



Correctional Service  
Canada

Service correctionnel  
Canada

**RETURN OFFERS TO :**  
Bid Receiving

Correctional Service of Canada  
**Material Resources Division**  
250 Montée St-François  
Laval (Quebec) H7C 1S5  
Telephone: 450-661-9550, ext. 3209-3214

**REQUEST FOR A STANDING OFFER**

Canada, as represented by the Minister of the Correctional Service of Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

**Comments :**

**« This request for a Standing Offer does not include provisions for security »**

Vendor/Firm Name and Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone N° :

\_\_\_\_\_

Fax N° :

\_\_\_\_\_

Email :

\_\_\_\_\_

GST # or SIN or Procurement Business N° (PBN):

\_\_\_\_\_

<b>Title : Roofing and Snow removal service – Quebec Region</b>	
<b>Solicitation N° : 21301-15-2100387</b>	<b>Date: October 31<sup>th</sup> 2014</b>
<b>Client Reference N° :</b>	
<b>GETS Reference N°</b>	
<b>Solicitation Closes :</b> at : 2:00 p.m. EST on : November 19 <sup>th</sup> , 2014	
<b>Delivery Required :</b> See herein	
<b>F.O.B. :</b> Plant :                      Destination: X                      Other :	
<b>Address Enquiries to :</b>  <i><b>Martine Pilon</b></i> Contracting and Procurement Regional Officer 450-661-9550, Ext.: 3299 martine.A.pilon@csc-scc.gc.ca	
<b>Telephone N°:</b> 450-661-9550 Ext.: 3299	<b>Fax N° :</b> 450-664-6626
<b>Destination of Goods, Services :</b> Multiple as per call-up. Different institutions	
<b>Security:</b> This request for a Standing Offer does not include provisions for security.	
<b>Instructions:</b> See Herein	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm :</b>	
_____	
Name	Title
_____	
Signature	Date
(Sign and return cover page with Standing Offer).	
Submitting an offer and being awarded the Standard Offer means that the Contractor has read all the instructions and conditions and that it agrees, <b>by duly signing above (mandatory)</b> , to comply with same.	



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## PART 1 - GENERAL INFORMATION

### 1. Introduction

The Request for Standing Offer (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1            General Information: provides a general description of the requirement;
- Part 2            Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3            Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4            Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5            Certifications: includes the certifications to be provided;
- Part 6            Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and
- Part 7            7A, Standing Offer, and 7B, Resulting Contract Clauses:
  - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
  - 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment and any other annexes.

### 2. Summary

The Offeror must provide as this Standing Offer qualified workforce, supply and equipment for the repair coverage and roof snow removal facilities in the Quebec region: **Complex Ste-Anne-des-Plaines and Laval, CORCAN Construction, Institution Joliette, Drummond, Donnacona and Marcel-Caron CCC**. The Offeror must bid one or more territory.

The period for the Standing Offer is from **the date of issue to October 31<sup>th</sup>, 2015**.

### 3. Revision of Departmental Name

As this request for Standing Offer is issued by Correctional Service of Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document, or any resulting contract, shall be interpreted as a reference to CSC or its Minister.

### 4. Security Requirement

This Standing Offer has no requirement of security clearance from the Department of Canadian Industrial Security Directorate (CISD).

NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the institution/ site as and where required by Correctional Service Canada personnel.



Contractor personnel shall submit to a Canadian Police Information Centre (CPIC) verification of identity / information by CSC, and must adhere to institutional requirement for the conduct of searches prior to admittance to the institution / site. CSC reserves the right to deny access to any institution / site or parte there of any Contractor personnel, at any time.

## **5. Debriefings**

Offerors may request a debriefing on the results of the request for Standing Offer process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for Standing Offer process. The debriefing may be in writing, by telephone or in person.

## **6. Procurement Ombudsman**

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at [boa-opo@boa-opo.gc.ca](mailto:boa-opo@boa-opo.gc.ca). You can also obtain more information on the OPO services available to you at their website at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).



## PART 2 - OFFEROR INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offer (RFSO) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2014-09-25) Standard Instructions - Request for Standing Offer - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

**Subsections 1.4 and 1.5 of 2006, Standard Instructions - Request for Standing Offer - Goods or Services - Competitive Requirements do not form part of and do not apply to the request for Standing Offer. All other subsections of '01 Code of Conduct and Certifications – Offer', form part of and apply to the request for Standing Offer.**

### 2. Submission of Offers

Offers must be submitted only to Correctional Service of Canada (CSC) by the date, time and place indicated on page 1 of the Request for Standing Offer.

Due to the nature of the Request for Standing Offer, transmission of offers by facsimile or e-mail to CSC will not be accepted.

The following information shall be written on the bid envelope:

- Bid number
- Name of the Contracting and Procurement Regional Officer
- Closing Date

### 3. Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, offerors must provide the information required below before the issuance of a Standing Offer. If the answers to the questions and, as applicable, the information have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirements within the prescribed time frame will render the offer non-responsive.

#### Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the [Financial Administration Act](#) R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;



- c. a partnership made of former public servants; or
  
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

**Former Public Servant in Receipt of a Pension**

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES ( ) NO ( )**

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
  
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

**Work Force Adjustment Directive**

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES ( ) NO ( )**

If so, the Offeror must provide the following information:

- a. name of former public servant;
  
- b. conditions of the lump sum payment incentive;
  
- c. date of termination of employment;
  
- d. amount of lump sum payment;
  
- e. rate of pay on which lump sum payment is based;
  
- f. period of lump sum payment including start date, end date and number of weeks;
  
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.



For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

#### **4. Enquiries - Request for Standing Offer**

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) calendar days before the Request for Standing Offer (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

#### **5. Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Quebec.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the offerors.





## **PART 3 - OFFER PREPARATION INSTRUCTIONS**

### **1. Offer Preparation Instructions**

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer: **one (1) hard copy**

Section II: Financial Offer: **one (1) hard copy**

Section III: Certifications: **one (1) hard copy**

Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offer.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, offerors should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fiber certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

#### **Section I: Technical Offer**

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with Annex B, Basis of Payment. The total amount of Applicable Taxes must be shown separately.



## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **1. Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offer including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

#### **1.1. Technical Evaluation**

##### **1.1.1 Mandatory Technical Criteria**

Offers will be evaluated to determine if they meet all mandatory requirements outlined in **Annex D – Evaluation Criteria**. Offers not meeting all mandatory criteria will be declared non-responsive and will be given no further consideration.

#### **1.2 Financial Evaluation**

The price of the offer will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

Offers containing a financial offer other than the one requested at **Article 3. Section II: Financial Offer** of **PART 3 – OFFER PREPARATION INSTRUCTIONS** will be declared non-compliant.

### **2. Basis of Selection**

The Standing Offer will be awarded to the responsive bid with the total bid price will be the lowest. Please note that for the purposes of evaluation, the total bid price will be calculated by adding the fixed hourly rates for the duration of the Standing Offer and option years. In case of a tie at the lowest total price between bidders, the Standing Offer will be awarded to the tenderer with the most experience as a roofing service in Canada (curriculum vitae).

The awarding of the Standing Offers is conditional on meeting the budget ceiling established for this contract.



## **PART 5 - CERTIFICATIONS**

Offerors must provide the required certifications and documentation to be issued a Standing Offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a Standing Offer, or will declare a contractor in default, if any certification is found to be untrue whether during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply with this request will also render the Offer non-responsive or may result in the setting aside of the Standing Offer or will constitute a default under the Contract.

### **1. Certifications Required with the Offer**

Offerors must submit the following duly completed certifications with their offer.

#### **1.1 Federal Contractors Program for Employment Equity – Standing Offer Certification**

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ([http://www.labour.gc.ca/eng/standards\\_equality/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equality/eq/emp/fcp/list/inelig.shtml)) available from Human Resources and Skills Development Canada (HRSDC) - Labour's website.

Canada will have the right to declare an offer non-responsive if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

#### **1.2 Status and Availability of Resources**

SACC Manual clause M3020T (2010-01-11) Status and Availability of Resources

##### ***Certification:***

By submitting an offer, the Offeror certifies that the information submitted by the Offeror in response to the above requirements is accurate and complete.



## **PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS**

### **1. Security Requirement**

This Standing Offer has no requirement of security clearance from the Department of Canadian Industrial Security Directorate (CISD).

NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the institution/ site as and where required by Correctional Service Canada personnel.

Contractor personnel shall submit to a Canadian Police Information Centre (CPIC) verification of identity / information by CSC, and must adhere to institutional requirement for the conduct of searches prior to admittance to the institution / site. CSC reserves the right to deny access to any institution / site or parte there of any Contractor personnel, at any time.

### **2. Insurance Requirements**

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offer or, if issued a Standing Offer as a result of the request for Standing Offer, can be insured in accordance with the Insurance Requirements specified in Annex C.

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.



## PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex A – Technical specifications.

#### 2. Security Requirement

This Standing Offer has no requirement of security clearance from the Department of Canadian Industrial Security Directorate (CISD).

NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the institution/ site as and where required by Correctional Service Canada personnel.

Contractor personnel shall submit to a Canadian Police Information Centre (CPIC) verification of identity / information by CSC, and must adhere to institutional requirement for the conduct of searches prior to admittance to the institution / site. CSC reserves the right to deny access to any institution / site or parte there of any Contractor personnel, at any time.

#### 3. Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

As this Standing Offer is issued by Correctional Service of Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document must be interpreted as a reference to CSC or its Minister.

##### 3.1 General Conditions

2005 (2014-09-25) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

**Subsection 11.4 of 2005, General Conditions - Standing Offers - Goods or Services, will not form part of the Standing Offer. All other subsections of '2005 11 Code of Conduct and Certifications – Offer', will form part of the Standing Offer.**

#### 4. Term of Standing Offer

##### 4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from **the date of issue to October 31<sup>th</sup>, 2015.**

##### 4.2 Extension of Standing Offer

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to **two (2) additional** one (1) year periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.



Canada may exercise this option at any time by sending a written notice to the Contractor at least **thirty (30) calendar days** before the expiry date of the Contract. The option may only be exercised by the contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

**5. Authorities**

**5.1 Standing Offer Authority**

The Standing Offer Authority is:

Name: **Martine Pilon**  
Title: Contracting and Procurement Regional Officer  
Correctional Service Canada  
Branch/Directorate: Material Resources Division  
Telephone: 450-661-9550 ext. 3299  
Facsimile: 450-664-6626  
E-mail address: [Martine.A.pilon@csc-scc.gc.ca](mailto:Martine.A.pilon@csc-scc.gc.ca)

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

**5.2 Project Authority** *(will be completed at the awarding of the standing offer)*

The Project Authority for the Standing Offer is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

**5.3 Offeror's Representative** *(will be completed at the awarding of the standing offer)*

The Authorized Contractor's Representative is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_



## 6. Proactive Disclosure of Contracts with Former Public Servants

By providing information on any of its proposed resources' status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Offeror has agreed that, for any resulting call-ups to a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

## 7. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is:

Correctional Service of Canada – **Diverse establishment** – (See *List - Appendix A – General requirements*).

## 8. Call-up Procedures

## 9. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the Call-up Against a *Standing Offer* form or an electronic version.

## 10. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ *(will be completed at the awarding of the standing offer)* (Applicable Taxes included).

## 11. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$\_\_\_\_\_ *(will be completed at the awarding of the standing offer)* (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or three (3) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

## 12. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2014-09-25), General Conditions - Standing Offers - Goods or Services
- d) Annex A, Statement of Work;
- g) Annex B, Basis of Payment;
- h) Annex C, Insurance Requirements;
- l) Annex D, Evaluation Criteria;
- j) the Offeror's offer dated \_\_\_\_\_ *(will be completed at the awarding of the standing offer)*



### **13. Certifications**

#### **13.1 Compliance**

Compliance with the certifications and related documentation provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

#### **14. Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Quebec.





## B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### 1. Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

### 2. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) Manual issued by Public Works and Government Services Canada.

As this Contract is issued by Correctional Service of Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document must be interpreted as a reference to CSC or its Minister.

2010C (2014-09-25), General Conditions - Services (Medium Complexity), apply to and form part of the Contract.

**Subsection 27.4 of 2010C, General Conditions – Services (Medium Complexity), will not form part of the Contract. All other subsections of ‘2010C 27 Code of Conduct and Certifications – Contract’ will form part of the Contract.**

### 3. Term of Contract

#### 3.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

### 4. Payment

#### 4.1 Basis of Payment

Payments will be made in accordance with Annex B – Basis of Payment.

#### 4.2 Limitation of Expenditure *(will be completed at the awarding of the standing offer)*

Canada's total liability to the Contractor under the Contract must not exceed \$ \_\_\_\_\_ .  
Customs duties are included and Applicable Taxes are extra.

No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75 percent committed, or
- b. four (4) months before the contract expiry date, or
- c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.



If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

#### **4.3 SACC Manual Clauses**

SACC Manual clause A9117C (2007-11-30), T1204 - Direct Request by Customer Department  
SACC Manual clause C0710C (2007-11-30), Time and Contract Price Verification

#### **4.4 Travel and Living Expenses**

There are no travel and living expenses associated with the Contract.

#### **4.5 Direct deposit request**

All new suppliers have to sign up for Direct Deposit to receive their payment. All « **IFMMS Supplier Record Requests / Revisions** » CSC / SCC 1400-03 (R-2014-06) form, must be sent to [GEN-QUE307Fournisseurs@CSC-SCC.GC.CA](mailto:GEN-QUE307Fournisseurs@CSC-SCC.GC.CA)

### **5. Invoicing Instructions**

The Contractor must submit invoices in accordance with the section 10 entitled "Invoice Submission", of the General Conditions 2010C. Invoices cannot be submitted until all Work identified in the invoice is completed.

### **6. Insurance – Specific Requirements**

The Contractor must comply with the insurance requirements specified below. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

### **7. Ownership Control**

Where the Contractor will have access to any and all personal and confidential information belonging to Canada, CSC staff or inmates for the performance of the work, the following will apply:

- (a) The Contractor warrants that it is not under ownership control of any non-resident entity (i.e. Individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other).
- (b) The Contractor shall advise the Minister of any change in ownership control for the duration of the contract.
- (c) The Contractor acknowledges that the Minister has relied on this warranty in entering into this Contract and that, in the event of breach of such warranty, or in the event that the



Contractor's ownership control becomes under a non-resident entity, the Minister shall have the right to treat this Contract as being in default and terminate the contract accordingly.

- (d) For the purposes of this clause, a non-resident entity is any individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other residing outside of Canada.

## **8. Closure of Government Facilities**

Contractor personnel are employees of the Contractor and are paid by the Contractor on the basis of services rendered. Where the Contractor or the Contractor's employees are providing services on government premises pursuant to this Contract and the said premises become non accessible due to evacuation or closure of government facilities, and consequently no Work is being performed as a result of the closure, Canada will not be liable for payment to the Contractor for the period of closure.

Contractors working at CSC sites should be aware that they may be faced with delay or refusal of entry to certain areas at certain times even if prior arrangements for access may have been made. Contractors are advised to call in advance of travel to ensure that planned access is still available.

## **9. Tuberculosis Testing**

It is a condition of this contract that the Contractor or any employees of the Contractor who require entry into a Correctional Service of Canada Institution to fulfill the conditions of the contract may, at the sole discretion of the Warden, be required to provide proof of and results of a recent tuberculin test for the purpose of determining their TB infection status.

Failure to provide proof of and results of a tuberculin test may result in the termination of the contract.

All costs related to such testing will be at the sole expense of the Contractor.

## **10. Compliance with CSC Policies**

The Contractor agrees that its officers, servants, agents and subcontractors will comply with all regulations and policies in force at the site where the work covered by this contract is to be performed.

Unless otherwise provided in the contract, the Contractor shall obtain all permits and hold all certificates and licenses required for the performance of the Work.

Details on existing CSC policies can be found at: [www.csc-scc.gc.ca](http://www.csc-scc.gc.ca) or any other CSC web page designated for such purpose.

## **11. Health and Labour Conditions**

In this section, "Public Entity" means the municipal, provincial or federal government body authorized to enforce any laws concerning health and labour applicable to the performance of the Work or any part thereof.

The Contractor shall comply with all laws concerning health and labour conditions applicable to the performance of the Work or part thereof and shall also require compliance of same by all its subcontractors when applicable.

The Contractor upon any request for information or inspection dealing with the Work by an authorized representative of a Public Entity shall forthwith notify the Project Authority or Her Majesty.



Evidence of compliance with laws applicable to the performance of the Work or part thereof by either the Contractor or its subcontractor shall be furnished by the Contractor to the Project Authority or Her Majesty at such time as the Project Authority or Her Majesty may reasonably request."

## **12. Dispute Resolution Services**

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties for both the process and to bear the cost of such process, assist in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or applicable of a term and condition of this contract. The Office of Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa-opo@boa.opo.gc.ca](mailto:boa-opo@boa.opo.gc.ca).

## **13. Contract Administration**

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by (*the supplier or the contractor or the name of the entity awarded this contract*) respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and the application of the terms and conditions and the scope of work of this contract are not in dispute. The Office of Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa-opo@boa.opo.gc.ca](mailto:boa-opo@boa.opo.gc.ca).

## **14. Proactive Disclosure of Contracts with Former Public Servants**

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.



## **ANNEX A - STATEMENT OF WORK**

(See technical specifications for Standing Offer in PDF format)  
Service Roofing and Snow removal



**ANNEX B - PROPOSED BASIS OF PAYMENT**

The following basis of payment will apply to any call-up issued against this Standing Offer.

**1.0 Professional Services provided with a Firm Price:**

For professional services requested by Canada, Canada will pay the Contractor the firm price set out in the Contract based on the firm, all-inclusive hourly rates set out in this Annex, GST/HST extra.

**PROPOSAL SHEET**

**JOLIETTE INSTITUTION, SAINT-ANNE-DES-PLAINES AND LAVAL COMPLEX, CORCAN CONSTRUCTION  
ROOFING AND SNOW REMOVAL SERVICE**

Firm Period: Date of issue to October 31<sup>th</sup>, 2015

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate) The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	475 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	200 m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	75 m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	500 m <sup>2</sup>	\$ _____
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	1000 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	1000 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	250 m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	300 m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	10	\$ _____
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	30 m <sup>2</sup>	\$ _____
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	300 m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	5	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	40 m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	40 m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	600 m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	50	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	60 m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment.	%	% _____	\$3,000.00	\$ _____





**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>All labour required to perform the work</li> <li>All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of amount submitted in B.1</li> <li>2 (two) workers = 2/5 of amount submitted in B.1</li> <li>6 (six) workers = 6/5 of amount submitted in B.1</li> <li>10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	260 hrs	\$ _____
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**Estimated Total Cost**

\* Estimated quantities are provided for proposal evaluation reference purposes.

\$ \_\_\_\_\_

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**2.0 Options to Extend the Standing Offer Period:**

**PROPOSAL SHEET**

**JOLIETTE INSTITUTION, SAINT-ANNE-DES-PLAINES AND LAVAL COMPLEX, CORCAN CONSTRUCTION  
ROOFING AND SNOW REMOVAL SERVICE**

**Option 1: From November 1<sup>th</sup> 2015 to October 31<sup>th</sup> 2016**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate) The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	475 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	200 m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	75 m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	500 m <sup>2</sup>	\$ _____
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	1000 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	1000 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	250 m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	300 m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	10	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	30 m <sup>2</sup>	\$ _____
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	300 m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	5	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	40 m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	40 m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	600 m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	50	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	60 m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment.	%	% _____	\$3,000.00	\$ _____



**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>• All labour required to perform the work</li> <li>• All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>• 1 (one) worker = 1/5 of amount submitted in B.1</li> <li>• 2 (two) workers = 2/5 of amount submitted in B.1</li> <li>• 6 (six) workers = 6/5 of amount submitted in B.1</li> <li>• 10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	260 hrs	\$ _____
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**Estimated Total Cost**

\* Estimated quantities are provided for proposal evaluation reference purposes.

\$ \_\_\_\_\_

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**PROPOSAL SHEET**

**JOLIETTE INSTITUTION, SAINT-ANNE-DES-PLAINES AND LAVAL COMPLEX, CORCAN CONSTRUCTION  
ROOFING AND SNOW REMOVAL SERVICE**

**Option 2 : From November 1<sup>th</sup> 2016 to October 31<sup>th</sup> 2017**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate) The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	475 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	200 m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	75 m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	500 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	1000 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	1000 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	250 m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	300 m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	700 m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	10	\$ _____
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	30 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	300 m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	5	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	40 m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	40 m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	600 m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	50	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	60 m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment.	%	% _____	\$3,000.00	\$ _____





**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>• All labour required to perform the work</li> <li>• All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>• 1 (one) worker = 1/5 of amount submitted in B.1</li> <li>• 2 (two) workers = 2/5 of amount submitted in B.1</li> <li>• 6 (six) workers = 6/5 of amount submitted in B.1</li> <li>• 10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	260 hrs	\$ _____
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**Estimated Total Cost**

\* Estimated quantities are provided for proposal evaluation reference purposes.

\$ \_\_\_\_\_

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**PROPOSAL SHEET**  
**COWANSVILLE INSTITUTION**  
**ROOFING AND SNOW REMOVAL SERVICE**  
**Firm Period: Date of issue to October 31<sup>th</sup>, 2015**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate)</p> <p>The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	120 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	150 m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	150 m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	0	\$ _____
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	0 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	1	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	1	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment.	%	% _____	\$ 1,000.00	\$ _____



**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>All labour required to perform the work</li> <li>All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of amount submitted in B.1</li> <li>2 (two) workers = 2/5 of amount submitted in B.1</li> <li>6 (six) workers = 6/5 of amount submitted in B.1</li> <li>10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	hrs	\$ _____
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**Estimated Total Cost**

\* Estimated quantities are provided for proposal evaluation reference purposes.

\$ \_\_\_\_\_

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**2.0 Options to Extend the Standing Offer Period:**

**PROPOSAL SHEET  
COWANSVILLE INSTITUTION  
ROOFING AND SNOW REMOVAL SERVICE  
Option 1: From November 1<sup>th</sup> 2015 to October 31<sup>th</sup> 2016**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate) The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	120 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	150 m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	150 m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	0	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	0 m <sup>2</sup>	\$ _____
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	1	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	1	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment.	%	% _____	\$1,000.00	\$ _____





**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>• All labour required to perform the work</li> <li>• All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>• 1 (one) worker = 1/5 of amount submitted in B.1</li> <li>• 2 (two) workers = 2/5 of amount submitted in B.1</li> <li>• 6 (six) workers = 6/5 of amount submitted in B.1</li> <li>• 10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	hrs	\$ _____
<b>Estimated Total Cost</b>					\$ _____
* Estimated quantities are provided for proposal evaluation reference purposes.					

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**PROPOSAL SHEET**  
**COWANSVILLE INSTITUTION**  
**ROOFING AND SNOW REMOVAL SERVICE**  
**Option 2: From November 1<sup>th</sup> 2016 to October 31<sup>th</sup> 2017**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate)</p> <p>The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	120 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	150 m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	150 m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	5m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	0	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	1	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	1	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment.	%	% _____	\$1,000.00	\$ _____



**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>All labour required to perform the work</li> <li>All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of amount submitted in B.1</li> <li>2 (two) workers = 2/5 of amount submitted in B.1</li> <li>6 (six) workers = 6/5 of amount submitted in B.1</li> <li>10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	0 hrs	\$ _____
<b>Estimated Total Cost</b>					\$ _____
* Estimated quantities are provided for proposal evaluation reference purposes.					

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**PROPOSAL SHEET**  
**INSTITUTION DRUMMOND**

**ROOFING AND SNOW REMOVAL SERVICE**

**Firm Period: Date of issue to October 31<sup>th</sup>, 2015**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate)</p> <p>The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	100 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	0 m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	25 m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	150 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	150 m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	10	\$ _____
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	30 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	20 m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	5	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	40 m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	40 m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	50	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	60 m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment.	%	% _____	\$3,000.00	\$ _____





**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>• All labour required to perform the work</li> <li>• All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>• 1 (one) worker = 1/5 of amount submitted in B.1</li> <li>• 2 (two) workers = 2/5 of amount submitted in B.1</li> <li>• 6 (six) workers = 6/5 of amount submitted in B.1</li> <li>• 10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	250 hrs	\$ _____
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**Estimated Total Cost**

\* Estimated quantities are provided for proposal evaluation reference purposes.

\$ \_\_\_\_\_

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**2.0 Options to Extend the Standing Offer Period:**

**PROPOSAL SHEET  
 INSTITUTION DRUMMOND**

**ROOFING AND SNOW REMOVAL SERVICE**

**Option 1: From November 1<sup>th</sup> 2015 to October 31<sup>th</sup> 2016**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	Roofing work (hourly rate) The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers: <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example: <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> And so on.	hr	\$ _____	50 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	500 m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	0 m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	25 m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	350 m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	10	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	30 m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	5	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	40 m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	0 m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	0 m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	50	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	10 lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	60 m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment.	%	% _____	\$3,000.00	\$ _____



**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>All labour required to perform the work</li> <li>All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of amount submitted in B.1</li> <li>2 (two) workers = 2/5 of amount submitted in B.1</li> <li>6 (six) workers = 6/5 of amount submitted in B.1</li> <li>10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	250 hrs	\$ _____
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**Estimated Total Cost**

\* Estimated quantities are provided for proposal evaluation reference purposes.

\$ \_\_\_\_\_

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**PROPOSAL SHEET**  
**INSTITUTION DRUMMOND**  
**ROOFING AND SNOW REMOVAL SERVICE**

**Option 2: From November 1<sup>th</sup> 2016 to October 31<sup>th</sup> 2017**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate)</p> <p>The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	100 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	100 m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	0 m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	25 m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	10 lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	70 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50m <sup>2</sup>	\$ _____
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	25 m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	30 m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	10	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	30 m <sup>2</sup>	\$ _____
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	10 m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	5	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	40 m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	0 m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	0 m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	50	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	100 lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	60 m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment.	%	% _____	\$3,000.00	\$ _____





**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>All labour required to perform the work</li> <li>All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of amount submitted in B.1</li> <li>2 (two) workers = 2/5 of amount submitted in B.1</li> <li>6 (six) workers = 6/5 of amount submitted in B.1</li> <li>10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	250 hrs	\$ _____
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**Estimated Total Cost**

\* Estimated quantities are provided for proposal evaluation reference purposes.

\$ \_\_\_\_\_

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**PROPOSAL SHEET**

**DONNACONA INSTITUTION AND MARCEL-CARON CCC**

**ROOFING AND SNOW REMOVAL SERVICE**

**Firm Period: Date of issue to October 31<sup>th</sup>, 2015**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate) The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	160 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	125 m <sup>2</sup>	\$ _____
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	5	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	15 m <sup>2</sup>	\$ _____
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	5	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	0	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	30 m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment	%	% _____	\$2,000.00	\$ _____



**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>• All labour required to perform the work</li> <li>• All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>• 1 (one) worker = 1/5 of amount submitted in B.1</li> <li>• 2 (two) workers = 2/5 of amount submitted in B.1</li> <li>• 6 (six) workers = 6/5 of amount submitted in B.1</li> <li>• 10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	100 hrs	\$ _____
<b>Estimated Total Cost</b>					\$ _____
* Estimated quantities are provided for proposal evaluation reference purposes.					\$ _____

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**2.0 Options to Extend the Standing Offer Period:**

**PROPOSAL SHEET**  
**DONNACONA INSTITUTION AND MARCEL-CARON CCC**  
**ROOFING AND SNOW REMOVAL SERVICE**  
**Option 1: From November 1<sup>th</sup> 2015 to October 31<sup>th</sup> 2016**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	Roofing work (hourly rate) The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers: <ul style="list-style-type: none"> <li>• All labour required to perform the work.</li> </ul> For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example: <ul style="list-style-type: none"> <li>• 1 (one) worker = 1/5 of the amount submitted in A1</li> <li>• 2 (two) workers = 2/5 of the amount submitted in A1</li> <li>• 6 (six) workers = 6/5 of the amount submitted in A1</li> <li>• 10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> And so on.	hr	\$ _____	160 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	125 m <sup>2</sup>	\$ _____
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	5	\$ _____
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	15 m <sup>2</sup>	\$ _____
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	5	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	0	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	30 m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment	%	% _____	\$2,000.00	\$ _____





**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>• All labour required to perform the work</li> <li>• All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>• 1 (one) worker = 1/5 of amount submitted in B.1</li> <li>• 2 (two) workers = 2/5 of amount submitted in B.1</li> <li>• 6 (six) workers = 6/5 of amount submitted in B.1</li> <li>• 10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	100 hrs	\$ _____
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**Estimated Total Cost**

\* Estimated quantities are provided for proposal evaluation reference purposes.

\$ \_\_\_\_\_

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.



**PROPOSAL SHEET**

**DONNACONA INSTITUTION AND MARCEL-CARON CCC**

**ROOFING AND SNOW REMOVAL SERVICE**

**Option 2: From November 1<sup>th</sup> 2016 to October 31<sup>th</sup> 2017**

**UNIT PRICE CHART**

Canada and the Contractor agree that the following chart constitutes the "Standing Offer Unit Price Chart."

Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
<b>A- ROOFING</b>					
A.1	<p>Roofing work (hourly rate) The hourly rate submitted in A.1 is based on a team of five (5) employees, including at least one journeyman per team and covers:</p> <ul style="list-style-type: none"> <li>All labour required to perform the work.</li> </ul> <p>For work requiring more or less than a team of five (5) employees, the hourly rate will be such that each worker accounts for 1/5 of the amount submitted in A1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of the amount submitted in A1</li> <li>2 (two) workers = 2/5 of the amount submitted in A1</li> <li>6 (six) workers = 6/5 of the amount submitted in A1</li> <li>10 (ten) workers = 10/5 of the amount submitted in A1</li> </ul> <p>And so on.</p>	hr	\$ _____	160 hr	\$ _____
A.2	Supply 1.5 mm EPDM waterproofing membrane (including required anchors and ballast)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.3	Supply 25-year ASPHALT SHINGLES (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.1	Supply self-adhesive eaves membrane (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.2	Supply sheathing paper (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.3	Supply roofing felt (including required installation materials)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.3.4	Supply drip edge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.4	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for areas from 1 to 30 m <sup>2</sup> )	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
	(including gravel)				
A.4.1	Supply gypsum sheathing (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	125 m <sup>2</sup>	\$ _____
A.4.2	Supply plywood (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.3	Supply asphalt-coated vapour barrier (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.4.4	Supply polyisocyanurate insulation, thickness 100 mm (including required installation materials) (For all surfaces)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.4.5	Supply tapered polyisocyanurate insulation (including required installation materials) For 2% slope (For all surfaces)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.4.6	Supply hot asphalt 3 KG/ m <sup>2</sup> and gravel 20KG/ m <sup>2</sup> for double pouring	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.4.7	Supply ballast 75KG/ m <sup>2</sup>	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.5	Supply MULTILAYER-type waterproofing membrane 2 + 3 plies (including required installation materials) (for surfaces from 31 to 100 m <sup>2</sup> ) (including gravel)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.6	Supply MODIFIED BITUMEN-type waterproofing membrane (including base layer and finish layer) (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.1	Supply finish membrane only (including required installation materials)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.2	Supply gypsum sheathing (Enter price submitted in A.4.1)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.6.3	Supply modified bituminous vapour barrier (including required installation materials)	m <sup>2</sup>	\$ _____	400 m <sup>2</sup>	\$ _____
A.6.4	Supply polyisocyanurate insulation thickness 100 mm (Enter price submitted in A.4.4)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.6.5	Supply tapered polyisocyanurate insulation (Enter price submitted in A.4.5)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____
A.6.6	Supply decking panels with laminated base membrane (including required installation materials)	m <sup>2</sup>	\$ _____	175 m <sup>2</sup>	\$ _____



Item	Description	Unit of Measurement	Unit Price	Estimated Quantity	Estimated Price
A.6.7	Supply copper drain (including required installation materials)	un	\$ _____	5	\$ _____
A.6.8	Supply circulation path (including required installation materials)	m <sup>2</sup>	\$ _____	15 m <sup>2</sup>	\$ _____
A.7	Supply PVC ROOF, reinforced 1.2 mm UV-resistant (including fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.7.1	Supply 100 screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un.	\$ _____	5	\$ _____
A.7.2	Supply fastening rods	lin. m	\$ _____	m <sup>2</sup>	\$ _____
A.8	Supply GALVANIZED STEEL BATTEN-CLAD ROOF (including sheet metal, battens and fasteners)	m <sup>2</sup>	\$ _____	50 m <sup>2</sup>	\$ _____
A.9	Supply PROFILED METAL ROOF (Including sheet metal and fasteners)	m <sup>2</sup>	\$ _____	m <sup>2</sup>	\$ _____
A.9.1	Supply 100 neoprene screws and washers (screw length 102 mm, washer dia. 102 mm)	100 un	\$ _____	0	\$ _____
A.10	Supply gutters to match existing Minimum 22 gauge (including required installation materials)	lin. m	\$ _____	lin. m	\$ _____
A.11	Supply all equipment and services required for disposal of demolition materials	m <sup>3</sup>	\$ _____	30 m <sup>2</sup>	\$ _____
A.12	All other materials or equipment invoiced to CSC supplied at cost with a mark-up of: Invoices to be submitted with request for payment	%	% _____	\$2,000.00	\$ _____



**SNOW REMOVAL**

B.1	<p>Snow/ice removal</p> <ul style="list-style-type: none"> <li>All labour required to perform the work</li> <li>All equipment and accessories required to perform the work (shovels, ladders, roof-top protection, ground protection, etc.)</li> </ul> <p>For work requiring more or less workers than the team of 5 employees, hourly rates shall be such that each worker will account for 1/5 of the amount submitted in B.1, for example:</p> <ul style="list-style-type: none"> <li>1 (one) worker = 1/5 of amount submitted in B.1</li> <li>2 (two) workers = 2/5 of amount submitted in B.1</li> <li>6 (six) workers = 6/5 of amount submitted in B.1</li> <li>10 (ten) workers = 10/5 of amount submitted in B.1</li> </ul> <p>And so on.</p>	Hr	\$ _____	100 hrs	\$ _____
<b>Estimated Total Cost</b>					\$ _____
* Estimated quantities are provided for proposal evaluation reference purposes.					\$ _____

**Costs and expenses:**

Payment will be issued ONLY for services invoiced at the rates specified above. The tendered rates include EVERYTHING required to perform the work to meet expectations. This includes, among other things: administrative costs and expenses, profit, transportation of labour, equipment and material and/or any other costs required for service delivery.

**Hourly rates:**

Payment will be made ONLY for services rendered. Hourly rates apply to productive work on site, which includes project mobilization, demobilization and clean-up. Hourly rates do not apply during meal times or unauthorized breaks. No additional payment will be made for travel time to the site. In other words, time paid will be calculated from the time of arrival at to departure from the institution.

**4.0 HST or GST**

All prices and amounts of money in the Standing Offer are exclusive of Goods and Services Tax (GST) or Harmonized Sales Tax (HST), as applicable, unless otherwise indicated. The GST or HST, whichever is applicable, is extra to the price herein and will be paid by Canada.

The estimated HST or GST of \$<To Be Inserted at Standing Offer Award> is included in the total estimated cost shown on page 1 of this Standing Offer. The estimated GST or HST to the extent applicable will be incorporated into all invoices and progress claims and shown as a separate item on invoices and progress claims. All items that are zero-rated, exempt, or to which the GST or HST does not apply, are to be identified as such on all invoices. The Offeror agrees to remit to Canada Revenue Agency (CRA) any amounts of GST or HST paid or due.



## ANNEX C - INSURANCE REQUIREMENTS

### COMMERCIAL GENERAL LIABILITY INSURANCE

The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

The Commercial General Liability policy must include the following:

**Additional Insured:** Canada is added as an additional insured, but only with respect to liability arising out of the contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.

**Bodily Injury and Property Damage** to third parties arising out of the operations of the Contractor.

**Products and Completed Operations:** Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.

**Personal Injury:** While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.

**Cross Liability/Separation of Insureds:** Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

**Blanket Contractual Liability:** The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.

Employees and, if applicable, Volunteers must be included as Additional Insured.

**Employers' Liability** (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)

**Broad Form Property Damage including Completed Operations:** Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.

**Notice of Cancellation:** The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

**Litigation Rights:** Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.



For the province of Quebec, send to:

Director Business Law Directorate,  
Quebec Regional Office (Ottawa),  
Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.



## ANNEX D - EVALUATION CRITERIA

### 1.0 Technical Evaluation:

The following elements of the offer will be evaluated and scored in accordance with the following evaluation criteria.

- Mandatory Technical Criteria

It is imperative that the offer address each of these criteria to demonstrate that the requirements are met.

LISTING EXPERIENCE WITHOUT PROVIDING ANY SUBSTANTIATING DATA TO SUPPORT WHERE, WHEN AND HOW SUCH EXPERIENCE WAS OBTAINED WILL RESULT IN THE STATED EXPERIENCE NOT BEING CONSIDERED FOR EVALUATION PURPOSES.

1. All experience must be strictly work-related. Time spent during education and/or training will not be considered, unless otherwise indicated.
2. Experience must be demonstrated through a history of past projects, either completed or on-going.
3. References must be provided for each project/employment experience.
  - I. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a Public Servant**, the reference must be a Public Servant who had a supervisory role over the proposed resource during the stated employment.
  - II. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a consultant**, the reference must be the Public Servant who was identified as the Project Authority of the project on which the proposed resource acquired the experience.
  - III. References must be presented in this format:
    - a. Name
    - b. Organization
    - c. Current Phone Number; and
    - d. Email address if available.
4. The following elements of the offer will be evaluated in accordance with the identified evaluation criteria. It is imperative that the offer addresses each of the criteria to demonstrate that the requirements are met.

	MANDATORY TECHNICAL CRITERIA	MET YVES / NO
M1	The Offeror must be officially recognized as a contractor authorized by the manufacturer of roofing sealants. <b><i>(Provide the license to bid submission).</i></b>	
M2	The Offeror must be a member the Association Maîtres Couvresseurs du Québec (AMCQ). <b><i>(Provide copy of certificate of deposit AMCQ of submission).</i></b>	
M3	The Offeror must hold a valid license #7 «sealing insulation blankets and coating» <b><i>(Provide copy of license #7 to bid submission).</i></b>	
M4	The Offeror must provide proof of its effective Commercial General Liability Insurance of at least two (2) million. <b><i>(Provide evidence of the filing of the submission).</i></b>	





## 5. Response Format

In order to facilitate evaluation of offers, it is recommended that Offerers' offers address the mandatory criteria in the order in which they appear in the Evaluation Criteria and using the numbering outlined.

Furthermore, Offerers are also advised that the month(s) of experience listed for a project or experience whose timeframe overlaps that of another referenced project or experience will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.