

CANADA POST CORPORATION

REQUEST FOR QUOTATION 'RBAH-1

REGIONAL HIGHWAY SERVICES AD HOCS / OVERLOADS

PROVINCE OF ONTARIO

AMENDMENT NO 1

Canada Post seeks qualified carriers to move mail and/or CPC equipment on an ad hoc basis via highway in the Huron Rideau Region (Ontario).

Canada Post requires rates for the transportation services named above. Interested parties are asked to pay attention to the following points:

1. **This is an open tender with no formal closing date, until such Notice is given by Canada Post.**
2. **The intent of this Request for Quote is to establish a data bank of Contractors able to fulfill Adhoc and Overload Highway Services on an 'as and when required basis'.**
3. **Potential Contractors in compliance with the attached Specifications may submit pricing at any given time.**
4. **These rates are to be effective until October 31, 2010 and are firm for the duration period (unless the carrier provides 30 day advance notice of any rate change).**
5. **Rates to include all related costs ie. fuel, labour, other extra charges, etc.**
6. **Effective November 1, 2010, and every year thereafter, bidders are expected to renew their pricing. Please refer to Canada Post Corporation website to get paperwork to complete renewal applications.**

Please submit your bids **CLEARLY MARKED "OVERLOAD RFP" ATTENTION: Roland Boudreau, 2701 Riverside Drive, Ottawa ON K1A 0B1.** If possible, please provide your e-mail address with your bid.

Bid forms are included in this package for your completion. Please note the following:

Contractors who do not submit a bid will not be called to perform overloads/ad hocs or Christmas runs.

All rates are to be quoted on kilometres – hourly rates will not be accepted

Kilometers are based upon PC Miler and are paid from the point of origin to the point of destination only (not from the contractor's yard or base)

Contractors have the right of refusal when contacted to perform overloads.

All overloads must be authorized and assigned an **authority number** by the Canada Post Control Centre **prior** to performance of the run; the **authority number** must be recorded by the contractor at the time of issuance - do not rely on dock staff to provide numbers on their paperwork. The **authority number** must be recorded on your invoice prior to submission to CPC for payment.

As noted in the specifications, trained and certified drivers are needed to operate MMHE on specified overload lanes.

No security deposit is requested with the submission of your bid.

If you have any questions please contact Roland Boudreau (613) 734-4157.

Canada Post Overload Specifications

Canada Post defines overload transportation as additional transportation required over and above existing contracted services. Overloads are called on an as required basis. Frequency and time of overloads vary and there is no guarantee of any particular Contractor being used. The following is taken into consideration when overloads are called:

1. Contractor location
2. Travel time
3. Response time to overload request
4. Rate
5. Contractor flexibility
6. Driver training
7. Contractor service history
8. Vehicle size
9. Ability to be contacted while in transit
10. Special equipment

Requirements

1. All equipment must be licensed for the maximum legal G.V.W..
2. All equipment must meet Federal and Provincial regulations governing the use and fitness of such equipment. Straight trucks and trailers must have ICC bars in order to accommodate the Dok Lok system at mail processing facilities. No refrigerated trucks or propane heaters allowed.
3. Contractors must provide two wheel chocks. Driver to install and/or remove wheel chocks to/from truck or trailer wheels at all stops. Chocks are to be on two separate truck or trailer wheels at all stops.
4. C.S.A. approved safety shoes must be worn at all times on CPC property.
5. Contractor must provide 24 hour dispatch or communication access to supervisory staff
6. Vehicles are to be equipped with an operational cellular phone or two way radio.
7. Any service irregularities, problems or delays must be reported to the Canada Post Area Performance Centre at 1-800-387-0737 within 10 minutes of occurrence (breakdowns, weather or facility delays etc.)
8. Contractors must provide locks and secure all external doors. The Contractor must ensure loaded vehicles remain secure at all times.

9. Canada Post keys must be maintained in a secure manner. Loss of keys must be reported to the Canada Post Area Performance Centre (1-800-387-0737) within 10 minutes of occurrence. The contractor is liable for any cost associated with the replacement of lost keys.

10. For all overload lanes identified as " MMHE (motorized mail handling equipment) required", the Contractor, at the Contractor's expense shall provide personnel properly trained and certified to the Canada Labour Code and the Canadian/Provincial Occupational Health Safety regulations (COSH) level in the operation of industrial low lift trucks. All personnel performing these overloads must carry their card of certification with them and present it to Canada Post officials upon request. Currently the following offices require certified drivers:

- Aylmer
- Bracebridge
- Brantford
- Brockville
- Burlington Main
- Burlington Depot 8
- Chatham
- Clinton
- Cochrane
- Collingwood
- Cornwall
- Elliot Lake
- Espanola
- Galt
- Gatineau PQ
- Kirkland Lake
- Midland
- New Liskeard
- Niagara Falls
- North Bay
- Orillia
- Owen Sound
- Renfrew
- St. Catharines main
- St. Catharines depot 1 & 2
- St. Thomas
- Smiths Falls
- Pembroke
- Preston
- Sarnia
- Welland

11. Back up vehicles and drivers must be immediately available in case of a service failure or mechanical breakdown.

12. Contractors and drivers must be familiar with Canada Post paperwork including surface transportation reports, statement of mailings, manifests, etc..
13. If requested, Contractors/drivers may be required to tally and report volumes picked up or dropped.
14. Contractors providing overload transportation at Customer facilities must be Customer sensitive and Customer oriented.
15. Contractors should be aware that delays may occur during high volume periods such as Christmas. Seasonal delays should be accounted for when rates are submitted.
16. Authorization numbers and surface transportation reports must be obtained before an overload is performed and submitted with Contractor invoices. It is the Contractor's responsibility to maintain these records and ensure accuracy.
17. Canada Post requires exclusive use of all vehicles unless other arrangements have been approved in advance.
18. All loads must go direct to destination without stop off.
19. The dimension of overload vehicles must meet Canada Post vehicle specifications.
20. Meet Canada Post's Security Requirements

21. VEHICLE SPECIFICATIONS

TYPE	OUTSIDE LENGTH	INSIDE LENGTH	OUTSIDE WIDTH	INSIDE WIDTH	INSIDE HEIGHT	CUBIC FEET	CUBIC METERS	PAYLOAD KG.	MONO CAPACITY	DOOR OPENING
Straight Truck	22' 6.7m	259" 6.58m	8.5' 2.59m	96" 244cm	102" 259cm	1500	42.5	7200	11 - S 22 - D	95"
Straight Truck	24' 7.31	282" 7.16m	8.5' 2.59m	96" 244cm	102" 259cm	1500	44.0	7500	11 - S 22 - D	95"
Tractor Trailer	48' 14.63m	571" 14.5m	8.5' 2.59m	96" 244cm	102" 259cm	3236	93.0	24000	24 - S 48 - D	95"
Tractor Trailer	53' 16.2m	631. 16.18m	8.5' 2.59m	96" 244cm	102" 259cm	3236	103.0	24000	26 - S 52 - D	95"

MONO CAPACITY: S = Single monos D = Double stacked monos

Note: Mono capacity is for CPC reference only. When loose loading, the determining factor will be maximum licensed cargo capacity.

DOOR OPENING: 95" is the minimum clearance for door opening from the highest point of the floor to lowest point of door.

MEASUREMENTS AND PAYLOADS ARE MINIMUM REQUIREMENTS

The above specifications are to be used as general guidelines only. Size and cube variations are possible as long as minimum requirements are met.

VEHICLE HEIGHT TO DOCK LEVEL:

All straight trucks or tractor trailer units must meet industry standards for loading/unloading from a standard 48" ground to dock floor level high dock.

DEFINITIONS:

Tractor-Trailer (T/T) Any combination of a tractor and trailer(s).

Straight Truck. (S/T) A single unit consisting of chassis, cab and box designed for loading/unloading at a standard 48" height dock.