

Process Terms and Conditions:

REQUEST FOR TENDER

Toronto Paramedic Services District 6 renovation project to secure entry/access to the former bus terminal building located at 610 Bay Street, as detailed in the consultant's drawings and specifications document and according to the City's Contract.

CLOSING DATE: December 16, 2024	CLOSING TIME: 2:00 PM local time
ISSUED DATE: November 14, 2024	RFSQ Reference NO.: Doc3512316731 Category: 01- Renovation WORK ASSIGNMENT NO.: CREM-PMO-24-001
DIVISION CONTACT: Malake Abou-Hmaid, Sr. Project Manager Corporate Real Estate Management, Project Management Office	PHONE NO.: 416-397-5558 EMAIL: Malake.abouhmaid@toronto.ca

BID RECEIPT - Return your Bid by the following submission method:

E-mail Malake Abou-Hmaid, Project Managem	nent Office at Malake.AbouHmaid@toronto.ca
Mandatory Site Meeting:	
YES X	Location: 610 Bay Street, Toronto
NO	Date: Wednesday, November 27, 2024
Please email Karly Rodriguez, Sr. Project Manager to RSVP for the site visit by November 26: Karly.Rodriguez@toronto.ca Failure to attend will result in your	Time: 11 A.M.
submission being found to be non-compliant.	
Deadline for Questions:	Bidders shall submit questions to Project Management Office by: Date / Time: November 29, 2024 / 2 P.M.
Deadline to Issue Addendum:	Date / Time: December 2, 2024
Agreement Terms and Conditions:	The work/services shall be performed in accordance with all of the terms and conditions set out in this Request for Quotation and in accordance with the terms and conditions set out in the

per call.

Agreement Signed: February 8, 2023

As per RFSQ No. Doc3512316731 and Appendices

RFSQ No. Doc3512316731

REQUEST FOR TENDER FOR:

Toronto Paramedic Services District 6 renovation project to secure entry/access to the former bus terminal building located at 610 Bay Street, as detailed in the consultant's drawings and specifications document and according to the City's Contract.

RFSQ Reference NO.: D Category: 01	oc3512316731,	WORK ASSIGN	IMENT NO.: <mark>CREN</mark>	<mark>1-PMO-24-021</mark>
Company Name				
Company Name:				
Address:				
Contact Name/Title:				
Telephone No.'s:	Bus. No.:	Cell No.:		Fax No.:
E-Mail Address:				
				соѕт
			SUB-TOTAL	\$
	s required as specified or all construction proj		H.S.T. (13% of Sub-Total	\$
be included i	or an construction proj	ecisj	July 10tal	
			TOTAL	\$
Invoice to be sent to:	City of Toronto		NO BID	
Accoun	iting Services Division ate Accounts Payable		Reason:	
·	55 John Street			
14	Floor, Metro Hall Toronto, ON			
Any discounts for promptis not earlier than 15 day State Discount terms:	s from the receipt of in			
Bidders are expected to to do so shall result in th			denda as indicated	d below. Failure
I/We acknowledge receip		to dated		to
I/We the undersigned off	er to supply the above	at the price and	conditions hereor	า offered:
Authorized Signature – I		the Corporation		

THIS FORM SHALL BE COMPLETED, PROPERLY SIGNED AND RECEIVED ON OR BEFORE THE DATE AND TIME SPECIFIED, OR YOUR BID WILL BE DECLARED NON-COMPLIANT

The following documents form part of the RFT and are included or attached:

- Appendix A Scope of Work & Requirements
- Appendix B Base Bid Pricing Form
- Appendix C Drawings & Specifications
- Appendix D Project Schedule
- Appendix E Schedule A to Work Assignment Agreement
- Appendix F Bid Bond

APPENDIX A - SCOPE OF WORK & REQUIREMENTS

<u>General</u>: A summary of the scope of work includes but is not limited to the items listed below in order to secure the open air vehicle bays/parking area and the north mezzanine offices.

- Two (2) Overhead Doors within existing bays along Edward Street.
 - One for vehicle entry and one for vehicle egress
 - Entry door to have card reader access
 - Push button closure for vehicle egress overhead door at exterior
- Two (2) man doors
 - One (1) at each location of overhead doors respectively
 - Entry man door to have card reader access
- One (1) passage door between vehicle bays and main building to be with Card reader access.
- Three (3) Offices on North Mezzanine to receive new hardware with keyed locking.
- Network drops required in three offices and boardroom.
- Security cameras (quantity and location TBC)
- Elevator to Mezzanine offices to have card reader access.
- All Heritage elements are not to be damaged or modified.

1. General Specifications

The following list of documents (drawings and technical specifications) have been provided as email attachments when this Roster Work Assignment Request for Tender was issued, forming part of the Contract Document.

- Volume 1 Architectural Specifications Issued for Tender September 6, 2024
- Volume 3 Reports Issued for Tender September 6, 2024
- Drawings Issued for Tender September 6, 2024

2. Specific Requirements and Supplementary Conditions

- 2.1. The General Contractor (GC) must furnish all labor, materials, equipment and full time supervision for the Project site located at 610 Bay Street, in accordance with the tender documents including any addenda issued during the time of bidding.
- 2.2. Regular business hours of operation is 8:00 a.m. to 5:00 p.m., five (5) days a week (Monday Friday). Therefore, any construction work must not impact facility operations during regular business hours of operations.
- 2.3. **Commencement and Completion Dates**: The start date of this Contract is immediately upon receipt of a purchase order, issued by the CoT Purchasing & Materials Management Division (PMMD). Award is conditional upon all approvals, bonding and insurance being in place. Continuous and progressive operation shall be carried out until work is completed. The Supplier

is responsible to provide all the forces necessary to complete the entire contract work within the specified timeframe. Should any work be delayed for any reason other than what is permitted within the CoT Construction Agreement Contract then the GC shall not be entitled to any claims and will be subject to penalty via liquidated damages clauses noted within contract documents.

- 2.4. All construction work undertaken shall not contravene the requirements of local noise and pollution by-laws and all other regulatory requirements. Any construction work that requires drilling, cutting, coring or hammering, must be undertaken after-hours (5:00 pm 8:00 am) and/or weekends. No additional or overtime charges will be paid for the work performed after-hours and/or weekends.
- 2.5. Ongoing Operations at Occupant Facility: All construction work undertaken shall comply and fulfill all OH&S requirements and coordination to perform the work during an ongoing operations at occupant facility, that include but not limited to phasing the construction scope and hording areas to satisfy all requirements for Excites, Signage, Tarps and dust protections and isolations, fume, emission, smoke protections and all related labor, materials and any associated time, and Phasing the project scope, construction areas as required to accommodate the occupants' operations requirements. The Successful Bidder shall fulfill these requirements at no additional costs, nor claims against the City.
- 2.6. Phased Construction: The Supplier must prepare a detailed and realistic sequencing and phasing work plan and approach based upon a comprehensive review of the entire site, CoT feedback and Consultant's recommendations. The Supplier must submit a plan electronically with a written description and coordinated drawings / site plan illustrating the areas impacted by the work during each phase. The plan must be revised and updated as changes occur and provided to the CoT PM and consultant as changes occur. The construction phasing approach must minimize the disruption and impact to the public and utilize after working hours where possible.
- 2.7. The CoT reserves the right to stop any disruptive work undertaken by the Supplier and request to have this work completed at a different time at no cost to the project. The Supplier will not be entitled to a claim for work deemed too disruptive to stakeholders during regular operating hours. The GC will be responsible to co-ordinate this work at a time suitable to the CoT.
- 2.8. There is limited space on the site to store materials, bins or equipment. The GC must coordinate a plan for delivery of materials and equipment in conjunction with the construction work activities and provide a logical sequence of implementation that will not impact the entire site and overall project delivery.
- 2.9. Should any of the adjacent properties object to noisy / odorous work between during regular work hours, then the Supplier must stop the work immediately and only continue at such time as not to cause any such disturbance.
- 2.10. The Successful Bidder shall assign a project manager to the construction project in addition to site supervisor and support staff. The project manager will be the main point of contact for the City and for the consultant on this project, shall maintain complete involvement, coordinate with all stakeholders (internal and external to the City) and attend regular construction progress on-site Weekly or bi-weekly meetings as required.
- 2.11. The Successful Bidder shall coordinate with all government departments & agencies, authorities having jurisdictions and utilities such as the City's Building Department, ESA, TSSA, Toronto Hydro, Enbridge Gas, but not limited to, and organize all required inspections and approvals for the completion of construction work. It will be full responsibility of the Successful Bidders to ensure that all conditions of permits and approvals are met during construction work and all permits are closed.
- 2.12. The Successful Bidder is responsible to coordinate with other contractors at the facility and arrange for delineation in time and space as required for the completion of construction work.

There could be multiple contractors performing work at the facility. No additional/overtime charges will be paid if the construction work is delayed because of coordination with other contractors performing work at the facility.

- 2.13. The Successful Bidder shall develop Construction Delineation Plan and implement to ensure that delineation in both time and space is established and maintained among two or more contractors. Additionally, ensure site coordination during construction work activities performed at the facility and that there is only one constructor (contractor) at the facility at any point in time in the construction work area.
- 2.14. Winter Work: The Supplier must continue work without any delay throughout the winter months until the work is completed and accepted. Extra work, material costs or labor costs incurred as a result of inclement weather shall not be considered as a valid reason for additional payment(s) or delay claims by the GC for their sub-trades. The Supplier must provide the necessary provisions to complete the required work within conformance of the specifications during the winter months. The CoT will not incur additional costs for labor and materials for protection, heating or thawing equipment.
- 2.15. **Substantial Performance:** in compliance with the applicable Construction Act, the Successful Bidder shall not submit nor grant a substantial performance unless all close-out documents submitted, reviewed and approved by the consultant & the City in electronic and printed copy formats as required in order to issue the substantial certificate. Provide electronic copies of all close-out documents to the consultant for prior review.
- 2.16. Close-out: Close-out documents submission includes, but not limited to, table of contents, asbuilt record drawings in pdf & AutoCAD format, shop drawings in pdf format, new asset & equipment list with detailed information as per City Template, test & commissioning reports, operation & maintenance manuals, warranty information, permits & approvals closure, final completion letter by engineers, spare parts list, final testing and acceptance reports, combined of all site review reports, contacts of general contractor, contacts of local distributors/suppliers, other specific documents and picture, construction submittals logs, RFI's, CO's, etc., site review reports, test & commissioning.
- 2.17. The Successful Bidder shall provide warranty for all equipment, materials & workmanship for a period of two years from the date of substantial performance of the contract and correct all defects reported/observed within reasonable timeline without any cost to the City. Attend a site visit and record any defects observed/reported ninety (90) days prior to the expiry of warranty period.
- 2.18. Additional Safety Measurements as implemented by Governmental Authorities: The Successful Bidder shall be subject to comply with all applicable safety requirements and measurements as implemented by Governmental Authorities, such as COVID-19 protections procedure and all associated safety requirements at no additional cost to the City.

<u>APPENDIX B - BASE BID - PRICING FORM</u>

Toronto Paramedic Services District 6 renovation project to secure entry/access to the former bus terminal building located at 610 Bay Street, as detailed in the consultant's drawings and specifications document and according to the City's Contract.

NAME OF CONTRACTOR:	

The Bidder must provide the rate and the amount for each Tender item, the total for each part / subsection, the grand total, HST amount and the total amount of Tender on the forms in the ensuing pages. Bidders that do not fully complete these forms (such as leaving lines blank), or have unclear answers (such as "n/a", "-", "tba" or "included" etc.) will be declared non-compliant. Prices that are intended to be zero cost/no charge to the city are to be submitted in the space provided in the price schedule as "\$0.00" or "zero".

All spaces for the aforementioned information must be completed in ink ensuring the printing is clear and legible.

Where included, the Alternative Prices, and Supplementary List of Prices Required for Extra Work Forms must also be completed.

The lowest Bidder will be determined solely from the Total Base Bid, subject to the City's reserved rights not to award to any Bidder.

Please note: When any additional work to the contract is required, and agreed upon, a Change order will be issued for the additional cost, to be paid through the Contingency Allowance.

The following itemized prices shall be INCLUDED in the Tender Price (all H.S.T. excluded).

<u>Please Note</u>: When any additional work to the contract is required, and agreed upon, a Change Order will be issued for the additional cost. The Contractor may only add as their markup of 10% overhead and 5% profit margin.

A.) BASE BID - PRICE BREAKDOWN TENDER WORK ASSIGNMENT NO.: CREM-PMO-24-021

Item	Description	Unit	Quantity	Unit Rate	Total Price (Quantity x Unit Rate)
	Con	struction	tems		,
1	General Requirements 1.1 General Conditions	L.S.	1	\$	\$
2	Site Work 2.1 Parking bay overhead doors, access doors, enclosure and structure (2 bay openings) 2.2 Card readers (qty 4 - Bay doors, building entry, elevator) 2.3 Office door hardware (3 doors) 2.4 Network drops in offices (3) and boardroom (1)	L.S.	1	\$	\$
3	Electrical 3.1 Electrical Equipment/Materials	L.S.	1	\$	\$
4	All Other Work – Miscellaneous All other items required to complete the work as outlined in the project scope	L.S.	1	\$	\$
11	CASH ALLOWANCES* (H.S.T. excluded) Security Cameras	L.S.	1	\$10,000	\$10,000
12	CONTINGENCY **	L.S.	1	TBD	TBD
D) Total Base Bid Price (Sum of Items 1 to 11) Exclusive of HST)				\$	
E) HST Amount (13% of above item D.)				\$	
F) Total Amount of Tender Call (Sum of D + E) (* Copy Total Amount to front tender cover page.)				* \$	

* CASH ALLOWANCES

Such are intended to cover the net cost to the Contractor of providing the pre-determined services, products, or for other authorized expenses specified. The Total Bid Price, and not the Cash Allowances, shall include the Contractor's overhead, and profits, supervision on such cash allowances. If cost exceeds the cost allowance, the extra sum is an extra to the contract, if cost is less the unused portion is credit to the contract.

**CONTINGENCY

for extra work as approved by the City Project Manager. Items 11 and 12 Cash Allowance and Contingency are for additional work requested and authorized, in writing, by COT Project Management.

APPENDIX C - LIST OF SUBCONTRACTORS FORM

The Supplier shall provide each Subcontractor for the Work types listed in the table below or indicate "OWN FORCES" in the "Subcontractor Name" column if a Subcontractor will not be used for the Work type indicated. The names of all Subcontractors to be used for each Work type indicated must be provided. Suppliers shall not indicate "TBD" (To Be Determined) or similar wording. If Suppliers are provided a preapproved list of mandatory Subcontractors for a work type; i.e. "Electrical", they must provide a subcontractor from that pre-approved list.

The list of Subcontractors is based on information available at time of Tender close. In the event Subcontractor information changes prior to notification of recommendation of award the Supplier must inform the Procurement Contact of the change in writing. Where a pre-approved list of mandatory Subcontractors was provided, the Subcontractor being replaced and the replacement Subcontractor must both be from the pre-approved list of mandatory Subcontracts included in the solicitation.

Subcontractor Name	Work Type	Contact name	Contact Phone #	Approx. % of contract value to be performed
	Electrical			
	Mechanical			
	Drywall and ceiling			
	Painting and finishes			

APPENDIX D - DRAWINGS & SPECIFICATIONS

Attached to the RFT:

- Volume 1 Architectural Specifications Issued for Tender September 6, 2024
- Volume 3 Reports Issued for Tender September 6, 2024
- Drawings Issued for Tender September 6, 2024

APPENDIX E - SCHEDULE A to WORK ASSIGNMENT AGREEMENT

INFORMATION SHEET - WORK ASSIGNMENT AGREEMENT

The following table provides information cross-referenced in the provisions and schedules of the Master Roster Agreement. All reference to GCs are located in Schedule D – General Conditions of the Master Roster Agreement.

Row	Input Information	Reference	Description
A. Nan	nes and Information		
A.1	Project	Sch. C, Definition 83 & GC 3.8.2.3(1)	Toronto Paramedic Services District 6 Renovation to secure the open-air vehicle bays/parking area and the north mezzanine offices.
A.2	Site	Definition 99	610 Bay Street
A.3	Notice information	GC 1.6.1.2, GC 1.6.1.3 & GC 1.6.1.4	To be provided after award
A.4	Identity of Contract Administrator	Sch. C, Definition 24	To be provided after award
A.5	Identity of Owner Representative	Sch. C, Definition 72	Corporate Real Estate Management, Project Management Office Karly Rodriguez, Sr. Project Manager Email: Karly.Rodriguez@toronto.ca Phone number: 416-396-7740
A.6	Approved Subcontractors	GC 3.8.3, GC 3.8.3.1 & GC 3.8.3.2	Refer to: Appendix A - Scope of work and Requirements, and Appendix C - List of Subcontractors
B. Pric	ing, Markups and Liquidated D)amages	
B.1	Contractor's Markup for negotiated fixed price and negotiated unit price changes in the Work performed by Contractor	Sch. E, s. 2.2.3.1	Refer to Information Sheet in Master Roster Agreement.
B.2	Total Cumulative Markup allowed for Contractor, Subcontractors, Suppliers and Sub-subcontractors on negotiated fixed price and negotiated unit price changes in the Work performed by Subcontractors, Suppliers or Sub-subcontractors (and not performed by the Contractor)	Sch. E, s. 2.2.3.2	Refer to Information Sheet in Master Roster Agreement.

Row	Input Information	Reference	Description
B.3	T&M Percentage Markup for changes in the Work performed by Contractor	Sch. E, s. 3.3.1	Refer to Information Sheet in Master Roster Agreement.
B.4	Total Cumulative T&M Percentage Markup allowed for Contractor, Subcontractors, Suppliers and Sub-subcontractors on changes in the Work performed by Subcontractors, Suppliers or Sub-subcontractors (and not performed by the Contractor)	Sch. E, s. 3.3.2	Refer to Information Sheet in Master Roster Agreement.
B.5	Markup for Cash Allowance overages	GC 6.1.4	Refer to Information Sheet in Master Roster Agreement.
B.6	Amounts of Delay Liquidated Damages	GC 7.6.1	\$2,000 per Calendar Day that is a weekday
B.7	Changes in the Work on a Time & Material Basis	Sch. E, s. 3	Refer to Information Sheet in Master Roster Agreement.
B.8	Schedule B2 Schedule of Prices for Changes in the Work	Pricing Form	N/A
B.9	Invoice Period	Sch. C, Definition 54	Refer to Information Sheet in Master Roster Agreement.
B.10	Giving of a Proper Invoice	GC 5.3.1	Refer to Information Sheet in Master Roster Agreement.
C. Date	es, Time Periods and Deadline	es	
C.1	Effective Date	Sch. C, Definition 40	To be finalized after award
C.2	Commencement Date	Sch. C, Definition 17 & GC 3.1.6	Commence immediately upon award and expect project duration to last for approximately 16 weeks
C.3	Key Work Milestones	Sch. C, Definition 56	 Construction Commencement: Immediately upon award Substantial Completion: 16 weeks after commencement Occupancy: 4 weeks after substantial completion Deficiency Completion: 4 weeks after substantial completion Close-Out: 4 weeks after substantial completion

Row	Input Information	Reference	Description
C.4	Scheduled Date for Substantial Performance of the Work	Sch. C, Definition 94	On or before 16 weeks after construction commencement
C.5	Scheduled Date for Total Performance of the Work	Sch. C, Definition 95	On or before 4 weeks after substantial performance completion
C.6	Warranty Period	Sch. C, Definition 124	Refer to Information Sheet in Master Roster Agreement.
C.7	Working Days	Sch. C, Definition 129	Refer to Information Sheet in Master Roster Agreement.
C.8	Number of Days for Contract Administrator to Issue a Certificate for Payment	GC 5.4.1.2	Refer to Information Sheet in Master Roster Agreement.
C.9	Deadline to acknowledge a Contemplated Change Order	GC 7.2.1	Refer to Information Sheet in Master Roster Agreement.
C.10	Deadline to respond to a Change Directive	GC 7.3.5	Refer to Information Sheet in Master Roster Agreement.
C.11	Suspension Period for Stop Work Orders	GC 11.2.1	Refer to Information Sheet in Master Roster Agreement.
D. Insu	ırance, Contract Security, B	onds and Con	tractual Holdback
D.1	Insurance Coverages	GC 8.1.1.1, GC 8.1.1.2, & GC 8.1.3	Refer to Information Sheet in Master Roster Agreement.
D.2	Additional Contract Security	GC 8.2.1	Refer to Information Sheet in Master Roster Agreement.
D.3	Amount of the Contractual Holdback	GC 8.4.1	Refer to Information Sheet in Master Roster Agreement.
D.4	Percentage by which Contractual Holdback is Reduced after Total Performance of the Work	GC 8.4.3	Refer to Information Sheet in Master Roster Agreement.
D.5	Surety Bonds	GC 8.3.1	Refer to Information Sheet in Master Roster Agreement.
E. Misc	cellaneous		
E.1.	Alternate order of priority of the Agreement Documents	GC 1.1.7.1	Refer to Information Sheet in Master Roster Agreement.
E.2.	Allowable Portion of the Work for Subcontracting	GC 3.8.1	
E.3.	Accuracy of Utilities and Structures	GC 4.1.4.1	

Row	Input Information	Reference	Description
E.4.	Fair Wage Schedule	Sch. F, if applicable	
E.5.	Workforce Development Plan	Workforce Developm ent Plan, if included	

Appendix F - Bid Bond

BOND NO:		
THE FOLLOWING PARTIES:		
	•	
	herein called the "Principal"	
	- and –	
	•	

herein called the "Surety"

are jointly and severally held and firmly bound unto the City of Toronto, hereinafter called the "City", each, in the penal sum of

10% of the Bid amount

of lawful money of Canada, to be paid to the City or to its successors or assigns for which payment well and truly to be made, we jointly and severally bind ourselves, our and each of our several and respective executors, administrators, successors and assigns and every of them forever firmly by these presents.

SEALED w	vith our several and respective s	seals.
DATED thi	s day of	20
WHEREAS	S the said Principal is submitting	g to the City its bid (the "Bid") for
R	REQUEST FOR TENDERS NO.	CREM-PMO-24-021 (the "RFT")
	CONTRACT NO.	Doc3512316731

and the said Bid provides that it is to continue open to acceptance and to be irrevocable until the formal contract is executed by the successful Supplier.

The condition of this obligation is such that if, on acceptance of the Bid of the aforesaid Principal in accordance with the terms and conditions of the RFT documents within the time period prescribed by the RFT documents for said Bid to be open for acceptance and irrevocable (the "Bid Validity Period"), the said Principal shall, within the time required, enter into a formal contract and give good and sufficient bonds required by said RFT documents to secure

- (i) the performance of the terms and conditions of the contract, and
- (ii) payment for certain labour and materials,

both in the forms required by the City then this obligation shall be void; otherwise the Principal and Surety will pay unto the City the difference in money between the total amount of the Bid of the said Principal and the sums of the amount for which the City legally contracts with another party to perform the work and for which the City of Toronto may expend or for which it may become liable by reason of such default or failure, including the cost of any advertisement for new bids if

the latter sums of the amount be in excess of the former; but in no event shall the Surety's liability exceed the penal sum hereof.

It is a condition of this Bond that it will remain valid for a period of an additional **90** days beyond the Bid Validity Period.

AND IT IS HEREBY DECLARED AND AGREED that the Surety shall be liable as Principal and that nothing of any kind or matter whatsoever that will not discharge the Principal shall operate as a discharge or release of liability of the Surety, any law or usage relating to the liability of Sureties to the contrary notwithstanding.

SEALED AND DELIVERED)	
in the presence of)	
)	
)	Principal
)	
)	
)	
)	Surety