

April 26, 2019

To Suppliers:

Bid Hourly Quotation No. 19-01  
Hourly Rental Rates for Various Equipment

Bid rates are being request for ONLY the following equipment types:

<b>Description</b>
Crawler Tractor with Dozer
Loaders – Backhoes, Rubber Tire, Skid Steer & Tracked
Motor Graders – Summer and/or Winter
Street Sweepers
Forestry Mulcher
Hydro Vac Trucks
Tandem End Dump
Tractor Trailer – Low Bed Trailer
Tractor Trailer – End Dump Tandem
Tractor Trailer – Centre Dump Tandem
Tractor Trailer – Center Dump Tri-Axle
Tractor Trailer – End Dump Tri-Axle

## Intent

This quotation is to establish pay rates and hiring order for various types of equipment, for the 2019 calendar year. This is only for hourly hires, not for contract jobs. Contract jobs will be tendered separately. The work may include but is not limited to, public works, Emergency Response, and utility. The various equipment types and groupings, are identified in the Manitoba Heavy Construction Association Directory for Equipment Rental Rates.

## Quotation Submission

Enclosed are the Bidding documents, instructions and Special Provisions for the above noted quotation. If your firm is interested in bidding, please complete the following:

- Schedule "A" - Bid Sheet
- Schedule "B" - Offer Form for Equipment
- Schedule "C" - Offer Form for Trucks
- Provide a certificate of insurance as your bid submission package.

The above can be submitted by mail, drop off, email or fax by:

**12:00 P.M. Central Time on May 17, 2019**

Bid Submission Location: R.M. of Woodlands  
57 Railway Avenue  
PO Box 10  
Woodlands, Manitoba R0C 3H0  
Phone: 204-383-5679  
Fax: 204-383-5167  
Email: [cao@rmwoodlands.ca](mailto:cao@rmwoodlands.ca)

If more than one Equipment List page is required for your equipment, ensure that the additional sheets are numbered. (eg. 1 of 2, 2 of 2, etc..)

The bidder acknowledges that all risks associated with failed or late delivery of the bid are borne by the Bidder. The Bidder is responsible for ensuring whether the bid submission is received by Submission Deadline.

Bids received after **12:00 P.M. on May 17, 2019** will not be considered. Bids may be withdrawn without penalty at any time prior to the time set for opening of bids.

Should you have any questions, please contact the Donnly Wiebe 204-383-5651 or Adam Turner 204-383-5679.

## Submission Instructions

### Owner Information

In the quotation submissions "Bid Sheet" (Schedule "A"), the Bidder must identify:

- The registered owner of the equipment
- A complete address
- A contact telephone number(s)
- Insurance Company Name and Policy No.
- Workers Compensation No.
- GST Registration No.
- COR Registration No. (if available)
- A signature
- The date the bid was signed

Failure to include the above information shall result in the bid submission being rejected.

### Equipment Information

The Bidder shall only enter one piece of equipment on each line of the Offer Form for Equipment (Schedule B). Multiple pieces of equipment, even of a similar type shall be shown on a separate line.

On the Offer Form for Equipment (Schedule B), for each individual piece of equipment, the Bidder shall identify:

- Make
- Model
- Horse Power (if required)
- Equipment Type
- Equipment Group (according to the MHCA Equipment Rental Rates Guide)
- Year Manufactured
- Attachments (as per Schedule B)
- Bid Rate / Hour

Failure to include the above information for each piece of equipment or entering multiple pieces of equipment on one line of Schedule B may result in all or parts of the bid submission being rejected. To submit a bid rate for trucks, please use the Offer Form for Trucks (Schedule C) where multiple trucks in the same group, may be inserted on one line.

On the Offer Form for Trucks (Schedule C), for each truck type or individual truck (as the case may be), the Bidder shall identify:

- Truck Type

- Truck Group
- Year
- Quantity
- Bid rate / Hour

Failure to include the above information for trucks on one line of Schedule C may result in all or parts of the bid submission being rejected.

Any rates presented other than hourly rates (i.e.daily, weekly, monthly, etc.) will be rejected.

**Schedule "A"**  
**RM of Woodlands, Quotation No. 19-01**  
**Quotation for Hourly Rates for Various Equipment**

*NOTE: All information on this page and the truck and equipment list quotation bid pages must be completed or the quotation may not be considered.*

\_\_\_\_\_  
Name of Bidder/Vendor (Please Print)  
(Registered Company Name)

\_\_\_\_\_  
Phone No. Business

\_\_\_\_\_  
Address – Box No. – Town – Postal Code

\_\_\_\_\_  
Phone No. Business

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

\_\_\_\_\_  
Fax No.

\_\_\_\_\_  
Workers Compensation No.

\_\_\_\_\_  
Phone No. Cell(s)

\_\_\_\_\_  
GST Registration No.

\_\_\_\_\_  
Cor Registration No. (if Available)

\_\_\_\_\_  
Insurance Company  
For Equipment Not Covered by MPIC

\_\_\_\_\_  
Insurance Policy No.  
For Equipment Not Covered by MPIC

Equipment Location: \_\_\_\_\_

I hereby agree to provide the equipment noted on the Equipment List(s) for service to Rural Municipality of Woodlands at the Hourly Rate(s) specified. I understand that there is no fixed amount of work, that I may be called upon from time to time, as work becomes available. The request for Quotation, Special Provisions and this Bid Submission shall be deemed to be a contract for any request for services whether written/oral.

\_\_\_\_\_  
Witness to Contractor

\_\_\_\_\_  
Signature of Registered Owner

\_\_\_\_\_  
Witness – Print Name

\_\_\_\_\_  
Date

**Schedule "B"**  
**RM of Woodlands, Quotation No. 19-01**  
**Quotation for Hourly Rates for Various Equipment**

Please check off your attachments on Schedule "B" that coincides with the numbers on the following list.

**Attachment List**

(Pricing as Per the Manitoba Heavy Construction Association)

<b>Hydraulic Excavator Tracked &amp; Wheel</b>	<b>Add</b>	<b>Tractor Farm/Industrial Belted &amp; Wheel</b>	<b>Add</b>
1. Twisted Bucket	20%	1. Flail & Rotary Mower 13' & up	\$20.00
2. Tamper	20%	2. Hyd. Two Way Disc Plow 10' – 14'	\$20.00 - \$25.00
3. Breaker	50%	3. Harrow / Chain Drag	\$15.00
4. Thumb	10%	4. Seed Drill 8' – 12'	\$25.00
5. Ripper	10%	5. Scraper – 6.0 to 27.1 & over (cubic yards)	\$15.00 - \$70.00
6. Laser	10%	6. Sidearm/Offset Hitch for Rotary Mower	\$15.00
7. Brush Cutter/Bull Rush Cutter	50%	7. Snow Blower	15%
8. Long Reach Boom	40%	8. Dual Tires	10%
<b>Crawler Tractor with Dozer</b>		<b>Motor Grader</b>	
1. Hydraulic Tilt Dozer	4%	1. Six Wheel Drive	10%
2. Hydraulic 6-Way Dozer	20%	2. Wing	10%
3. LGP	10%	3. Rear Ripper	10%
4. Rear Mounted Ripper	25%	4. V Plow (nose) or One-Way Plow	7%
5. Hydraulic Winch	10%	5. Scarifier	5%
<b>Loader – Backhoe</b>		<b>Loader – Skid Steer</b>	
1. Hydraulic Tamper	10%	1. Post Hole Auger	10%
2. Hydraulic Breaker	10%	2. Brush Cutter	30%
3. Four in 1 Bucket	5%	3. Breaker	30%
4. Extend-a-hoe	5%	4. Sweeper	10%
5. 4 x 4	5%	5. Asphalt Planer	40%
6. Forks	5%	6. Forks	5%
		7. Compact Tracked Machines	20%
<b>Loader – Track Type</b>		<b>Loader – Rubber Tire</b>	
1. Rear Mounted Ripper	15%	1. Forks	10%
<b>Trucks (Applicable to Class)</b>			
Hydraulic Gate Closure (4 and 5)			N/A
Side Dump Trailer Available (3 and 6)			N/A
Able to Haul Rip-Rap >300mm (3 and 6)			N/A

**Schedule "B"**  
**Offer Form for Equipment**  
**RM of Woodlands, Quotation No. 19-01**

**Contractor's Name:** \_\_\_\_\_

**Bid Hourly Base Rate (Excluding Price of Attachments)**

Equipment Type (One Piece per Line)	Grouping (check the 2018 MHC Book)	Make	Model	Year	Hourly Rate	Please List Attachments Available (See Page 6 & 7)
						1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/>
						1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/>
						1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/>
						1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/>
						1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/>
						1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/>
						1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/>

Note: Hourly Rate is before applicable taxes.

**Schedule "C"**  
**Offer Form for Trucks**  
**RM of Woodlands, Quotation No. 19-01**

**Contractor's Name:** \_\_\_\_\_

**Bid Hourly Base Rate (Excluding Price of Attachments)**

<b>Make of Truck</b>	<b>Grouping</b>	<b>Year</b>	<b>Quantity of Trucks (if applicable)</b>	<b>Hydraulic Gate Closure (Class 4 or 5)</b>	<b>Side Dump Trailer Available</b>	<b>Able to Haul Rip-Rap &gt;300mm</b>
				<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
				<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
				<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
				<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
				<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
				<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
				<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes

Note: Hourly Rate is before applicable taxes.



**SPECIAL PROVISIONS**  
**RM of Woodlands, Quotation No. 19-01**  
**HOURLY RENTAL RATES FOR VARIOUS EQUIPMENT**

**LOCATION OF WORK**

The location of work shall be within in the Rural Municipality of Woodlands.

**BASIS FOR EQUIPMENT HIRING AND LAYOFF**

Equipment will be hired and laid off on basis of the quoted hourly rate (bid rate/hour) i.e. the equipment with the lowest quoted hourly rental rate in each equipment type and group will be hired first and laid off last, subject to the other provisions.

In the event that the lowest bidder is not available when called, no further contact will be made by the Municipality. The next lowest bidder will then be contacted.

In cases of matching bids, the various equipment types will be rated by age in each group and selected on the basis of age, newest to oldest. In the event of any other further ties in the competitive process (lowest bids, or lowest overall price where mobilization is a factor) the successful contractor will be hired on the basis of a coin toss.

Substitute equipment is permitted provided the group, quality and age of the substitute equipment is equivalent to or better than the equipment identified in the bid submission. There will be no modification to the original bid price for the purposes of hiring, layoff or payment in the event that proposed substitute equipment is accepted by the Municipality.

**OBLIGATION OF THE RURAL MUNICIPALITY OF WOODLANDS**

The quotation shall not be interpreted by the Contractor as an obligation on the part of the Rural Municipality of Woodlands to provide work, or as a representation that work is available. Work, if and when available, will be assigned in accordance with the terms and conditions of the Quotation.

**EQUIPMENT RELIABILITY**

At the sole discretion of the Operations Manager or designate, equipment which shows a history of breakdowns and/or not reporting to work or of being substituted for, will not be hired until it has been re-evaluated.

**REST BREAKS**

The Contractor will be paid for actual time worked and for waiting time caused by delays resulting from the actions of the municipality. The Contractor will not be compensated for rest breaks or meal breaks.

## **COSTS INCLUDED IN QUOTED HOURLY RENTAL RATES**

Quoted hourly rental rates will be payment in full including all costs of any nature whatsoever associated with the supply and operation of the equipment, including but not limited to:

- a) qualified operators, wages, meals, living quarters;
- b) fuel, oil, lubrication and all maintenance, repairs or replacement;
- c) depreciation or interest costs;
- d) any and all travel time to and from the work site;
- e) any and all communication costs;
- f) all insurance, licences, permits (excluding excavation permits) and all other costs including Workers Compensation payments;
- g) recorded clocks;
- h) all applicable taxes;
- i) any lighting and safety equipment required.

## **OPERATOR'S COMPETENCE & PERFORMANCE**

The Contractor shall maintain all equipment in good working order and shall preform all obligations expressed and implied in this Quotation. Where, in the opinion of the Operations Manager or designate, an operator fail to meet the following obligations:

- a) unqualified; or
  - b) unable to meeting the Municipality's quality requirements; or
  - c) operating in an unsafe manner; or
  - d) not performing a satisfactory amount of work; or
  - e) not in possession of a valid driver's licence; or
  - f) not dealing with the Public and Department employees in a courteous manner,
- then the equipment and operator may be dismissed immediately and will not be re-engaged until such time as the inadequacies that resulted in the dismissal have been remedied to the sole satisfaction of the Operations Manager or designate.

## **ASSIGNMENT OF EQUIPMENT (Not Applicable for Trucks)**

For the purpose of bid evaluation and selection only (i.e. not for payment purposes), equipment manufactured in 2013 and up will be given a 10% slotting advantage and equipment manufactured in 2008 up to and including 2012 will be given a 5% slotting average.

## **LICENSING**

All trucks must be sufficiently licensed to carry the maximum gross weight permissible under the Highways Traffic Act.

## INSURANCE

The Contractor shall, at their own costs, provide and maintain insurance coverage while carrying out the work:

Motor vehicle liability insurance, with a minimum coverage limits of \$2.0 million per occurrence, on all vehicles or equipment required to be licensed under the Highways Traffic Act, which are used to carry out the work.

Commercial general liability insurance with minimum coverage limits of \$2.0 million per occurrence, on all vehicles or equipment not required to be licensed under the Highways Traffic Act, which are used to carry out the work.

- i. The general liability insurance coverage shall include coverage for all operations of the Contractor used to carry out the work.
- ii. The policy shall name the Rural Municipality of Woodlands as an additional insured with respect to the work.
- iii. The coverage shall be in place with insurers licensed to underwrite this insurance in Manitoba.
- iv. The Contractor shall be responsible for insuring their vehicles and equipment against loss or damage with respect to the work.
- v. Where special equipment is used to perform the work, the Rural Municipality and the Contractor shall agree to any additional insurance requirements prior to the Contractor commencing the work.
- vi. The Contractor shall provide Certificates of Insurance, satisfactory to the Municipality, as evidence of required insurance coverage prior to the Contractor commencing the work.

The Contractor **shall** provide Certificates of Insurance provide, satisfactory to the Municipality, as evidence of required insurance coverage with the Bid Submission. In not provided with the Bid Submission the bid submission will not be added to the Bid Hourly List until the certificate is supplied.

## INDEMNITY

1.01 The Contractor should use due care in the performance of the obligations under this Agreement to ensure that no person is injured, no property is damaged or lost and no rights are infringed.

1.02 The Contractor shall be solely responsible for:

- any injury to persons (including death), damage or loss to property or infringement of rights caused by, or related to, the performance of this Agreement or the breach of any term or condition of this Agreement by the Contractor, or the officers, employees or agents of the Contractor; or

- any omission or wrongful or negligent act of the Contractor, or of the officers, employees or agents of the Contractor; and
- shall save harmless and indemnify the Rural Municipality of Woodlands, its officers, employees and agents from and against all claims, liabilities & demands with respect to clauses (a) and (b).

## **OWNERS OF EQUIPMENT AND THEIR EMPLOYEES**

The Contractor, owner, owner/operator of the equipment supplied under this Quotation shall be considered an independent contractor who will work under the direction of a Department employee and it is acknowledged and agreed that any operator shall not be considered an employee of the Rural Municipality of Woodlands.

## **LIGHTING**

All equipment shall be equipped with lighting to meet or exceed the requirements of the Manitoba Highways Traffic Act and regulations passed thereunder. At the Municipality's discretion, the Contractor may be required to provide additional lighting to meet the Rural Municipality of Woodlands standards.

## **SUSPENSION AND REMOVAL FROM THE CALLOUT LISTS**

Suspension from the call out lists may be made by the Operations Manager, for any failure on the part of the Contractor to meet any of the obligations in this Quotation and shall include, but not be limited to:

- a) equipment mechanical condition;
- b) operator's attitude, ability, or actions;
- c) failure to report to an assigned work site;
- d) failure to report to the work site at the assigned time;
- e) work without being assigned by the Engineer/Manager or designate;
- f) failure to make equipment available for inspection when requested to do so;
- g) low productivity (at sole determination of the Operations Manager or designate).

Removal from callout list may result from repeated instances of unacceptable performance at the sole discretion of the Operations Manager or his designate. The Contractor shall be notified in writing of the suspension.

## **WORKERS COMPENSATION BOARD**

The Contractor shall be registered with and be in good standing with the Workers Compensation Board.

## **ATTACHMENTS**

Attachments will be paid for in accordance with the payment schedule(s) as listed in the 2019 Manitoba Heavy Construction Association's Directory Equipment Rental Rate Guide based on your bid rate. Only the attachment used will be paid for and not all that is attached to the machine. **Bids shall ensure that all available attachments are listed on the bid page for each piece of equipment.**

## **EQUIPMENT TYPES AND GROUPINGS**

The various equipment types and equipment groupings in which bid rates are requested are found in the 2018 Manitoba Heavy Construction Association Directory (MHCAD), Equipment Rental Rate Guide Section. Copies can be obtained from the Manitoba Heavy Construction Association at 204-947-1379.

## **TRUCK TYPES AND GROUPING**

There will be five (5) groups of trucks with each group having a minimum hauling capacity. Your minimum hauling capacity may be subject to verification by the Operations Manager or designate.

## **MULTIPLE PIECES OF EQUIPMENT**

Where the RM requires multiple pieces of equipment for a given project, the RM may select the lowest priced contractors with the lowest priced individual pieces of equipment.