

**REQUEST FOR PROPOSALS
RFP-MCC-2602**

SUPPLY OF ONE ARTICULATED SIDEWALK MACHINE



MUNICIPALITY OF THE COUNTY OF CUMBERLAND
UPPER NAPPAN SERVICE CENTRE
1395 BLAIR LAKE ROAD
AMHERST NS B4H 3Y4

April 13, 2026

**CLOSING: April 27, 2026
2:00 PM AST**

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1. GENERAL REQUIREMENTS

The Municipality of the County of Cumberland (Municipality) invites Proposals for supply of a new Articulated Sidewalk Machine with one year unlimited hours warranty from in-service date. Proponent to provide details of warranty. This vehicle is to be delivered to Public Works in Parrsboro, Nova Scotia before November 30, 2026.

The Municipality will only consider Proposals for a new vehicle. Demonstrator units may be considered; however, the Proponent must notify the Municipality of this in advance for authorization, prior to the Proposal being submitted.

The Proponent must either be a Manufacturer, a factory branch, or a dealer engaged in the business of selling, dealing, and servicing the vehicle proposed upon and must maintain a full stock of parts and service. A dealer with full stock of parts and factory certified vehicle technicians shall perform all Warranty service.

2. INSTRUCTIONS TO PROPONENTS

This request for proposals (RFP) is not a tender call, and the submission of any response to this RFP does not create a tender process. This RFP is not an invitation for an offer to contract, and it is not an offer to contract made by the Municipality.

Though the Municipality fully intends at this time to proceed through the RFP, in order to select the Sidewalk Machine purchase, the Municipality is under no obligation to proceed with the purchase, or any other stage. The receipt by the Municipality of any information (including any submissions, ideas, plans, drawings, models or other materials communicated or exhibited by any intended Proponent, or on its behalf) shall not impose any obligations on the Municipality. There is no guarantee by the Municipality, its officers, employees or Managers, that the process initiated by the issuance of this RFP will continue, or that this RFP process or any RFP process will result in a contract with the Municipality for the purchase of the equipment, service, or Work.

It is the responsibility of each Proponent to ensure their Proposal arrives on time. Any late Proposals will not be accepted. Proposals may be withdrawn at any time prior to opening. Proposals received after the Closing Time or in locations other than the address indicated, will not be accepted and will be returned unopened.

Any Proposals submitted by facsimile, or telephone will **not** be accepted under any circumstances.

Any corrections or additions to any submitted Proposal will not be accepted unless it is initialed by the person signing the Proposal.

All Proposals must be firm for 60 calendar days after the closing date. Price to include any/all delivery charges to Parrsboro, Nova Scotia.

Any Proposals that do not meet these criteria may be rejected.

The Municipality reserves the right to waive technicalities, reject any or all proposals, or any portion thereof, to advertise for new Proposals, to proceed to do the work otherwise, or to abandon the work, if in the best interest of the Municipality.

This Proposal is not intended to exclude standard equipment or materials except where specified.

This Proposal is not intended to favor any particular equipment, manufacturer or contractor. Any names or figures the same or similar to any specific equipment, manufacturer or contractor is purely coincidental. The phrase "or equivalent" shall apply where a particular specification, equipment, manufacturer or contractor is mentioned. Where the Municipality has invested in equipment attachments, the proposal may specify that aspects of equipment be compatible with existing attachments owned by the Municipality.

All goods shall be free from design deficiencies that may affect their operation or serviceability. Materials not defined here shall be of the best commercial quality and suitable for the purpose intended.

3. CLARIFICATION AND ADDENDA

Notify the Municipality not less than three (3) working days before Proposal closing of omissions, errors or ambiguities found in this document. If it is considered that correction, explanation or interpretation is necessary; a written addendum will be issued. All Addenda become part of the Proposal documents.

Additional information, clarifications or instructions provided to a Proponent that may, in the opinion of the Municipality, be of general interest and any other information or instructions that the Municipality may deem to be appropriate in the circumstances may be incorporated in an Addendum to the Proposal that will be distributed to all Proponents.

Direct all Proposal questions and queries to:

Contact: Shelby Hum
Phone: 902-667-3204
Email: shelbyhum@cumberlandcounty.ns.ca

It is the responsibility of the Proponent to ensure all addenda have been received. Addenda will be posted on the Municipality website at www.cumberlandcounty.ns.ca and the Nova Scotia Public Tenders website at www.gov.ns.ca/tenders. The Municipality will not bear any responsibility for the failure of potential Proponents to obtain all documents before submitting a proposal.

4. PROPOSAL CLOSING

Proposals must be received at the Upper Nappan Service Centre no later than April 27, 2026 at 2:00 P.M. - ATLANTIC TIME.

5. PROPOSAL OPENING

Proposals will be opened publicly, on the Proposal Closing date at the Upper Nappan Service Centre, 1395 Blair Lake Road, Upper Nappan, NS, immediately following closing.

6. PROPOSAL SUBMISSION

The Proposal shall be submitted by one of the following two methods:

- a) in a sealed envelope, clearly labelled with the proposal number, title, and date/time of closing. Proposals shall be delivered to the address on the cover of this Request For Proposals, no later than the Proposal Closing. Paper submissions must also include an electronic copy on USB flash drive.

OR

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- b) electronically, in a PDF document, to procurement@cumberlandcounty.ns.ca. It is the responsibility of the Proponent to confirm receipt of their Proposal by the Municipality. The Proponent agrees that the electronic signatures of the Proponent on the electronic document shall have the same force and effect as manual/original signatures. Delivery of an executed copy of the Proposal by electronic means permitted in the RFP documents constitutes valid and effective delivery.

Proponents must submit the following items in the Proposal:

- a) Original manufacturer's complete specifications of the proposed unit and illustrated description.
- b) Municipality of the County of Cumberland Specification Sheet,
- check off each item for meets specification with yes or no;
 - where the proposed varies from the specification or an enhancement is proposed provide details in the Actual Proposed column.
- c) Completed Proposal Form.
- d) Photographs of unit proposed.
- e) Warranty descriptions, and
- f) Any other relevant information that would be helpful in the evaluation process.

Vehicle is to include all items listed as standard equipment on manufacturer's specifications.

The successful Proponent shall provide one (1) set of Parts Manuals, Operation/ Maintenance Manuals, Shop Repair Manuals and Operator Training Video, upon delivery.

7. EVALUATION OF PROPOSAL

Selection of the successful Proponent will be based on the following evaluation weighting system.

	Category	Points
1	Model Year	5
2	Specification	20
3	Warranty	15
4	Purchase price	50
5	Delivery date	10

Allocation of points for Purchase Price will be prorated – Lowest Purchase will receive full points. Prices equal to or greater than 2 x lowest purchase price will receive zero points. Other prices will receive prorated points.

Model Year will be scored 5 out of 5 for 2026 or newer model year vehicles, 3 out of 5 for 2025 model year vehicles, and 0 out of 5 for 2024 (or older) model year vehicles.

Full points will be awarded for meeting all Specifications, with deductions of 2 points for each major requirement not met, and 0.5 points for each minor requirement not met.

The proposal with the best warranty coverage will receive 15 points, while proposals not meeting warranty requirements will receive 0 points. All other proposals will receive prorated points.

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Warranty	Points	Years	Hours
Comprehensive	4	≥ 4 years	≥ 4,000 hours
	3	3 years	3,000 hours
	0	< 2 years	< 2,000 hours
Engine	4	≥ 4 years	≥ 4,000 hours
	3	3 years	3,000 hours
	0	< 2 years	< 2,000 hours
Power Train	4	≥ 4 years	≥ 4,000 hours
	3	3 years	3,000 hours
	0	< 2 years	< 2,000 hours
Corrosion	1.5	≥ 2 years	≥ 2,000 hours
	0	< 2 years	< 2,000 hours
Major emissions	1.5	≥ 2 years	≥ 2,000 hours
	0	< 2 years	< 2,000 hours

The Municipality reserves the right to negotiate with a preferred Proponent, or any Proponent, on any details, including changes to specifications and price. If specifications require significant modification, all Proponents shall have the opportunity to adjust their Proposals or re-submit altogether, as determined by the Municipality.

Local preference applies to this procurement as prescribed in Part 6 of the Municipality of Cumberland Procurement Policy. A copy of this policy can be found at:

<https://www.cumberlandcounty.ns.ca/government/policies.html>

8. INSPECTION OF VEHICLE UPON DELIVERY

The Municipality of the County Cumberland will conduct a thorough inspection of the vehicle upon delivery to ensure compliance with the Specifications as proposed. Delivery of the vehicle does not constitute acceptance of the vehicle. If the vehicle does not meet Specification and is not accepted, the Proponent must supply an equivalent vehicle free of charge for Municipality use (if required) until such time as the vehicle is accepted or replaced.

9. REGISTRATION / LICENSE / TIRE LEVY

Vehicle shall be registered and licensed (permanent) to the Municipality of Cumberland. The safety inspection, tire levy, full tank of fuel, license (H.S.T. not applicable) and registration shall be included in the total proposed price.

10. PROPOSAL FORM

See attached.

11. SPECIFICATIONS

See attached.

12. KITS

Provide one complete filter kit. Provide one oil sample kit, complete with sample bottles, tubing and evacuation hand pump for scheduled oil sampling.

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13. **MANUALS AND TRAINING**

Provide one electronic pdf copy on a USB flash drive of each of the following manuals:

- Parts
- Operation/Maintenance
- Shop Repair

Provide Operator Training Video in electronic format on a USB flash drive.

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	Item	Pricing
1	Sidewalk Machine	
2	Manuals and Training Video (electronic format)	
3	Kits (filter and oil sample)	
4	1.2m snowblower, single auger (Pronovost or equivalent)	
5	1.5 m Angle Snow Blade	
6	0.5yd Drop Sander	
7	Front end loader attachment	
8	Set of extra wheels and industrial tires	
9	Angle sweeper (optional)	
	Subtotal	
	14% HST	
	Total	

Specify warranty provided.

Description	Years	Hours	Description	Years	Hours
Comprehensive			Transmission		
Engine			Power train		
Major emissions			Corrosion		
Battery			Additional (specify)		

Optional additional or extended warranties:

Description	Details	Additional Cost	Years	Hours
2 year extended				
5 year extended				

Proponent agrees to deliver the equipment within ___ weeks of written notification of award.

Addenda No. ___ to ___ inclusive were carefully examined.

SIGNATURES

DATED THIS ___ DAY OF _____ 2026.

[Seal]

Name of Firm Proposing

Signature of Signing Officer

Name and Title of Signing Officer (Printed)

Witness

Name and Title (Printed)

Witness

Name and Title (Printed)

Company Address

Telephone No.

E-mail

**NOTE: Proposals submitted by or on behalf of any Corporation must be signed and sealed in the name of such corporation by a duly authorized officer or agent.*

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SPECIFICATIONS – SIDEWALK MACHINE:

A	GENERAL:	COMPLY		ACTUAL PROPOSED
1	Make (specify)	N/A	N/A	
2	Model (specify)	N/A	N/A	
3	Year	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

B	ENGINE:	COMPLY		ACTUAL PROPOSED
1	Diesel, liquid cooled, turbocharged	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	Net Power min: 50 hp at 2600 RPM	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3	-40°C engine coolant	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4	Air cleaner with dust evacuator and in-cab restrictor indicator	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
5	Cold start aid	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
6	Auto idle	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
7	EPA emissions certified	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
8	120-volt block heater, installed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
9	Oil sample ports	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
10	Onboard diagnostic ports	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

C	POWERTRAIN:	COMPLY		ACTUAL PROPOSED
1	4-wheel drive	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	Hydrostatic Transmission	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3	High and low range gearbox	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4	Differential lock	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
5	Throttle will be hand and foot controlled;	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
6	Hydraulic boosted braking system	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
7	Oil disc braking system	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
8	Electronically controlled parking brake	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
9	Driveshaft guards	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
10	Sealed axles	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

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D	ELECTRICAL SYSTEM:	COMPLY		ACTUAL PROPOSED
1	12-volt system	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	Maintenance free battery with 750 cold cranking amps	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3	Alternator 85-amp minimum	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4	Battery Disconnect	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
5	Boosting ports	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
6	Front – 2 LED driving and 2 LED flood lights	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
7	Rear – 2 LED flood and 2 LED spotlights	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
8	360° LED low profile strobe/beacon light mounted to roof	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
9	Back up alarm	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

E	ATTACHMENT/LOADER:	COMPLY		ACTUAL PROPOSED
1	Hydraulic actuated Front Quick Attach/Detach System	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	Front loader height 2.0 m minimum to load mid-size trucks	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3	Minimum lifting force 1800kg	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4	Bucket capacity 0.4m ³ minimum	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
5	Rear to be plumbed for hydraulic sander	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
6	Dual lift cylinders	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
7	Front loader bucket to be minimum 1.5m with bolt on cutting edges, anti-spill rollback	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
8	Front loader plumbed for attachments (ie. angle blade, sweeper, snowblower)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
9	Front bucket level indicator	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
10	Front bucket auto return	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
11	Rear mounting kit for drop spreader	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

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F	CABIN/OPERATORS STATION:	COMPLY		ACTUAL PROPOSED
1	ROPS/FOPS certified canopy	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	Telescopic and tilt steering wheel	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3	Air conditioning/heater with fan	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4	Window defrost vent front and rear	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
5	Intermittent windshield wipers and washer front and rear	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
6	Air suspension high back cloth seat	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
7	Instrument panel with full gauge package	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
8	Low noise cabin	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
9	External mounted lockable toolbox	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
10	Left and right, side mirrors	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
11	Interior rear facing mirror	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
12	Horn control	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
13	AM/FM Receiver with USB; mounted hidden Speakers, Bluetooth Compatible	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
14	Backup Camera with minimum 18 cm display	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
15	Seatbelt with retractor	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
16	Tinted safety glass	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
17	In-cab lighting	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
18	Front fenders	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
19	Arm rests	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
20	Sun visor - adjustable	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

G	TIRES:	COMPLY		ACTUAL PROPOSED
1	Front, Winter	N/A	N/A	
2	Rear, Winter	N/A	N/A	

H	HYDRAULICS:	COMPLY		ACTUAL PROPOSED
1	Hydraulic Ride Control	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	High Flow front hydraulics, 84l/min minimum	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3	3000psi minimum	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4	Snowblower chute, hydraulic rotation and tilt	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
5				

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I	COUNTERWEIGHTS:	COMPLY		ACTUAL PROPOSED
1	Any and all counterweights to be installed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

J	DIMENSIONS:	COMPLY		ACTUAL PROPOSED
1	Max track width: 1.2m (with snow tires)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	Max cab height: 2.35m (roof light included)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3	Max weight without attachments: 3500kg	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

L	MISCELLANEOUS:	COMPLY		ACTUAL PROPOSED
1	2 Sets of keys	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	Minimum 4 hrs operational training	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3	Minimum 4 hrs technical training for maintenance staff	<input type="checkbox"/> Yes	<input type="checkbox"/> No	