand delivery, courier service, or mail;
- Delivery of Proposals through a Courier Service shall be the responsibility of the Proponent and shall result in the submission being rejected where:
- The Proposal is delivered to a location other than that stated on the label provided by the Owner;
- The Proposal Envelope or Package enclosed in the Courier Envelope does not state "Proposal Documents Enclosed" and is not removed from the Courier's Envelope prior to the closing date and time; and/or
- The Proposal is delivered later than the closing date and time.

### 20.2 Delivery Label

The Proponent delivery label as supplied in Appendix F, by the Town of Essex, as part of this Request for Proposal and identified in Section 20.4 of the Mandatory Requirements must be affixed to the outside of the Proponent's envelope without any extra covering.

For Courier delivered documents, please ensure that the Proposal response is enclosed within a separate envelope inside the Courier packaging with the Proponent Delivery Label affixed to the exterior as identified above.

### 20.3 Submissions by Facsimile or Email

Proposal forms submitted and received by facsimile or email from any Proponent will be a breach of this Request for Proposal and will result in the total rejection of any and all Proposals received, or to be received, from such Proponent in any form, under this Request for Proposal.

### 20.4 Mandatory Requirements

The Proponent is requested to adhere strictly to all requirements and complete all sections of this Request for Proposal including all appendices, statements and addenda. Failure to do so may be sufficient cause for rejection of the Proponent's Proposal. Submissions under this Request for Proposal must include the following eight (8) items:

- i. Appendix A – Proponent Identification Sheet
- ii. Appendix B – Proposal Acknowledgement and Addenda Documents Received
- iii. Appendix C – Occupational Health and Safety Declaration
- iv. Appendix D – Proponent Experience and References
- v. Appendix E – General Contractor Accessibility Agreement
- vi. Appendix F – Proponent Delivery Label
- vii. Appendix G – Specifications
- viii. Appendix H – Proposal Form

## **21. Award of Contract**

The successful proponent, once determined, will enter into a standard Purchase Order Contract or Agreement with the Town of Essex. The Proponent and the Corporate Contact will determine, prior to the commencement of work, a payment strategy mutually agreeable and acceptable to both parties. The Standard Payment Terms of the Town of Essex are Net 30 days upon satisfactory completion of job and receipt of invoice.

## **22. Final Awarding Information**

The Proponent agrees that by submitting a Proposal in response to this Request for Proposal that the Town has no obligation to reveal any information regarding any Proposal submitted to the Town including the results of the Request for Proposal process or any reason for its decision in the choice of a Proponent or Proponents. Proposals are received in confidence subject to the disclosure requirements of the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, c.M56 as amended. The confidentiality of such information will be maintained by the Town of Essex, except as otherwise required by Law or by Order of a Court or Tribunal.

**23. Appendix A – Proponent Identification Sheet**

(Must be returned with Proposal)

**Request for Proposal RFP-ID-23-016**

**Supply of Winter Control Equipment for a Tandem Plow Truck**

Name of Proponent/Business:\_\_\_\_\_

Contact Person's Name: (if applicable)\_\_\_\_\_

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

City and Province:\_\_\_\_\_

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

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

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

Cell Phone Number:\_\_\_\_\_

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

Signing Authority Name (if applicable):\_\_\_\_\_

Proponent or Signing Official Signature:\_\_\_\_\_

I have the authority to bind this Corporation

**Corporate Seal** (if applicable)

## 24. **Appendix B – Proposal Acknowledgement and Addenda Documents**

### **Received**

(Must be returned with Proposal)

#### **Request for Proposal RFP-ID-23-016**

#### **Supply of Winter Control Equipment for a Tandem Plow Truck**

By affixing my/our signature below, the Proponent or authorized agent, hereby acknowledges and confirms the following four (4) paragraphs:

- I/We have received all of the documents noted in the Table of Contents contained in this document and have been provided with all of the details required to permit me/us to submit a Proposal.
- I/We declare that this Proposal is made without any connection, knowledge, comparison of figures or arrangements with any other company, firm or person submitting a Proposal for the supply of the same goods and services.
- I/We declare that I/We have carefully read this document and have satisfied ourselves as to the nature of the goods and services required and do hereby make our Proposal to the Corporation of the Town of Essex for the goods and services described herein.
- I/We acknowledge that I/we have received all addendums up to and including the last number itemized below and as issued to this Request for Proposal by the Corporation of the Town of Essex. And further, acknowledge that it is my/our responsibility to ensure that I am in receipt of all addenda issued to this Request for Proposal.

Number of last addendum: \_\_\_\_\_

Description of last addendum: \_\_\_\_\_

Signing Authority Name (if applicable): \_\_\_\_\_

Date of Signature: \_\_\_\_\_

Proponent or Signing Official Signature: \_\_\_\_\_

I have the authority to bind this Corporation

**Corporate Seal** (if applicable)

## 25. Appendix C – Occupational Health and Safety Declaration

(Must be returned with Proposal)

### Request for Proposal RFP-ID-23-016

#### Supply of Winter Control Equipment for a Tandem Plow Truck

On behalf of (Legal name of Company): \_\_\_\_\_

I/We certify that we have a Health and Safety Policy and will maintain a program or prior to commencement of work, implement such a policy as required by the Occupational Health and Safety Act, R.S.O. 1990, c.0.1, as amended through the duration and completion of all work performed under this Request for Proposal.

With respect to the good(s) and or service(s) offered pursuant to this Request for Proposal, including any sub-contracted services, I/We acknowledge the responsibility to, and shall:

- Fulfill all of the “contractor” obligations under the Occupational Health and Safety Act and ensure that every employer and every worker performing work on the project complies with the Occupational Health and Safety Act and its Regulations;
- Ensure that adequate and competent supervision is provided as per the Occupational Health and Safety Act to protect the health and safety of workers;
- Provide information and instruction to all employees to ensure they are informed of the hazards inherent to the work and understand the procedures for minimizing the risk of injury or illness; and
- I/We agree to take every precaution reasonable in the circumstances for the protection of worker health and safety, as required by the Occupational Health and Safety Act.

Name of Proponent/General Contractor: \_\_\_\_\_

Signing Authority Name (if applicable): \_\_\_\_\_

Date of Signature: \_\_\_\_\_

Proponent or Signing Official Signature: \_\_\_\_\_

I have the authority to bind this Corporation

**Corporate Seal** (if applicable)



**26. Appendix D– Proponent Experience and References**

(Must be returned with Proposal)

**Request for Proposal RFP-ID-23-016**

**Supply of Winter Control Equipment for a Tandem Plow Truck**

The Proponent shall list below, the last four (4) locations where similar goods and services has been performed by this company within the last five (5) years.

**Location 1:**

Name of Company: \_\_\_\_\_

Corporate Contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date of Completion of Work: \_\_\_\_\_

**Location 2:**

Name of Company: \_\_\_\_\_

Corporate Contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date of Completion of Work: \_\_\_\_\_

**Location 3:**

Name of Company: \_\_\_\_\_

Corporate Contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date of Completion of Work: \_\_\_\_\_

**Location 4:**

Name of Company: \_\_\_\_\_

Corporate Contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date of Completion of Work: \_\_\_\_\_

Name of Proponent/General Contractor: \_\_\_\_\_

Signing Authority Name (if applicable): \_\_\_\_\_

Date of Signature: \_\_\_\_\_

Proponent or Signing Official Signature: \_\_\_\_\_

I have the authority to bind this Corporation

**Corporate Seal** (if applicable)

**27. Appendix E - General Contractor Accessibility Agreement**

(Must be returned with Proposal)

**Request for Proposal RFP-ID-23-016**

**Supply of Winter Control Equipment for a Tandem Plow Truck**

By signing below, I/We hereby certify the accuracy of the following statement:

I/We hereby confirm that all staff and Sub-Contractors providing goods and services to the public or third parties working on behalf of the Town of Essex have received Accessible Customer Service Training in compliance with Regulation 429/07 Accessible Standards for Customer Service of the Accessibility For Ontarians with Disabilities Act.

Date of Signature \_\_\_\_\_

Proponent/General Contractor's Name \_\_\_\_\_

Signing Authority Name (if applicable) \_\_\_\_\_

Proponent or Signing Official Signature \_\_\_\_\_

I have the authority to bind this Corporation

**Corporate Seal** (if applicable)

**28. Appendix F – Proponent Delivery Label**

(Must be returned with Proposal affixed to the outside of the envelope)

**Request for Proposal RFP-ID-23-016  
Supply of Winter Control Equipment for a Tandem Plow Truck**

Proponent Return Label:

From: \_\_\_\_\_

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

City etc.: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Deliver To:

The Corporation of the Town of Essex  
Attention: Jackson Tang, Assistant Manager, Business Services  
33 Talbot Street South  
Essex, Ontario N8M 1A8

## 29. Schedule – G – Specifications

### Supply of Winter Control Equipment for a Tandem Plow Truck Specifications

(Must be returned with the Proposal Documents)

#### Item: HYDRAULIC PUMP:

The hydraulic pump shall be front mounted crankshaft driven **tandem type**, to Allow continuous oil flow to the conveyor and spinner, while raising the dump body. Tyrone tandem 2 – stage VDVTP16150-180AFJ . **No substitutions.**

Specify: \_\_\_\_\_

The first stage of the pump will be dedicated to the operation of the spinner and conveyor systems. The second stage of the pump shall operate the plow / wing and dump body operations.

Specify: \_\_\_\_\_

Single stage shall produce 24.5 gallons per minute rated at 2,000 and 1,200 P.S.I.

Specify: \_\_\_\_\_

The second stage shall produce 29.2 G.P.M. rated at 2,000 R.P.M. and 1,200 P.S.I.

Specify: \_\_\_\_\_

The pump shall be driven from the engine crankshaft by a machined balanced Tube driveshaft.

Specify: \_\_\_\_\_

The pump shall be a manufacturer's R.P.M. rating equivalent or higher that of the Truck engine at governed speed.

Specify: \_\_\_\_\_

All hydraulic quick couplers shall be Parker SH 462, SH 463 as required

Specify: \_\_\_\_\_

Hydraulic hoses to connect pump shall be supplied, their size shall be adequate for quick operation of all hydraulic operations and shall be 2 ply braided steel S.E.A. 100RS, with swivels on both ends.

Specify: \_\_\_\_\_

The drive shaft shall be supplied with spline long enough to allow telescopic retraction of the shaft in order to change fan belts without removing the pump.

Specify: \_\_\_\_\_

The hydraulic system must be set up so all other hydraulic functions do not rob from the sander equipment.

Specify: \_\_\_\_\_

The first stage of the pump will be dedicated to the operation of the spinner, and conveyor system.

Specify: \_\_\_\_\_

The second stage of the pump will operate all plow, wing functions and the dump Body hoist.

Specify: \_\_\_\_\_

Single stage one section hydraulic pumps will not be acceptable.

There will be no flow divider valves used to split oil flow between spreader, plow and wing functions.

Hydraulic proximity switch shall be installed on from plow harness to communicate with the Rexroth controller for plow on / plow off.

A parts manual shall be supplied with each unit.

Specify: \_\_\_\_\_

**Item: Oil Reservoir**

Chassis frame mounted oil reservoir of 35 imp. gal. capacity 3/16" pickled and oiled steel, welded oil tight.

Specify: \_\_\_\_\_

Reservoir to have a weather proof screw down filter / breather cap with fine mesh and provisions for clean out by hand.

Specify: \_\_\_\_\_

A removable magnetic trap shall be supplied.

Specify: \_\_\_\_\_

An oil filter with spin on element, rated at 45 G.P.M. nominal capacity shall be installed in the return line ahead of the reservoir complete with oil condition indicator gauge, filter shall be protected from the top from damage.

Specify: \_\_\_\_\_

The oil return port shall be fitted with a diffuser to prevent turbulence and

foaming of oil on the reservoir.

Specify: \_\_\_\_\_

The reservoir of adequate capacity shall be supplied complete with oil filter, oil level sight gauge, breather type filler cap, and drain plug and oil shut off valve.

Specify: \_\_\_\_\_

Oil level and temperature gauge shall be visible from ground level.

Specify: \_\_\_\_\_

Oil shut off valve to be installed.

Specify: \_\_\_\_\_

Return in-line filter complete with 10 micron element.

Specify: \_\_\_\_\_

**Item: Controls and Valves**

Proportional featherable air controls shall be supplied, one for each of the eight valve sections.

Specify: \_\_\_\_\_

An air dryer lubricator and air protection valve shall be installed in the air control system.

Specify: \_\_\_\_\_

Adjustable control stand to be mounted at the rear of the cab wall on floor between the driver and passenger seats for ease of removing the engine cover and allow more room in the cab.



Specify: \_\_\_\_\_

The air control mounting stand will be fully adjustable and located between the driver and passenger seats within easy view and reach of either occupant.

Specify: \_\_\_\_\_

Hydraulic valves shall be sectional stackable.

Specify: \_\_\_\_\_

Model # HCD – 6 with bronze sleeve shifters.

Specify: \_\_\_\_\_

The HCD – 6 valve stack shall include the following six, plus the main hydraulic Valve bank for a total of six. Shall be located at back of cab.

- 1 D. A. plow lift
- 1 D. A. tilt front harness
- 1 D. A. front wing
- 1 D. A. rear wing
- 1 D. A. Hydraulic Tilt Moldboard
- 1 H. A. hoist

Specify: \_\_\_\_\_

The valve stack shall be mounted with the rear metro wing harness back of cab in a vertical position on left side.

Specify: \_\_\_\_\_

The bank of valves shall be mounted inside a weather proof, insulated enclosure with all hydraulic hoses mounted in the side of the enclosure complete with

hydraulic fittings and couplers at point of entrance for ease of removal and maintenance.

Specify: \_\_\_\_\_

A part manual shall be supplied.

Specify: \_\_\_\_\_

**Item: Full Hydraulic Tilt Plow Harness**

Viking model VCL 500T or approved equivalent in compliance with the following specifications approved by the Town of Essex.

Specify: \_\_\_\_\_

The front plow harness will tilt forward to allow the Chassis hood to tilt forward Over centre of its pivots and stay open without the need of any additional supports.

Specify: \_\_\_\_\_

The harness tilt and return function will be performed by the operator from inside the chassis via feather air over hydraulic control.

Specify: \_\_\_\_\_

One single non load bearing locking shaft will be manually removed prior to performing the tilt function.

Specify: \_\_\_\_\_

The single lock shaft shall have an outside diameter of 1 ½ in. and overall length shall be minimum 30 in.

Specify: \_\_\_\_\_

A handle shall be provided on one end of the locking shaft 4 in. square, 3/8 in. tube by 3/4 in. the other end shall be chamfered at 30 degrees.

Specify: \_\_\_\_\_

The lock shaft when installed will be located inside the full length connecting tube.

Specify: \_\_\_\_\_

The connecting tube and lock shaft assembly will together form the upper connection point of the cheek plate weldment to the front of the assembly.

Specify: \_\_\_\_\_

The connecting tube overall length shall be 23 3/8 in inside 1.612 in. outside diameter 1 .90 in.

Specify: \_\_\_\_\_

Supply and install Rockwell Automation Prox Sensor # 871TM-M20NP30-D4 Including mounting bracket located on the plow harness lower left next to quick Attach pocket. With applicable harness 889D-F4AC-10 or 889D-R4AC-10. Routed into cab, Dead headed by winter control panel in cab.

Specify: \_\_\_\_\_

The hydraulic power tilt cylinder will be double acting 2 1/2 in. with 6 in. stroke, cylinder to be hardened chrome.

Specify: \_\_\_\_\_

Two lower pivot tubes will be provided, the outer tube shall be connected to the

right and left side cheek plates, the inner tube shall be permanently attached to the front plate assembly.

Specify: \_\_\_\_\_

The inner pivot tube shall rotate forward inside the outer tube allowing the front Plate assembly to travel forward into the tilted position and will rotate rearward to return the front plate assembly to normal working position.

Specify: \_\_\_\_\_

The inner pivot tube shall be 4 in. outside diameter 2 3/4 in. inside diameter 52 in. long seamless mechanical tubing.

Specify: \_\_\_\_\_

There shall be two inner pivot tube gussets 1/2 in. plate, 18 13/16 in. long, 5 in. Wide tapered to 2 1/4 in.

Specify: \_\_\_\_\_

End plate located on inner tube 1/2 in. material 12 in x 6 in. to provide lower Diameter 25 3/8 in long extra heavy pipe.

Specify: \_\_\_\_\_

The outer pivot tube shall be 5 9/16 in. outside diameter, 4 1/16 in. inside diameter 25 3/8 in. extra-long heavy duty pipe.

Specify: \_\_\_\_\_

There will be two outer pivot tube gussets 1/2 in. plate 8 in. x 8 in. triangular.

Specify: \_\_\_\_\_

The outer pivot tube fitted with three 1/8 in. NPT grease fittings for lubrication one each located approximately 2 in. in from the end of the tube and one located in the centre.

Specify: \_\_\_\_\_

The front plate shall be one solid plate 3/8 in. steel with cut out of sufficient size to allow cooling of the chassis radiator.

Specify: \_\_\_\_\_

Overall width of the front plate shall be 49 in. with a 90 degree bend at the top and a 2 in. 90 degree bend at the bottom.

Specify: \_\_\_\_\_

Over all width of the front plate shall be 57 1/2 in. at the top and 40 in. at the bottom.

Specify: \_\_\_\_\_

Right and left side plates, 15 3/4 in. maximum width by 49 1/4 in. high, 3/8 in. plate  
Welded to the front plate.

Specify: \_\_\_\_\_

Upper cross channel 6 in. x 52 in. 13 lbs per ft. welded to the right and left sides of the plate.

Specify: \_\_\_\_\_

End plate located on the upper cross channel 1/2 in. material 12 in. x 6 in. to provide upper mounting location for wing front post.

Specify: \_\_\_\_\_

½ in. steel plate pump and tilt cylinder mounting bracket welded to the cheek

Plate assembly 24 ¼ wide by 18 ½ in.

Specify: \_\_\_\_\_

Cheek plates shall be specified to suit the chassis frame rails, ½ in. steel plate and shall extend back along the chassis frame rails as far as possible.

Specify: \_\_\_\_\_

Fasteners attaching the cheek plates to the chassis frame rails shall be minimum grade 8 N.C. head bolts.

Specify: \_\_\_\_\_

Two pairs of drive ears 100% welded to the front plate spaced at standard 30 ½ in. centres.

Specify: \_\_\_\_\_

Three sets of plow drive bar connection holes located in drive ears height to lower drive connection 19 in. mounted with truck empty.

Specify: \_\_\_\_\_

Plow harness to have three hole lugs for plow hook up.

Specify: \_\_\_\_\_

Plow to bolt up to the front of the plow harness three hole lugs.

Specify: \_\_\_\_\_

Hydraulic plow lift cylinder, double acting 4 in. diameter with 10 in. stroke,

cylinder to be hardened chrome.

Specify: \_\_\_\_\_

Plow lift yoke  $\frac{3}{4}$  in. steel plate, braced with two  $\frac{1}{4}$  in. x 2 in. flat bar diagonal braces.

Specify: \_\_\_\_\_

Two mounting locations in lift yoke to provide location for mounting of plow Hydraulic lift cylinder in winter operating position and stored summer position.

Specify: \_\_\_\_\_

Mounting plates for the plow lift cylinder, lift yoke and lift braces all  $\frac{1}{2}$  in. steel plate 100% welded to front plate.

Specify: \_\_\_\_\_

Lift yoke brace mounting position to provide minimum 23.5 in. span.

Specify: \_\_\_\_\_

Two sealed beam halogen plow lights with high / low beam and built in integral directional with switch in cab.

Specify: \_\_\_\_\_

Right and left side plow light mounting brackets extending 7 in. up from the top of the front plate with light mounting positions on 55 in. centres.

Specify: \_\_\_\_\_

Vapour proof wiring for plow lights, with universal harness and plug in assembly.

Specify: \_\_\_\_\_

Two independent double acting valve sections shall be incorporated in the valve stack, one section will provide hydraulic power for the plow lift function and the second valve section will provide hydraulic power for the hydraulic power tilt function.

Specify: \_\_\_\_\_

Two independent in cab feather joystick air controls will be pedestal mounted inside the chassis cab, one control will operate exclusively the plow lift function and the second control will operate exclusively the hydraulic power tilt function.

Specify: \_\_\_\_\_

All structural steel plate used in the plow harness shall be 44W complying with CSA G40.21

Specify: \_\_\_\_\_

Tensile strength shall be 65-90KSI and the minimum yield strength shall be 44KSI

Specify: \_\_\_\_\_

Parker model # SH462 SH463 quick couplers at the front of the plow harness for future hydraulic tilt plow moldboard / reversible plow.

Specify: \_\_\_\_\_

License plate holder at the top of harness with separate in cab switch.

Specify: \_\_\_\_\_

Cut O.E.M. front bumper and re-install ends to chassis.

Specify: \_\_\_\_\_

Harness assembly prepped and painted medium gloss black.



Specify: \_\_\_\_\_

**Item : Full Hydraulic Metro Wing Harness Assembly**

Front post shall be Viking Model # 225 or approved equivalent in compliance with the following specifications approved by the Town of Essex.

Specify: \_\_\_\_\_

The post shall be a 8" I beam @ 18.4 lbs. / ft.

Specify: \_\_\_\_\_

The post shall be designed for heavy duty service and incorporate a hydraulic ram to operate the front of the wing.

Specify: \_\_\_\_\_

The main supporting member for the post shall be 4: O. D. x 2 3/4" I.D. x 5/8" wall Tube cross-member running through both check-plates, reinforced with 1/2" steel plate between the check-plates and front post.

Specify: \_\_\_\_\_

The auxiliary support shall be a 6x13 lb. / ft. channel running across the top of Both check-plates.

Specify: \_\_\_\_\_

Aeon rubber helper spring kit shall be installed in R.H. front chassis spring.

Specify: \_\_\_\_\_

The front post slide shall be hydraulically operated.

Specify: \_\_\_\_\_

The slide and hinge shall also be equipped with a torsion spring which will allow the wing to trip over obstacles.

Specify: \_\_\_\_\_

The front post shall also be reinforced with a diagonal brace of heavy duty pipe Running back to the chassis side rails.

Specify: \_\_\_\_\_

Rear wing post structure shall be Viking Model # 225 or equivalent.

Specify: \_\_\_\_\_

The rear structure shall attach directly to the right side of the chassis close behind the cab.

Specify: \_\_\_\_\_

MTO rear X member approximately 10" B.C. to support wing application.

Specify: \_\_\_\_\_

The supporting structure shall extend across both chassis side rails and along the right side to provide a distribution of the wing load under heavy duty operations.

Specify: \_\_\_\_\_

A rigid load carrying enclosure shall be provided to support the wing braces and hydraulic cylinder for the rear of the wing.

Specify: \_\_\_\_\_

The hydraulic valves shall be a fully hydraulic type without any sheaves or cables, by featherable air controls.

Specify: \_\_\_\_\_

The wing operation shall be a fully hydraulic type, without any sheaves and cables.

Specify: \_\_\_\_\_

All wing cylinders shall be hardened chrome.

Specify: \_\_\_\_\_

The control assembly shall be contained (5)D.A. valves to operate the plow lift, front wing, rear of wing, operate the hoist and (1) (dead) valve for tilt harness.

Specify: \_\_\_\_\_

The controls, from left to right, when viewed from the operator's seat shall operate in the following manner,

- Front plow up / down
- Front of wing
- Rear of wing
- Body hoist
- Tilt moldboard

Specify: \_\_\_\_\_

The second control panel assembly shall be of a remote design with a pedestal provided to park the panel in any of the four positions.

Specify: \_\_\_\_\_

When fully raised the rear of the wing shall be close to the right hand mirror of the

chassis.

Specify: \_\_\_\_\_

Fully adjustable light post minimum 41" with two locking bolts including two (2)  
4" LED spot light at front post with in cab switch to aid in wing operations.

Specify: \_\_\_\_\_

One (1) 4" LED wing light at rear post assembly to aid in wing operations.

Specify: \_\_\_\_\_

One 10" mirror on back of support post to aid in wing operations.

Specify: \_\_\_\_\_

Harness shall be painted medium gloss black.

**Item : Metro Wing**

Viking VCL 156 WHD 12 ft. metro or approved equivalent in compliance with the  
following specifications approved by the Town of Essex.

Specify: \_\_\_\_\_

The inside height of the wing shall be 29 inches minimum.

Specify: \_\_\_\_\_

The outside height of the wing shall be 39 inches.

Specify: \_\_\_\_\_

The overall length of the wing shall be 14 feet.

Specify: \_\_\_\_\_

The thickness of the moldboard shall be 10 U.S.S. ga. (1345) minimum.

Specify: \_\_\_\_\_

Two drive ribs for connecting the wing brace shall be provided.

Specify: \_\_\_\_\_

The drive ribs shall be located approximately 7'2" and 8'8" from the nose of the end of the wing.

Specify: \_\_\_\_\_

The plate for mounting the wing to the post shall be 1" thick. The mounting hole shall be far enough from the edge of the plate to avoid failure in this area.

Specify: \_\_\_\_\_

The lower wing angle shall be 6in. x 4 in. x  $\frac{3}{4}$  in.

Specify: \_\_\_\_\_

The mounting of the nose end of the wing to the wing post shall be by means of Hinge and retractable spring, to allow tipping over the wing.

Specify: \_\_\_\_\_

Two adjustable wing braces shall be supplied.

Specify: \_\_\_\_\_

The upper brace shall be shock released type, including a spring retraction. The spring shall be provide adequate stability of the wing in normal operation conditions, and shall retract the wing from tip – over position.

Specify: \_\_\_\_\_

The distance between the center of the mounting holes of the wing braces shall

be as follows.

Upper Brace – Extended 90” C.C.

Specify: \_\_\_\_\_

Collapsed 60” C.C.

Specify: \_\_\_\_\_

Extended distance shall be measured with the spring fully retracted.

Specify: \_\_\_\_\_

Lower Brace – 88” C.C.

Specify: \_\_\_\_\_

Collapsed 58” C.C.

Specify: \_\_\_\_\_

One spare pin for adjusting the wing braces shall be supplied.

Specify: \_\_\_\_\_

A cross member shall be installed approximately 10” back of the cab to prevent diamond shaping of the frame. This cross member will transfer snow plow wing push to each frame rail.

Specify: \_\_\_\_\_

The top edge of the wing shall be boxed in and welded 100% to the ribs and the moldboards so as to avoid all pockets.

Specify: \_\_\_\_\_

The wing shall be fitted with the following:

One snow plow blade N.H.B. series Ni-Hard

Block wing blade.

Specify: \_\_\_\_\_

Supply and install florescent orange flag at end of wing.

Specify: \_\_\_\_\_

The wing shall be painted medium gloss black.

Specify: \_\_\_\_\_

The wing braces shall be painted medium gloss black.

Specify: \_\_\_\_\_

A parts manual shall be supplied.

Specify: \_\_\_\_\_

**Item: One Way Snow Plow**

Viking VCL 120 HSE9 one way plow or approved equivalent in compliance with the following specifications approved by the Town of Essex.

Specify: \_\_\_\_\_

This one way plow shall conform with the provisions of M.T.O. standards ES-414 except that the dimensions of this specifications shall prevail when the two contradict.

Specify: \_\_\_\_\_

The plow shall operate effectively and without modification with the M.T.O. snow plow harness ES -401.

Specify: \_\_\_\_\_

The weight of the low shall range from 2,000 to 2,300 lbs. and shall be constructed to prevent the accumulation of water in any area.

Specify: \_\_\_\_\_

The plow shall have a hood extending 18" past the vertical center line, in normal operating positions.

Specify: \_\_\_\_\_

All ribs shall be of one piece construction 100% welded both sides to the moldboard. The top edge of the moldboard shall be welded 100% to the ribs. The top rail of the moldboard shall be manufactured of 2 1/2" x 2 1/2" angle iron and welded securely to the ribs and moldboard with a continuous bead.

All other welds shall also be 100%.

Specify: \_\_\_\_\_

The thickness of the moldboard and hood shall be of 10. ga. (.1345)

Specify: \_\_\_\_\_

The moldboard shall be pivoted to allow tilting in different positions.

Specify: \_\_\_\_\_

The moldboard brace rod shall be adjustable for plow angles of 45 degrees, 50 degrees 55 degrees.

Specify: \_\_\_\_\_

Brace rod adjustment shall be hydraulically controlled from inside the cab via feather joystick control, dedicated specifically to this function.



Specify: \_\_\_\_\_

An additional double acting valve section will be incorporated in the main valve stack to provide hydraulic power for the moldboard tilt function.

Specify: \_\_\_\_\_

The moldboard brace rod shall be fitted with a double acting hydraulic cylinder.

Specify: \_\_\_\_\_

The male end of adjusting brace assembly to be solid steel.

Specify: \_\_\_\_\_

Both male and female ends shall have 5/8" mounting pins.

Specify: \_\_\_\_\_

The female ends shall be at the top to prevent accumulation of water holes in the drive bars for the push frame shall be 1 1/4" diameter.

Specify: \_\_\_\_\_

The distance from the center line of the holes to the end of the drive bar shall be 1 1/2 in.

Specify: \_\_\_\_\_

The height of the moldboard at the top of the curve shall be as follows.

Minimum intake.                      26 in. Min.

Specify: \_\_\_\_\_

Minimum Discharge.                54 in. Min.

Specify: \_\_\_\_\_

The overall length shall be 14 ft. – 4 in.

Specify: \_\_\_\_\_

Snow plow shall clear 9ft. - @ 37 degrees.

Specify: \_\_\_\_\_

The plow shall be eight vertical ribs, 3 ½" high by 3/8" thick, Minimum weld between the moldboard and the ribs shall be 100% weld each side.

Specify: \_\_\_\_\_

The bottom rail on the moldboard shall be 5" x 3" x ½" angle below with a 3" x 2" x 3/8" gussets shall be welded between the two legs of the bottom angle, between each bolt-hole, except for the two sets of end-holes and between two holes in the middle of the moldboard. The moldboard shall be continuously welded to the bottom rails.

Specify: \_\_\_\_\_

The moldboard shall be designed for use with standard 5/8" cutting edge and with the standard nose piece.

The cutting edge and nose piece shall be supplied with 5/8" carbon steel and standard nose piece

Specify: \_\_\_\_\_

Moldboard shall have a total bearing area (pin dia. Times web thickness times number of webs involved) or 4 ½" square inches minimum at the point were the drive links attach.

Specify: \_\_\_\_\_

Trip link safety mechanism shall be incorporate the blade mechanism must return to the normal plowing position automatically. Trip springs must be secure with lock nuts.

Specify: \_\_\_\_\_

Two separate lift chains shall be used and these shall pickup on the frame at separate points approximately 48" apart.

Specify: \_\_\_\_\_

The lift chains shall be 3/8" dia. Minimum.

Specify: \_\_\_\_\_

The height of the shoes shall be adjustable as shown on MTO ES- 521 height adjustable one way snow plow shoe holder.

Specify: \_\_\_\_\_

The shoes shall oscillate.

Specify: \_\_\_\_\_

The moldboard shall be formed in the shape of a smooth curve.

Specify: \_\_\_\_\_

The horizontal distance from the discharge end of the plow blade to the discharge end of the moldboard shall be 24" minimum.

Specify: \_\_\_\_\_

A sturdy eye 1/2" thickness shall be provided at the center of gravity for handling of the moldboard.

Specify: \_\_\_\_\_

The design and quality shall meet MTO requirements.

Specify: \_\_\_\_\_

The complete snow plow unit shall be medium gloss black.

Specify: \_\_\_\_\_

A parts manual shall be supplied.

Specify: \_\_\_\_\_

A signed manufacturer's warranty shall be supplied.

Specify: \_\_\_\_\_

Rubber deflector 1/2" x 12" shall be installed by bolting across complete to length of the moldboard.

Specify: \_\_\_\_\_

Two flag staff markers, one at each end of the moldboard shall be supplied.

Specify: \_\_\_\_\_

Quick attach swivel to allow for ease of hookup to quick attach pockets and drop in pins on the plow harness mounted to chassis.

Specify: \_\_\_\_\_

All hydraulic couplers to be quick disconnect couplers shall be **Parker SH462, SH463.**

Specify: \_\_\_\_\_

**Item: Combination**

**Dump Body Spreader**

**GENERAL:**

These specifications described an all season combination dump body and sand / salt spreader. The dump body shall remain stationary on the chassis frame while spreading.

Rear discharge shall be front hoist tilt action as per conventional dump bodies. The unit will be oval in shape to permit gravity flow unloading. The main conveyor will be centered and recessed along the length of the box. The cross conveyor will be chassis frame mounted with the spreader discharge on the front left side (drivers) of the dump box.

Specify: \_\_\_\_\_

The spreader body offered by the bidder under this specification shall be the manufacturers latest model standard commercial product and shall have demonstrated and proven industry acceptance by having been manufactured and sold in significant numbers to Municipalities and shall have been proven in service for at least one year prior to issuing of this tender.

Viking Proline Model # 1415LW or approved equivalent in compliance with the following specifications approved by the Town of Essex.

Specify: \_\_\_\_\_

Body shall be oval shaped, permitting materials to unload by gravity flow into spreading position.

Specify: \_\_\_\_\_

Total weight of the complete body assembly in ready to work condition including hoist, tarp, tailgate, cross over conveyor, main conveyor, and all other components not to exceed 5,800 lbs.

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Specify: \_\_\_\_\_

Water level capacity shall be 10.7 cu. yd.

Specify: \_\_\_\_\_

Water level with side boards shall be 13.8 cu. yd.

Specify: \_\_\_\_\_

Outside overall length. 15 ft.

Specify: \_\_\_\_\_

Inside overall length 14 ft.

Specify: \_\_\_\_\_

Overall width outside 96"

Specify: \_\_\_\_\_

Overall width inside 86"

Specify: \_\_\_\_\_

Height of front panel 60 " inches

Specify: \_\_\_\_\_

Height of tailgate 53" from conveyor floor

Specify: \_\_\_\_\_

The front head of the body shall be completely clean and clear of any type of recesses or protrusions into the body including the hoist dog house, bulkheads etc.

Specify: \_\_\_\_\_

Body front panel shall be sloped design sloping from the top rearward to the bottom body.

Specify: \_\_\_\_\_

The front panel slope shall be continuous and uninterrupted for the full length from the top to bottom.

Specify: \_\_\_\_\_

All body welds shall be 100% continuous inside and outside.

Specify: \_\_\_\_\_

Top rail of body shall be 4" x 4" x3/8" square tubing.

Specify: \_\_\_\_\_

Body front head 3/16" COR – TEN "A"

Specify: \_\_\_\_\_

Body sides shall be 3/16" COR – TEN "A"

Specify: \_\_\_\_\_

Rear vertical corner posts shall be 10 ga. Steel, fabricated in such manner as to include provision for rear facing lighting requirements.

Specify: \_\_\_\_\_

Rear vertical corner posts shall be connected to main conveyor via a rear horizontal 3" x 8" x 3/8" wall HSS tube spanning the full body width.

Specify: \_\_\_\_\_

Body construction shall include integral side fenders fabricated from a minimum

10 ga. COR –TEN “A” corrosion resistant material.

Specify: \_\_\_\_\_

Fenders shall be full length from front to rear of body.

Specify: \_\_\_\_\_

Integral fenders to be sloped away from unit to prevent any excess material spilled during loading.

Specify: \_\_\_\_\_

Dump box access ladder shall be 15 in. wide two piece fold-up ladder located at the rear curb side of body.

Specify: \_\_\_\_\_

Access ladder shall be manufactured from safety grip strut material.

Specify: \_\_\_\_\_

Mailhot Nitride top lift three (3) stage telescopic hoist, “C” Series

Model # CS – 130 – 5 – 3

Specify: \_\_\_\_\_

Hoist lift cylinder to be forward mounted three (3) stage top lift telescopic.

Specify: \_\_\_\_\_

Hoist capacity shall be 30 ton @ 2,000 P.S.I.

Specify: \_\_\_\_\_

Hoist cylinder shall be rod steel.

Specify: \_\_\_\_\_



Rubber hoist cap to provide protection to the hoist seals in spreader position.

Specify: \_\_\_\_\_

Cylinder stroke shall be 130 inches.

Specify: \_\_\_\_\_

Dump box dump angle shall be variable to 50 degrees from horizontal.

Specify: \_\_\_\_\_

There will be no hoist dog house protruding into the head of the body, hoist shall be external mounted to provide flat front head.

Specify: \_\_\_\_\_

Rear hinge diameter shall be 2 ½ "inches.

Specify: \_\_\_\_\_

Hoist control valve shall be air operated from inside cab.

Specify: \_\_\_\_\_

The body to be equipped with a positive locking support brace.

Specify: \_\_\_\_\_

Tailgate shall be double acting.

Specify: \_\_\_\_\_

Tailgate height shall be 53" inches from conveyor floor.

Specify: \_\_\_\_\_

Upper hinge plates to be offset design flame cut from one inch steel plate.

Specify: \_\_\_\_\_

Tailgate shall be rectangle shaped to allow use of asphalt or stone chip spreaders.

Specify: \_\_\_\_\_

Construction shall be of 3/16 inch COR – TEN steel with 3/16 inch formed cross bracing.

Specify: \_\_\_\_\_

Exterior vertical side support tubes to be 3 1/2" x 3 1/2" x 1/4" wall HSS tubing.

Specify: \_\_\_\_\_

Latch mechanism for the tailgate shall be air trip using air pot chambers actuated from inside of cab.

Specify: \_\_\_\_\_

Brake chambers directly coupled to 1/2" thick frame cut latches.

Specify: \_\_\_\_\_

Spreader chains and brackets shall be supplied on tailgate and rear apron. Chains shall be grade 70 coil proof 5/16" minimum.

Specify: \_\_\_\_\_

Asphalt door in tailgate with 14" x 25" dimensions. Cantilever handle offset to curb side to operate sliding door.

Specify: \_\_\_\_\_

The main conveyor shall be centered and recessed along the length of the floor dump box.

Specify: \_\_\_\_\_

Three piece formed construction minimum 25 inches wide.

Specify: \_\_\_\_\_

Construction of ¼" inch COR –TEN "A".

Specify: \_\_\_\_\_

Conveyor floor ¼" harddox 450

Specify: \_\_\_\_\_

Permanent non-removable built in protective main conveyor chain link covers.

Specify: \_\_\_\_\_

The protective covers will run from the front to the rear of the body right and left side of the main conveyor.

Specify: \_\_\_\_\_

The protective non removable main conveyor link covers will cover and protect the main conveyor chain links from damage by impact at all times in all operation modes.

Specify: \_\_\_\_\_

In addition to the permanent non-removable main conveyor chain link covers a removable conveyor chain cover shall be supplied.

Specify: \_\_\_\_\_

The removable cover shall protect the main conveyor floor and conveyor chain cross flights from damage impact when installed.

Specify: \_\_\_\_\_

The removable main conveyor cover will self-feed into place to allow fast and safe installation.

Specify: \_\_\_\_\_

Self-feeding will be achieved by simply attaching the conveyor cover to a conveyor chain cross flight at the tailgate (idler end) starting the main conveyor will pull the cover into place under the permanent steel chain link covers.

Specify: \_\_\_\_\_

The removable rubber cover shall be complete with attachments brackets to couple easily and directly to main conveyor chain cross flights.

Specify: \_\_\_\_\_

Removal of the rubber conveyor cover from the body will be accomplished by starting the main conveyor which will feed the cover through the material discharge gate.

Specify: \_\_\_\_\_

Installation and removal of the rubber main conveyor cover into or out of the spreader body shall be a one man operation.

Specify: \_\_\_\_\_

Conveyor chain to be self-cleaning D667 pintle type with a minimum tensile strength of 21,700 P.S.I. spaced apart 21 inches on center.

Specify: \_\_\_\_\_

The cross flights shall be ½" x 1 ½", cross flights welded every 2<sup>nd</sup> link.

Specify: \_\_\_\_\_

All conveyor flights shall be 100% fully welded to the chain links.

Specify: \_\_\_\_\_

Drive and idler shafts to be two (2) inches on center.

Specify: \_\_\_\_\_

Drive and idler shafts manufactured from high – resistance stress proofed  
SAMSON 100.

Specify: \_\_\_\_\_

All drive and idler sprockets shall be minimum C1030 cast steel.

Specify: \_\_\_\_\_

Planetary drive for main conveyor.

Specify: \_\_\_\_\_

Main conveyor drive shall be a single 25 :1 high efficiency planetary drive with  
high and low speed motor.

Specify: \_\_\_\_\_

The planetary drive shall deliver 50,000 in./ lb. torque intermittent with 34,960  
in./lb. constant.

Specify: \_\_\_\_\_

Connection of the planetary drive shaft to the main conveyor shaft shall be  
accomplished via. A split two piece rectangular shaped coupler assembly.

Specify: \_\_\_\_\_

The upper and lower half of the coupler assembly will be bolted together by  
(4) 5/8" x 4 1/2" N.C. grade 8 hex head bolts.

Specify: \_\_\_\_\_

Removal of the (4) 1/2" coupling bolts will allow simple disassembly of the planetary  
drive shaft from the main conveyor shaft, for ease of maintenance.

Specify: \_\_\_\_\_

The two main conveyor drive shaft flange bearings will be bolted directly to the  
body long sill weldments.

Specify: \_\_\_\_\_

Each of the two body long sill weldments will be vertical slotted.

Specify: \_\_\_\_\_

Simply removing the drive shaft flange bearings and uncoupling the planetary  
and main conveyor drive shafts. The entire conveyor drive shaft assembly will  
drop out through the vertical long sill slots providing easy access and simple  
maintenance.

Specify: \_\_\_\_\_

Idler end of main conveyor will also be vertical slotted drop out design as  
Described above.

Specify: \_\_\_\_\_

Conveyor chain tension to be regulated via an automatic chain tensioning system.  
This tensioning system will provide appropriate chain tension for the main

conveyor chain at all times and all normal operations.

Specify: \_\_\_\_\_

The fully automated chain tensioner shall eliminate the requirement for any Manual chain tension adjusting mechanisms such as conventional threaded rod and nut tensioner or hydraulic grease run tensioners.

Specify: \_\_\_\_\_

Automated chain tensioning system to be centrally located between main conveyor drive and idler shafts.

Specify: \_\_\_\_\_

Access to automated conveyor chain tensioning system shall be from the side of the body.

Specify: \_\_\_\_\_

The flow control gate between and cross conveyor shall be screw adjustable by hand crank from drivers side dump body.

Specify: \_\_\_\_\_

The main conveyor flow control gate, will be flush and even with the front of the body, without any type of recess.

Specify: \_\_\_\_\_

Underside of main conveyor to be complete with full length poly guard to prevent material spillage on to chassis components and frame rails.

Specify: \_\_\_\_\_

The cross conveyor shall be hydraulic direct drive.

Specify: \_\_\_\_\_

A cross conveyor assembly shall be used to discharge material from main conveyor to the unit sides.

Specify: \_\_\_\_\_

Cross conveyor assembly to mount on chassis frame independent from and in front of main combination spreader unit.

Specify: \_\_\_\_\_

Cross conveyor unit shall be removable design to reduce added weight in non-spreading applications.

Specify: \_\_\_\_\_

Cross conveyor weldment shall be fabricated from a minimum 3/16" Stainless Steel corrosion resistant material.

Specify: \_\_\_\_\_

Cross conveyor shall be fabricated with rubber belt material delivery.

Specify: \_\_\_\_\_

Cross conveyor assembly to include replacement polymer guards of material from entering between the chain links.

Specify: \_\_\_\_\_

Cross conveyor assembly to provide provisions for mounting of material sand / salt /stone spreading chutes and spinner.



Specify: \_\_\_\_\_

A polyurethane spinner shall be installed on the left hand side to spread ahead of rear wheel.

Specify: \_\_\_\_\_

The spinner height shall be adjustable from 20 to 28 inches below the mounting surface of the body.

Specify: \_\_\_\_\_

A 3.0 cubic inch hydraulic motor shall drive the spinner assembly.

Specify: \_\_\_\_\_

Spinner assembly capacity of charge rate from 100 lbs. / lane mile to 2500 lbs. / lane mile.

Specify: \_\_\_\_\_

Spinner position adjustable fore and aft horizontal along chassis frame rail.

Specify: \_\_\_\_\_

Spinner assembly will be flip up style allowing the spinner to be carried in an on board stored raised position.

Specify: \_\_\_\_\_

Hydraulic hoses to the spinner motor are to be complete with quick disconnect automatic sealing break-way couplers and are to be assembled so that the male and may plug into the female end on the spinner motor and the hoist frame when the spinner assembly is disconnected. Quick connectors shall be

**Parker Stainless Steel SHI-63 / SHI-62**

Specify: \_\_\_\_\_

Lights and wiring shall be completely sealed corrosion, vapour proof lamps and junction box. (**NOTE:** no splicing in any of add on wiring, lights, switches accepted)

Specify: \_\_\_\_\_

All body lights / functions to be wired by the body builder into their supplied and installed in-cab nine (9) back – lit switches -12 functions, housed in an aluminum electrical control box with circuit board electrics mounted on the floor swivel pedestal head between the seat for plow / wing functions.

Specify: \_\_\_\_\_

All body builders electrical to be routed into Betts sealed electrical junction box mounted inside the truck cab between the seats on a fixed steel panel, not at B.C. above frame.

NOTE: No holes are to be drilled in back of cab wall.

Specify: \_\_\_\_\_

Grote 2 ½ in. round corner body marker lights as per M.T.O. specifications.

Specify: \_\_\_\_\_

Grote Ultra Blue Seal wiring harness with Grote L.E.D. body lights.

Specify: \_\_\_\_\_

For improved visibility provisions for rear lamps, stops, tails directional and back

up lights to be mounted in rear corner posts within three (3") of the outside of the tailgate will be provided.

Specify: \_\_\_\_\_

Grote L.E.D. rear stop/tail and turn signals with two self- powered strobes in place of back-ups, one amber and one blue self- powered strobes back-up lights to be mounted on rear corner posts within 3 in. of the outside of the tailgate, lenses to be installed.

Specify: \_\_\_\_\_

Grote L.E.D. amber and blue strobes in rear body corner posts.

Specify: \_\_\_\_\_

Safety Warning Specialists - S.W.S. – model # 16399 strobe to be mounted back of cab on an adjustable light pole / pedestal with separate in cab switches.

Specify: \_\_\_\_\_

Two (2) upper raised rear body plugs in light poles with LED Stop / tails and two (2) Grote #77355 L.E.D. blue strobes, # 40720 brackets and # 91950 rubber grommet boot holders.

Specify: \_\_\_\_\_

Grote side marker lights on all four lower body corners shall be supplied.

Specify: \_\_\_\_\_

Electrical relay box for auxiliary body lighting shall be supplied.

Specify: \_\_\_\_\_

Re-install all O.E.M. tail lights.

Specify: \_\_\_\_\_

License plate with light and bracket shall be mount on drivers side under the tailgate.

Specify: \_\_\_\_\_

Mud flaps shall be supplied front and back of rear axles, frame mounted via full width steel bar with no more than 12 in. road clearance.

Specify: \_\_\_\_\_

Stainless steel chassis mounted fenders to suit 54 in. axle spread, **do not fasten** mud flaps off of stainless steel fenders.

Specify: \_\_\_\_\_

The body shall be shot blasted and epoxy primed finish paint shall be baked on.

Specify: \_\_\_\_\_

Finish paint shall be Dupont Imron 5000 Tiger Drylac powder coat code

# RAL 5013- 49/42320 **Blue**

Specify: \_\_\_\_\_

An air tarp shall be standard equipment with fabricated tarp arms dimension of 1 ½" x 21/2:" steel tubing, 1/8" mesh tarp. Powered by twin air cylinders operated from the cab.

Specify: \_\_\_\_\_

**Rexroth CS 550 Spreader Controller** complete with cab console within easy

reach of driver, three section valve control. (spinner, conveyors, liquid)

Specify: \_\_\_\_\_

Pre-Wet system shall include liquid pump chassis mounted tank trays with two 155 US gallons poly tanks, spray bars, spray nozzles valve driver, flow meter and controls suitable for the **Rexroth CS 550 Spreader Controller** unit, complete with all necessary lines and fittings.

Specify: \_\_\_\_\_

Internal mounted pause / blast switch mounted to the left side of the air valve bank to be wired into the Rexroth Spreader Control.

Specify: \_\_\_\_\_

Dump body operation shall be powered by the existing hydraulics of the truck snow plow harness.

Specify: \_\_\_\_\_

All fittings valves, hoses and drive shafts shall be supplied and installed. All hoses shall be equipped with swivels on both ends.

Specify: \_\_\_\_\_

All hydraulic hoses 100R16 with half bend radius of standard 100Rs hose.

Specify: \_\_\_\_\_

The hydraulic reservoir shall be of sufficient capacity to supply necessary oil supply complete with sight glass. Reservoir must NOT interfere with the box installations.

Specify: \_\_\_\_\_

Supply and install heavy duty plate and pintle hook (30,000lbs.), including seven pin electrical plug, and air line connection. Pintle hook not to protrude beyond the tire treads.

Specify: \_\_\_\_\_

**30. Appendix H – Proposal Form**

**Supply of Winter Control Equipment for a Tandem Plow Truck**

(Must be returned with Proposal)

**Tendered By:** \_\_\_\_\_

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

**Phone Number / Fax Number / Email Address:** \_\_\_\_\_

I/We \_\_\_\_\_ hereby agree to supply the Town of Essex with the winter control equipment, attachments as per the general specifications enclosed, and hereby agree to supply parts for the Equipment from:

-----

Location of Parts Depot: \_\_\_\_\_

I/We agree to make delivery of the above winter control equipment within \_\_\_\_\_ weeks after the order is placed.

**Item One: Winter Control Equipment for a Tandem Axle Plow Truck**

Tender Price: \$ \_\_\_\_\_

Harmonized Sales Tax (H.S.T.) 13%: \$ \_\_\_\_\_

**Total Tender Price including H.S.T. \$** \_\_\_\_\_

**Optional Pricing: Winter Control Equipment for a single axle plow truck  
equipped with Proline Stainless Steel Combination Body:**

Optional Tender Price: \$ \_\_\_\_\_

Harmonized Sales Tax (H.S.T.) 13%: \$ \_\_\_\_\_

**Total Optional Tender Price including H.S.T. \$ \_\_\_\_\_**

I have the authority to bind this Corporation  
**Corporate Seal** (if applicable)