

# APPENDIX A RFT PARTICULARS

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## APPENDIX A - RFT PARTICULARS

### A. The Deliverables

The Deliverables include, but are not limited to, Interior and Exterior Renovations to Paramedic Response Station #39, 12825 Keele Street, Township of King, Ontario that will allow for an expanded crew quarters, as further described in the Specifications and the Drawings.

### B. Material Disclosures

#### 1. Contract for Deliverables

The selected bidder will be required to enter into a contract with the Region for the provision of the Deliverables in the form of contract attached as Appendix C. Bidders should review the form of contract before submitting their bid. Any concerns or questions regarding the terms and conditions of the contract should be directed to the Region through the 'Submit a Question' feature on the Bidding Website before the Submission Deadline.

#### 2. Term of Contract

The Deliverables shall be completed in accordance with the Contract Time specified in Appendix C – Form of Contract.

#### 3. COVID-19

The bidder that enters into a contract with the Region for the provision of the Deliverables will be required to comply with all legislative amendments, controls, regulations, requirements and orders that were or are issued by the Government of Canada, the Province of Ontario, the Region or other municipal authority in response to the global pandemic of the virus leading to COVID-19 including any resurgence or mutation thereof (the "**Pandemic**").

Bidders shall consider all legislative amendments, controls, regulations, requirements and orders that were issued, prior to the Submission Deadline, by the Government of Canada, the Province of Ontario, the Region or other municipal authority in response to the Pandemic, including any impacts such legislative amendments, controls, regulations, requirements and orders could have on pricing, and the bidder's prices will be deemed to include all costs associated with the foregoing.

#### 4. Electronic Monitoring Policy

The Region has implemented an [Electronic Monitoring Policy](#), as may be amended from time to time. This policy outlines when and how employees and contractors may be electronically monitored while performing work-related duties and activities or while using Regional assets, equipment, systems or information. A copy of this policy is available at the below link: <https://www.york.ca/business/doing-business-york-region/current-bids-and-tenders>.

#### 5. Examination of the Site

Site investigation(s) have been conducted and the following document(s) are provided for information purposes only:

- Pre-renovation Survey for Designated Substances and Hazardous Materials dated March 21, 2023 prepared by ECOH Management Inc.

The Region assumes no responsibility for the correctness or completeness of any reports or other information provided by the Region in relation to site investigations or conditions. Bidders rely on these documents at their own risk.

Prior to submitting a bid, bidders shall thoroughly acquaint themselves with the RFT and carefully examine the site where the Deliverables will be performed, to fully inform themselves of the existing conditions and limitations. Access to the site may be provided during the bidding period when requested.

Bidders shall not claim, after the submission of their bid, that there was any misunderstanding of the terms and conditions of the contract relating to site conditions.

#### 6. Designated Substances Notice

A site hazard assessment has been conducted and all known designated substances under the *Occupational Health and Safety Act*, RSO 1990, c O.1 are listed in the Pre-Work Hazard Assessment Form attached as Appendix G.

The Pre-Work Hazard Assessment Form is provided for information purposes only and the Region assumes no responsibility for its correctness or completeness.

#### 7. Award of Contract

The award of the contract will be subject to the approval of Regional Council or its authorized delegate and, if applicable, the receipt of sufficient funding.

## C. Mandatory Submission Requirements

### 1. Bid Deposit

Bidders shall submit a bid deposit in the amount of \$150,000.00 to act as security for the satisfaction of the pre-conditions of award listed in Section E.

The bid deposit shall be in the form of a digital Bid Bond from a recognized guarantee or surety company acceptable to the Region and authorized by law to do business in the province of Ontario. The form of Bid Bond acceptable to the Region is attached as Appendix E.

Bidders shall upload the digital Bid Bond in the document upload field titled “Bid Bond (Digital Bond)” in the Documents & Bonding step in the Bidding Website.

### 2. Undertaking to Bond

Bidders shall submit a digital Undertaking to Bond. The form of Undertaking to Bond acceptable to the Region is attached as Appendix F. The Undertaking to Bond shall be from a recognized guarantee or surety company acceptable to the Region and authorized by law to do business in the province of Ontario.

Bidders shall upload the digital Undertaking to Bond in the document upload field titled “Undertaking to Bond (Digital Bond)” in the Documents & Bonding step in the Bidding Website.

## D. Mandatory Technical Requirements

### 1. Certificate of Recognition (COR™) Safety Program

Bidders should provide proof of:

- (a) COR™ certification; or
- (b) COR™ Equivalency

in a form acceptable to the Region, in its sole discretion. Acceptable forms of proof are limited to:

- (a) COR™ Certification
  - (i) A copy of the bidder’s Certificate of Recognition from the IHSA
- (b) COR™ Equivalency
  - (i) A letter or email from the IHSA stating that the bidder has obtained COR™ Equivalency; or

- (ii) A valid Letter of Reciprocity issued by the IHSA, indicating that the bidder is in the process of obtaining COR™ Equivalency.

Bidders shall upload the documentation required under this section D.1 in the document upload field titled “COR Documentation” in the Documents & Bonding step in the Bidding Website.

## E. Pre-Conditions of Award

### 1. Executed Contract

The selected bidder shall execute a contract with the Region for the provision of the Deliverables.

### 2. WSIB Certificate of Clearance

The selected bidder shall submit a current Certificate of Clearance from the Workplace Safety and Insurance Board.

### 3. Insurance

The selected bidder shall provide proof of insurance coverage as specified in Appendix D. Bidders should review the insurance requirements with their insurance provider to ensure that each requirement can be met before submitting their bid. Any concerns or questions regarding the insurance requirements should be directed to the Region through the ‘Submit a Question’ feature on the Bidding Website before the Submission Deadline.

### 4. Bonds

The selected bidder shall provide:

- (a) a Performance Bond in an amount equal to 100% of the estimated contract price and conforming to Form 32 - Performance Bond under Section 85.1 of the Construction Act; and
- (b) a Labour and Material Payment Bond in an amount equal to 50% of the estimated contract price and conforming to Form 31 - Labour and Material Payment Bond under Section 85.1 of the Construction Act

Form 32 – Performance Bond under Section 85.1 of the Construction Act and Form 31 – Labour and Material Payment Bond under Section 85.1 of the Construction Act can be found at <http://ontariocourtforms.on.ca/en/construction-lien-act-forms/>.

The bonds shall be issued by a recognized guarantee or surety company acceptable to the Region and authorized by law to do business in the province of Ontario.