

A1. HEALTH CANADA BID RECEIVING UNIT A2. TITLE FEDERAL RECORDS CENTRE BUILDING Sir Frederick Banting Research Centre (SFBRC) Roof Replacement **A3. SOLICITATION NUMBER** A4. SOLICITATION DATE Bid submission envelopes are to be 1000205719 2018-12-13 delivered to the following address prior to, January 10, 2019January 17, 2019 at 2:00 **A5.** AUTHORITY East time. 161 Goldenrod Driveway, Tunney's Pasture The Authority for this ITT is: Loading dock of building #18, Ottawa, ON K1A 0K9 CANADA René Beauchamp Procurement and Contracting Officer Business hours: 7h30 to 16h30 Material and Asset Management Division Attention: René Beauchamp, MAMD Chief Financial Officer Branch Telephone: 613-716-5315 Ottawa, Ontario Solicitation #: 1000205719 Telephone: 613-716-5315 rene.beauchamp@canada.ca Email:

THIS ITT CONTAINS A SECURITY REQUIREMENT

Invitation to Tender (ITT)

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R2710T GENERAL INSTRUCTIONS - CONSTRUCTION SERVICES -BID SECURITY REQUIREMENTS (GI) (2015-07-03)

The following GI's are included by reference and are available at the following Web Site <u>https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R</u>

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INVITATION TO TENDER IMPORTANT NOTICE TO BIDDERS

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

For further instructions please consult "Special Instruction to Bidders", SI10, "Security Related Requirements" and "Supplementary Conditions" SC1 "Security Related Requirements, Document Safeguarding Location".

SUPPORT THE USE OF APPRENTICES

Through Canada's Economic Action Plan 2013, the Government of Canada proposes to support the employment of apprentices in federal construction and maintenance projects. Refer to SI11.

INTEGRITY PROVISIONS - BID

Important changes have been made to the Integrity Provisions - Bid as of July 3rd 2015. See GI1, Integrity Provision-Bid of R2710T of the General Instructions for more information.

SECTION I – SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI1. INTEGRITY PROVISIONS – DECLARATION OF CONVICTED OFFENCES

As applicable, pursuant to GI1 of the Declaration of Convicted Offences, paragraph 10 (copied below) of the General Instructions R2710T, the Bidder must provide with its bid, a completed *Declaration Form*, to be given further consideration in the procurement process.

Declaration of Convicted Offences

Where a Bidder or its Affiliate is unable to certify that it has not been convicted of any of the offences referenced under the Canadian Offences Resulting in Legal Incapacity, the Canadian Offences and the Foreign Offences subsections, the Bidder must provide with its bid the completed <u>Declaration Form</u>, to be given further consideration in the procurement process

SI2.BID DOCUMENTS

SI2.1 The following are the bid documents:

- a. Invitation to Tender Cover Page;
- b. Special Instructions to Bidders;
- c. General Instructions Construction Services Bid Security Requirements R2710T (2018-06-21);
- d. Clauses & Conditions identified in "Contract Documents";
- e. Drawings and Specifications;
- f. Bid and Acceptance Form and related Appendix(s); and
- g. Any amendment issued prior to solicitation closing

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents

SI2.2 General Instructions - Construction Services - Bid Security Requirements R2710T is incorporated by reference and is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <u>https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-andconditions-manual/5/R</u>

SI3. ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation

period. Except for the approval of alternative materials as described in GI15 of R2710T, enquiries should be received no later than five (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.

- 2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
- 3. All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the Invitation to Tender Page 1. Failure to comply with this requirement may result in the bid being declared non-responsive.

SI4. MANDATORY SITE VISIT

There will be a site visit on *December 21st 2018* at 10:00 am. Interested bidders are to meet at Sir Frederick Banting Research Centre, 251 Sir Frederick Banting Driveway, Tunney's Pasture, Ottawa, Ontario K1A 0K9.

The site visit for this project is MANDATORY. The representative of the bidder will be required to sign the Site Visit Attendance Sheet at the site visit. Bids submitted by **<u>Bidders who</u>** have not signed the attendance sheet will not be accepted.

SI5. REVISION OF BID

A bid may be revised by E-mail to the contracting authority in accordance with GI10 of R2710T.

SI6. EVALUATION PROCEDURES

- 1- Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- 2- An evaluation team composed of representatives of Canada will evaluate the bids.
- 3- Following the solicitation closing, bid results may be obtained by e-mailing the Contracting Officer on the cover page of this ITT.

SI7. INSUFFICIENT FUNDING

In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may

- a. cancel the solicitation; or
- b. Obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; and/or negotiate a reduction in the bid price and/or scope of work of not more than 15% with the Bidder submitting the lowest compliant bid. Should an agreement satisfactory to Canada not be reached, Canada shall exercise option (a) or (b).

SI8. BID VALIDITY PERIOD

- 1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA4 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
- 2. If the extension referred to in paragraph 1 of SI8 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
- 3. If the extension referred to in paragraph 1 of SI8 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either
 - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the invitation to tender.
- 4. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T.

SI9. SECURITY RELATED REQUIREMENTS

- 1. **At bid closing, the Bidder must hold a valid** Security Clearance as indicated in section SC1 of the Supplementary Conditions. Failure to comply with this requirement will render the Bid non-compliant and no further consideration will be given to the Bid.
- 2. The Successful Bidder's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the Work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC1 of the Supplementary Conditions. Individuals who do not have the required level of security will not be allowed on site. It is the responsibility of the successful bidder to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful bidder's non-compliance with the mandatory security requirement.
- 3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations Instructions for Bidders" on the Standard Procurement Documents Web site <u>Industrial Security Program</u>

SI10. WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Bid Bond (form PWGSC-TPSGC 504)

http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf

Buy and Sell

https://www.achatsetventes-buyandsell.gc.ca

Canadian economic sanctions

http://www.international.gc.ca/sanctions/index.aspx?lang=eng

Construction and Consultant Services Contract Administration Forms Real Property Contracting

http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)

http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf

Declaration Form

http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html

PWGSC, Industrial Security Services

http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html

PWGSC, Code of Conduct and Certifications

http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html

Standard Acquisition Clauses and Conditions (SACC) Manual

https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-andconditions-manual/5/R

Treasury Board Appendix L, Acceptable Bonding Companies

http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494§ion=text#appL

SECTION II – SUPPLEMENTARY CONDITIONS (SC)

SC1. SECURITY RELATED REQUIREMENTS, DOCUMENT SAFEGUARDING

The following security requirement (SRCL and related clauses) applies and form part of the Contract.

Reliability:

- 1. The Contractor personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by Health Canada/PHAC or the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- 2. The Contractor MUST NOT remove any PROTECTED information or assets from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
- 3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of Health Canada/PHAC.

Contractor's Site or Premises Requiring Safeguard Measures

The Contractor must diligently maintain up-to-date, the information related to the Contractor's site or premises, where safeguard measures are required in the performance of the Work or document safeguarding, for the addresses indicated in Appendix 3

SC2. INSURANCE TERMS

The obligations of the Contractor are defined in R2900D and in the Insurance Terms below.

- Commercial General Liability
- Builder's Risk/Installation Floater

SC2.1 Insurance Contracts

The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.

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

SC2.2 Period of Insurance

The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.

The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

SC2.3 Proof of Insurance

Before commencement of the Work, and no later than thirty (30) days after acceptance of its bid, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.

Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

SC2.4 Insurance Proceeds

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

SC2.5 Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

SECTION III – CONTRACT DOCUMENTS (CD)

1. The following are the contract documents:

- a. Contract Cover Page when signed by Canada;
- b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
- c. Drawings and Specifications;
- d. SACC Clause 2010C (2018-06-21) General Conditions Medium Complexity Services
- e. General Conditions and clauses

001101			
GC1	General Provisions – Construction Services	R2810D	(2017-11-28);
GC2	Administration of the Contract	R2820D	(2016-01-28);
GC3	Execution and Control of the Work	R2830D	(2018-06-21);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2850D	(2016-01-28);
GC6	Delays and Changes in the Work	R2860D	(2016-01-28);
GC7	Default, Suspension or Termination of Contract	R2870D	(2018-06-21);
GC8	Dispute Resolution	R2880D	(2016-01-28);
GC9	Contract Security	R2890D	(2018-06-21);
GC10	Insurance	R2900D	(2008-05-12);
Allow	able Costs for Contract Changes Under GC6.4.1	R2950D	(2015-02-25);

Supplementary Conditions

- a. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
- b. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
- c. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
- 2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <u>https://buyandsell.gc.ca/policy-and-</u> guidelines/standard-acquisition-clauses-and-conditions-manual
- 3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

SECTION IV – BID FORM (BF)

BF1. IDENTIFICATION

Sir Frederick Banting Research Centre, 251 Sir Frederick Banting Driveway, Tunney's Pasture, Ottawa, Ontario K1A 0K9..

BF2. Bu	JSINESS NAME AND ADDRESS OF BIDDER		
Name:			_
Address:			_
			_
Telephone	e:	Fax:	
PBN:			_

BF3. THE OFFER

LUMP SUM CONTRACTS (WITHOUT UNIT PRICES)

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the Total Bid Amount of

\$ ______ excluding applicable taxe(s).

(amount in numbers)

BF4. BID VALIDITY PERIOD

The bid shall not be withdrawn for a period of (sixty) 60 days following the date of solicitation closing.

BF5. ACCEPTANCE AND CONTRACT

Upon acceptance of the Contractor's offer by Canada, a binding Contract shall be formed between Canada and the Contractor. The documents forming the Contract shall be the contract documents identified in Contract Documents (CD).

BF6. CONSTRUCTION TIME

The Contractor shall perform and complete the Work before March 15th 2019.

BF7. BID SECURITY

The Bidder is enclosing bid security with its bid in accordance with GI8 - Bid Security Requirements of R2710T - General Instructions - Construction Services - Bid Security Requirements.

BF8. SIGNATURE

Name and title of person authorized to sign on behalf of Bidder (Type or print)

Name

Title

Signature

Date

APPENDIX 1 – COMBINED PRICE FORM (1 PAGE)

- 1. The prices per unit shall govern in establishing the Total Extended Amount. Any arithmetical errors in this Appendix will be corrected by Canada.
- 2. Canada may reject the bid if any of the prices submitted do not reasonably reflect the cost of performing the part of the work to which that price applies.

LUMP SUM

The Lump Sum Amount designates Work to which a Lump Sum Arrangement applies.

(a) Work included in the Lump Sum Amount represents all work not included in the unit price table.

LUMP SUM AMOUNT (LSA)	
Excluding applicable taxe(s)	

IT IS HEALTH CANADA'S INTENTION TO AWARD A CONTRACT TO THE LOWEST PRICED TECHNICALLY RESPONSIVE.

APPENDIX 2 – INTEGRITY PROVISIONS (LIST OF NAMES)

If the required list of names has not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to provide the names within the time frame specified will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

APPENDIX 3 – DEPARTMENTAL REPRESENTATIVE'S AUTHORITY

CONTRACTING AUTHORITY:

Name :	René Beauchamp
	reene beautinnip

- Title : Procurement and Contracting Officer
- Department: Health Canada
- Branch : Chief Financial Officer Branch
- Telephone : 613-716-5315
- e-mail: rene.beauchamp@canada.ca

TECHNICAL AUTHORITY:

Name :	
Title :	
Department:	
Division :	
Telephone :	
e-mail ·	

ANNEX A – STATEMENT OF WORK

1. TITLE

Sir Frederick Banting Research Centre (SFBRC) Roof Replacement - Construction Project

2. SCOPE

2.1. Introduction

To provide labour, material and equipment to undertake the work as defined in the Plans and Specification for sections of the roof on the Health Canada, SFBRC facility, Tunney's Pasture.

2.2. Objectives of the Requirement

The objective of this contract is to provide all the labour, material and equipment required to perform work for the replacement of a section of the roof of the SFBRC facility and as depicted in Annex "A" Specification Documents. This work will ensure the continued integrity of that section of the roof against infiltration of water and moisture.

The area of work has been defined in the attached Annex "A" Specifications Document.

2.3. Background and Specific Scope of the Requirement

The SFBRC building is comprised of multiple roofs' sections, and various sections need a complete replacement of the membrane. Replacement of other sections, as well as some patches was done in the past. The roofs are now past their lifespan, and require replacement to stop the current leaks.

The construction phase of this project must be finalized by mid-March 2019. The Contractor will take into account the fact the facility will be continuously occupied during construction work.

3. REQUIREMENTS

3.1. Tasks, Activities, Deliverables and/or Milestones

- a) To complete the work as defined in the Specification Document as prepared by Fishburn Sheridan & Associates Ltd.
- b) Commissioning.

3.2. Specifications and Standards

- Contractor is required to meet all applicable codes and industry standards for the work required.
- Roof installer must have minimum 5 years of documented experience working with the application of modified bituminous roofing systems in winter snow and ice conditions.

3.3. Technical, Operational and Organizational Environment

The Contractor is to provide on-site facilities as required to conduct the work and to storage material as per the specification.

The work is to be co-ordinated through the Technical Authority. At the commencement of the actual construction work the Contractor shall have external access only.

3.4. Method and Source of Acceptance

The roofing consultant firm that has been engaged by Health Canada will be performing all applicable testing and quality assurance on behalf of Health Canada prior to any payment being made by the Crown.

3.5. Reporting Requirements

All communications and submissions by the Contractor will be coordinated through the Technical Authority.

3.6. Project Management Control Procedures

The individual identified in the proposed contract as the Technical Authority will oversee the work to ensure the work is brought in on time and approvals required internal to Health Canada are addressed in a timely manner.

4. Additional Information

4.1. Canada's Obligations

Health Canada may, at any time, verbally suspend the work in whole or in part. If required, within 24 hours of the suspension, the Technical Authority shall provide the Contractor with a written notification indicating the effective date and time of the suspension, the intended duration, and reason for the suspension (e.g. non-compliance of Health and Safety regulations and/or encountering unexpected contamination).

4.2. Contractor's Obligations

- Unless otherwise specified, the Contractor must use its own equipment and software for the performance of this Statement of Work.
- Title to the equipment/furnishings charged against this Contract shall vest in Canada upon payment of invoiced amounts and must remain so vested at all times.
- For each item of equipment/furnishings that is purchased, the Contractor is to record the name, manufacturer, model number, serial number, optional equipment, supplier and price and forward this information to the Project Authority.
- The Contractor must label all equipment/furnishings as being the property of Canada.
- Notwithstanding the fact that the equipment/furnishings under this Contract become vested in Canada, the equipment/furnishings must remain within the custody and control of the Contractor until such time as the Project Authority provides instructions for its delivery. During this period of time, the Contractor must take reasonable and proper care of the equipment/furnishings.
- Carrying out services in accordance with approved documents and directions given by the Technical Authority.
- Directing all correspondence to the Technical Authority and not communicating with the client directly.
- Advising the Technical Authority of any changes that may affect the schedule or budget or are inconsistent with instructions or written approvals previously given and detailing the extent of and reasons for the changes and obtain written approval before proceeding.
- Ensuring all activities performed provide for the protection of Health and Safety of the facility's occupants, not disturbing the facility's security systems and procedures and not disturbing the operations performed in and around the facility.
- Their own transportation and parking costs during the entire project life cycle; specified project tasks outlined in the Statement of Work (SOW).
- Managing attendance of sub-contractors (if applicable) to ensure work is completed as targeted.
- Tracking and completing all contract deliverables/tasks.
- Holding a construction trade license for all work they are responsible to perform during this project.
- Posting all applicable building permits at the site during the construction period.

- Assuming responsibility of any accident or damage caused by its employees and/or equipment to Health Canada property or personnel as a result of the Contractor's activities.
- Assuming responsibility for the security of its equipment and materials during and after working hours. Health Canada shall not be liable for any vandalism, theft or loss.
- Notifying the Technical Authority of any on-site activity and obtaining approval to gain access to the building 48 hours before entering the site.
- Taking all necessary steps to protect the workers from harm in accordance with revised statutes of the current Labour Canada codes.
- The Contractor, its employees, all sub-contractors and all site visitors shall have the appropriate personal safety equipment and training prior to performing the required work.

4.3. Location of Work, Work site and Delivery Point

The work is to be conducted at Health Canada's Sir Frederick Banting Research Centre, 251 Sir Frederick Banting Driveway, Tunney's Pasture, Ottawa, Ontario K1A 0K9.

The Contractor is required to be available for regular construction site meetings as the work progresses. All personnel assigned to any contract resulting from this ITT must be ready to work in close and frequent contact with the Technical Authority and other departmental personnel.

4.4. Language of Work

All work can be conducted in either official language.

4.5. Travel and Living

The contractor is responsible for their own transportation and parking costs during the entire project life cycle. Paid visitor parking is available at the Tunney's Pasture and Confederation Heights locations.

5. PROJECT SCHEDULE

5.1. Schedule and Estimated Level of Effort (Work Breakdown Structure) *(if applicable)* The Contractor is to provide a detailed work breakdown structure and level of effort required to carry out the work.

6. APPLICABLE DOCUMENTS AND GLOSSARY

6.1. Applicable Documents

Insurance Terms (Real Property Contracting 5.R)

https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual

Certificate of Insurance (form PWGSC-TPSGC 357) http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/357.pdf

SACC Manual

https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual

6.2. Relevant Terms, Acronyms and Glossaries

N/A

Annex A

Security Requirement Checklist (SRCL)

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Security Requirement Checklist (SRCL)

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Security Requirement Checklist (SRCL)

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Annex A

Security Requirement Checklist (SRCL)

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Invitation to Tender (ITT) 1000205719

ANNEX C – CERTIFICATE OF INSURANCE

CERTIFICATE OF INSURANCE

tion and Location of Work					Co	ntract No.
					Pro	oject No.
f Insurer, Broker or Agent	Address (No., Street)	City		Province Postal	Code	
f Insured (Contractor)	Address (No., Street)	City		Province Postal	Code	
al Insured Ier Majesty the Queen in Right of Can	ada as represented by the Mi	nister of Public Worl	ks and Governn	nent Services		
Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y		Limits of I	iability
	and Folicy Number	D/M/H	D7W171	Per Occurrence	Annual Gener Aggregate	al Completed Operations Aggregate
Commercial General Liability				\$2,000,000	\$2,000,000	\$2,000,000
Umbrella/Excess Liability						
Builder's Risk / Installation				\$	\$	\$
Floater				\$		
I certify that the above policies we insurance coverage's stated on p						
	age 2 of this Certificate of Inst	ırance, including adv				
insurance coverage's stated on p	age 2 of this Certificate of Inst	ırance, including adv			ction in coverage.	
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ANNEX D – CONDITIONS PRECEDENT TO CONTRACT AWARD

It is recommended that bidders provide as much of the following information as possible with their bid. All of the following information will be required prior to contract award unless specified otherwise.

- C1 The Bidder must provide proof of all employees' WHIMS certification.
- C2 The Bidder must provide proof e.g. letter/certificate and number demonstrating they are in good standing with WSIB (Workmen's Compensation) and covered for the duration of the project.
- C3 The Bidder must provide a copy of their Health and Safety Policy and Program and site specific safety plan for the Proposed work prior to contract award.
- C4 The Bidder must provide a copy of their Health and Safety Plan for the proposed construction work within one work week from date of contract award.
- C5 The Bidder must provide a copy of a certificate from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the ITT, can be insured in accordance with the Commercial General Liability Insurance requirements specified in (Insurance Conditions) as indicated in the ITT, in the amount of \$2,000,000.00.
- C6 The Bidder must provide a list of personnel, as well as any subcontractor and its personnel, who are required to perform any part of the Work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC1 of the Supplementary Conditions.

C7- The Bidder must provide proof of at least 5 years documented experience working with the application of modified bituminous roofing systems in winter snow and ice conditions.

ANNEX E – LISTING OF SUBCONTRACTORS

- In accordance with GI06 Listing of Subcontractors and Suppliers of R2410T- General Instructions -Construction Services GI07 - Listing of Subcontractors and Suppliers of R2710T- General Instructions -Construction Services - Bid Security Requirements, the Bidder should provide a list of Subcontractors with his Bid.
- 2) The Bidder should submit the list of Subcontractors and for any portion of the Work valued at 20% or greater of the submitted Bid Price.

	Subcontractor	Division	Estimated value of work
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			