



UNIVERSITY
OF MANITOBA

Financial Services

Purchasing Services
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UNIVERSITY OF MANITOBA

Fitness Equipment

REQUEST FOR PROPOSAL

RFP # FG 140707 TP

SECTION 1 – PROJECT SUMMARY

1.1 PROJECT OVERVIEW

The University of Manitoba is soliciting proposals for supply, delivery, installation, and after sales support of fitness equipment. The University will only consider proposals from financially responsible firms presently engaged in the business of providing fitness services. Each Offeror must furnish the required documents in the required format as outlined in this RFP in order to be considered responsive.

The University expects to award the contract to the best-valued Offeror based on the requirements in this solicitation. The Offeror selected for award will be the Offeror whose proposal is responsive, responsible, and is the most advantageous to the University, as determined by the University in its sole discretion.

1.2 PROJECT BUDGET

The estimated budget for this project is \$2,500,000.

1.3 PROJECT SCHEDULE

The University requires that supply, delivery and installation be completed by November 28, 2014 and after sales support of operations commences with the opening of the Active Living Centre on January 1, 2015.

1.4 DESIRED OUTCOMES

The University expects to select a supplier that provides overall best value for all equipment and services equal to, or better than, the level of service currently provided. The University's primary goals of this RFP are to ensure the long term viability of the fitness equipment and to increase satisfaction to the University and students. The scope of work and the expectations for the fitness equipment provider are detailed in Exhibit 1.

1.5 CURRENT CONDITIONS

Best efforts have been made to obtain accurate, detailed information on the current conditions at the University, as detailed on Exhibit 2; however, Offerors should not assume this information is 100% complete or accurate.

SECTION 2 – INSTRUCTIONS TO OFFERORS

2.1 UNIVERSITY REPRESENTATIVES

The University has designated representatives (listed below) whom are responsible for the conduct of this procurement. All inquiries, concerns, or clarifications regarding this procurement must be submitted to these individuals only in writing by email (no phone calls). Offerors shall not contact any other University employees. Please copy both individuals on all correspondence.

Procurement University Representative - All inquiries regarding the procurement, process, procedures, or submittals must be submitted in writing by email to the individual listed below (and CC the Technical University Representative):

Tingting Pan (Purchasing Consultant, Purchasing Services)
Fax: 204-474-7509
E-mail: tingting.pan@umanitoba.ca

Technical University Representative - All technical inquiries regarding the project specifics (such as scope of work, current conditions, desired outcomes, etc.) must be submitted in writing by email to the individual listed below (and CC the Procurement University Representative):

Simon Wang (Facilities Manager, Faculty of Kinesiology and Recreation Management)
Fax: 204-474-7634
E-mail: simon.wang@umanitoba.ca

2.2 INQUIRES, CLARIFICATIONS, REQUESTS FOR INFORMATION

Offerors are expected to promptly review the Request For Proposal (RFP) document, including all of the attachments, exhibits, and addenda. If discrepancies, inconsistencies, or omissions are found, the Offeror shall immediately notify the University Representatives noted in 2.1. If the Offeror has questions or requires clarification on any part of this RFP, they shall immediately notify a University Representative noted in 2.1. The University Representative may respond to any such requests by issuing written addenda. The University will not be responsible for or bound by oral, telephone or written communications to an Offeror that have not been confirmed by written Addenda. All questions, inquiries and/or clarifications must be emailed by the due date identified in the Procurement Schedule.

2.3 PROCUREMENT SCHEDULE

The University will make every effort to adhere to the schedule below. However, the University reserves the right to modify these activities and dates at any time.

No	Activity	Date
1	Project Announcement	04/28/2014 (Note 1)
2	Pre-Proposal Conference	06/25/2014 (Note 2)
3	Issue Request for Proposal	07/07/2014
4	Site Visit	07/14/2014
5	Deadline to Submit Questions/Inquiries	07/17/2014
6	Proposal Due Date (2:00 PM Winnipeg Time)	07/24/2014
7	Interviews	07/31/2014
8	Clarification and Pre-Planning Period	08/01/2014- 08/18/2014
9	Anticipated Date of Award	08/19/2014
10	Implementation Period	08/20/2014- 11/28/2014
11	Start of Service	01/01/2015

Notes:

1 – Public notice Request for Information issued April 28, 2014

2 – Best Value Procurement – Fitness Equipment presentation slides available online by separate link at

http://umanitoba.ca/admin/financial_services/purch/suppliers.html

2.4 PRE-PROPOSAL CONFERENCE AND SITE VISIT

A pre-proposal conference and site visit will be conducted to provide an overview of the project and the procurement process. Potential Offerors are strongly encouraged to send their potential Key Account Manager to the pre-proposal conference and site visit to obtain the greatest educational benefit. Attendance at this conference and site visit is not mandatory, but highly encouraged. To obtain additional information about these meetings (such as the address/location/time), please send an RSVP email to both individuals listed in Section 2.1.

Offerors are encouraged to watch an online video of the Best Value Process prior to attending the pre-proposal conference and site visit to obtain an understanding of the process. The *Best Value Process* general video for suppliers can be found at: <http://www.pbsrg.com/videos/supplier-education/> and *Best Value Procurement – Fitness Equipment* presentation slides specific to this project can be found at: http://umanitoba.ca/admin/financial_services/purch/suppliers.html

2.5 ADDENDA

The University may make changes to the RFP and/or provide clarification to information

stated within the RFP by way of issuance of written addenda. All addenda issued prior to the Proposal Due Date will become part of this RFP and will be deemed to have been considered by the Offeror in its proposal.

Suppliers are required to monitor the University's Purchasing Services Bid Opportunities website http://www.umanitoba.ca/admin/financial_services/purch/Bid_Opportunities.html for all addenda to the RFP. It is the responsibility of the Bidder to ensure all addenda were received.

SECTION 3 – SUBMISSION OF THE PROPOSAL

3.1 DATE, TIME, AND LOCATION

All proposal packages **MUST** be received by Purchasing Services no later than the date/time indicated in the Procurement Schedule in Section 2.3 (“Proposal Due Date”). Proposals received after this deadline will **NOT** be accepted. The proposal package must be delivered to:

Ms. Tingting Pan
Purchasing Consultant, Purchasing Services
University of Manitoba
66 Chancellor Circle, 410 Administration Bldg.
Winnipeg, MB R3T 2N2

The University is not responsible for the timeliness of mailed documents, nor will the University accept any proposal delivered to a different location.

3.2 FORMAT

All proposals must be printed on standard 8½ x 11 paper. Offerors must use the templates provided in the required Attachments. Proposal documents should be stapled together. Do not bind the documents in any other way.

3.3 NUMBER OF RESPONSES

Each Offeror shall submit only one (1) original hardcopy proposal and one (1) electronic version of their proposal on a CD or USB (in MS Word). Proposals submitted by facsimile or email will not be accepted.

3.4 PROPOSAL PACKAGE CONTENTS AND REQUIREMENTS

Each Offeror shall submit one (1) proposal package. The package must be marked with reference to this RFP (RFP Number and Name). The package must be sealed and contain the information below. Any proposal that does not adhere to the requirements in this RFP may, at the University’s sole discretion, be deemed non responsive and rejected.

Attachment A – Proposal Form
Attachment B* – Team Qualifications
Attachment C* – Project Plan
Attachment D* – Risk Assessment Plan
Attachment E* – Value Assessment Plan
Attachment F – Reference List
Attachment G – Survey Questionnaires
Attachment H – Past Performance Information Scores
Attachment I – Cost Proposal Form

A CD or USB containing the proposal as required in Section 4

** Indicates that the entire Attachment must be anonymous. These Attachments must NOT contain any names (company, personnel, project, product, etc.) that can be used to identify the Offeror.*

SECTION 4 – PROPOSAL REQUIREMENTS AND FORMAT

4.1 OVERVIEW

This contract, if any, will be awarded on a best value basis, as outlined in this RFP. The best value process consists of three primary stages: 1) selection, 2) clarification and pre-planning, and 3) post award performance measurement.

Selection: The first stage of the best value process focuses on the Offeror's ability to differentiate itself based upon the ability to identify, prioritize, and minimize risks, add value to the University and show a high level of past performance on behalf of other clients. Instead of focusing on minimum expectations, the University is allowing Offerors to compete based on value and their ability to maximize the University's satisfaction. Consequently, the submitted proposals should be brief, show differentiation, and allow the University to make a decision on which Offeror is the best value Offeror for the University. It is imperative that each Offeror realize that what is written in the proposals and discussed in the interview will become part of the Offeror's final contract.

Clarification and Pre-Planning: The second stage of the best value process occurs prior to award with the anticipated highest prioritized Offeror. This Offeror will be required to clearly present their plan on how they will complete the project on-time, without any cost increases, and meeting the quality expectations of the University. This period of time is provided to the Offeror to ensure that they have properly addressed and accounted for all aspects of the service in their proposal.

Post Award Performance Metrics: The third stage of the best value process occurs after award, and requires the awarded Offeror to monitor and track all risks on the project on a weekly basis and to document their performance on a monthly basis.

4.2 ATTACHMENT TEMPLATES

This RFP contains Attachments, which must be used by the Offerors to submit their proposal. An electronic copy of the RFP with templates for each Attachment is posted online. The Offeror must download, complete, and submit each Attachment as their proposal. Offerors shall NOT re-create these attachments, create their own attachments, or edit the format of the attachments (page sizing, font type, font size, color, etc.). Any proposal that does not adhere to these requirements may, at the University's sole discretion be deemed non responsive and rejected.

4.3 PROPOSAL FORM (ATTACHMENT A)

The Offeror must complete all information requested in Attachment A. This document requests information on the following items:

- Contact information of the Offeror
- Acknowledgement of all addenda
- Identification of the critical project team, including:
 - Key Account Manager – This individual will be the daily single point of contact for the University for this project. The Key Account Manager is the individual that the University can contact at any time to resolve any

- issues and to answer any questions. They will be the lead for the execution of this project for the entire duration of the project.
 - This individual shall be used by Offeror for the duration of the Contract resulting from this RFP and CANNOT be removed or replaced, unless requested to do so by the University.
- Completion of all certification statements.

This document must also be signed by the person authorized to contractually obligate the Offeror/Organization.

4.4 TEAM QUALIFICATIONS AND CAPABILITIES (ATTACHMENT B)

The Offer shall prepare and submit Attachment B. The goal of this plan is to allow the Offeror to differentiate their capability to meet the requirements of this project by aligning their expertise. The Offeror is encouraged to describe the team of key personnel that will be assigned to this project along with key performance metrics (example: how long they have been with your company, years of experience in current position, number of similar projects, average customer satisfaction ratings, performance improvements, awards received, etc.).

In order to minimize any bias, the Team Qualifications MUST NOT contain any names that can be used to identify who the Offeror is (such as company names, personnel names, project names, or product names). A template is provided in this document and must be used by all Offerors. Offerors are NOT allowed to re-create, re-format, or modify the template (cannot alter font size, font type, font color; add colors, pictures, diagrams, etc.).

The Team Qualification plan must NOT exceed 1 page (front side of page only). Any plan that contains names, or fails to meet all of the formatting requirements mentioned above, may, at the University's sole discretion, be marked as nonresponsive and eliminated from the evaluation process. The University also reserves the right, in its sole discretion, to modify a Proposal to remove non-compliant information.

4.5 PROJECT PLAN (ATTACHMENT C)

The Offer shall prepare and submit Attachment C. The purpose of the Project Plan is to demonstrate to the University that the Offeror can visualize what they are going to do before they do it. The Project Plan should be developed around fulfilling the University's requirements within the known project constraints of cost, time, resources, quality, and expectations as described in this RFP. The Project Plan consists of the following sections:

- **Proposal Summary** – a brief chronological roadmap that describes, in major activities and tasks, how the Offeror will meet the University's expectations as set forth in this RFP. This should be a concise synopsis of the work and approach that will be taken to complete this project.
- **Project Assumptions** – a brief summary of the major assumptions that have been made in preparing the proposal. This should include items/tasks that the Offeror has assumed the University will perform, items/tasks required from the University, and items/tasks that have not been included in the proposal (items that the Offeror feels are outside the scope of work).

- **Roles, Responsibilities, Expectations** – brief summary of the expectations and responsibilities that the Offeror has of the University or University personnel.
- **Clarification and Pre-Planning Period Schedule** – a high level schedule that include dates of when the Offeror will accomplish all of the requirements of the Clarification Period (Section 6).

In order to minimize any bias, the Project Plan MUST NOT contain any names that can be used to identify who the Offeror is (such as company names, personnel names, project names, or product names). A Project Plan template is provided in this document and must be used by all Offerors. Offerors are NOT allowed to re-create, re-format, or modify the template (cannot alter font size, font type, font color; add colors, pictures, diagrams, etc.).

The Project Plan must NOT exceed 4 pages (front side of page only) (one page for the Proposal Summary, one page for the Project Assumptions, one page for Roles and Responsibilities, and one page for the Clarification Period Schedule). Any plan that contains names, or fails to meet all of the formatting requirements mentioned above, may, at the University's sole discretion, be marked as nonresponsive and eliminated from the evaluation process. The University also reserves the right, in its sole discretion, to modify a Proposal to remove non-compliant information.

4.6 **RISK ASSESSMENT PLAN (ATTACHMENT D)**

The Offer shall prepare and submit Attachment D. The Risk Assessment Plan should address risks that may impact the successful delivery of this service, considering all expectations as described in this RFP. The Offeror should list and prioritize major risk items that are unique and applicable to this project. This includes areas that may cause the project to not be completed on time, may increase costs, not generate the expected financial returns, or may be a source of dissatisfaction for the owner. The Offeror should rely on and use their past experience and knowledge of completing similar projects to identify these potential risks.

Each risk should be described in non-technical terms and should contain enough information to describe to a reader why the risk is a valid risk. The Offeror must also explain how it will avoid or minimize the risks from occurring. If the Offeror has a unique method to minimize the risk, the Offeror should explain it in non-technical terms. The Risk Assessment plan gives the opportunity for the Offeror to differentiate its capabilities based on its ability to visualize, understand, and minimize risk to the University and the risk to a successful outcome of the service. The Risk Assessment Plan is broken down into two subparts: Assessment of Controllable Risks and Assessment of Non-Controllable Risks.

- **Assessment of Controllable Risks:** This includes risks, activities, or tasks that are controllable by the Offeror, or by entities/individuals that are contracted to by the Offeror. This includes things that are part of the technical scope of what the Offeror is being hired to do. This may also include risks that have already been minimized before the project begins due to the Offeror's expertise (i.e. risks that are no longer risks due to the Offeror's expertise in delivering this type of project). All risks and strategies to mitigate these controllable risks must be included in the Offeror's total financial/cost proposal.

- **Assessment of Non-Controllable Risks:** This includes risks, activities, or tasks that are not controllable by the Offeror. This may include risks that are controlled by the University, University's agents or organizations, risks that are caused by outside agencies, or completely uncontrollable risks. Although these risks may not be controlled by the Offeror, the Offeror must identify a strategy that can be followed or used to mitigate these risks. All risks and strategies to mitigate these non-controllable risks must not be included in the Offeror's total financial/cost proposal.

In order to minimize any bias, the Risk Assessment Plan **MUST NOT** contain any names that can be used to identify who the Offeror is (such as company names, personnel names, project names, or product names). The Risk Assessment Plan must not identify the Offeror's financial contribution for this service.

A Risk Assessment Plan template is provided in this document and must be used by all the Offerors. Offerors are **NOT** allowed to re-create, re-format, or modify the template (cannot alter font size, font type, font color; add colors, pictures, diagrams, etc.). The Risk Assessment Plan should be brief and concise. The Risk Assessment Plan must **NOT** exceed 2 pages (front side of page only) (1 page for the Assessment of Controllable Risks, 1 page for the Assessment of Non-Controllable Risks). Any plan that contains names, or fails to meet all of the formatting requirements mentioned above, may, at the University's sole discretion, be marked as nonresponsive and eliminated from the evaluation process. The University also reserves the right, in its sole discretion, to modify a Proposal to remove non-compliant information. The Risk Assessment Plan will become part of the final contract (if Offeror is selected for award).

4.7 VALUE ASSESSMENT PLAN (ATTACHMENT E)

The Offer shall prepare and submit Attachment E. The purpose of the Value Added Plan is to provide Offerors with an opportunity to identify any value added options or ideas that may benefit the University or service. If the Offeror can include more scope or service within the constraints of the University, the Offeror should provide an outline of potential value added options. This may include ideas or suggestions on alternatives in implementation timelines, project scope, project cost, equipment, goals, deliverables, methodologies, etc. Value added ideas must **NOT** be included in the base fee of overall project cost. The potential impacts to cost should only be listed in the financial/cost proposal form (Attachment I). Prior to award (during the Clarification and Pre-Planning Phase), the University will determine if the value added items will be accepted or rejected.

In order to minimize any bias, the Value Assessment Plan **MUST NOT** contain any names that can be used to identify who the Offeror is (such as company names, personnel names, project names, or product names). The Value Assessment Plan must not identify the Offeror's financial contributions for this service.

A Value Assessment Plan template is provided in this document and must be used by all the Offerors. Offerors are **NOT** allowed to re-create, re-format, or modify the template (cannot alter font size, font type, font color; add colors, pictures, diagrams, etc.). The Value Assessment Plan should be brief and concise. The Value Assessment Plan must **NOT** exceed 1 page (front side of page only). Any plan that contains names, or fails to meet all of the formatting requirements mentioned above, may, at the University's sole

discretion, be marked as nonresponsive and eliminated from the evaluation process. The University also reserves the right, in its sole discretion, to modify a Proposal to remove non-compliant information.

4.8 PAST PERFORMANCE INFORMATION (ATTACHMENTS F, G, H)

The University will analyze past performance information on each of the entities below:

- The Offeror (Firm)
- The Key Account Manager (Individual that is listed in Attachment A)

For each of these entities, the Offeror shall prepare and submit a Reference List, Customer Surveys, and Past Performance Information Scores as outlined below:

Reference List Requirements (Attachment F)

- For each entity, the Offeror must prepare and submit a list of clients that will evaluate each entity's performance.
- The Key Account Manager can use the same past references as the Firm, provided that they were used on those particular projects.
- The maximum number of references that can be submitted is 5 for each entity. The number of returned surveys will be analyzed along with the survey scores.
- The past projects must be awarded and operational (the client must be able to respond to the survey questions).
- The past projects should be related to fitness equipment supply, delivery, installation and after sale support service.
- The entity cannot have multiple people evaluate the same service (each project for that particular entity must be different).
- The end user/client must complete the survey (the Offeror cannot have other consultants or third parties evaluate the entity's performance).
- The University of Manitoba or its employees cannot be used as a reference.

Survey Questionnaires (Attachment G)

- For each entity, the Offeror must prepare, send out, and collect survey questionnaires to each individual listed on the Reference List.
- The Offeror must modify the return information (located at the bottom of the survey) so that the surveys are returned back to the Offeror.
- All returned survey MUST be evaluated AND signed by the client. If a survey is not signed, it will NOT be counted or considered.
- The Offeror is responsible for making sure that clients receive the survey, complete the survey, and return the survey.
- Returned surveys must be packaged together and submitted with the Offeror's proposal.

Past Performance Information Score (Attachment H)

- Once the Offeror has collected all of its surveys, the Offeror is required to generate the Past Performance Information score for each entity.
- The Offeror is required to input all of its returned survey scores, and then average all of the responses together to obtain the Offeror's overall rating.
- The Offeror is required to count the total number of returned surveys to obtain the overall number of returned surveys.

- The University may contact the reference to clarify a survey rating, check for accuracy, or to obtain additional information. If the reference cannot be contacted, the survey will be deleted and no credit given for that reference. The University may also adjust scores/ratings if the University determines that the criteria/requirements have not been followed.

4.9 COST PROPOSAL (ATTACHMENT I)

The Offeror shall prepare and submit the Cost Proposal (Attachment I), which shall meet all Exhibit 1 requirements. The University's requirement is for a supplier to provide all equipment and services necessary to meet the intent of the University as described in the RFP. The cost proposal shall include all direct and indirect costs associated with this service. Offerors shall identify:

- The Offeror's Overall Total Project Cost – The Offeror shall include all direct and indirect costs necessary to meet the intent of the University as described in the RFP. This cost shall include (but is not limited to): Equipment and services supply, delivery to site, installation, commissioning, training, manuals, warranties as specified, subcontractors, applicable taxes (excluding GST and PST), fees, overhead, profits, travel, and all direct and indirect cost (excluding buy back fitness equipment values which will be assessed in accordance with Section 5.8 Financial or Cost Reasonableness).
- The Offeror's Itemized Prices – The Offeror shall submit itemized prices for all items identified in the Attachments.
- The Offeror's Alternative Prices – The Offeror shall submit prices for each alternative identified in the Attachments.
- The Offeror is responsible for all costs associated with transitioning the service (including disposal of all existing buy-back fitness equipment if this option is exercised).

The University reserves the right to request additional information to clarify any financial information.

SECTION 5 – EVALUATION PROCESS

5.1 OVERVIEW

The University will determine the potential best-valued Offeror who, in the sole judgment of the University, best meets the RFP requirements. The University reserves the right to clarify, negotiate, or seek additional information, on any Proposal. At any point during the procurement, the University reserves the right to re-scope the project, issue a new solicitation, or cancel the RFP altogether. The University reserves the right to add/delete/modify any criteria or requirement in this RFP if the University deems it to be in their best interest (at the University's sole discretion).

5.2 EVALUATION SUMMARY

Proposals will be prioritized based on the categories described below. Note: Only shortlisted Offerors will be evaluated and receive points for Interviews.

Evaluation Category	Points
Cost	300
Interview of Onsite Key Account Manager	300
Risk Assessment Plan	150
Value Assessment Plan	100
Team Qualifications	50
Past Performance Information – Firm	50
Past Performance Information – Key Account Manager	50
Total	1,000

A sample spreadsheet that includes all of the criteria, weights, and formulas can be found online ("Evaluation Model.xls"). This spreadsheet is for informational purposes only.

5.3 RESPONSIVE AND RESPONSIBLE

The University shall only consider and evaluate proposals from responsive and responsible Offerors.

To be considered responsive, at a minimum, Offerors must complete and submit all of the required information that is requested in this RFP and its Attachments, and the Proposal must also be delivered on time and to the correct address as identified in this RFP. Any proposal that is illegible, incomplete or otherwise irregular in any way may, at the University's sole discretion, be marked as non-responsive.

To be considered responsible, at a minimum, Offerors must be presently engaged in providing fitness equipment similar to those required in this RFP, must have appropriate

licenses, and must be capable of performing the services required outlined in this RFP. The University, in its sole discretion, may reject any proposal in which the Offeror in the University's opinion:

- Has unsatisfactorily performed work for the University
- Has a current contract with the University which is not in good standing
- Has had a contract terminated by the University for non-performance
- Is engaged in unresolved disputes or is in litigation with the University
- Has been, or is presently debarred, suspended, proposed for debarment, or declared ineligible for award of a contract by any public entity
- Has had judgments rendered against them for fraud, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or tax evasion

The University reserves the right to contact any Offeror to clarify any information in its proposal, to request additional information from the Offeror, or to conduct additional investigation about the Offeror not outlined in this RFP. Offerors that do not, or cannot provide the requested information may, at the University's sole discretion, be considered nonresponsive.

5.4 EVALUATION COMMITTEE

An Evaluation Committee will be used to evaluate specific portions of all responsive Proposals (including the Risk Assessment Plan, the Value Assessment Plan, Team Qualifications, and Interviews). The Evaluation Committee will independently review and score the items comparatively to one another based on a 1, 5, 10 scale. A "10" represents that the item being evaluated is dominantly greater (or has more value) than the average. A "5" represents that the item being evaluated is about average (or there is insufficient information to make a dominant decision). A "1" represents that the item being evaluated is dominantly below the average. Once each member has individually scored each item, their scores will be sent to a University Procurement Representative, who will then average the scores together to obtain the final average score for each of the evaluated criteria.

5.5 SHORTLISTING OFFERORS

The University expects to follow the process below to shortlist Proposals; however, the University may modify this process if it is in the best interest of the University:

1. All proposals will be reviewed for compliance with the mandatory requirements as stipulated within the RFP. Proposals deemed non-responsive will be eliminated from further consideration. A University Procurement Representative may contact Offerors for clarification of the responses.
2. A University Procurement Representative will assign a unique code to each responsive proposal.
3. A University Procurement Representative will provide evaluation documents to each Evaluation Committee member along with coded Risk Assessment Plans, Value Assessment Plans, and Team Qualification Plans. No cost information or team identity information will be provided to the Committee members.

4. The Committee members will independently evaluate and score the documents and submit their scores back to a University Procurement Representative.
5. A University Procurement Representative will create a linear matrix model to assist in analyzing and prioritizing the responsive Proposals based on the submitted information. The model will analyze: Cost, Risk Assessment Plan, Value Assessment Plan, Team Qualifications, and Past Performance Information. This model will assign points based on the normalized distance that a score is from the best score.
6. A University Procurement Representative will present the results of the model to the Evaluation Committee, which will then identify the top two-to-three highest ranking proposals, and identify them as the Shortlisted Offerors. The Evaluation Committee reserves the right to increase or decrease the number of proposals in this list based on the overall competitiveness of the proposals.
7. The Shortlisted Offerors will be required to participate in an interview process.

5.6 INTERVIEWS

The University will conduct interviews with the Key Account Manager from each of the Shortlisted Offerors. This individual must be the same person that is listed in the Offeror's Proposal (Attachment A). No substitutes, proxies, phone interviews, or electronic interviews will be allowed. Individuals who fail to attend the interview on the date/time specified will be given a "1" score, which may jeopardize the Offeror's competitiveness.

Interviews are expected to last approximately 30 minutes per individual. No other individuals (from the Offeror's organization) will be allowed to sit in or participate during the interview session. Interviewees may not bring notes or handouts. The University will interview individuals separately. Interviewees will be prohibited from making any reference to their financial/cost proposal. The University may request additional information prior to interviews and may request to interview additional personnel.

5.7 FINAL PRIORITIZATION OF OFFERORS

After the shortlisted Offerors have been interviewed, they will be evaluated and scored by the Evaluation Committee. A University Procurement Representative will then create a final linear matrix model for the shortlisted Offerors based on all of the criteria outlined in Section 5.2. Once these Offerors have been prioritized, a University Procurement Representative will perform a financial/cost reasonableness assessment as identified in the next section.

5.8 FINANCIAL OR COST REASONABLENESS

A University Procurement Representative will perform a financial/cost reasonableness assessment of the highest prioritized Offeror (as described in Section 5.7) in the following manner:

- If the highest ranked Offeror's total cost proposal is within 5% of the next highest ranked Offeror's total cost proposal, the University will proceed to invite the highest ranked Offeror to the Clarification Period.

- If the highest ranked Offeror's total cost proposal is 5% (or more) higher than the next highest ranked Offeror's total financial proposal, the University reserves the right to invite the second highest ranked Offeror to the Clarification and Pre-Planning Period.
- Offerors total cost may be calculated, at the University's sole discretion, net of potential buy-back value on existing equipment for assessment of financial cost reasonableness.

SECTION 6 – CLARIFICATION AND PRE-PLANNING PERIOD

6.1 OVERVIEW

Prior to award, the apparent Best-Valued Offeror will be required to perform the clarification period functions as outlined in this section. The intent of this period is to allow the apparent Best-Valued Offeror an opportunity to clarify any issues or risks, and confirm that their proposal is accurate. The Clarification Period is carried out prior to the signing of the Contract. The University's objective is to have the project completed on time, without any cost/financial deviations, and with high customer satisfaction. At the end of the project, the University will evaluate the performance of the Offeror based on these factors, so it is very important that the Offeror preplan the project to ensure there are no surprises.

It is the Offeror's responsibility to ensure that the Offeror understands the University's subjective expectations. It is not the University's responsibility to ensure that the Offeror understands what its expectations are. The Offeror is at risk, and part of the risk is understanding the University's expectations. The Offeror will not be permitted to modify its proposal, proposed financial contribution, or project team (unless through mutual agreement with the University, in which case the new offer becomes binding).

6.2 REQUIRED ACTIVITIES / DELIVERABLES

The Offeror will be required to preplan the project in detail to ensure that there are no surprises. The Offeror will be required to perform the following (including, but not limited to):

1. Perform a detailed cost verification
 - a. Detailed cost breakdown: Item purchase price, item lifetime expected annualized repair and maintenance costs, and end of lifetime buy-back value. The Offeror shall include in their proposal Project Plan (Attachment C) a preferential pricing mechanism/formula for after sale purchase of equipment and replacement parts baselined against the Offeror's national published price list that would apply upon expiration of warranties. The Offeror shall provide the University with new price lists prior to any changes in pricing taking effect.
 - b. Identify why the cost proposal may be significantly different from competitors
 - c. Review big-ticket items
 - d. Review value added options
2. Align expectations
 - a. Identify any potential deal breakers
 - b. Clearly identify what is included and excluded in the proposal
 - c. Review any unique requirements with the University
 - d. Review interview statements
 - e. Clearly identify University roles and responsibilities
 - f. Review and approve all contract terms and conditions
 - g. Introduction of the Offerors critical personnel to the University team
 - h. Provide plan for critical staff retention and plan if these individuals leave

- i. A sample of the fitness equipment being proposed may need to be demonstrated to the Evaluation Committee/University staff for functionality and user assessment. Demonstrations must be made available at no cost to the University and will not be liable for any loss or damage that may occur to the equipment during the evaluation and testing process.
- 3. Carefully preplan the project in detail
 - a. Coordinate the project/service with all critical parties
 - b. Revisit the sites to do any additional investigating
 - c. Prepare a detailed project schedule identifying critical milestones
 - d. Prepare a detailed project plan if necessary
 - e. Provide a detailed plan on how to address personal health information in accordance with all regulations. The Offeror will be required to identify and describe the process(es) involved with the collection, storage, use and disclosure of personal information including personal health information in the system and if any information will be stored by organizations outside Manitoba and/or Canada. The authority for the collection, use and disclosure of personal information is governed by FIPPA (The Freedom of Information and Protection of Privacy Act) and PHIA (The Personal Health Information Act).
 - f. Provide a transitioning plan (if the Offeror is not the incumbent)
- 4. Identify all assumptions
 - a. Prepare a list of all proposal assumptions (with associated impacts)
 - b. Identify and mitigate all project risks
 - c. Address all client concerns and risks
 - d. Address all risks identified by other proposers
 - e. Address all risks that occurred on previous past projects
- 5. Identify and mitigate all uncontrollable risks
 - a. Identify all risks or activities not controlled by the Offeror
 - b. Identify the impact of the risks
 - c. Identify what the University can do to mitigate the risks
 - d. Address how unforeseen risks will be managed
- 6. Performance reports and metrics
 - a. Identify how the Offeror will track and document their performance
 - b. Provide an actual monthly performance metric report
 - c. Identify how the University will document this service as a success
 - d. Review the Weekly Risk Report

6.3 CLARIFICATION DOCUMENT

The potential Best-Valued Offeror will be required to submit a Clarification Document, that will contain (at a minimum) the information outlined in the previous section. This document will only be performed by the Offeror that is invited to (and successfully completes) the Clarification Period. Any invitation will not constitute a legally binding offer to enter into a contract on the part of the University to the Offeror.

6.4 NEGOTIATION PERIOD

The University reserves the right to negotiate with the potential Best-Valued Offeror during the Clarification Period. This may include, but is not limited to, modifying the scope of the project (time, cost, quality, expectations, etc.). Any negotiations will not constitute a legally binding offer to enter into a contract on the part of the University or the Offeror. When the Negotiation Period has been completed, the Offeror shall submit an Amended Clarification Document which shall include any changes to the proposal based on the negotiations with the University.

6.5 FAILURE TO ENTER INTO AN AGREEMENT

At any time during the Clarification Period, if the University is not satisfied with the progress being made by the invited Offeror, the University may terminate the Clarification Period activities and then commence or resume a new Clarification Period with an alternative Offeror. If the Offeror and University fail to agree to terms, or fail to execute a contract, the University may commence a new Clarification Period with an alternative Offeror. There will be no legally binding relationship created with any Offeror prior to the execution of a written agreement. Any Offeror's proposal, terminated in accordance with this article, is removed from further participation in this Request for Proposal.

SECTION 7 – INTENT TO AWARD AND POST-AWARD METRICS

7.1 NOTIFICATION OF INTENT TO AWARD

No action of the University other than a written notice from an authorized Procurement representative of the University to the Offeror, advising of acceptance of the proposal and the University's intent to enter into an Agreement, shall constitute acceptance of the proposal.

7.2 WEEKLY RISK REPORTING SYSTEM

The Weekly Risk Reporting System (WRRS) is a tool for the University in analyzing the performance of the project based on risk. The WRRS does not substitute or eliminate weekly progress reports or any other traditional reporting systems or meetings (that the Offeror may perform). The purpose of the WRRS is to document all risks that occur throughout a project. Risk is defined as anything that impacts project cost or project schedule. This includes risks that are caused by Offeror (or entities contracted by Offeror), and risks that are caused by University (scope changes, unforeseen conditions, etc). The weekly report is an excel file that must be submitted on the Friday of every week. The report is due every week once the Notice to Intent is issued and must be submitted every week throughout the duration of the project until receipt of final payment. Additional education regarding this spreadsheet will be provided during the Clarification Period that outlines how the spreadsheet works, formatting requirements, submission requirements, and other requirements of this system.

7.3 PERFORMANCE REPORTS

The Offeror will be required to document the performance of its services for at least the warranty period on a monthly, quarterly and yearly basis. The monthly and quarterly reports shall provide dominant information on the service provided, including (but not limited to):

1. Service requests
2. Equipment downtime
3. Equipment repair costs

7.4 POST PROJECT EVALUATION

Upon completion of the contract the University will evaluate their overall satisfaction of the service. This includes (but is not limited to): overall quality, ability to manage the project, ability to minimize complaints, ability to minimize University efforts, ability to stay on schedule, ability to increase satisfaction for both University and students, ability to stay on budget and minimize total cost, and submission of accurate and timely weekly risk reports and performance reports.

The final rating on this project will be used to replace the Offeror and its team (Key Onsite Account Manager and critical subcontractors) Past Performance Information scores on the next Best-Value project. The final ratings may be posted online and may be used in the evaluation of future competitive solicitations for the University.

SECTION 8 – ADDITIONAL CONDITIONS AND REQUIREMENTS

8.1 AGREEMENT, TERMS AND CONDITIONS

The University and Offeror will execute the University's standard Independent Contractor Agreement form, together with Schedules A to D (the "Agreement"), available at http://umanitoba.ca/admin/financial_services/purch/icas.html with necessary changes resulting from the RFP and the successful Offeror's Proposal. By submitting a proposal, the Offeror is deemed to have accepted the Agreement and Terms and Conditions. Should an Offeror object to any of the University's Terms and Conditions, the Offeror must identify their objection and propose specific alternative language. This must be done in writing to the Procurement University Representative (noted in Section 2.1) by the due date specified in the Procurement Schedule (Section 2.3 – Deadline to Submit Questions). The University may or may not accept such alternative language. It shall be understood and agreed that if any provisions (including, without limitation, any term, condition, meaning, attachment or deliverable) contained in a proposal is inconsistent with or in conflict with the Terms and Conditions, the provisions of the Terms and Conditions shall prevail and govern.

8.2 INSURANCE REQUIREMENTS

The awarded Offeror is expected to provide insurance coverage as required by the University. The insurance must name the University as an additional insured or provide a completed Certificate of Insurance showing the same information.

8.3 INCURRED COST

The University is neither liable nor responsible for any costs incurred by the Offeror in the preparation, submission or presentation of its proposal. The Offeror will not be reimbursed for any costs associated with the procurement of this project.

8.4 NO OBLIGATION

This procurement in no manner obligates the University to issue an award. The University reserves the right, in its sole and absolute discretion, to: accept any proposal, reject any proposal or any part thereof, reject all proposals, and accept a proposal which is not the highest scoring proposal.

8.5 RIGHT TO MAKE MODIFICATIONS

The University reserves the right in its sole discretion to waive minor irregularities, make modifications to the procurement, or make modifications to the requirements.

8.6 DUE DILIGENCE

The University reserves the right to contact any Offeror to clarify any information in its proposal. The University reserves the right to perform its own due diligence on any Offeror. The University also reserves the right to request additional information not described in this RFP (such as detailed financial information, additional references, etc.).

Offerors that do not, or cannot provide the requested information may be considered nonresponsive.

8.7 OWNERSHIP OF PROPOSALS

All proposals and documents submitted in response to the RFP will become the property of the University.

8.8 OFFEROR RESPONSIBILITY

Any contract that may result from this RFP shall specify that the Offeror is solely responsible for fulfillment of the contract with the University. The Offeror shall be responsible for their subcontractors, suppliers, or any other parties that they contract with. The Offeror shall be wholly responsible for the entire performance whether or not subcontractors are used.

8.9 DISCLOSURE OF PROPOSAL CONTENTS

During the procurement process, proposals will not be made public. The University reserves the right to make specific proposal or evaluation information available after award has been made.

8.10 DEBRIEFING

The University will make its best attempt to provide a debriefing on the evaluation and award of this project to all shortlisted Offerors within ninety (90) days of award on request. The purpose of the debriefing is to provide general feedback on the evaluation process, including strengths and weaknesses of all proposals in general.

8.11 CONFLICT OF INTEREST

The Offeror warrants to the best of their knowledge, that no potential Conflict of Interest exists with any University of Manitoba staff, either in the RFP proposal and/or evaluation process, nor would any potential Conflict of Interest exist with any University staff, if awarded the contract under this RFP, as defined in the University's Conflict of Interest Policies and Procedures, as amended from time to time on the website: http://www.umanitoba.ca/admin/governance/governing_documents/community/248.htm

8.12 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

This information is being collected under the authority of The University of Manitoba Act. It will be used to assess the qualifications of the supplier who wish to do business with the University. Personal information within this document is protected by the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the FIPPA Coordinator's Office, (204) 474-8339, University of Manitoba Archives & Special Collections, 331 Dafoe Library, Winnipeg, MB, R3T 2N2. Suppliers are encouraged to identify any non-personal information in their proposal that is confidential and specify what harm could reasonably be expected from its possible disclosure.

8.13 GOVERNING LAW

This procurement and any award that may result shall be governed by the laws of the Province of Manitoba.

8.14 EMAIL REQUIREMENTS

A large part of the communication regarding this procurement will be conducted by electronic mail (email). The Offeror must have a valid email address to receive this correspondence.

8.15 USE OF ELECTRONIC VERSIONS OF THIS RFP

This RFP is being made available by electronic means. The Offeror acknowledges and accepts full responsibility to insure that no changes are made to the RFP. In the event of conflict between a version of the RFP in the Offeror's possession and the version maintained by the University, the version maintained by the University shall govern.

8.16 LAWS, REGULATIONS AND PERMITS

The Offeror shall give all notices required by law and comply with all applicable federal, University, and local laws, ordinances, rules and regulations relating to the conduct of the work. The Offeror shall be liable for all violations of the law in connection with work furnished by the Offeror, including the Offeror's subcontractors. Offeror guarantees all items, and services, meet or exceed those requirements and guidelines established by the Occupational Safety and Health Act. Offeror warrants that neither supplier nor its principals is presently debarred, suspended or proposed for debarment by the Federal Government.

8.17 REFERENCES

Best Value Procurement at the University of Manitoba

http://www.umanitoba.ca/admin/financial_services/purch/suppliers.html

Best Value Procurement Sample Evaluation Matrix (for informational purposes only)

http://www.umanitoba.ca/admin/financial_services/media/Evaluation_Matrix.pptx

Quick Facts about the University of Manitoba

http://umanitoba.ca/about/quick_facts/

Student enrolment statistics:

<http://umanitoba.ca/admin/oia/students/1644.html>

Campus Use of Facilities Policy (currently under review/revision)

http://umanitoba.ca/admin/governance/governing_documents/operations/412.html

Exclusive Suppliers and Administrative Systems Policy

http://umanitoba.ca/admin/governance/governing_documents/financial/1232.html

Active Living Centre
www.umanitoba.ca/activelivingcentre

Joe Doupe Recreation Centre
<http://umanitoba.ca/faculties/kinrec/bsal/facilities/jdc/>

Sustainability at the University of Manitoba: A Strategic Vision for Action
http://umanitoba.ca/campus/physical_plant/sustainability/678.html

Commercial Advertising Policy
http://umanitoba.ca/admin/governance/governing_documents/external/444.html

Physical Plant – Renovation projects and new construction process
http://umanitoba.ca/campus/physical_plant/ae/index.html

[FIPPA \(The Freedom of Information and Protection of Privacy Act\)](http://umanitoba.ca/access_and_privacy/FIPPA.html)
http://umanitoba.ca/access_and_privacy/FIPPA.html

FHIA (The Personal Health Information Act)
http://umanitoba.ca/access_and_privacy/PHIA.html

ATTACHMENTS, APPENDICES AND EXHIBITS

Exhibit 1 – Project Details and Desired Outcomes

Exhibit 2 – Current Conditions

Appendix 1.1 – ALC Equipment: Item Specifications

Appendix 1.2 – Joe Doupe Equipment: Item Specifications

Appendix 2.1 – Frank Kennedy Centre Inventory

Appendix 2.2 – Joe Doupe Inventory

Appendix 3 – Floor Plans

Attachment A – Proposal Form

Attachment B* – Team Qualifications

Attachment C* – Project Plan

Attachment D* – Risk Assessment Plan

Attachment E* – Value Assessment Plan

Attachment F – Reference List

Attachment G – Survey Questionnaires

Attachment H – Past Performance Information Scores

Attachment I – Cost Proposal Form

Attachment 1.1 – ALC Equipment: Itemized Prices

Attachment 1.2 – Joe Doupe Equipment: Itemized Prices

Attachment 2.1 – Frank Kennedy Centre Inventory Buy Back

Attachment 2.2 – Joe Doupe Buy Back Inventory

** Indicates that the entire Attachment must be anonymous. These Attachments must NOT contain any names (company, personnel, project, product, etc.) that can be used to identify the Offeror.*

EXHIBIT 1

PROJECT DETAILS AND DESIRED OUTCOMES

SECTION 1 – GOALS AND EXPECTATIONS

The University's overall goals of this RFP are to ensure the long term viability of the fitness equipment and to increase satisfaction to both University and students. The desired expectations of this program/service are to:

1. Select a supplier that provides overall best value for all equipment and services equal to, or better than, the level of service currently provided.
2. Select a SINGLE point of contact supplier to provide all equipment and services required in this RFP.
3. Award a contract to supply, deliver and install fitness equipment to both the Active Living Centre and the Joe Doupe Recreation Centre by November 28, 2014 and removal of all buy-back fitness equipment if this option is exercised, to secure the opening and operation of the Active Living Centre on January 1, 2015.
4. Provide warranty as specified (inclusive of all costs, shipping, parts and labour), training, and after sales services.
5. Provide detailed reporting on performance metrics.
6. Increase customer satisfaction.

SECTION 2 – SCOPE OF WORK

The following information contains the minimum requirements that must be met by all Offerors. If the Offeror cannot meet any of the expectations listed below, (i.e. they are unrealistic; not feasible; etc.) the Offeror is required to seek clarification or an exception prior to the proposal due date.

2.1 GENERAL SCOPE

1. Ensure the long term viability of the equipment with warranty as specified and service and support options for the life of the fitness equipment.
2. Innovative plan to provide student satisfaction with equipment as well as provide the most up-to-date equipment to meet today's student trends.
3. All equipment in the facility must be flexible in design to accommodate beginners to advanced high performance users and wide variations in height and weight.
4. Provide commercial quality equipment, suitable for an active University fitness centre that will withstand the continued use 16 hours/day, 7 days/week.
5. Optimization of space usage to provide the greatest amount of equipment while providing a safe comfortable environment.
6. Maintenance service staff with availability, knowledge, responsiveness and involvement that will provide for the least amount of time that equipment may be out of operation.
7. Estimates of turnaround time for major warranty repairs or equipment replacement.
8. Details of the life cycle of the equipment.
9. Maintenance and repair training for in-house service staff.

10. A cost list for major repair and replacement parts on the equipment (e.g. decks, belts, electronic boards, motors, etc.).
11. Recommendations and supply of in-house parts and components to enable quick repair and maintenance of the equipment.
12. Recommended maintenance schedule for the equipment.
13. Excellent customer service for sales and after sale support.
14. Quantities stated are not a guarantee or commitment of volume and actual order shall be subject to increase/decrease.
15. The final delivery date shall be confirmed with the successful Offeror and is subject to construction schedule changes.
16. Any special installation requirements shall be submitted with the proposal to the University.
17. Equipment shall be delivered, installed and tested for function to the full satisfaction and acceptance of the University.
18. Instructional sessions shall be provided to staff on the proper use of the equipment.
19. All operator and repair manuals shall be provided with equipment.

2.2 EQUIPMENT SPECIFIC SCOPE

Offerors are expected to propose on ALL fitness equipment requested in this RFP without omission of ANY item. Itemized lists of fitness equipment are provided in Appendix 1.1 and Appendix 1.2.

1. Durable, well designed and biomechanically precise fitness equipment that are suitable for users of all ages and fitness levels.
2. Heavy gauge steel in all selectorized and plate loaded machines and benches.
3. All belts and pulleys enclosed for user protection.
4. Belts of the most durable material; Kevlar composite or equal.
5. Information placards on selectorized machines (operating instructions, muscles worked, start/finish, and position description).
6. Light initial starting on selectorized machines.
7. Add-on weights for selectorized machines.
8. Heavy weight upholstery.
9. Equipment that do not require bolting in/down to the floor.
10. Connecting 3rd party fitness tracking devices, e.g. Fitbit, Garmin, Polar, etc.
11. Functional training stations.
12. Accessible/inclusive line or pieces
13. Commercial polyurethane free weights (dumbbells, barbells, Olympic plates).
14. Marketing and promotion capabilities.
15. Interactive
 - a. Workout tracking mechanism for user
 - b. Messaging (multiple communication points)
 - i. Welcome message
 - ii. In-workout message
 - iii. Facility feeds
 1. Allows facility to engage user through customized messaging i.e. Personal Training on now for 20% off or Intramural Registration on NOW!
 2. Allow for program registration or link up to Active Networks
 - c. On demand video and web access

16. Affinity
 - a. Mobile App that keeps user engaged with equipment after they leave campus
 - b. Personalized Experiences
 - i. Software/OS that allow for the user to be engaged throughout their entire workout experience. Software must motivate the user i.e. in workout games or challenges while allowing them to track their progress.
17. Asset Management
 - a. Software/OS must have the ability to track asset usage
18. Offeror to propose floor plan equipment layout options including quantities within and between types of equipment (e.g. upright vs. recumbent bike) based on Offeror expertise and experience, recent installations, and current trends.
19. Additional Considerations:
 - a. The University is interested in cardio equipment that is self-powered.
 - b. The University is interested in cardio equipment with wireless connectivity.
 - c. Placement and angles of the cardio console.
 - d. Size and foot print of the cardio and strength equipment.
 - e. Iso-lateral plate-loaded machines.
 - f. Height of the equipment for visual lines.
 - g. Energy consumption by the equipment.
 - h. Commercial design and aesthetics.
 - i. Personal training solution.
 - j. Motion path and physiology research of the cardio and strength equipment.
 - k. Programming aid.
 - l. Sustainability, e.g. financial, operational, environmental, etc.
 - m. Asset management.

2.3 OPERATIONS REQUIREMENTS, FLOOR PLANS AND ELECTRICAL LOCATIONS

Floor plans outline the current electrical locations and provide a view for possible design layouts (see Appendix 3):

- Active Living Centre equipment layouts for Level 100, 200, and 300 (AutoCAD floor plans).
 - Joe Doupe Recreation Centre floor plan (PDF floor plans). The fitness equipment would be going into rooms 085 and 085A.
1. The Offeror shall be responsible for the installation of equipment including site preparation.
 2. The Offeror shall be responsible for the set-up and operational efficiency of all equipment (including, but not limited to: accessories, etc).
 3. The Offeror shall be responsible for damage to buildings incurred during installation/removal of equipment and/or delivery of equipment.
 4. The Offeror shall be responsible for abiding by all University policies and regulations.

2.4 EQUIPMENT AND PARTS SUPPLY

1. The Offeror shall maintain sufficient inventory of replacement parts to ensure repair within 24 hours.
2. The Offeror shall repair or replace any machine within 24hrs.

2.5 DELIVERY

- The Offeror shall establish a plan for the delivery of parts and replacement equipment under this RFP in the event of a strike, catastrophic event or for unavailability of product by the Offeror.

2.6 SUSTAINABILITY

- The Offeror shall be responsible for demonstrating a strong commitment to sustainability.

2.7 ACCOUNT MANAGER

- Offeror shall provide 1 person to be the Account Manager for this contract. This person shall be the point of contact for the life of the contract regarding any issues. This person will be the primary contact and cannot be removed or replaced without University consent. Although this contact may reassign or delegate duties, they will still be the point of contact for any/all issues.

2.8 REPORTS AND METRICS

1. The Offeror will be required to document the performance of its services for at least the warranty period on a monthly, quarterly and yearly basis. The monthly and quarterly reports shall provide dominant information on the service provided, including (but not limited to):
 1. Service requests
 2. Equipment downtime
 3. Equipment repair costs
2. The service provider shall provide any additional information to the University with regards to the monthly report and this service.

2.9 Ariba REQUIREMENTS

- University of Manitoba has migrated to the Ariba® Network platform for electronic transaction processing. It is our requirement that all suppliers engage in Collaborative Commerce with the University of Manitoba via the Ariba Network (AN). All relevant transactions, including Purchase Orders, Invoices and Contracts, will only be received/submitted via the AN. All suppliers must register on the Ariba network within 2 weeks of delivery of our Trading Relationship Request. All suppliers must create a test account on the Ariba network and complete all configuration testing for Purchase Order receipt and invoice submission before transacting in the production realm. Additional information may be found at <http://supplier.ariba.com>.

2.10 ADDITIONAL ITEMS

1. The Offeror is responsible for providing and maintaining damage and liability insurance.
2. The vendor shall secure and pay for all Federal, Provincial and local licenses and permits and pay all sales, income and excise tax if applicable.
3. A sample of the fitness equipment being proposed may need to be demonstrated to the Evaluation Committee/University staff for functionality and user assessment. Demonstrations must be made available at no cost to the University and will not be liable for any loss or damage that may occur to the equipment during the evaluation and testing process.
4. Buy-back options on existing fitness equipment. The University may consider any buy-back value that the University would receive on the removal of the existing equipment. Outline the plan without reference to monetary value in the Value Assessment Plan (Attachment E) and record the value under Buy-Back options in the Cost Proposal Form (Attachment I).

2.11 BRAND NAMES

- Unless otherwise stated, if, and when, the product requirements state a brand name, make, name of manufacturer, trade name, or vendor catalogue number, it is for the purpose of establishing a grade or quality of material only. It is not intended to rule out competition from equal brands or makes. If however, a product other than that specified is offered, it is the Bidder's responsibility to name such a product in its submission. Evidence of equality in the form of samples, specifications or demonstrations may be requested at the discretion of the University.

2.12 ALTERNATES AND DIRECT EQUIVALENCE

- Alternate or equivalent products may be offered if pre-approved by the University in its sole discretion. Offerors must contact the University Representatives identified in Section 2.1 before the deadline for questions or inquiries to request approval for an alternate or equivalent product with detailed specifications. The University may request at its sole discretion additional information including performance results to verify equivalency and may also require demonstration to assess functionality. Demonstrations must be made available at no cost to the University and will not be liable for any loss or damage that may occur to the equipment during the evaluation and testing process.

2.13 POTENTIAL FUTURE DIGITAL SIGNAGE OPTION

The University anticipates a potential future digital signage integrated solution that shall be capable of displaying digital communications to any end point including, but not limited to:

1. LED/LCD/Plasma displays of any size/orientation
2. Fitness Equipment Consoles
3. PC/Laptop
4. Interactive Kiosks
5. Video Walls
6. Mobile Devices/App
7. HTML

8. Projectors
9. Smart boards

The digital signage solution shall be capable of, but not limited to the following functional requirements:

1. Touch screen capabilities
2. Program registration through interactive touch screen
3. Linking up or interfacing with existing facility scheduling software CLASS by Active Network and displaying scheduling information
4. Multiple screen display formats and configurations
5. Support a variety of content types and formats
6. Dynamic integration for live data sources
7. Customization by individual display, by location of displays or by any other groupings across the network
8. Advanced scheduling of content based on time, day, and month or as specified
9. Display Emergency Alerts from predefined scenarios and ad-hoc messages on selected displays
10. Easy integration with existing applications and data sources
11. Template model with several templates and ability for user to create custom templates
12. Using wired or wireless connectivity

SECTION 3 – EXCLUDED FROM SCOPE

The following are excluded from this contract:

- Fitness equipment for research programs at the University of Manitoba.

EXHIBIT 2

CURRENT CONDITIONS

Best efforts have been made to obtain detailed information on the current conditions at the University. This information should not be assumed to be 100% complete or accurate. The University is looking to secure services equal to, or better than, the level of service currently provided.

1.1 ABOUT THE UNIVERSITY

The University of Manitoba consists of two main campuses encompassing 5 million square feet of developed space. The largest, the Fort Garry Campus, is a 274 hectare complex on the Red River in south Winnipeg where more than 60 major buildings support teaching and research programs of the University. The Bannatyne Campus in central Winnipeg adjacent to the Health Sciences Centre is a complex of 10 buildings for health science education and research in dentistry, medicine and medical rehabilitation. In 2008 it became home to the Faculty of Pharmacy.

The University also has smaller campuses including the William Norrie Centre on Selkirk Avenue, The University of Manitoba Downtown campus where the Division of Extended Education offers many adult education programs, Glenlea and Carman facilities in support of agriculture education and research, and field stations located at Star Lake and Wallace Lake.

The University of Manitoba buildings, equipment and library holdings are worth in excess of \$2 billion. The 2012/13 operating budget was over \$572 million. There are 10.3 kilometers of roads, 6,300 parking spaces and residence accommodations for 1,178 students. University Centre at the Fort Garry campus is the location of the fifth largest Canadian university bookstore.

The 33,000-seat Investors Group Field opened in the spring of 2013, on the grounds of the University of Manitoba. The stadium is the new home to the Winnipeg Blue Bombers and University of Manitoba Bisons Football teams, as well as hosting concerts and other special events.

The University of Manitoba had a total full-time and part-time winter session enrolment of over 28,000 and a summer session enrolment of about 10,000. Included in the winter session enrolment figure are approximately 1,000 students of Dentistry, Pharmacy and Medicine at the Bannatyne campus. As well, in summer thousands of young people attend Mini-University and sports camps at the Fort Garry campus. The University employs some 4,290 full-time equivalent faculty and staff supported by operating and research funds, with over 1,000 FTE which are employed at the Bannatyne campus. The Bannatyne campus is immediately adjacent and attached via the University of Manitoba's Brodie Centre to the Health Sciences Centre, a major health facility in Winnipeg with almost 8,000 staff and volunteers.

In addition to this, there are a substantial number of employees at the Fort Garry campus working in non-university organizations such as Agriculture Canada, Animal Industry Branch of the Manitoba Government, Federal Fisheries and Oceans, Manitoba Government Services, Northwest Labs and Veterinary Services Branch of the Manitoba Government. These organizations all have buildings on land leased from the University at the Fort Garry Campus. The University also has nine private businesses leasing space in University Centre.

For detailed information on student, staff and faculty populations, demographics, degrees, diplomas and certificates conferred as well as UM financial facts, please reference http://umanitoba.ca/admin/oia/media/2011-2012_IS_BOOK_Final_Apr_22_2013.pdf

Quick Facts: http://umanitoba.ca/about/quick_facts/

1.2 THE INFORMATION SYSTEMS NETWORK AT THE UNIVERSITY OF MANITOBA

- Network devices at the University of Manitoba must have their Mac addresses registered to obtain an IP address or in some cases an IP address will be assigned statically. This type of connection provides full internet access as well as access to most University based systems.
- Network Devices are cabled back to secure voice/data rooms that are only accessible by select University IT staff in the Information, Services and Technology Dept. These rooms contain the University's networking equipment, switches and routers.
- Vendor Servers are not installed in these voice/data rooms for security reasons. Servers may be installed in other areas of the dept. they serve or, depending on the complexity, may be installed or virtualized in the Data Centre located in the Engineering 3 building. (more rules!)
- The standard network speed is 100 Meg Ethernet.
- Gigabit speeds are available for certain applications
- 802.11n wireless infrastructure in both 2.4Ghz and 5Ghz
- It's a controller-based wireless system
- We have 3 wireless LANs namely uofm, uofm-wpa and eduroam
 - uofm is intended for devices that don't support the security requirements of the uofm-wpa
 - uofm-wpa is secure and preferred connection
 - eduroam is intended for visitors from other universities
- Guest wifi will be available sometime this summer

1.3 ABOUT THE ACTIVE LIVING CENTRE

- New 100,000 square foot, four story facility
- Designed as a world-class health, wellness and fitness facility that will include state-of-the-art cardio and resistance training area, a 200-metre jogging/walking track, three multi-purpose studios, a 12-metre climbing wall, an Applied Research Centre, an Agora (main entrance and student social recreation area), a food service area, and a High Performance Training Centre.
- Directly connected to the Frank Kennedy Centre at three levels.
- The construction is planned to be completed in late 2014.
- The new ALC will significantly enhance the student experience, but will be available for use by the external community as well as staff, students and alumni.
- Floor plan of 23,000 square foot cardio and resistance training area (level 300), with proposed layout of fitness equipment (Appendix 3).
- Active Living Centre website with video rendering (www.umanitoba.ca/activelivingcentre)

1.4 ABOUT THE JOE DOUPE RECREATION CENTRE

- Floor plan is provided in Appendix 3. The fitness equipment would be going into rooms 085 and 085A.
- Joe Doupe Recreation Centre <http://umanitoba.ca/faculties/kinrec/bsal/facilities/jdc/>

APPENDICES

APPENDIX 1.1 – ALC EQUIPMENT: ITEM SPECIFICATIONS

ALC - Level 100 (Strength and Conditioning Centre)

1) Testing and monitoring equipment

Equipment	Quantity	Description
Kistler Quattro or AMTI or direct equivalent force plate	1	Type 9290BD Technical Data Dimensions of the force plate mm 920x920x125 Range Fz kN 0 ... 10 Overload Fz kN 15 Linearity %FSO $\leq \pm 0,5$ Hysteresis %FSO < 1 Natural Frequency Hz ≈ 150 Operating temperature range ° C 0 ... 50 Weight kg 21,6 Sampling rate Hz 500 Resolution Range 1 N/bit 1 Range 2 N/bit 0,2 Interface to the computer Connector type USB Power supply via USB V 5
Custom Platform	1	3m x 3m x 0.125m platform to go around Kistler force plate (0.92m x 0.92m x 0.125m). Top needs to have a rubber surface capable of tolerating repeated drops of weights as heavy as 200kg Needs to have a steel frame. Surface needs to fit perfectly flush with the top of the Kistler Force Plate described above Platform needs to allow for wires to connect the force plate to a computer underneath the surface of the platform.
Pasco Force Platform or direct equivalent	2	
Fusion Sport Timing System or direct equivalent	1	- 10 Gate system - Fusion PDA control unit with Pro Series software license. - 2 Smartjump jump mats - 5 Smartscan RFID readers - RFID bands (1box of 500) - 5x Smartscore - Hand Start Pad (70cm version)
Tendo Speed and Power Analyzers or direct equivalent	12	Devices that monitor speed of barbells and allow for immediate feedback to athletes and coaches.

Tendo Rack Sleeves or direct equivalent	12	Tendo rack sleeve accommodates your Tendo microcomputer and integrates it directly onto power rack with Velcro straps.
Polar Team ² Pro System or direct equivalent	1	<ul style="list-style-type: none"> -2 Base Station -40 Team Transmitters -4 Team Transmitter Chargers -2 USB Dongles -Polar Team Software -2 Polar Sensor Folders -2 Polar Washing Pouch -10 XS Team Straps -10 S Team Straps -10 M Team Straps -10 L Team Straps -10 XL Team Straps -10 XXL Team Straps
Vertec Vertical Jump Tester or direct equivalent	3	Get accurate vertical jump measurements to the nearest 1/2". Open design allows jumps from 1 or 2 feet and facilitates dynamic approaches. Reset pole lets you adjust height of vanes to measure jumps from 6' to 12'. Includes two 10 lb. plates to stabilize base. Steel frame construction with rigid high-impact vanes.
Long Jump Tester	2	Screened markings indicate distance traveled from 24" to 144" in 1/2" increments. Made of flex rubber to cushion landing, prevent sliding, and make rolling it up for storage easy. 167" L x 22" W x 1/4" thick.

2) Cardio Equipment

<u>Equipment</u>	<u>Quantity</u>	<u>Notes</u>
Woodway curve treadmills or direct equivalent	6	Curve Specifications Running Surface 17" W x 67" L (43 cm x 170 cm) Weight Capacity Run 500 lbs / Walk 800 lbs (4mph max) Width 31" (79 cm) Length 68" (173 cm) Height 68" (173 cm) Speed Manual Incline Curved Unit Weight 245 lb. (Shipping Weight 330 lb.)
Elliptical	2	Reversible Pedals EQUIPMENT Plug In 120 VAC 120 VAC 50/60 Hz

Concept 2 Rowing Ergometer or direct equivalent	2	<p>Monitor PM3 Overall Length 96 in (244 cm) Width 24 in (61 cm) Seat Height 14 in (36 cm) Monorail Length 54 in (137 cm) Fits inseams up to 36 in (91 cm). Extra-long monorail available at an additional cost. Contact Concept2 for more information.</p> <p>Chain or Cord Nickel plated chain Chain/Cord Housing Partially enclosed Power Generation for PM PM3: Provides operating power when indoor rower is in use PM4: Battery pack recharged when indoor rower is in use</p> <p>Color Scheme Black</p>
Wattbike Trainer or Pro or direct equivalent	6	<p>Watt Bike Specifications Unit Weight 121 lb. (55kg) Width 20" (52 cm) Length 49" (125 cm) Height</p> <p>Max 51" (130 cm) Handlebars at full height Saddle Height 23 - 33" (59 - 84 cm) Saddle & Handlebar Adjustmant</p>
Keiser Indoor Cycle or direct equivalent	6	

3) Strength Training Equipment

Equipment	Quantity	Notes
Squat Rack	6	Custom built, approximately 108 in high x 48 in long x 52 in wide with straight chin bars on one side and bar with neutral grips on the other. Each rack must come with four (2 pairs) of J hooks that can be used on the outside or inside of either side of the rack. J hooks and safeties must have plastic (or similar) surface to protect the bar knurling. Rack will be bolted to floor and must be open on both sides. Rack must come with safeties like pictured below. Each rack should be painted black and gold.

Adjustable Benches	8	Adjustable from flat to incline. Painted black with black upholstery. Must be built for heavy use.
Adjustable Prone Rowing Bench	2	Vertical adjust able for prone rows. Painted black with black upholstery. -Heavy Wall Steel Tube construction -Vertically adjustable bench seat -Upholstered pads
Horizontal Plate Racks	20	Each hold 4 x 20, 2 x 25 (or 5 kg tech), 15, 2 x 10, 2 x 5, 2.5, 2, 1.5, 1, 0.5. Similar to below but with a horizontal or vertical peg for hanging/stacking collars/clip. Painted Black
5 kg technique plates	18	Hi-Tech Technique plate or direct equivalent Rugged one piece construction • Unbreakable on the platform • Competition size and shape • 17.75" diameter & 2" hub • Fits all Olympic bars • Fits the bar snugly • No wobble • Slides on and off bar smoothly • No metal center (hub) to damage the bar
25 kg bumper plates	20	DHS Hercules Plates or direct equivalent plate of similar quality or durability (Eleiko, Uesaka, Werksan, Zhangkong)
20 kg bumper plates	74	DHS Hercules Plates or direct equivalent plate of similar quality or durability (Eleiko, Uesaka, Werksan, Zhangkong)
15 kg bumper plates	38	DHS Hercules Plates or direct equivalent plate of similar quality or durability (Eleiko, Uesaka, Werksan, Zhangkong)
10 kg bumper plates	38	DHS Hercules Plates or direct equivalent plate of similar quality or durability (Eleiko, Uesaka, Werksan, Zhangkong)
Microplate sets	19 sets	2 x 5, 2.5, 2, 1.5, 1, and 0.5 kg plates in each sets. Rubber coated DHS Hercules Plates or direct equivalent plate of similar quality or durability (Eleiko, Uesaka, Werksan, Zhangkong).
Squat Stands	12	Must come as a welded U frame design (no assembly with bolts) with adjustable J hooks with plastic (or similar) surface to protect the bar knurling. Stands should be heavy and sturdy.
Pulling Blocks	6 pairs	Blocks should be approximately 4 ft by 2 ft and the top surface should 13 inches from the ground. Top surface should be thick rubber and also rubber under each of the legs. Blocks need to be strong enough to handle 180kg+ dropping on it repetitively.
Horizontal Dumbbell Racks	4	3 tier, 15 dumbbell pairs per rack
Vertical Dumbbell Racks	2	8 pairs per rack, custom wheels on bottom. Includes after-market custom modification to include base with wheels
Dumbbells	2 sets	Pairs of dumbbells from 24-54 kg in 2kg increments, polyurethane. Bison logo --Hi-Grade cast polyurethane -Dual-Lock & Dura-Edge patent technology -32mm Hi-Strength Heat-Treated Alloy Steel Handles

		-Solid Steel Cores (weight heads) bonded to urethane -Laser Engraved, Urethane Letters and Numbers in Kilo's complete with BISON'S LOGO
Dumbbells	4 sets	Pairs of dumbbells from 2-22 kg in 2kg increments, polyurethane. Bison logo
20 kg Barbells	18	28mm diameter, 8 needle bearings, IWF specs DHS training bar or direct equivalent
15 kg Barbells	12	25mm diameter, needle bearing, IWF specs DHS training bar or direct equivalent
Trap Bars	8	High and low handles 6ft Hex Bar Length - 1830mm Weight - 20kg
Safety Squat Bars	1	Weight: 70LB 1.5" diameter formed solid steel shaft 1" diameter formed solid steel handles Machined Olympic sleeves Fully welded design Heavy duty vinyl and closed cell foam pad
Football/Swiss Bars	1	Neutral or angled grips Needs to fit standard Olympic bumper plates
Fat Bars	1	7ft Olympic Bar with 2 3/8" thick in grip area of the bar. Needs to fit standard Olympic bumper plates
Curl Bars	1	Approximate length of 1200mm, diameter 28mm, and a weight 10kg
10 kg technique bar	1	Needle bearing chrome grips with Olympic knurling. 50 mm rotating sleeves in aluminium. Maximum load: 40 kg
6 holder bar rack	8	Needs to hold 6 barbells vertically Different designs will be considered but need to have multiple holders that hold up to 45 bars
Standing Hamstring Curl Machine	2	Exercises legs independently for balanced results. Raised footplate design provides users with ample clearance during exercise. Lightened top plate reduces starting resistance. Self-aligning roller pad adapts to short and tall users without manual adjustment. At least five plates must be no more than 5 pounds each Must be painted black with black upholstery.
Decline Sit up Bench	2	Painted black. Black Upholstery.
Glute Ham Raise Device	2	Glute / Ham Foot assembly height and depth can be adjusted. Rubber footplates on foot assembly provide Glute-Ham-Gastroc effect Dimensions: •Width : 31"(79 cm) •Height : 51"(130 cm) •Length : 66"(168 cm) •Weight : 202 lb (92 kg) Painted black with black upholstery

45 degree back extension machine	1	45 Degree Back Extension
Seated row machine	2	Cable Row with Custom 250lb Stack Specification: -Pulley position ensures the mid traps align against the resisted plane of motion. Large foot plate provides variety in body positioning and support -20" wide x 90" deep
Lat pulldown machine	2	Lat Pull Machine with Custom 250lb Stack Specification: -Fixed pulldown bar provides a controlled, buided path through the rage of movement. Swivel hand grip allows a natural movement throughout the exercise. -48" wide x 45" deep
Smith Machine	2	Custom built design, 9 ft high x 4 ft length. Chin-up bars on front of rack. Painted black.
Leg press	1	Width : 42"(107 cm) Height : 82"(208 cm) Length : 82"(208 cm) Weight : 842 lb (382 kg) optional: 942 lb (427 kg) Weight Stack : 410 lb (186 kg) Black upholstery and black frme.
Prone leg curl machine	1	Width : 33"(84 cm) Height : 64"(163 cm) Length : 63"(160 cm) Weight : 450 lb (204 kg) Weight Stack : 160 lb (73 kg) optional; 205 lb (93 kg)
Power Runner	1	Plate loaded Painted Black and Gold Black Upholstery
Leg extension machine	1	Width : 37"(94 cm) Height : 67"(170 cm) Length : 50"(127 cm) Weight : 570 lb (259 kg) Weight Stack : 310 lb (141 kg)
Pro Grade Kettlebells	14	2 x 16kg, 20kg, 24kg, 28kg, 32kg, 36kg, 40kg
Kettlebell Rack	1	Rack needs to hold 14 kettlebells.
Chalk bowl	6	Either open top or closed top design.
Collars	18 pairs	DHS Hercules Training collars or direct equivalent
Spring Collars	18 pairs	
First Place Medicine Balls	25	5 sets of 10, 15, 20, 25, 30 lbs.

(no equivalent)		
Medicine Ball Racks	5	Each rack must be painted black and hold 5 medicine balls.
Plyometric Boxes	4	UCS Plyosafe boxes or direct equivalent. Each set should contain one 3", 6", 12", 18" and 24" segments. Each set must be black and have a custom Bison logo.
Sprint Sleds with hip harness	6	Each sled should come with a sled, hip harness and one 10' nylon cord.
Run Rocket or direct equivalent	3	
Prowler 2 or direct equivalent	4	
UHMW Prowler Skis or direct equivalent		UHMW Skis for Prowler use on rubber floor.
Nike Sparq Speed Hurdles or direct equivalent	30	
Russian Plyo Boxes	6	Angled Russian plyo boxes
Resistance Bands	36	6 different widths of resistance bands with 6 of each band.
Landmines	6	Weight: 38.5 LBS Footprint: 15" x 18" Height: 12" Finish: Durable Black Texture Powder Coat
Dip/Chin up belts	8	Polypropylene Weightlifting Dip Belt (with Chain) Features: -Made out of polypropylene for strength and durability. -30" steel chain with speed clip. -Adjustable - one size fits all
Dip Stand	1	Features 5 cm/2" diameter bars covered with rubber grip for ideal comfort and safety. Bars configured in a progressive "V" shape so users can choose desired grip width. Absence of upper crossbeam makes way for weighted dips. Generous surface area on footplates for added safety
Stretching mats	5	Foldable 6 ft x 12 ft x 2 in mat. Black.
Foam rollers	10	26" long by 5" in diameter Black
Climbing ropes	1	8 feet long
Wall Bar	3	Wall Bar, Maple, 7'-10" Tall

Sections		Weight 66 lbs Dimensions 97 x 6 x 4 in
Cable column	3	-Pulley carriage adjusts to twelve different positions changing the height to match the user size and exercise pattern. -Dual stabilization bars attach to the main frame. -24" wide x 26" deep
Power Plate pro5 AIRdaptive HP or direct equivalent	1	Frequency Range: 25 - 50Hz Frequency Adjust: 1Hz increments Dimensions: 34 x 42 x 11in / 87 x 107 x 29cm Machine Weight: 330lb / 150kg Power Supply: 110 - 120VAC, 60Hz Nominal Power: .35kW (in operation) CE and EMC (TUV certified) / RoHS & WEEE compliant IFI accredited & MDD class2a medical device Additional AIRdaptive Features: Level 1 – users less than 130lb / 60kg Level 2 – users between 130lb / 60kg and 200lb / 90kg Level 3 – users above 200lb / 90kg
Globus SpeedCoach Plus EMS or direct equivalent	3	Globus Electrical Muscle Stimulation SpeedCoach Plus Globus EMS SpeedCoach PLUS. 8 Speed programs, 5 Tempo programs, Rehab, and Training programs for 11 sports. Each unit should come with electrode pads, electrode gel, and cables.
Vasa Swim Trainer or direct equivalent	1	Vasa Trainer Specifications Best Uses: Sport-Specific Strength, Plyometrics, Functional Total Body Strength, Technique, Injury Prevention, Physical Therapy & Rehabilitation Resistance: Body weight with 15 incline settings. Unlimited resistance options with attachments and accessories Measurements - assembled: 7'7" x 24" x 29–41" (231cm x 61cm x 74-104cm) - LxWxH Weight: 53 lbs. (24 kg) Space needed - assembled: 10' x 4' (305cm x 122 cm) LxWxH Space needed - folded for storage: 7'7" x 24" x 13" (231cm x 61cm x 33cm) - LxWxH Frame: Pro: Epoxy Coated Steel Pro SE: Stainless Steel Monorail: Anodized Aluminum Extrusion Padded Bench: Pro Anatomic Tapered; 11.5" – 13.5" W x 35.5" L (XL Bench option available which is 10" longer)
POLANIK Training Revert Hurdles or direct equivalent	15	Aluminum telescopic tubes are connected with a cross bar being protected with a soft lining instead of a traditional gateboard. A special mechanism makes the hurdle frame decline the return. Solid steel feet guarantee hurdle stability.
Swiss Balls	4	Various sizes
Belt Squat Machine	1	Plate loaded or selectorized Must come with belt to attach to hips Painted black and yellow as a secondary color

Multi-Hip Machine		1ga. Welded Tubular steel construction. Powder coated finish. 250lbs weight stack. 5 position height adjustment Step/floor w/ 6061 aluminum skid plate. 9 position adjustable roller pad arm. 360 degree adjustable swing arm plate w/ 14 degree increments. 28" x 43" side Balance Bars Rubber comfort grip handles. Weight band mounts. 6in Chrome plate steel pulleys. 1in Hardened Guide Rod.
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Note:

**Pneumatic lines/hydraulic fluid based selectorized machines may be considered.
Accessible/inclusive line or pieces for selectorized machines may be considered.**

ALC – Level 200 (Applied Research Centre)

Exercise Training Equipment

<u>Type of Equipment</u>	<u>Quantity</u>	<u>Specific description (if applicable)</u>
Commercial treadmills	5	No specific requirements other than must be rugged
Commercial stationary bicycles (upright)	5	No specific requirements other than must be able to accurately set load and monitor participant (e.g., Monark 828)
Ellipticals	3	e.g., Precor EFX 885
Recumbent elliptical with capacity to use arms	3	Should be able to accommodate obese (up to 350 lbs or more) and older individuals with mobility challenges (i.e., swivel seat, e.g., Nustep or Biostep 2)
Arm ergometer	3	e.g., Monarck Rehab Trainer
Pneumatic resistance training equipment that allows for monitoring power/velocity during training as well as testing <ul style="list-style-type: none"> - Leg Press - Arm Press 	1 of each plus compressor	e.g., Keiser A-300 Chest Plat and Leg Press Plat A420 + Compressor-Quiet 115V
Plate loaded resistance training equipment <ul style="list-style-type: none"> - Iso-lateral bench press - Iso-lateral incline press - Iso-lateral leg curl 	1 of each	Allows for training with frail older adults to high performance athletes since plate loaded (e.g., Life Fitness or Pulse) <ul style="list-style-type: none"> - Quote should also include plates to accommodate all of the pieces of equipment combined (low weight plates to very high weight plates)

<ul style="list-style-type: none"> - Iso-lateral leg extension - Iso-lateral leg press - Iso-lateral lat pull down - Iso-lateral row - Iso-lateral should press - Seated biceps - Seated dip - Seated calf 		
Sport treadmill	1	Must have ability for downhill running (up to 25 degree decline) <ul style="list-style-type: none"> - e.g., Lode Katana Sport XL 400V
Bariatric treadmill	1	Needs to support at least 400 lbs or greater <ul style="list-style-type: none"> - Should have a low deck to step onto - e.g., Woodway Bari-Mill, good choice given its smooth running and that it supports up to 800 lbs
Resistance bands	Enough for a class of 20 people doing a range of exercises across the body	
Heart rate monitors	20	
Dumbbells + barbells + kettle bells + wrist and ankle weights	Enough for a class of 10 people	Should be able to accommodate frail older adults to high performance athletes in terms of the amount of weight for each dumbbell, barbell, kettle weight or wrist/ankle weights
Mats	25	Should be able to hang on wall for storage Should be suitable to type of flooring to prevent slippage
Suspension trainers	10	e.g., TRX, need to include anchor system
Aerobic steps	20	
Monitoring equipment for training	20	e.g., fitbits
Yoga blocks	20	
Medicine balls	3 - 10 lbs 3 - 15 lbs	
Stability balls	20 12 medium 6 large 2 small	
Flotation belts for aquatic training	20	

ALC – Level 300 (Fitness Centre)

Equipment	Type	Qty	Description
Cardio equipment			
Treadmills	Conventional	35	
	Woodway or direct equivalent	15	4 Front, Curve
Ellipticals/cross trainers	Conventional	40	
	Adaptive/lateral motion cross trainer	10	e.g. Precor AMT, Octane Lat X, Cybex Arc Trainer, Technogym Vario
Stationary bikes	Upright	20	
	Recumbent	12	
	Spin	12	Matrix S Series or direct equivalent
Steppers	Conventional	4	
	Stair climbers/stepmills	3	
Rowers	Concept2 Model D (standard)	5	or direct equivalent
	Concept2 Model E (higher frame)	3	or direct equivalent
	Concept2 Dynamic	2	or direct equivalent
Specialty/other	Jacob's ladder	2	or direct equivalent
	Concept2 SkiErg	2	or direct equivalent
	VersaClimber	2	or direct equivalent
	Arm/upper body ergometer	2	

Treadmills			
Type		Mandatory Specs	Preferred Specs
Conventional			
Weight/Dimensions			Lower deck height, 22" w x 68" l running surface
Power		120v, 20A power max	
Network capabilities			Bluetooth, WiFi, TV
Entertainment		ATSC tuner	Internet, TV
Warranty			Frame – Lifetime, Motor – 10 Years Parts and Electronics – 5 Years Wear Items – 3 Years Labour – 1 Year
Workout options			0% to +15% elevation, METs/watts
Display			19" touch screen

			minimum, programmable
Options/Other		Networked	Flex deck shock absorption, waxless deck
Woodway			
Weight/Dimensions			
Power		120v, 20A power max	
Network capabilities			Bluetooth, WiFi, TV
Entertainment			
Warranty			Frame – Lifetime, Motor – 10 Years Parts and Electronics – 5 Years Wear Items – 3 Years Labour – 1 Year
Workout options			METs/watts
Display			
Options/Other		Individual rubber T-slats running surface and ball-bearings	0-15 mph speed option
Ellipticals/cross trainers			
Type		Mandatory Specs	Preferred Specs
Conventional			
Weight/Dimensions			
Power		120v, 20A power max	
Network capabilities			Bluetooth, WiFi, TV
Entertainment		ATSC tuner	Internet, TV
Warranty			Frame – Lifetime, Motor – 10 Years Parts and Electronics – 5 Years Wear Items – 3 Years Labour – 1 Year
Workout options			METs/watts
Display			19” touch screen minimum, programmable
Options/Other		Networked	Open stride, incline
Bikes			
Type		Mandatory Specs	Preferred Specs
Conventional			
Weight/Dimensions			
Power			
Network capabilities			Bluetooth, WiFi, TV
Entertainment		ATSC tuner	Internet, TV

Warranty			Frame – Lifetime, Motor – 10 Years Parts and Electronics – 5 Years Wear Items – 3 Years Labour – 1 Year
Workout options			Mets/watts
Display			Programmable
Options/Other		Networked	Seat adjustment (front/back), straps for toe boxes
Steppers			
Type		Mandatory Specs	Preferred Specs
Conventional			
Weight/Dimensions			
Power		120v, 20A power max	
Network capabilities			Bluetooth, WiFi, TV
Entertainment		ATSC tuner	Internet, TV
Warranty			Frame – Lifetime, Motor – 10 Years Parts and Electronics – 5 Years Wear Items – 3 Years Labour – 1 Year
Workout options			METS/watts
Display			
Options/Other		Networked	
Rowers			
Type		Mandatory Specs	Preferred Specs
Conventional			
Weight/Dimensions			
Power			
Network capabilities			
Entertainment			
Warranty			
Workout options			METS/watts
Display			
Options/Other			Higher frame

Resistance equipment	Qty	Description
Single stations (selectorized)	58	Based on muscle groups (12 pieces), variable torque-cam profile (i.e. adjustability), range of motion, weight increments, pneumatic lines/hydraulic fluid based, accessible/inclusive line or pieces, seat repair/replacement, aesthetics
Multi stations	4	Cable multi stations, pull up cage; e.g. Technogym Omnia, Life Fitness Synrgy360

Cable cross	8	Conventional or Technogym Kinesis	
Single Stations (Selectorized)			
Type		Mandatory Specs	Preferred Specs
Various			
Weight/Dimensions			
Power			
Network capabilities			
Entertainment			
Warranty			Frame – Lifetime, Motor – 10 Years Parts and Electronics – 5 Years Wear Items – 3 Years Labour – 1 Year
Workout options			
Display			
Options/Other			Based on muscle groups (12 pieces), variable torque-cam profile (i.e. adjustability), range of motion, weight increments, pneumatic lines/hydraulic fluid based, accessible/inclusive line or pieces, seat repair/replacement, aesthetics

Strength equipment	Type	Qty	Description
Bench press stations	Military	2	
	Flat	7	
	Adjustable	5	
Squat rack stations/cages		10	Half racks/cages, full cages, Smith Machine, leg press, standing leg press
Free weight benches		20	Adjustable, bolt down option

Free weights and accessories	Type	Qty	Description
Barbells	20 lbs	3	
	25 lbs	3	
	30 lbs	3	
	35 lbs	3	

	40 lbs	3	
	45 lbs	3	
	50 lbs	3	
	55 lbs	3	
	60 lbs	2	
	65 lbs	2	
	70 lbs	2	
	75 lbs	2	
	80 lbs	2	
	90 lbs	2	
	100 lbs	2	
	110 lbs	2	
Barbell racks	# depend on size and model		Vendor to determine quantity
Auxiliary weight trees		10	Weights storage built into benches so quantity will depend on plate loaded strength equipment
Attachment racks		4	
Accessories racks		2	
Dumbbells (sets)	1 lb	4	
	3 lbs	4	
	5 lbs	28	
	7.5 lbs	48	
	10 lbs	18	
	12.5 lbs	14	
	15 lbs	8	
	17.5 lbs	8	
	20 lbs	8	
	22.5 lbs	4	
	25 lbs	4	
	27.5 lbs	4	
	30 lbs	4	
	32.5 lbs	4	
	35 lbs	4	
	37.5 lbs	4	
	40 lbs	4	
	42.5 lbs	4	
	45 lbs	4	
	47.5 lbs	4	
	50 lbs	4	
	52.5 lbs	3	
	55 lbs	3	

	57.5 lbs	3	
	60 lbs	3	
	62.5 lbs	3	
	65 lbs	3	
	67.5 lbs	3	
	70 lbs	3	
	72.5 lbs	3	
	75 lbs	3	
	77.5 lbs	3	
	80 lbs	3	
	82.5 lbs	3	
	85 lbs	3	
	87.5 lbs	3	
	90 lbs	3	
	92.5 lbs	3	
	95 lbs	3	
	97.5 lbs	3	
	100 lbs	1	
	105 lbs	1	
	110 lbs	1	
	115 lbs	1	
	120 lbs	1	
Dumbbell racks	# depend on size and model		Vendor to determine quantity
Bars	Olympic bars (1500 lb test)	32	
	EZ curl/preacher bars	8	
	Trap bars	2	
Plates	2.5 lbs	48	With handles and hex option
	5 lbs	48	
	10 lbs	96	
	25 lbs	96	
	35 lbs	96	
	45 lbs	116	
Stability balls (with storage racks)	55 cm	23	With wheel options for storage racks
	60 cm	30	
	65 cm	33	
Bosu balls (with storage racks)		71	With wheel options for storage racks and smaller sized racks
Medicine balls (slam) (with storage)	2 lbs	6	By First Place, no equivalent
	4 lbs	6	
	6 lbs	6	

racks)	8 lbs	6	
	10 lbs	6	
	12 lbs	6	
	15 lbs	6	
Kettlebells (with storage racks)	5 lbs	6	
	10 lbs	8	
	15 lbs	8	
	20 lbs	8	
	25 lbs	8	
	30 lbs	6	
	35 lbs	6	
	40 lbs	4	
	45 lbs	4	
	50 lbs	4	
	55 lbs	4	
	60 lbs	4	
Push-up bars		4	
Tubing/bands	Light	19	
	Medium	34	
	Heavy	24	
Dynabands (per box)	Special Heavy	2	Per box (50 yard roll)
	Super Heavy	2	
	Ultra Heavy	2	
Foam rollers (with storage rack)		11	Abs centres, different thickness
Skipping ropes	8', 8.5', 9', 9.5'	16	4 of each size
	9'	45	
	12'	15	
Mats	2' wide x 6' high x 1-2" thick	110	
	Martial Arts Mats with velcro		2400sq.ft. these mats must roll up to be stored, and be able to be used for martial arts (jiu Jitsu/muay thai/karate/aikido/judo), can't be "sticky"; http://www.dollamur.com/martialarts/flexiconnect-martial-arts.html or direct equivalent
	Yoga mats, Studio grade	120	Halfmoon Canada, 6 colours to choose from or direct equivalent
Yoga blocks	3"	60	Halfmoon Canada, 3 colours to choose from or direct equivalent
Yoga straps	6'	60	Halfmoon Canada, 3 colours to choose from or direct equivalent

Bolsters	Cylinder/rectangle/prana shapes	60	Halfmoon Canada or direct equivalent
Mat towels		120	Halfmoon Canada, 3 colours to choose from or direct equivalent
Meditation cushions	Halfmoon Zafu/Om Zafu	60	Halfmoon Canada or direct equivalent
Agility ladder		2	
Interval clock		1	MuscleDriver Canada or direct equivalent
Balance trainers	Rocker & wobble board set with stand	2	
Step benches		4	
Ab wheels		3	
Landmine	Bent over row	1	
Battling ropes	50'	1	
Plyo boxes		1	Set of 4
Olympic bar spring collars (pairs)		50	

Specialty fitness/functional/group training equipment		Qty	Description
	TRX Xmounts with Lag Shields	16	
	TRX Commercial Suspension Trainer (Club 3)	16	
Core and stretching equipment			
	Posterior/anterior	4	2 each from Technogym FLEXability
	Roman Chair	3	Need weight tree if not built in
	Abdominal boards for "A" rack	6	
	"A" rack	1	
	Ab bench (decline)	2	Depends on ab boards
	Ab Coaster	2	

APPENDIX 1.2 – JOE DOUPE EQUIPMENT: ITEM SPECIFICATIONS

Joe Doupe Recreation Centre

Equipment	Type	Qty	Description
Cardio equipment			
Treadmills	Conventional	4	
	Woodway or direct equivalent	1	4 Front
Ellipticals/cross trainers	Conventional	5	
	Precor AMT or direct equivalent	1	
Stationary bikes	Upright	6	
	Recumbent	2	
	Spin	10	
Steppers		2	
Rowers	Concept2 Model D (standard) or direct equivalent	2	

Resistance equipment	Type	Qty	Description
Single stations (selectorized)	Rotary Hip	1	
	Dip/Chin Assist	1	
	45 Degree Leg Press	1	
	Calf Press	1	
	Prone Leg Curl	1	
	Leg Extension	1	
	Diverging Seated Row	1	
	Converging Shoulder Press	1	
	Diverging Lat Pulldown	1	
	Converging Chest Press	1	
	Pectoral Fly	1	
	Back Extension	1	
	Abdominal Crunch	1	
Multi stations	6-Stack	1	With consideration for a landmine

Strength equipment	Type	Qty	Description
Bench press stations	Adjustable Decline Bench	1	
	Adjustable Bench	1	
	Adjustable Incline Bench	1	
	Preacher Curl Bench	1	

	Back Extension Bench	1	
	Olympic Incline Bench or Half Rack	1	Adjustable
	Olympic Flat Bench	1	
	Flat Bench	1	
Squat rack stations/cages	Squat Rack or Half Rack	1	
Plate loaded	Calf Extension	1	
	Leg Press	1	

Free weights and accessories	Type	Qty	Description
Auxiliary weight trees		3	
Dumbbells (sets)	1 lb	2	
	3 lbs	2	
	5 lbs	2	
	7.5 lbs	2	
	10 lbs	2	
	15 lbs	2	
	20 lbs	2	
	25 lbs	2	
	30 lbs	2	
	35 lbs	2	
	40 lbs	1	
	45 lbs	1	
	50 lbs	1	
	55 lbs	1	
	60 lbs	1	
	65 lbs	1	
	70 lbs	1	
	75 lbs	1	
	80 lbs	1	
	85 lbs	1	
	90 lbs	1	
	95 lbs	1	
	100 lbs	1	
Dumbbell racks	10 pairs per rack	3	
Bars	Olympic Bars (1500 lb test)	3	
	Olympic 5' Straight Curl Bar	1	
	Multigrip Lat Bar	1	
	Olympic Curl Bar	1	
	Olympic Triceps Bar	1	
	Revolving Straight Bar	1	
Plates	2.5 lbs	8	With handles and hex option

	5 lbs	20	
	10 lbs	20	
	25 lbs	20	
	35 lbs	24	
	45 lbs	18	
Tricep Rope		1	
Stirrup Handle		4	
Ab wheels		3	
Olympic bar spring collars (pairs)		8	

Specialty fitness/functional/group training equipment		Qty	Description
	TRX Xmounts with Lag Shields	16	
	TRX Commercial Suspension Trainer (Club 3)	16	
Core and stretching equipment			
	Flat Abdominal Board with hand grip	1	

APPENDIX 2.1 – FRANK KENNEDY CENTRE INVENTORY

CARDIO EQUIPMENT

UPRIGHT BIKES (23) + (15)	Year Brought In	Quantity
MONARK BIKES MODEL 817	1990-1994	8
LIFE CYCLES MODEL 9500	1997	3
BODYGUARD BIKES MODEL VLS-2	1998	5
TRUE UPRIGHT BIKE MODEL 750U	2000	4
LIFEFITNESS UPRIGHTS 9500HR	2005	9
STAIRMASTER UPRIGHT BIKE	2005	2
RECUMBENT BIKES (16)		
LIFECYCLE RECUMBENT LC9500RHR	2002	8
STAIRMASTER RECUMBENT BIKE	2005	2
TRUE RECUMBENT MODEL 750R	2000	4
CONCEPT 2 ROWERS	2000	3
CROSSTRAINERS (16) + (6 E)		
LIFEFITNESS 9100 (NO HR)	2003	0
LIFEFITNESS CrossTrainer CT9500HR	2002	8
LIFEFITNESS XWJ103052	2007	2
STAR TRAC Model PRO CROSSTRAINER	2008	3
TRUE ELLIPTICALS 750E	2000	6
TREADMILLS (11)		
LIFEFITNESS TREADMILLS	2002	
MODEL TR9100		2
MODEL 93Ti		2
MODEL 95Ti #79	2007	1
LF CLASSIC (Replace)	2010	1
STAR TRAC TREADMILL		3
Precor C966i Reh-Fit (Used)	2013	2
STEPPERS (12)		
STAIRMASTER 4000 # 46		1
BODYGUARD STEPPERS Exec. LS3	2000	2
STAIRMASTER STAIRCLIMBER	2005	4
LIFEFITNESS 95Si STEPPERS	2004	5

STRENGTH EQUIPMENT

<u>PLATE LOADED CABLE MACHINES (SELECTORIZED)</u>	<u>Quantity</u>
<u>PULSE FITNESS MACHINES</u>	
Leg Press	1
Hamstring Curl	2
Leg Extension	2
Hip Abduction	1
Hip Adduction	1
Multi Hip	2
Seated Triceps Machine	1
Chest Press Inclined	1
Access Chest Press	1
Pectoral Flye	1
Access Flyes	1
Access Adjustable Pectoral Fly	1
Rear Delt / Pectoral	2
Deltoid Raise Machine	1
Shoulder Press	2
Access Shoulder Press	1
4 Stn. Multistation	2
6 Stn. Multistation	1
Old Universal 4 Station	1
Asst. Chin / Dips	2
Weighted Chin Dip	1
Seated Row	1
Lats Pulldowns	2
Abdominal Crunch	2
Accessories Cable Handles Rack	1

<u>PLATE LOADED MACHINES AND FREE WEIGHT EQUIPMENTS</u>	<u>Quantity</u>
<u>PULSE FITNESS MACHINES</u>	
Standing Calf Raise	2
Seated Calf Raise	1
Leg Press	1
Squat Rack	3
Tower Squat Rack	1

Smiths Machine	1
Seated Preacher Curl	2
Stand Preacher Curl	1
Incline Row	1
Olym Decline Bench	1
Olym Flat Bench Pr	4
Olym Incline Bench Pr	1
Olym Seated Military Back Press	1
Cables Crossovers 2 Station	1
Wrist Roller Station	1
Wall Mounted Tricep Station	1
Free Benches	6
Incline Decline Free Bench	2
Incline to Flat Free Bench	2
Sit Up Bench	1
Olympic Bars Rack YORK	1

<u>OLYMPIC BARS / ATTACHMENTS / ACCESSORIES</u>	<u>Quantity</u>
PULSE FITNESS SUPPLIED ACCESSORIES	
Spring collars	14 Pairs
Olympic Bars 87 inch YORK	
Olympic Bars 1500lb capacity (+1)	3
Olympic Bars standard capacity (+1)	11
E Z Curl Bars	4
5 Ft. Straight Curl	2

6 Ft Straight Curl	1
D Type Style Handles Chrome	6
Lat Pulldown Bars	7
Rolling Straight Bicep Bar 22 in chrome	5
Tricep Pushdown bars asst.	5
Ergo Multipurpose Row Bar	2
Pro Lat Bar D type ends	1
Cable Triangle handle	1
Lat Pulldown Bars Cambered	1

STRENGTH EQUIPMENT

FIXED WEIGHT BARBELLS ALL YORK PRODUCT													
Total Lbs.	10 lbs.	15 lbs.	20 lbs.	25 lbs.	30 lbs.	35 lbs.	40 lbs.	45 lbs.	50 lbs.	55 lbs.	60 lbs.	80 lbs.	90 lbs.
Qty	1	1	2	4	6	3	1	0	1	1	1	0	1

RACKS FOR FIXED BARBELLS Qty of 2 (one YORK One Probably Universal Gym)

GROTTO WEIGHT PLATES YORK PRODUCT									
45 lbs.	35 lbs.	25 lbs.	10 lbs.	5 lbs.	2.5 lbs.				
99	30	39	65	46	5	PLATES		WEIGHT TREES	17
								PULSE FITNESS	

DUMBBELLS YORK VIA PULSE FITNESS

	3 lbs.	5 lbs.	8 lbs.	10 lbs.	12 lbs.	15 lbs.	20 lbs.	25 lbs.	30 lbs.	35 lbs.	40 lbs.
Pairs	3	11	7	11	5	5	7	5.5	6.5	6	3.5

	45 lbs.	50 lbs.	55 lbs.	60 lbs.	65 lbs.	70 lbs.	75 lbs.	80 lbs.	85 lbs.	90 lbs.	95 lbs.	100 lbs.
Pairs	4	5	3	4	2	2	2	2.5	2	2	2	2

Dumbbell Racks		10 Racks
PULSE FITNESS		

<u>STRETCHING AREA</u>				Qty
ABDOMINAL BOARDS Gym and PULSE Fitness)	(Universal			6
ROMAN CHAIR		PULSE FITNESS		2
HYPEREXTENSION STATIONS		PULSE FITNESS		2
STRETCHING CAGE		TRUE FITNESS		2

APPENDIX 2.2 – JOE DOUPE INVENTORY

CARDIO EQUIPMENT

<u>UPRIGHT BIKES (7)</u>	Quantity
LIFEFITNESS UPRIGHTS 9500HR	6
STAR TRAC P UB	1
<u>RECUMBENT BIKES (1)</u>	
STAR TRAC	1
<u>CROSSTRAINERS (5)</u>	
STAR TRAC MODEL PRO	3
PRECOR EFX 544	1
LIFE FITNESS 9500HR	1
<u>TREADMILLS (4)</u>	
LIFEFITNESS 95TI	3
PRECOR C966I	1
<u>STEPPERS (3)</u>	
LIFEFITNESS 95Si ISOTRAC CLIMBING SYSTEM	2
SPRINT STEP SILENT DRIVE SS 500	1
<u>ROWERS (2)</u>	
CONCEPT 2 INDOOR ROWER	2

STRENGTH EQUIPMENT

<u>PLATE LOADED CABLE MACHINES (SELECTORIZED)</u>	
PULSE FITNESS MACHINES	Quantity
Leg Press	1
Rotary Calf	1
Prone Leg Curl	1
Leg Extension	1
Abdominal Crunch	1
Back Extension	1
Multi Hip	1
Row Machine	1
Lat Pulldown	1
Chest Press	1
Shoulder Press	1
Pectoral Fly	1
Assisted Chin Up/Dip	1
6 Stn. Multistation	1

<u>PLATE LOADED MACHINES AND FREE WEIGHT EQUIPMENTS</u>	
	Quantity
Integra Squat Machine	1
Lever Leg Press	1
Squat Rack	1
Back Extension	1
Olympic Military Press Bench w/Rack	1
Olympic Incline Press Bench w/Rack	1
Adjustable Decline Bench	2
Adjustable Incline Bench	1
Adjustable Bench	1
Flat Bench	1
Preacher Curl Bench	1

<u>OLYMPIC BARS / ATTACHMENTS / ACCESSORIES</u>	Quantity
Spring Collars	13
45lb Bar	4
Multi Grip Bar	2
Olympic Triceps Bar	1
Multi-Grip Lat Bar	2
Revolving Straight Bar	1
Tricep Rope	2
Stirrup Handle	4
Seated Row Bar	1
Pro Grip Lat Bar	1
Tricep Pressdown Bar	1
Weight Trees	3
Dumbbell Racks	2

WEIGHT PLATES

	2.5 LBS.	5 LBS.	10 LBS.	25 LBS.	35 LBS.	45 LBS.
PLATES	8	23	20	25	18	17

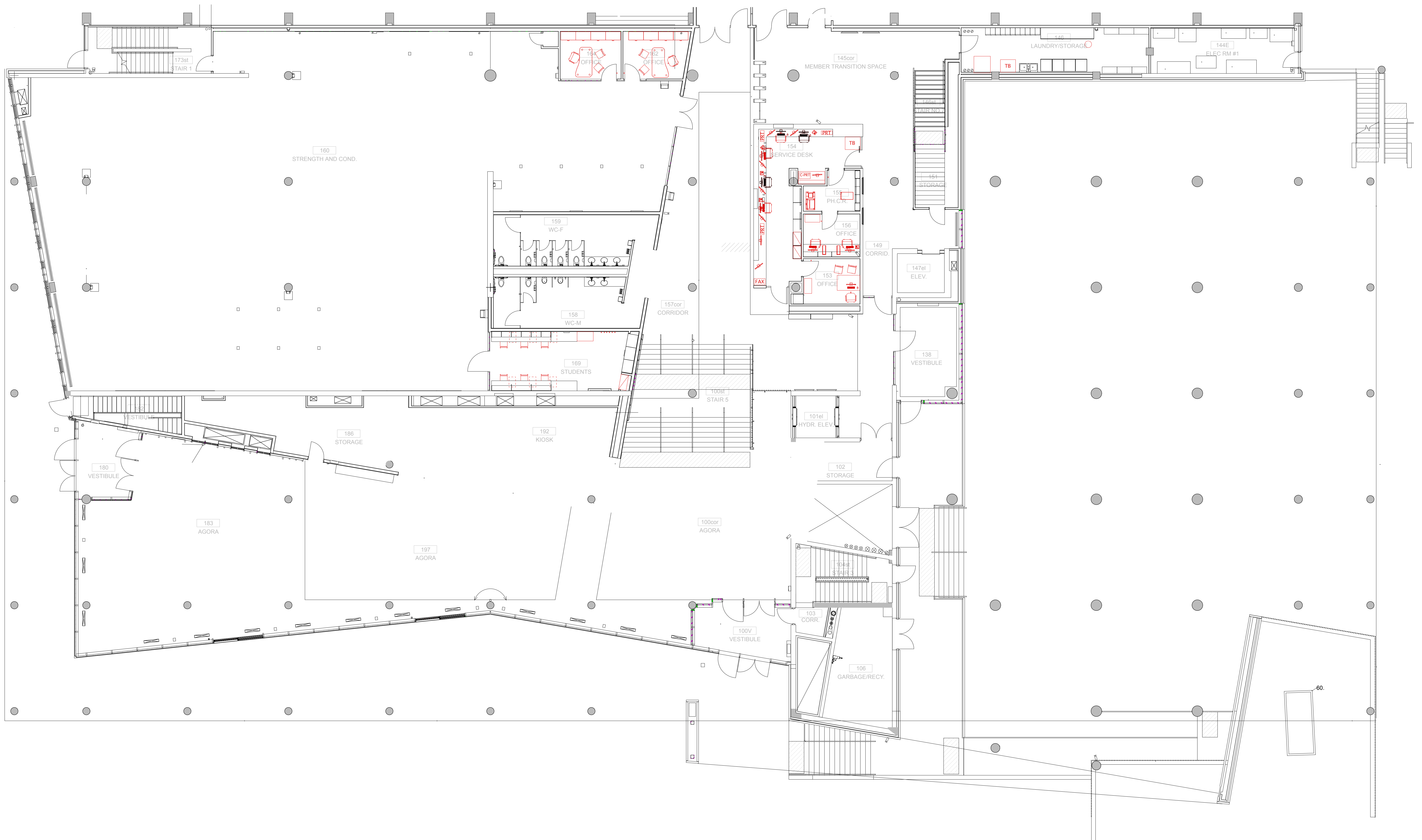
DUMBBELLS

	5 lbs.	10 lbs.	12 lbs.	15 lbs.	20 lbs.	25 lbs.	30 lbs.	35 lbs.	40 lbs.	45 lbs.
Paris	1	1	2	2	1	1	1	1	1	1

	50 lbs.	55 lbs.	60 lbs.	65 lbs.	70 lbs.	75 lbs.	80 lbs.	85 lbs.	90 lbs.	95 lbs.	100 lbs.
Paris	1	1	1	1	1	1	1	1	1	1	1

APPENDIX 3 – FLOOR PLAN

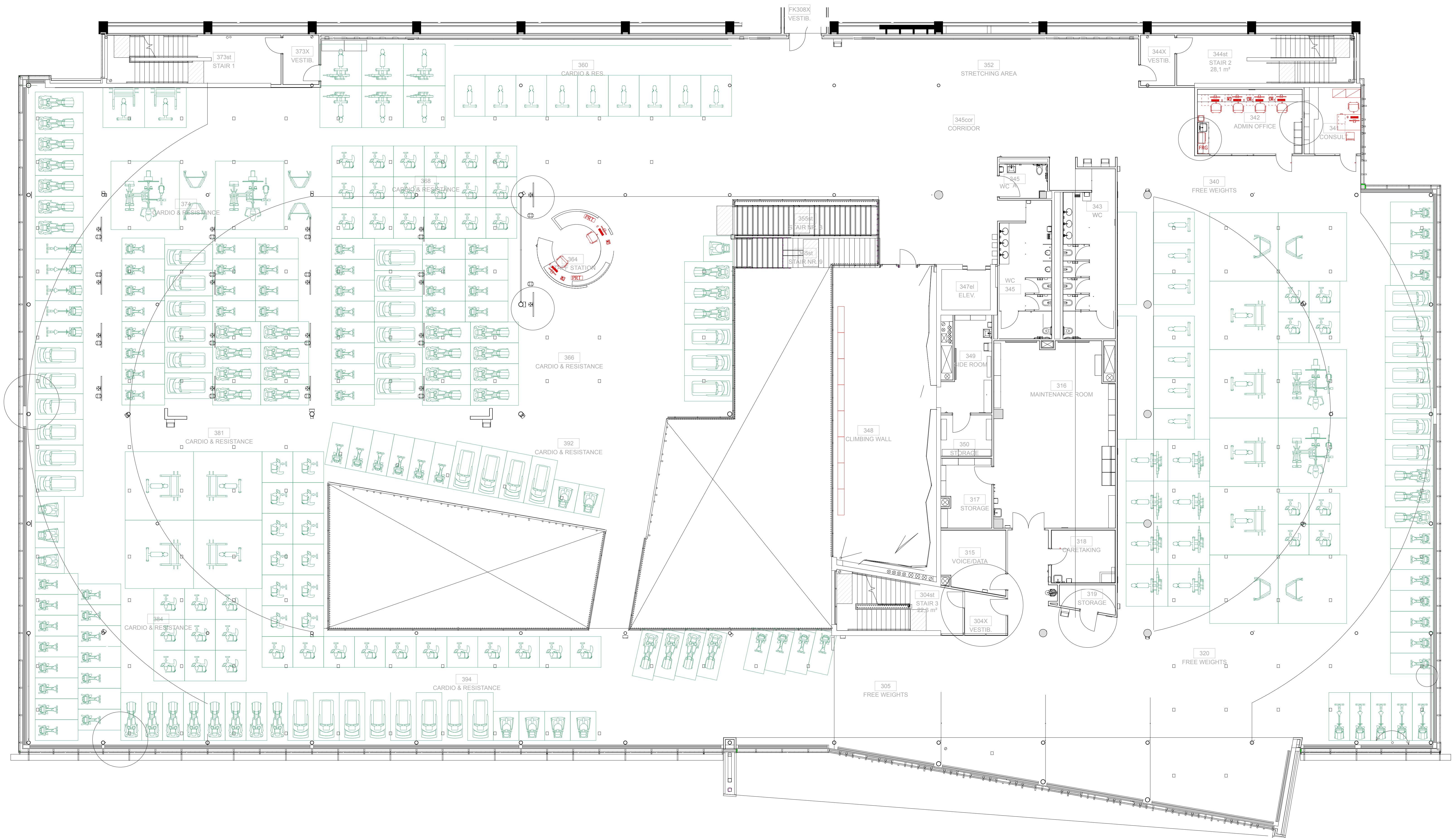
ALC – Level 100



ALC – Level 200



ALC – Level 300



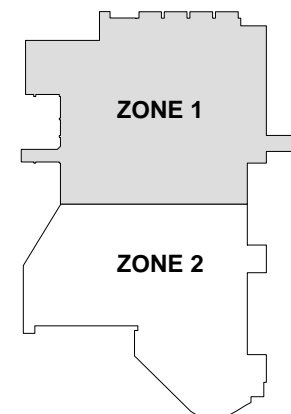
Joe Doupe Recreation Centre

Medical Services

Door & elevator room
below stairs.

Corridor
extends
underneath

Zone 2



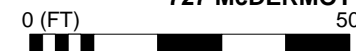
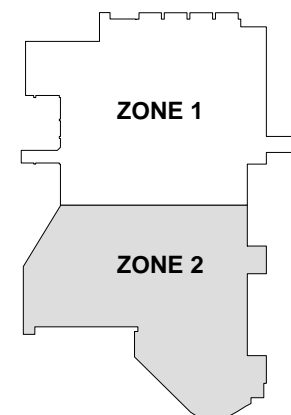
000 LEVEL - ZONE 1

727 McDERMOT



0 (FT) 50

MARCH 25, 2008



MARCH 25, 2008

ATTACHMENTS

ATTACHMENT A – PROPOSAL FORM

COMPANY AND CONTACT INFORMATION

Name of Company: _____

Contact Information – Individual that can contractually obligate the Offeror/Firm

Name	
Title	
Email	
Telephone	
Fax	
Address	

Contact Information – Individual that can be contacted for clarification on this proposal

Name	
Title	
Email	
Telephone	
Fax	

ADDENDA ACKNOWLEDGEMENT

Offeror acknowledges receipt of the following addenda, and has incorporated the requirements of such addenda into the proposal (*List all addenda dates issued for this RFP and initial*):

No.	Date/Initials	No.	Date/Initials
No.	Date/Initials	No.	Date/Initials

SIGNATURE

This proposal must be signed by the person authorized to contractually obligate the organization.

<i>Printed Name</i>	
<i>Signature</i>	
<i>Date Signed</i>	

CRITICAL TEAM PERSONNEL

Name of Key Account Manager ¹	
Name of National Sales Manager	
Name of Equipment Service Manager	
Name of Marketing Manager	
Name(s) of Sub-Contractors	

¹The Key Account Manager is the individual who will be the daily point of contact throughout this project.

CERTIFICATIONS

No	Criteria	Response*
1	The Offeror has read the entire RFP and clearly understands the intent of the scope	True / False
2	The Offeror is willing and able to comply with all terms and requirements described in the RFP including any included standard form agreement and its terms and conditions	True / False
3	The Offeror is presently engaged in the business of providing the services & work required in this RFP	True / False
4	The Offeror accepts the University Terms and Conditions as stated in this RFP (including the standard form agreement)	True / False
5	The Offeror confirms that it has the financial strength to perform the services required under this RFP	True / False
6	The Offeror can provide (if requested) financial records for the organization for the past three years	True / False
7	The Offeror is currently registered and licensed to provide fitness equipment and services in the Province of Manitoba	True / False
8	The Offeror certifies that it is not currently debarred, suspended, proposed for debarment, or declared ineligible for award by any Public entity	True / False
9	Within the past five years, the Offeror certifies that they have not been convicted or had civil judgment rendered against them for: fraud, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or tax evasion	True / False
10	The Offeror certifies that the Offeror has not been a party to a criminal proceeding in the past 10 years	True / False
11	The Offeror has not had any contracts terminated by the University of Manitoba (within the past five years)	True / False
12	The Offeror certifies that there is no pending litigation against the Offeror	True / False
13	Offeror certifies that Offeror has reviewed the University's Policy and procedures relating to Conflict of Interest and does not have a possible conflict of interest with any employee involved in this solicitation and/or ensuing -contract. (this Policy and the procedures are posted on the University's website and are available on request)	True / False

* Failure to answer, or answering "False" may be grounds for disqualification. Please attach additional information on any subject where the Offeror responded "False" to a question above.

TERMS AND CONDITIONS CHECKLIST

No	Criteria	Response*
1	The Offeror accepts the University Terms and Conditions as stated in this RFP (including the standard form agreement)	True / False

FIRM QUALIFICATIONS

No	Criteria	Response
1	How many years has your firm been continuously active in fitness equipment services (under the current business name)?	
2	Identify the number of citations received in the past three years from any government agency, regardless of the nature of alleged violations and outcome.	
3	Will you provide state of the art equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	Will you confirm status as an authorized reseller/dealer of equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Will you provide installation of all equipment in consultation with Faculty of Kinesiology and Recreation Management?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Will you provide maintenance service staff with availability, knowledge, and responsiveness?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Will you outline warranty details, post-warranty maintenance, hours of operation, response times, escalation procedures, and location of support centres?	<input type="checkbox"/> Yes <input type="checkbox"/> No
8	Will you provide warranty maintenance (inclusive of all costs, shipping, parts and labour) to all equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9	Will you provide service and replacement parts to all equipment after expiration of the warranty period?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10	Will you itemize annual equipment maintenance requirements?	<input type="checkbox"/> Yes <input type="checkbox"/> No
11	Will you provide equipment preventative and ongoing maintenance programs and/or training??	<input type="checkbox"/> Yes <input type="checkbox"/> No
12	Will you optimize the usage of space and provide different equipment layout options taking into consideration the location of the electrical/communications floor boxes?	<input type="checkbox"/> Yes <input type="checkbox"/> No
13	Will you provide a Sustainability Plan that is responsive/flexible and will accommodate the needs of the UM throughout the duration of the contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
14	Will you confirm good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba. A current (within two years) Certificate of Status will be accepted as part of this qualification.	<input type="checkbox"/> Yes <input type="checkbox"/> No

ATTACHMENT B – TEAM QUALIFICATIONS

Do not list any names that can be used to identify the Offeror

Team Qualifications

No	Criteria	Key Account Manager
1	Total years of experience in the fitness equipment service area?	
2	Total years of experience in the current position?	
3	How long has the individual been employed at your organization?	
4	How many similar projects has the individual performed?	

Additional Capabilities (Example: describe any dominant performance metrics for the individuals listed above, have they ever worked together as a team, significant performance improvements made, capabilities/performance of other key personnel, etc.)

ATTACHMENT C – PROJECT PLAN

Do not list any names that can be used to identify the Offeror.

SECTION 1 – PROPOSAL SUMMARY (1 Page Maximum)

ATTACHMENT C – PROJECT PLAN

Do not list any names that can be used to identify the Offeror.

SECTION 2 – PROJECT ASSUMPTIONS (1 Page Maximum)

ATTACHMENT C – PROJECT PLAN

Do not list any names that can be used to identify the Offeror.

SECTION 3 – EXPECTATIONS AND RESPONSIBILITIES (1 Page Maximum)

ATTACHMENT C – PROJECT PLAN

Do not list any names that can be used to identify the Offeror.

SECTION 4 – CLARIFICATION PERIOD SCHEDULE (1 Page Maximum)

ATTACHMENT D – RISK ASSESSMENT PLAN TEMPLATE

Do not list any names that can be used to identify the Offeror. Do not list any cost information. Offeror may add/delete additional rows to identify additional risks, but do not exceed the page limit

SECTION 1 – ASSESSMENT OF CONTROLLABLE RISKS (1 Page Maximum)

Risk 1:	
Why is it a Risk:	
Solution:	
Risk 2:	
Why is it a Risk:	
Solution:	
Risk 3:	
Why is it a Risk:	
Solution:	
Risk 4:	
Why is it a Risk:	
Solution:	
Risk 5:	
Why is it a Risk:	
Solution:	

ATTACHMENT D – RISK ASSESSMENT PLAN TEMPLATE

Do not list any names that can be used to identify the Offeror. Do not list any cost information. Offeror may add/delete additional rows to identify additional risks, but do not exceed the page limit

SECTION 2 – ASSESSMENT OF NON-CONTROLLABLE RISKS (1 Page Maximum)

Risk 1:	
Why is it a Risk:	
Solution:	
Risk 2:	
Why is it a Risk:	
Solution:	
Risk 3:	
Why is it a Risk:	
Solution:	
Risk 4:	
Why is it a Risk:	
Solution:	
Risk 5:	
Why is it a Risk:	
Solution:	

ATTACHMENT E - VALUE ASSESSMENT PLAN TEMPLATE

Do not list any names that can be used to identify the Offeror. Do not list any cost information. Offeror may add/delete additional rows to identify additional value added options. Do not exceed the page limit

VALUE ADDED OPTIONS (1 Page Maximum)

Item 1: _____

Item 2: _____

Item 3: _____

Item 4: _____

Item 5: _____

ATTACHMENT F - REFERENCE LIST

Past Project List (Offeror Firm)

No	Point of Contact ¹	Phone ²	Client Name ³	Date Awarded ⁴	Length ⁵	Average Population ⁶	Awarded Cost ⁷	Final Cost ⁸
1								
2								
3								
4								
5								

Past Project List (Key Account Manager)

No	Point of Contact ¹	Phone ²	Client Name ³	Date Awarded ⁴	Length ⁵	Average Population ⁶	Awarded Cost ⁷	Final Cost ⁸
1								
2								
3								
4								
5								

1= Name of the person who will answer customer satisfaction questions

2 = Current phone number for the reference

3 = Name of the company / institution that the service was performed for (i.e. Tempe College, etc.)

4 = Date that the contract was awarded (MM/DD/YY)

5 = Total length or the duration of the base contract (in years)

6 = Average number of students (per year of service)

7 = Total cost of contract at award (\$)

8 = Total cost of contract at final completion(\$)

Attachment G

University of Manitoba – Fitness Services Questionnaire

To: _____

Phone: _____ Email: _____

Past Performance Survey of: _____
Name of Company (and/or) Name of Key Account Manager

The University of Manitoba is analyzing past performance information on fitness equipment service firms and their key personnel. The firm/individual listed above has identified you as a client for which they have previously performed work on. The University greatly appreciates your time in completing this survey. Rate each of the criteria on a scale of 1-10, with 10 representing that you were very satisfied and 1 representing that you were very unsatisfied. Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge in a particular area, please leave it blank.

Client Name: _____ Awarded Date: _____

Project Name: _____ Total Size (\$): _____

NO	CRITERIA	UNIT	RATING
1	Ability to manage total cost (in the best interest of the client)	1-10	
2	Ability to maintain project schedule	1-10	
3	Overall quality of product meeting the needs of users	1-10	
4	Overall quality of staff to provide effective service maintenance schedule	1-10	
5	Ability to communicate and document risks on the project	1-10	
6	Ability to follow the users rules, regulations, and requirements	1-10	
7	Overall customer satisfaction	1-10	

Please identify the greatest risks/issues/challenges that were encountered during this service:

Printed Name (of Evaluator) Signature (of Evaluator)

Thank you for assisting the University of Manitoba in this important endeavor.
Please fax the completed survey to: (Insert Offeror's fax number, see 4.8)

ATTACHMENT H - PAST PERFORMANCE INFORMATION SCORE

Enter all of the survey data scores for each entity listed below

Offeror Past Performance Ratings/Score

No	Criteria	Survey 1	Survey 2	Survey 3	Survey 4	Survey 5	Average
1	Ability to manage total cost (in the best interest of the client)						
2	Ability to maintain project schedule						
3	Overall quality of product meeting the needs of users						
4	Overall quality of staff to provide effective service maintenance schedule						
5	Ability to communicate and document risks on the project						
6	Ability to follow the users rules, regulations, and requirements						
7	Overall customer satisfaction						
Overall Average Score:							
Total Number of Surveys Returned:							

Key Account Manager Past Performance Ratings/Score

No	Criteria	Survey 1	Survey 2	Survey 3	Survey 4	Survey 5	Average
1	Ability to manage total cost (in the best interest of the client)						
2	Ability to maintain project schedule						
3	Overall quality of product meeting the needs of users						
4	Overall quality of staff to provide effective service maintenance schedule						
5	Ability to communicate and document risks on the project						
6	Ability to follow the users rules, regulations, and requirements						
7	Overall customer satisfaction						
Overall Average Score:							
Total Number of Surveys Returned:							

ATTACHMENT I – COST PROPOSAL

SECTION 1 – TOTAL BASE FEE

	Total Fixed Cost (\$)
Active Living Centre (ALC) <i>(from Attachment 1.1)</i>	
Joe Doupe Recreation Centre <i>(from Attachment 1.2)</i>	
Total	

SECTION 2 – POTENTIAL OPTION – BUY-BACK ON EXISTING FITNESS EQUIPMENT

	Total Buy-Back Value (\$)
Frank Kennedy Centre Inventory <i>(from Attachment 2.1)</i>	
Joe Doupe Recreation Centre Inventory <i>(from Attachment 2.2)</i>	
Total	

SECTION 3 – VALUE ADDED OPTIONS / IDEAS

Please provide estimated financial impacts associated with each Value Added Idea that you have proposed in Attachment E (if any). These ideas will be discussed and negotiated during the Clarification Period.

No	Description	Estimated Impact to Base Fee
1		
2		
3		
4		
5		

Your proposal has accounted and included all costs (if any) associated with transitioning the service to your company:

☐ Yes
☐ No

ATTACHMENT 1.1 – ALC EQUIPMENT: ITEMIZED PRICES

COMPANY AND CONTACT INFORMATION

Name of Company: _____

Note: Unit Price shall include all direct and indirect costs. Please refer to Section 4.9 Cost Proposal.

SECTION ONE – BASE FEE OF PROJECT COST

ALC – Level 100 (Strength and Conditioning Centre)

1) Testing and monitoring equipment

Equipment	Qty	Unit Price	Extension
Kistler Quattro or AMTI or equivalent force plate	1		
Custom Platform	1		
Pasco Force Platform	2		
Fusion Sport Timing System	1		
Tendo Speed and Power Analyzers	12		
Rack Sleeves	12		
Polar Team2 Pro System or Polar Team app together with a Polar Bluetooth smart heart rate sensors	1		
Vertec Vertical Jump Tester	3		
Long Jump Tester	2		
Total			
Lead Time for Delivery			

2) Cardio Equipment

Equipment	Qty	Unit Price	Extension
Woodway curve treadmills	6		
Elliptical	2		
Concept 2 Rowing Ergometer	2		
Wattbike Trainer or Pro	6		
Keiser Indoor Cycle	6		
Total			
Lead Time for Delivery			

3) Strength Training Equipment

Equipment	Qty	Unit Price	Extension
Squat Rack	6		
Adjustable Benches	8		
Adjustable Prone Rowing Bench	2		
Horizontal Plate Racks	20		
5 kg technique plates	18		
25 kg bumper plates	20		
20 kg bumper plates	74		
15 kg bumper plates	38		
10 kg bumper plates	38		
Microplate sets	19 sets		
Squat Stands	12		
Pulling Blocks	6 pairs		
Horizontal Dumbbell Racks	4		
Vertical Dumbbell Racks	2		
Dumbbells	2 sets		
Dumbbells	4 sets		
20 kg Barbells	18		
15 kg Barbells	12		
Trap Bars	8		
Safety Squat Bars	1		
Football/Swiss Bars	1		
Fat Bars	1		
Curl Bars	1		
10 kg technique bar	1		
6 holder bar rack	8		
Standing Hamstring Curl Machine	2		
Decline Sit up Bench	2		
Glute Ham Raise Device	2		

45 degree back extension machine	1		
Seated row machine	2		
Lat pulldown machine	2		
Smith Machine	2		
Leg press	1		
Prone leg curl machine	1		
Power Runner	1		
Leg extension machine	1		
Pro Grade Kettlebells	14		
Kettlebell Rack	1		
Chalk bowl	6		
Collars	18 pairs		
Spring Collars	18 pairs		
First Place Medicine Balls (no equivalent)	25		
Medicine Ball Racks	5		
Plyometric Boxes	4		
Sprint Sleds with hip harness	6		
Run Rocket	3		
Prowler 2	4		
UHMW Prowler Skis			
Nike Sparq Speed Hurdles	30		
Russian Plyo Boxes	6		
Resistance Bands	36		
Landmines	6		
Dip/Chin up belts	8		
Dip Stand	1		
Stretching mats	5		
Foam rollers	10		
Climbing ropes	1		
Wall Bar Sections	3		
Cable column	3		
Power Plate pro5 AIRdaptive HP	1		
Globus SpeedCoach Plus EMS	3		
Vasa Swim Trainer	1		
POLANIK Training Revert Hurdles	15		
Swiss Balls	4		
Belt Squat Machine	1		
Multi-Hip Machine			
Total			
Lead Time for Delivery			

Note:

**Pneumatic lines/hydraulic fluid based selectorized machines may be considered.
Accessible/inclusive line or pieces for selectorized machines may be considered.**

ALC – Level 200 (Applied Research Centre)

Type of Equipment	Qty	Unit Price	Extension
Commercial treadmills	5		
Commercial stationary bicycles (upright)	5		
Ellipticals	3		
Recumbent elliptical with capacity to use arms	3		
Arm ergometer	3		
Pneumatic resistance training equipment that allows for monitoring power/velocity during training as well as testing <ul style="list-style-type: none"> - Leg Press - Arm Press 	1 of each plus compressor		
Plate loaded resistance training equipment <ul style="list-style-type: none"> - Iso-lateral bench press - Iso-lateral incline press - Iso-lateral leg curl - Iso-lateral leg extension - Iso-lateral leg press - Iso-lateral lat pull down - Iso-lateral row - Iso-lateral should press - Seated biceps - Seated dip - Seated calf 	1 of each		
Sport treadmill	1		
Bariatric treadmill	1		
Resistance bands	Enough for a class of 20 people doing a range of exercises across the body		
Heart rate monitors	20		
Dumbbells + barbells + kettle bells + wrist and ankle weights	Enough for a class of 10 people		
Mats	25		
Suspension trainers	10		
Aerobic steps	20		
Monitoring equipment for training	20		
Yoga blocks	20		
Medicine balls	3 - 10 lbs 3 - 15 lbs		
Stability balls	20		

	12 medium 6 large 2 small		
Flotation belts for aquatic training	20		
Total			
Lead Time for Delivery			

ALC – Level 300 (Fitness Centre)

Equipment	Type	Qty	Unit Price	Extension
Cardio equipment				
Treadmills	Conventional	35		
	Woodway	15		
Ellipticals/cross trainers	Conventional	40		
	Adaptive/lateral motion cross trainer	10		
Stationary bikes	Upright	20		
	Recumbent	12		
	Spin	12		
Steppers	Conventional	4		
	Stair climbers/stepmills	3		
Rowers	Concept2 Model D (standard)	5		
	Concept2 Model E (higher frame)	3		
	Concept2 Dynamic	2		
Specialty/other	Jacob's ladder	2		
	Concept2 SkiErg	2		
	VersaClimber	2		
	Arm/upper body ergometer	2		
Total				
Lead Time for Delivery				

Resistance equipment	Type	Qty	Unit Price	Extension
Single stations (selectorized)		58		
Multi stations		4		
Cable cross		8		
Total				
Lead Time for Delivery				

Strength equipment	Type	Qty	Unit Price	Extension
Bench press stations	Military	2		
	Flat	7		

	Adjustable	5		
Squat rack stations/cages		10		
Free weight benches		20		
Total				
Lead Time for Delivery				

Free weights and accessories	Type	Qty	Unit Price	Extension
Barbells	20 lbs	3		
	25 lbs	3		
	30 lbs	3		
	35 lbs	3		
	40 lbs	3		
	45 lbs	3		
	50 lbs	3		
	55 lbs	3		
	60 lbs	2		
	65 lbs	2		
	70 lbs	2		
	75 lbs	2		
	80 lbs	2		
	90 lbs	2		
	100 lbs	2		
	110 lbs	2		
Barbell racks	# depend on size and model			
Auxiliary weight trees		10		
Attachment racks		4		
Accessories racks		2		
Dumbbells (sets)	1 lb	4		
	3 lbs	4		
	5 lbs	28		
	7.5 lbs	48		
	10 lbs	18		
	12.5 lbs	14		
	15 lbs	8		
	17.5 lbs	8		
	20 lbs	8		
	22.5 lbs	4		
	25 lbs	4		
	27.5 lbs	4		
	30 lbs	4		
	32.5 lbs	4		

	35 lbs	4		
	37.5 lbs	4		
	40 lbs	4		
	42.5 lbs	4		
	45 lbs	4		
	47.5 lbs	4		
	50 lbs	4		
	52.5 lbs	3		
	55 lbs	3		
	57.5 lbs	3		
	60 lbs	3		
	62.5 lbs	3		
	65 lbs	3		
	67.5 lbs	3		
	70 lbs	3		
	72.5 lbs	3		
	75 lbs	3		
	77.5 lbs	3		
	80 lbs	3		
	82.5 lbs	3		
	85 lbs	3		
	87.5 lbs	3		
	90 lbs	3		
	92.5 lbs	3		
	95 lbs	3		
	97.5 lbs	3		
	100 lbs	1		
	105 lbs	1		
	110 lbs	1		
	115 lbs	1		
	120 lbs	1		
Dumbbell racks	# depend on size and model			
Bars	Olympic bars (1500 lb test)	32		
	EZ curl/preacher bars	8		
	Trap bars	2		
Plates	2.5 lbs	48		
	5 lbs	48		
	10 lbs	96		
	25 lbs	96		
	35 lbs	96		
	45 lbs	116		
Stability balls (with storage racks)	55 cm	23		
	60 cm	30		

	65 cm	33		
Bosu balls (with storage racks)		71		
Medicine balls (slam) (with storage racks)	2 lbs	6		
	4 lbs	6		
	6 lbs	6		
	8 lbs	6		
	10 lbs	6		
	12 lbs	6		
	15 lbs	6		
Kettlebells (with storage racks)	5 lbs	6		
	10 lbs	8		
	15 lbs	8		
	20 lbs	8		
	25 lbs	8		
	30 lbs	6		
	35 lbs	6		
	40 lbs	4		
	45 lbs	4		
	50 lbs	4		
	55 lbs	4		
	60 lbs	4		
Push-up bars		4		
Tubing/bands	Light	19		
	Medium	34		
	Heavy	24		
Dynabands (per box)	Special Heavy	2		
	Super Heavy	2		
	Ultra Heavy	2		
Foam rollers (with storage rack)		11		
Skipping ropes	8', 8.5', 9', 9.5'	16		
	9'	45		
	12'	15		
Mats	2' wide x 6' high x 1-2" thick	110		
	Martial Arts Mats w/ velcro			
	Yoga mats, Studio grade	120		
Yoga blocks	3"	60		
Yoga straps	6'	60		
Bolsters	Cylinder/rectangle/prana shapes	60		
Mat towels		120		
Meditation cushions	Halfmoon Zafu/Om Zafu	60		
Agility ladder		2		

Interval clock		1		
Balance trainers	Rocker & wobble board set with stand	2		
Step benches		4		
Ab wheels		3		
Landmine	Bent over row	1		
Battling ropes	50'	1		
Plyo boxes		1		
Olympic bar spring collars (pairs)		50		
Total				
Lead Time for Delivery				

Specialty fitness/functional/group training equipment		Qty	Unit Price	Extension
	TRX Xmounts	16		
	TRX Commercial Suspension Trainer (Club 3)	16		
Core and stretching equipment				
	Posterior/anterior	4		
	Roman Chair	3		
	Abdominal boards for "A" rack	6		
	"A" rack	1		
	Ab bench (decline)	2		
	Ab Coaster	2		
Total				
Lead Time for Delivery				

	Total Fixed Cost¹ (\$)
Active Living Centre (ALC)	

¹ Transfer to Attachment I – Cost Proposal

Attachment 1.2 – Joe Doupe Equipment: Itemized Prices

COMPANY AND CONTACT INFORMATION

Name of Company: _____

Note: Unit Price shall include all direct and indirect costs. Please refer to Section 4.9 Cost Proposal.

Joe Doupe Recreation Centre

Equipment	Type	Qty	Unit Price	Extension
Cardio equipment				
Treadmills	Conventional	4		
	Woodway	1		
Ellipticals/cross trainers	Conventional	5		
	Precor AMT	1		
Stationary bikes	Upright	6		
	Recumbent	2		
	Spin	10		
Steppers		2		
Rowers	Concept2 Model D (standard)	2		
Total				
Lead Time for Delivery				

Resistance equipment	Type	Qty	Unit Price	Extension
Single stations (selectorized)	Rotary Hip	1		
	Dip/Chin Assist	1		
	45 Degree Leg Press	1		
	Calf Press	1		
	Prone Leg Curl	1		
	Leg Extension	1		
	Diverging Seated Row	1		
	Converging Shoulder Press	1		
	Diverging Lat Pulldown	1		
	Converging Chest Press	1		
	Pectoral Fly	1		
	Back Extension	1		
	Abdominal Crunch	1		
Multi stations	6-Stack	1		
Total				
Lead Time for Delivery				

Strength equipment	Type	Qty	Unit Price	Extension
Bench press stations	Adjustable Decline Bench	1		
	Adjustable Bench	1		
	Adjustable Incline Bench	1		
	Preacher Curl Bench	1		
	Back Extension Bench	1		
	Olympic Incline Bench or Half Rack	1		
	Olympic Flat Bench	1		
	Flat Bench	1		
Squat rack stations/cages	Squat Rack or Half Rack	1		
Plate loaded	Calf Extension	1		
	Leg Press	1		
Total				
Lead Time for Delivery				

Free weights and accessories	Type	Qty	Unit Price	Extension
Auxiliary weight trees		3		
Dumbbells (sets)	1 lb	2		
	3 lbs	2		
	5 lbs	2		
	7.5 lbs	2		
	10 lbs	2		
	15 lbs	2		
	20 lbs	2		
	25 lbs	2		
	30 lbs	2		
	35 lbs	2		
	40 lbs	1		
	45 lbs	1		
	50 lbs	1		
	55 lbs	1		
	60 lbs	1		
	65 lbs	1		
	70 lbs	1		
	75 lbs	1		
	80 lbs	1		
	85 lbs	1		
	90 lbs	1		

	95 lbs	1		
	100 lbs	1		
Dumbbell racks	10 pairs per rack	3		
Bars	Olympic Bars (1500 lb test)	3		
	Olympic 5' Straight Curl Bar	1		
	Multigrip Lat Bar	1		
	Olympic Curl Bar	1		
	Olympic Triceps Bar	1		
	Revolving Straight Bar	1		
Plates	2.5 lbs	8		
	5 lbs	20		
	10 lbs	20		
	25 lbs	20		
	35 lbs	24		
	45 lbs	18		
Tricep Rope		1		
Stirrup Handle		4		
Ab wheels		3		
Olympic bar spring collars (pairs)		8		
Total				
Lead Time for Delivery				

Specialty fitness/functional/group training equipment		Qty	Unit Price	Extension
	TRX Xmounts	16		
	TRX Commercial Suspension Trainer (Club 3)	16		
Core and stretching equipment				
	Flat Abdominal Board with hand grip	1		
Total				
Lead Time for Delivery				

	<u>Total Fixed Cost² (\$)</u>
Joe Doupe Recreation Centre	

² Transfer to Attachment I – Cost Proposal

ATTACHMENT 2.1 – Frank Kennedy Centre Buy-Back Inventory

CARDIO EQUIPMENT

UPRIGHT BIKES (23) + (15)	Year Brought In	Qty	Buy back Value
MONARK BIKES MODEL 817	1990-1994	8	
LIFE CYCLES MODEL 9500	1997	3	
BODYGUARD BIKES MODEL VLS-2	1998	5	
TRUE UPRIGHT BIKE MODEL 750U	2000	4	
LIFEFITNESS UPRIGHTS 9500HR	2005	9	
STAIRMASTER UPRIGHT BIKE	2005	2	
RECUMBENT BIKES (16)			
LIFECYCLE RECUMBENT LC9500RHR	2002	8	
STAIRMASTER RECUMBENT BIKE	2005	2	
TRUE RECUMBENT MODEL 750R	2000	4	
CONCEPT 2 ROWERS	2000	3	
CROSSTRAINERS (16) + (6 E)			
LIFEFITNESS 9100 (NO HR)	2003	0	
LIFEFITNESS CrossTrainer CT9500HR	2002	8	
LIFEFITNESS XWJ103052	2007	2	
STAR TRAC Model PRO CROSSTRAINER	2008	3	
TRUE ELLIPTICALS 750E	2000	6	
TREADMILLS (11)			
LIFEFITNESS TREADMILLS	2002		
MODEL TR9100		2	
MODEL 93Ti		2	
MODEL 95Ti #79	2007	1	
LF CLASSIC (Replace)	2010	1	
STAR TRAC TREADMILL		3	
Precor C966i Reh-Fit (Used)	2013	2	
STEPPERS (12)			
STAIRMASTER 4000 # 46		1	
BODYGUARD STEPPERS Exec. LS3	2000	2	
STAIRMASTER STAIRCLIMBER	2005	4	
LIFEFITNESS 95Si STEPPERS	2004	5	

STRENGTH EQUIPMENT

<u>PLATE LOADED CABLE MACHINES (SELECTORIZED)</u>	Quantity	Buy back Value
PULSE FITNESS MACHINES		
Leg Press	1	
Hamstring Curl	2	
Leg Extension	2	
Hip Abduction	1	
Hip Adduction	1	
Multi Hip	2	
Seated Triceps Machine	1	
Chest Press Inclined	1	
Access Chest Press	1	
Pectoral Flye	1	
Access Flyes	1	
Access Adjustable Pectoral Fly	1	
Rear Delt / Pectoral	2	
Deltoid Raise Machine	1	
Shoulder Press	2	
Access Shoulder Press	1	
4 Stn. Multistation	2	
6 Stn. Multistation	1	
Old Universal 4 Station	1	
Asst. Chin / Dips	2	
Weighted Chin Dip	1	
Seated Row	1	
Lats Pulldowns	2	
Abdominal Crunch	2	
Accessories Cable Handles Rack	1	

<u>PLATE LOADED MACHINES AND FREE WEIGHT EQUIPMENTS</u>	Quantity	Buy back Value
PULSE FITNESS MACHINES		
Standing Calf Raise	2	
Seated Calf Raise	1	
Leg Press	1	
Squat Rack	3	
Tower Squat Rack	1	

Smiths Machine	1	
Seated Preacher Curl	2	
Stand Preacher Curl	1	
Incline Row	1	
Olym Decline Bench	1	
Olym Flat Bench Pr	4	
Olym Incline Bench Pr	1	
Olym Seated Military Back Press	1	
Cables Crossovers 2 Station	1	
Wrist Roller Station	1	
Wall Mounted Tricep Station	1	
Free Benches	6	
Incline Decline Free Bench	2	
Incline to Flat Free Bench	2	
Sit Up Bench	1	
Olympic Bars Rack YORK	1	

<u>OLYMPIC BARS / ATTACHMENTS / ACCESSORIES</u>	Quantity	Buy back Value
PULSE FITNESS SUPPLIED ACCESSORIES		
Spring collars	14 Pairs	
Olympic Bars 87 inch YORK		
Olympic Bars 1500lb capacity (+1)	3	
Olympic Bars standard capacity (+1)	11	
E Z Curl Bars	4	
5 Ft. Straight Curl	2	

DUMBBELLS**YORK VIA PULSE FITNESS**

	3 lbs.	5 lbs.	8 lbs.	10 lbs.	12 lbs.	15 lbs.	20 lbs.	25 lbs.	30 lbs.	35 lbs.	40 lbs.
Pairs	3	11	7	11	5	5	7	5.5	6.5	6	3.5
Buy back value											

	45 lbs.	50 lbs.	55 lbs.	60 lbs.	65 lbs.	70 lbs.	75 lbs.	80 lbs.	85 lbs.	90 lbs.	95 lbs.	100 lbs.
Pairs	4	5	3	4	2	2	2	2.5	2	2	2	2
Buy back Value												

			Buy back Value
Dumbbell Racks		10 Racks	
PULSE FITNESS			

<u>STRETCHING AREA</u>				Qty	Buy back Value
ABDOMINAL BOARDS	(Universal			6	
Gym and PULSE Fitness)					
ROMAN CHAIR		PULSE FITNESS		2	
HYPEREXTENSION STATIONS		PULSE FITNESS		2	
STRETCHING CAGE		TRUE FITNESS		2	

	Total Buy-Back Value³ (\$)
Frank Kennedy Centre Inventory	

³ Transfer to Attachment I – Cost Proposal

ATTACHMENT 2.2 – Joe Doupe Buy-Back Inventory

CARDIO EQUIPMENT

<u>UPRIGHT BIKES (7)</u>	Quantity	Buy back Value
LIFEFITNESS UPRIGHTS 9500HR	6	
STAR TRAC P UB	1	
<u>RECUMBENT BIKES (1)</u>		
STAR TRAC	1	
<u>CROSSTRAINERS (5)</u>		
STAR TRAC MODEL PRO	3	
PRECOR EFX 544	1	
LIFE FITNESS 9500HR	1	
<u>TREADMILLS (4)</u>		
LIFEFITNESS 95TI	3	
PRECOR C966I	1	
<u>STEPPERS (3)</u>		
LIFEFITNESS 95Si ISOTRAC CLIMBING SYSTEM	2	
SPRINT STEP SILENT DRIVE SS 500	1	
<u>ROWERS (2)</u>		
CONCEPT 2 INDOOR ROWER	2	

STRENGTH EQUIPMENT

<u>PLATE LOADED CABLE MACHINES (SELECTORIZED)</u>		
PULSE FITNESS MACHINES	Quantity	Buy back Value
Leg Press	1	
Rotary Calf	1	
Prone Leg Curl	1	
Leg Extension	1	
Abdominal Crunch	1	
Back Extension	1	
Multi Hip	1	
Row Machine	1	
Lat Pulldown	1	
Chest Press	1	
Shoulder Press	1	
Pectoral Fly	1	
Assisted Chin Up/Dip	1	
6 Stn. Multistation	1	

<u>PLATE LOADED MACHINES AND FREE WEIGHT EQUIPMENTS</u>		
	Quantity	Buy back Value
Integra Squat Machine	1	
Lever Leg Press	1	
Squat Rack	1	
Back Extension	1	
Olympic Military Press Bench w/Rack	1	
Olympic Incline Press Bench w/Rack	1	
Adjustable Decline Bench	2	
Adjustable Incline Bench	1	
Adjustable Bench	1	
Flat Bench	1	
Preacher Curl Bench	1	

<u>OLYMPIC BARS / ATTACHMENTS / ACCESSORIES</u>	Quantity	Buy back Value
Spring Collars	13	
45lb Bar	4	
Multi Grip Bar	2	
Olympic Triceps Bar	1	
Multi-Grip Lat Bar	2	
Revolving Straight Bar	1	
Tricep Rope	2	
Stirrup Handle	4	
Seated Row Bar	1	
Pro Grip Lat Bar	1	
Tricep Pressdown Bar	1	
Weight Trees	3	
Dumbbell Racks	2	

WEIGHT PLATES

	2.5 LBS.	5 LBS.	10 LBS.	25 LBS.	35 LBS.	45 LBS.
PLATES	8	23	20	25	18	17
Buy back Value						

DUMBBELLS

[illegible]

DUMBBELLS

	50 lbs.	55 lbs.	60 lbs.	65 lbs.	70 lbs.	75 lbs.	80 lbs.	85 lbs.	90 lbs.	95 lbs.	100 lbs.
Paris	1	1	1	1	1	1	1	1	1	1	1
Buy back value											

	Total Buy-Back Value⁴ (\$)
Joe Doupe Recreation Centre Inventory	

⁴ Transfer to Attachment I – Cost Proposal