



# Sault Ste. Marie Airport Development Corporation

**THE SAULT STE. MARIE AIRPORT DEVELOPMENT CORPORATION**

**REQUEST FOR QUOTATION**

**ONE (1) COMPLETE CAR PARK SYSTEM**

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**THE SAULT STE. MARIE AIRPORT DEVELOPMENT CORPORATION**

**REQUEST FOR QUOTATION FOR**

**ONE (1) COMPLETE CAR PARK SYSTEM**

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Attached hereto is a request for quotation documents pertaining to the supply and delivery of **ONE (1) COMPLETE CAR PARK SYSTEM** required by the Sault Ste. Marie Airport Development Corporation.

This request for a quotation is now being requested with a closing date of 11:00 o'clock AM, Local Time, Friday, May 1, 2026.

If you can bid on this equipment, one copy of the completed request for a quotation document must be returned to the Airport CEO, prior to the closing date. Bids can be submitted via email to [bost@saultairport.com](mailto:bost@saultairport.com).

Technical inquiries concerning this request for quotation should be directed to Emma Paat, SMS/Security and Administration Manager, Sault Ste. Marie Airport Development Corporation, telephone (705) 779-3031 Ext. 204. All general bidding questions should be directed at the writer.

Yours sincerely

Terry Bos, AAE  
President & CEO



# Sault Ste. Marie Airport Development Corporation

**THE SAULT STE. MARIE AIRPORT DEVELOPMENT CORPORATION**

**REQUEST FOR QUOTATION FOR EQUIPMENT**

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Sealed request for quotations plainly marked as to contents, or via email at [bost@saultairport.com](mailto:bost@saultairport.com) will be received by the Sault Ste. Marie Airport Development Corporation Administration office until:

***11:00 O'CLOCK AM, LOCAL TIME, FRIDAY, MAY 1, 2026***

For the supply, delivery F.O.B., Sault Ste. Marie, Ontario, and installation of the items of equipment as follows:

**ITEM    DESCRIPTION**

1.        One (1) Complete Car Park System that includes entry gates (2), exit gates (3), pay on foot (2), underground loops.

Instructions to bidders form of quotation, and specification sheets are attached.

A private opening of quotations will be held at 11:00 a.m., Local Time, Friday, May 1, 2026.

The lowest or any quotation will not necessarily be accepted.

Terry Bos, AAE  
President & CEO

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# SECTION 1

## FORM OF QUOTATION

**FORM OF QUOTATION**  
**ONE (1) CAR PARK SYSTEM**

Terry Bos  
President & CEO  
SSMADC  
1-475 Airport Road  
Sault Ste. Marie, ON  
P6A 5K6

I/We the undersigned, having carefully examined the specifications forming a part of this request for quotation, hereby propose and agree to furnish and install **ONE (1) LONG TERM CAR PARK SYSTEM**, all duty and applicable taxes included, F.O.B., Sault Ste. Marie Airport, 475 Airport Road, Sault Ste. Marie, Ontario, for the following price and conditions:

Net Tender Price:	\$	_____
Subtotal:	\$	_____
13% H.S.T.:	\$	_____
<b>TOTAL TENDERED PRICE:</b>	<b>\$</b>	<b>=====</b>
		_____
		_____

Delivery and installation will be \_\_\_\_\_ working days from date of issue of your order, Saturday, Sundays and Statutory Holidays excluded.

**FORM OF QUOTATION  
ONE (1) CAR PARK SYSTEM**

I/We agree to provide written information on the progress of the equipment or vehicle from the date of placing the order with the factory, to the date of receiving the final shipping notice from the factory.

Full data sheets are enclosed. Attached is a certificate signed by the manufacturer or supplier of the Equipment certifying that the equipment meets all applicable certification standards and federal and provincial regulations.

I/We declare that this quotation proposal is made without any connection, knowledge, comparison of figures or arrangements with any other person or persons submitting a quotation for the same purpose and is in all respects fair and without collusion or fraud.

It is hereby understood and agreed that upon acceptance and execution of this quotation by the Sault Ste. Marie Airport Development Corporation, this form of quotation together with the terms and conditions hereto attached, shall constitute a valid and binding contract between the parties hereto.

It is further understood and agreed that the lowest or any quotation will not necessarily be accepted, and that the Corporation reserves the right in its absolute discretion to reject any or all proposals or accept that proposal deemed most acceptable to the Sault Ste. Marie Airport Development Corporation.

\_\_\_\_\_  
Name of Company

Seal

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Signing Officer Signature

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signing Officer (Print Name)

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fax Number

## SECTION 2

# CERTIFICATE IN RESPECT TO DELIVERY AND INSTALLATION

**CERTIFICATE IN RESPECT TO DELIVERY AND INSTALLATION**

This is to certify that we (Firm Name)

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Propose to deliver to the Sault Ste. Marie Airport Development Corporation and install in \_\_\_\_\_ working days from date of your order the equipment listed in our attached quotation.

**NOTE:**

Suppliers are reminded of the importance of notifying the Airport immediately of any anticipated delays in delivery, for whatever cause. Failure to do so causes serious disruption of work and planning and in some cases necessitates a need for extensive repairs, to keep prospective trade units operating.

\_\_\_\_\_  
Signature & Title of Signing Officer

\_\_\_\_\_  
Date

\*\*\*\*\*

**DO NOT WRITE BELOW THIS LINE**

**NOTE:**

The actual delivery time will be noted on this statement, which will then be filed, and become a record of permanent performance, brought forward at the time of consideration of future tender offers.

\_\_\_\_\_  
DATE EQUIPMENT RECEIVED: \_\_\_\_\_

MEETS SPECIFICATIONS: \_\_\_\_\_

REMARKS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF RECEIVER

# SECTION 3

## GENERAL CONDITIONS & INSTRUCTIONS TO BIDDERS

## **GENERAL CONDITIONS & INSTRUCTIONS TO BIDDERS**

These instructions form a part of the quotation to which they are attached and any quotation which does not adhere strictly to them will be disqualified.

- 1) All quotations must contain a complete set of manufacturer's specifications.
- 2) All quotations must be filled out exactly as to form any riders, alternative proposals, etc., must be made on separate sheets and attached to the quotation.
- 3) Each quotation must be placed in an envelope, clearly marked on the outside, with the following information:
  - (a) Name of bidder, i.e. John Brothers Equip. Ltd.
  - (b) Type of equipment being quoted.
- 4) Sealed quotations properly marked as to contents, or submitted via email to [bost@saultairport.com](mailto:bost@saultairport.com) will be received by the Airport Administration Office, until 11:00 o'clock AM, Local Time, Friday, May 1, 2026.
- 5) Specification comparison sheets must be filled out and attached to the quotation.
- 6) All materials, workmanship and finishing entering the construction of the apparatus, shall be of the best of their respective kind, and shall conform to the character of the apparatus, in the purpose for which it is intended.
- 7) The bidder shall furnish the Sault Ste. Marie Airport Development Corporation with a certificate showing that the apparatus is covered by Public Liability and Property Damage Insurance, for the number of days required to deliver the apparatus from the supply point to the place of final acceptance, including the time required to give instruction in operation and care of the apparatus.
- 8) Any deviation from the specifications shown herein shall be explained fully by the bidder, in a letter, with reference to the paragraph and page numbers.
- 9) Where brand names are shown, they are to aid in describing the quality required by the Sault Ste. Marie Airport Development Corporation, and not to limit the bidding.
- 10) The bidder shall be responsible and liable for any personal injury, or damage done to anyone, by reason of the delivery, installation, and instruction in operation of the apparatus resulting from his neglect or breach of duty and shall save the SSMADC harmless from all damage that may arise therefrom.
- 11) **DELIVERY CONDITIONS:** The time required to deliver the equipment must be stated in working days. Quotes must state realistic delivery and installation date. The successful quote must provide information on the progress of the vehicle or equipment from the date of placing the order to the factory, to the final shipping notice from the factory.

**GENERAL CONDITIONS  
ONE (1) CAR PARK SYSTEM**

- 12) The bidder shall furnish the Sault Ste. Marie Airport Development Corporation a certificate signed by the manufacturer or supplier of the Equipment certifying that the Equipment meets all applicable certification standards and federal and provincial regulations.
- 13) Trade In Units, if applicable, can be made available for appraisal at the Sault Ste. Marie Airport, 475 Airport Road, Sault Ste. Marie, ON. Staff on-site from 8:00 am to 4:00 pm. If the existing units can be used/retrofitted as part of the new system supply, please note separately from the tender form and what the savings would be.
- 14) The complete unit/s produced to this purchase specification, shall be thoroughly tested and inspected from an appearance and operational standpoint. Unless specifically stated otherwise, the unit/s shall be delivered in condition for immediate use. Prior to delivery, it shall be the responsibility of the bidder to lubricate and service the equipment with products as recommended by the manufacturer, for the satisfactory operation of the unit being delivered. The unit shall be approved by the SMS/Security & Business Administration Manager, Sault Ste. Marie Airport Development Corporation, before being accepted.
- 15) Any items necessary for the complete unit not mentioned in these specifications shall be included in the tender. Specifications and pamphlets to be supplied for units tendered on.
- 16) For the purpose of determining the degree of standardization of units, and the availability of replacement parts, each bidder shall provide brochures covering the standard equipment which they can supply, indicating whatever deviations from this standard equipment are necessary to meet these specifications. Bidders shall also supply a list of accessories available for this standard equipment, which can also be utilized on the unit described in these specifications.
- 17) The bidder shall indemnify the Corporation from all damage or expense for actual or alleged trademark, patent or copyright infringements.
- 18) LIQUIDATED DAMAGES  
  
Should the successful tenderer fail to deliver the unit/s purchased to these specifications, within the time specified, the successful quote shall be assessed as liquidated damage any extra cost, such as equipment failure and downtime, incurred by the Corporation, as a result of his failure to supply the equipment on schedule.
- 19) Quote's shall keep their quote open for acceptance for a period of sixty (60) days from date of quote closing.

The lowest or any quote will not necessarily be accepted.

# SECTION 4

## SPECIFICATIONS/COMPARISON SHEET

## SPECIFICATIONS/COMPARISON SHEET

### ONE (1) CAR PARK SYSTEM

#### **IMPORTANT**

This sheet must be completed and returned with the quote for the quote to qualify. Quoted units must comply with the following specifications if quoted specifications cannot be met, please explain why. The purchaser must approve alternative components that meet the requirements of the specifications.

**MAKE** \_\_\_\_\_ **MODEL** \_\_\_\_\_ **YEAR** \_\_\_\_\_

#### AIRPORT SPECIFICATIONS

#### TENDER SPECIFICATIONS

#### 1.0 General

The Car Park System supplied under this specification shall be the manufacturer's latest model standard commercial product and shall have demonstrated industry acceptance by having been manufactured and sold in significant number to the commercial trade and shall have been proven in service for the application specified, for at least 1 year prior to the request for proposal.	<b>PROVIDE DETAILS</b>
The Car Park System supplied is to be complete with all accessories customarily furnished, whether specified herein or not, to enable the Car Park System to function reliably and efficiently under all conditions of service.	<b>MAKE</b> <b>MODEL</b>
Items noted in the specification as "shall be, must be, to be, minimum, and maximum are mandatory requirements". No deviations will be accepted for these items.	<b>COMPLY</b>

#### 2.0 WARRANTY

Provide warranty on all components and repairs labour from the date the unit is initiated into service for a minimum of one year.	<b>WARRANTY OFFERED</b>
If requested warranty repairs have not commenced within a 48-hour period following notification, SSMADC reserves the right to complete repairs and bill the supplier for the repair parts and labour in accordance with their standard repair time and rate.	<b>COMMENTS</b>
Specify the dealer responsible for performing any required warranty repairs and provide the name and phone number of the person to be contacted should warranty repairs be required.	<b>DEALER NAME</b> <b>TEL.</b>

### **3.0 Operating Conditions**

Capable of satisfactory continuous operation in ambient temperature down to minus 40 deg C.	<b>COMPLY</b>
Capable of satisfactory continuous operation in extreme snow/sleet/freezing rain/rain conditions, with annual snow fall amounts in excess of 400 cm.	<b>COMPLY</b>
Capable of satisfactory continuous operation in extremely high wind conditions.	<b>COMPLY</b>
The Sault Ste. Marie Airport handles 150,000 to 215,000 passengers annually.	
Capable of operating at rated capacities for prolonged periods without deformation and/or failure of components.	<b>COMPLY</b>
As the entry and exit gates will be exposed to the external elements need to be designed to operate in extreme rain, wind, snow, and sleet conditions i.e. covers, heaters, etc.	<b>COMPLY</b>

### **4.0 Delivery and Installation**

A pre-delivery service must be completed by the manufacturer's dealer. The dealer providing the pre-delivery service must provide, upon request, all post delivery services including normal maintenance, warranty, etc.	<b>PDI DEALER ADDRESS</b>
The units are to be lubricated and serviced with all associated products suitable for the climatic conditions in the area where the car park system will operate.	<b>COMPLY</b>
All necessary documentation shall be provided to the consignee when the unit is delivered.	<b>COMPLY</b>
The prime contractor is responsible for ensuring that the car park system has been thoroughly tested and inspected, and that all deviations from the specification, are corrected prior to delivery.	<b>COMPLY</b>
A final inspection shall be completed by the consignee at time of delivery and installation.	<b>COMPLY</b>

## **5.0 MANUALS**

Provide one copy of the operator, maintenance and parts manuals. The maintenance manual must indicate the proper maintenance procedures for all component installations. The manuals must include assembly drawings of all components. Provide one copy of the manufacturer's maintenance and parts manuals for the hydraulic motors and pumps.	<b>COMPLY</b>
Manuals – Provide one copy of the shop/service repair manual.	<b>COMPLY</b>

## **6.0 General Specifications and Conditions**

Two entrance gates include gate arms of minimum 10' length.	<b>COMPLY</b>
Three exit gates including a gate arm of minimum 12' length. The capability to provide credit card processing must provide transaction payment receipt, optional if available.	<b>COMPLY</b> <b>Credit Card Processing at Gate (if available):</b>
Pay on foot capable of handling credit card transactions.	<b>COMPLY</b>
Pay on foot capable of handling cash and credit card transactions.	<b>COMPLY</b>
Pay on foot must be able to handle payment by coins (\$1 and \$2) and all Canadian bills in circulation up to \$100 bills at minimum. Capability to handle American Currency, optional if available.	<b>COMPLY</b>
The system must be able to process Visa/MC/AMEX/Debit including all technologies such as chip credit cards, when necessary, virtually, debit and visa debit if available. Must have a reporting system for reconciliation by the administration department with bank statements. Must be compatible with Global Payments, payment processing services.	<b>COMPLY</b> <b>Debit and Visa Debit (if available):</b>
Must be capable of verbal communication between gates and security office.	<b>COMPLY</b>
Pay on foot must be capable of providing change in \$1, \$2, and \$5.	<b>COMPLY</b>
Supply and installation of loops.	<b>COMPLY</b>
System must be customer <b>FRIENDLY</b> to use.	

## **7.0 Instruction Identification**

Provide permanently installed ISO or English/French instructions, diagrams and warning plates, where required to ensure safe, efficient operation and servicing.	<b>COMPLY</b>
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**9.0 After Care**

What are your rates for technical support, after warranty expiration, what is your response time to technical support requests.	<b>Provide rates, use separate page if necessary</b>
What is the cost of replacement parts, please itemize, also do you recommend a replacement part inventory maintained on site, if so, what is the original cost for the inventory.	<b>Please provide a full list of replacement parts and costs on a separate sheet.</b>
Is external access available for tech support or for airport management to access the system and troubleshoot problems?	
Does the system have any accessibility features that should be noted when considering the product, is the system designed to be accessibility friendly?	

**NOTE:**

In case of error, the Imperial system will be used as correct.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
SIGNED

\_\_\_\_\_  
DATE