

Getting Quotations for your Vehicle Modifications

As part of your vehicle Modification Proposal to the Home and Vehicle Modification® Program, you will need to submit at least two competitive contractor quotations. These quotations must both reflect the same proposed modifications. Prices for goods and services must be reasonable and comparable.

Contractors should inspect your vehicle to make sure that the proposed modifications will work, and that they will be safe and effective. The inspection will also confirm that the structure of your vehicle can support the modifications. The modifications must meet all professional and certification standards, manufacturer specifications, applicable Ministry of Transportation laws, regulations, and safety standards.

Quotations should include:

- all equipment and labour charges
- a detailed description of the work to be completed

You may wish to interview potential contractors, visit their showrooms, and trial equipment. You may ask them to provide references to ensure that they are qualified to complete the work properly. Your contractor(s) must carry liability insurance, and provide a warranty on their products and workmanship.

To locate potential contractors, use community resources such as local newspapers, magazines, medical equipment supply companies, Occupational Therapists, family members, friends, and neighbours. Check the local yellow pages directory for accessibility and mobility equipment suppliers.

Another useful resource for locating qualified vehicle modifiers and contractors is NMEDA – the National Mobility Equipment Dealers Association. NMEDA is a North America-wide trade association that brings together mobility equipment dealers, manufacturers, driver rehabilitation specialists and other professionals. The NMEDA web site allows you to search for NMEDA-associated dealers in your area.

You can also ask your contractor if they are QAP-certified. The Quality Assurance Program (QAP) is a nationally recognized accreditation program for the mobility equipment industry. Contractors who obtain QAP certification must undergo annual audits by independent auditing firms to prove they follow NMEDA guidelines.

As you collect quotations, it helps to think ahead and consider the modification process.



Home and Vehicle Modification Program

Toll Free: 1-877-369-4867 | Website: www.marchofdimes.ca | E-Mail: hvmp@marchofdimes.ca

Clear communication between you and your potential contractor(s) is important. Be sure to ask questions until you understand what the contractor is telling you. Here are some key considerations when discussing the proposed modifications with contractors:

Decision Making:

Will your current vehicle support the modifications you require, or will you need to purchase a vehicle that will allow for your requested modifications? Your quotations need to identify the vehicle you plan to modify.

Be aware of and satisfied with the specific details of your modification. Make a commitment to these choices at the beginning of the project; it is not likely that they can be changed once the project begins. The HVMP funds basic access needs. You must negotiate any upgrades directly with your contractor(s), at your own expense.

Timelines:

Ask your contractor(s) how long it will take to modify your vehicle. Some vehicle modifications such as lowered floor conversions can take up to 8 weeks. You should plan how you will get to appointments while your vehicle is in the shop.



Online resources include:

- National Mobility Equipment Dealers Association:
www.nmeda.com
- Consumer Protection Ontario:
<https://www.ontario.ca/page/your-rights-under-consumer-protection-act>
<https://www.ontario.ca/page/search-consumer-beware-list>