



2025 Capital Procurement

2025-06 - Request for Proposals

Supply and Delivery of an Articulating Tractor with
Attachments

Closing date: February 13, 2025 at 11:00am



INFORMATION TO BIDDERS DOWNLOADING THIS DOCUMENT

Bidders downloading this document from the Municipality of Lambton Shores website must register with the Community Services Department to be added to the Bidders list. Interested Bidders are required to complete the information below and return this form via in person or email to:

dwood@lambtonshores.ca

Bidders who do not register may not receive any additional information or addendums relating to this project.

Bidder Registration Form

Company Name: _____

Address: _____

City: _____

Contact Name: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

Project Name: 2025-06 – Articulating Tractor

[Email: dwood@lambtonshores.ca](mailto:dwood@lambtonshores.ca)

Attention: Community Services Department

INSTRUCTIONS

The Municipality of Lambton Shores, here in after referred to as the Municipality, invites RFP's for:

SUPPLY OF AN ARTICULATING TRACTOR WITH ATTACHMENTS

RFPs not submitted in strict accordance with these instructions or not complying with the requirements laid down in the documents may be rejected.

1. GENERAL

The purpose of this Request for Proposal is to receive proposals from interested suppliers for the supply of equipment as detailed in the Request for Proposals documents.

The Municipality shall not be liable for any costs of preparation of any part of Proposal submissions.

2. RFP DOCUMENTS

Interested suppliers may obtain the proposal documents *online* at www.lambtonshores.ca.

The lowest or any RFP will not necessarily be accepted. Facsimile and electronic tender submissions will NOT be accepted. Duration of offer must be a minimum of ninety (90) days.

The closing date for submissions is **February 13, 2025 @ 11:00:00 am local time** to the Northville Community Services Office, 9577 Port Franks Road, Thedford, Ontario N0M 2N0. Closing time will be determined as shown on the clock within the Administration Office general reception area.

3. BIDDER REGISTRATION

Bidders downloading this document from the Municipality of Lambton Shores website are **required** to register with the Community Services Department to be added to the Bidders list. Interested Bidders are required to complete the Bidder Registration Form and return this form via email or in person to:

dwood@lambtonshores.ca

Bidders who do not register may not receive any additional information or addendums relating to this project that would disqualify their bid.

A respondent who signs and returns the Bidder Registration is not obligated to submit a RFP.

4. DISCREPANCIES OR OMISSIONS

Proponents that find discrepancies or omissions in the specifications or other documents or having any doubts concerning the meaning or intent of any part thereof, should immediately request in written form, either by email or mail, clarification from the Municipality. Upon receipt of the written request for clarification, the Municipality will send written instructions or explanations to all parties registered as having returned the Acknowledgement Letter. No responsibility will be accepted for oral instructions.

Proponents are responsible to verify that they have received a complete package of proposal documents.

Alterations or amendments to any of the proposal documents shall only be effective by written notice from the Municipality.

Amendments to the proposal documents in the form of an addendum shall become part of the Proposal Documents. Proponents shall be responsible to ascertain that they have received all addendums.

5. EXAMINATION OF CONTRACT DOCUMENTS

The Proponent shall be deemed to have satisfied himself as to the sufficiency of the RFP for the product and the prices stated on the RFP Form. These prices shall cover all obligations under the RFP, and all matters necessary for the proper supply of the product.

6. PROOF OF ABILITY

The Proponent shall be competent and capable of supplying the product. The Municipality may request proof of ability.

7. REQUEST FOR PROPOSAL SUBMISSIONS

Proposal submissions must include, but not limited to the following:

- Schedule A – Bidder Information
- Schedule B – Specification Form
- Schedule C – Form of Proposal

Each proposal and any attachments must be submitted in a sealed envelope clearly marked:

“Request for Proposal for the Supply of an Articulating Tractor with Attachments”

RFP’s submitted by fax or electronically will not be accepted.

Proposals may be rejected for one or more of the following reasons:

- a) Bids arriving after the closing time and date as specified in this document
- b) Bids received in a form other than the forms supplied
- c) Bids not completed in ink or by type
- d) Bids containing any other form of alteration, including but not limited to include; strike-out, white-out, without initials.
- e) Bids not properly signed, witnessed, and/or sealed
- f) Bids that have not acknowledged addendums

The Municipality reserves the right to accept any Proposal or reject any or all Proposal and waive formalities as the interests of the Municipality may require.

Tenders shall remain open for acceptance by the Municipality for a period of ninety (90) calendar days after the closing date.

8. WITHDRAWAL OF PROPOSALS

A proposal submitted in accordance with the instructions in the proposal documents may be withdrawn prior to the date and time of the close of proposals.

Proposals not withdrawn before the date and time of closing shall be irrevocable and remain open for acceptance by the Municipality.

9. NEGOTIATION

The Municipality may award the RFP on the basis of proposals received without discussion. The Municipality reserves the right to enter into negotiations with the selected proponent(s). If the Municipality cannot negotiate an acceptable agreement with the successful proponent the Municipality may terminate negotiations and being negotiations with the next selected proponent. No proponent shall have any rights against the Municipality arising from negotiations.

10. PROPOSAL EVALUATION

The Municipality reserves the right to accept or reject any and all proposals and to waive irregularities and informalities at its discretion. The Municipality reserves the right to accept a proposal other than the lowest price proposal without stating reasons. By the act of submitting its proposal, the proposal waives the right to contest in any proceedings or action the right of the Municipality to award the purchase contract to any proponent in its sole discretion.

THE LOWEST OR ANY PROPOSAL WILL NOT NECESSARILY BE ACCEPTED

The Municipality will evaluate proposals based on the following items:

- Product Specifications and ability to meet the operational needs of the Municipality of Lambton Shores
- Product Warranty
- Timely Delivery Schedule

The Municipality intends to award the proposal to the lowest bidder that meets the Municipalities specifications.

11. ACCEPTANCE OF PROPOSAL

Acceptance of a proposal shall be communicated by written notice from the Municipality to the successful proponent. Such acceptance shall bind the successful proponent to execute a purchase agreement with the Municipality.

12. INQUIRIES

Direct all inquiries regarding the Request for Proposals to the Municipalities contact in the notice page.

13. IDEMNIFICATION AND INSURANCE

The successful proponent will, at all times, indemnify and save harmless the Municipality, their officers, employees and agents from and against all claims, demands, losses, costs, damages, action, suite or other proceedings made, sustained, brought or prosecuted that are based upon, or caused in any way by anything done or omitted to be done by the proponent or any of its officers, directors, employees, or agents in connection with the services performed, purportedly performed or required to be performed by the proponent under this proposal and subsequent contractual agreement.

14. MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

In accordance with MFIPPA, this is to advise that any personal information proponents provide is being collected under the authority of the Municipal Act and will be used exclusively in the selection process. All proposals submitted become the property of the Municipality. Proponents are reminded to identify in their proposal material any specific scientific, technical, commercial proprietary, or similar confidential information, the disclosure of which could cause them injury. Complete proposals are not to be identified as confidential. The information contained in this proposal document may be utilized by the proponent solely for the purpose of preparing a proposal for submission to the Municipality. Any other use of the information for any other purpose is not authorized by the Municipality.

SCHEDULE A – BIDDER INFORMATION

Bidders are requested to respond to this Request for Proposals as instructed subject to the provisions contained herein.

Name of Bidder: _____

Address: _____

City: _____

Province: _____ Postal Code: _____

Telephone: _____ Fax No: _____

E-mail: _____

Contact Person: _____

Title: _____

SCHEDULE B – SPECIFICATION FORM

The Municipality is requesting proposals for the supply and delivery of one (1) new Articulating Tractor with Attachments. The vehicle will be equipped with all manufacturers’ standard features. The equipment must meet or surpass mandatory requirements of the current Canadian Motor Vehicle Safety Regulations as amended or revised.

The following table provides an opportunity for vendors to describe their proposed units and will be used to evaluate proposals. We understand the difficulty of designing a specification sheet that conforms to all of the different manufacturer’s specifications. As a result, we have included columns for the Proponent to confirm compliance with the specification or specify variations. These columns must be completed and submitted.

Specifications Required	Yes	No	Other/Specify
General			
A new four wheel drive articulating, oscillating, rubber tired, diesel powered multi-purpose tractor			
Tractor width not to exceed 50.5” or 1.28m including fenders			
Tractor height not to exceed 80” or 2.03m to top of roof			
Overall length not to exceed 149.5” or 3.79m including bumper			
Tractor has a compatible mounting system and sufficient hydraulic capability to connect and operate all required attachments including power angle sweeper, 14’ mower, snow blower, rear-mounted sidewalk salt/sand spreader, angle snow plow and double trip plow			
Engine			
4.5 litre 4 stroke water-cooled diesel			
Minimum Horsepower of 74 hp at 2500 rpm			
Tier 4 Final Emission Compliant			
Minimum engine torque of 224 lb./ft. at 1600 rpm			
Block heater			
Engine cooling fan to be self-reversing			
Engine to be equipped with anti-idle			

Transmission			
Hydrostatic transmission with single electric foot pedal			
Attachment functions and forward/reverse to be operated by a single joystick			
Hydrostatic transmission has a minimum of 2 speeds (low and high range)			
Tractor has a backup alarm activated by the forward/neutral/reverse switch			
The high/low transmission must have a neutral position to allow for towing			
Braking System			
Tractor must have 3 braking systems: hydrodynamic braking, hydraulic service brakes and mechanically actuated parking brake.			
Parking brake warning indicator on dash			
PTO/Hydraulics			
PTO drive system to be mechanical by way of a clutch.			
For safety an externally mounted lift cylinder switch to be supplied to control the lift cylinders when connecting and disconnecting attachments. Switch to be located between the front 2 lift cylinders and operate at 25% hydraulic flow			
Engine PTO to be 1-3/8" diameter, 6 spline, 540RPM@2160 engine RPM.			
Minimum 65 PTO HP required			
Hydraulic couplers must be colour coded			
Hydraulic hoses must be wrapped in critical areas			
Unit to be equipped with an auxiliary hydraulic pump, gear driven, to be driven only when PTO is engaged. Minimum 14 GPM at 2500 RPM			
Low hydraulic oil warning on dash			
Electrical			
Operating voltage- 12 V			
4 LED headlights with high and low beams			
1 LED rear back up light			
LED brake lights			
LED 4 way flashers and signal lights			
Interior dome light			
4 amber and blue strobes 1 of each on either side of A/C branch guard for 360 degree visibility. Amber strobes switched			

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separately blue and amber switched together			
Back up alarm and camera			
To be equipped with main battery disconnect switch			
Rear of tractor to have 7 prong trailer plug			
Slow moving vehicle sign on rear of tractor and any other rear mounted attachments			

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Rims and Tires			
Heavy duty rims 8 bolt pattern			
Mud and snow tread tires			
Specify Tire size			
Extra set of rims and turf tires			
Axle capacity to be a minimum of 12,000 lbs per axle			
Minimum 8 wheel studs per axle shaft to accommodate municipal owned spares or tire configurations			
Steering			
Articulated steering			
Tilt steering column			
Cab			
R.O.P.S. certified cab structure			
Minimum requirements of dash display include tachometer, speedometer, fuel level, engine coolant temperature, engine oil pressure, engine hour meter, voltmeter, turn signals, 4-way flashers, high/low beams indicator, forward/neutral/reverse, low/high range			
Warning for safety belt not fastened			
Dash display to be tractor onboard diagnostics eliminating need for scan tools			
Dash display shall be back up camera monitor			
Dash display to be set up for service reminders			
7 speed heater/defroster with minimum 13 adjustable vents capable of defrosting front/rear and side windows			
Factory installed HVAC system with digital climate control			
Inside rear view mirror			
Foldable, breakaway outside mirrors on left and right side of cab			
3 point retractable seatbelt with hydrostatic interlock prevents tractor from moving faster than 5 km/h unless seatbelt is buckled			
High back, fabric covered air ride heated seat with lumbar support			
Large padded armrest on right side for joystick controls			
Operator's seat equipped with a safety switch which automatically shuts down the following if the operator leaves the seat: 1)			

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front PTO 2) the engine if not in Neutral 3) rear hydraulics			
AM/FM Bluetooth radio			
External mounted aerial			
One 12V power point auxiliary and one 12V two-way radio jack			
Cruise control			
Slider windows on left and right sides			
Intermittent wiper blade assembly with windshield washer on both front and rear windshields			
Fire Extinguisher			
Extra Set of Keys			

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Fuel Tank			
Single fuel tank only			
Specify tank capacity in litres			
There shall be an electric switch to switch tractor between fuel saver mode and work mode. Shifting tractor from high to low range is not equivalent			
Snow Blower Attachment			
Minimum width of 51" and height of 38"			
Double serrated edge augers			
Raising/lowering, chute rotation and chute deflector controlled from a single joystick			
Driven mechanically through a shear pin protected PTO and auger drive			
Pivoting skid shoes			
Hardened steel and reversible cutting edge			
Color coded quick couplers			
Plow Attachment			
Double trip 30 degree left and right minimum angling by hydraulics			
Plow rides on 2 adjustable skid shoes			
Full moldboard trip return mechanisms			
Full cutting edge trip return mechanisms			
Maximum 60" width			
Plow equipped with hardened steel cutting edge			
Plow push frame has an adjustable height stand to ease installation			
Color coded quick couplers			
Spare 1/2" X 6" hardened cutting edge with hardware			
Salt & Sand Spreader Attachment			
Sander is pin mounted to rear of tractor			
Hydraulically driven with engagement from cab			
Hopper capacity minimum of 1/2 cubic metre			
Heavy gauge steel fabrication			
Minimum spread width of 41"			
Color coded quick couplers			

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Power Angle Sweeper Attachment			
Broom diameter minimum 32"			
Broom sweeping width not to exceed 60"			
Self-centering scissor frame			
Steel extension dirt deflector			
Final drive to be hydraulic motor to broom core			
Relief valve on hydraulic drive for broom overload conditions			
Color coded quick couplers			
Rotary Mower Attachment			
Mower top provide a minimum 168" wide cut using a center deck and 2 wings			
PTO driven gear box			
Wings to be hydraulically driven, independent of one another			
Spring loaded idler to tension belt on center deck			
Cutting height adjustments from 1 ½" to 4" in ½" increments			
Wings shut off valve automatically when raised			
Color coded quick couplers			

SCHEDULE C - FORM OF PROPOSAL

FORM OF PROPOSAL

The price shall be in Canadian funds and include duties, royalties, handling, levies, transportation, delivery, dealer preparation, overhead, profit and all other charges. Any and all taxes are to be shown separately.

The Municipality of Lambton Shores 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 VOR: OSS 00163907 and VOR: OSS074422

According to the RFP specifications, pricing is to be submitted to provide for the following: F.O.B. Northville, Ontario and shall be good for the duration of ninety (90) days from date of tender opening:

1. Supply One (1) Articulating Tractor with Attachments pursuant to all terms and conditions outlined in the Specification Section herein.

Price \$ _____

HST \$ _____

TOTAL RFP SUM \$ _____

Supplier:

Name: _____

Address: _____

City/Province: _____

Postal Code: _____

Phone Number: _____

This unit shall be delivered FOB Northville ONT no later than:

Friday, June 06, 2025

Signature of Authorized Person

Print Name

Title

Date

Signature of Witness

Print Name

Title

Date



THE MUNICIPALITY OF

LAMBTON SHORES

REQUEST FOR TENDER

CONTRACT NUMBER:

NAME OF RFT:

SUBMITTED BY: