



# BRAMPTON

## Flower City

The Corporation of the City of Brampton

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Cover Page

## PROPOSAL DOCUMENT

REQUEST FOR PROPOSAL CALL NO. RFP2024-418

**CONSTRUCTION OF A FIELD HOCKEY AND MULTISPORT TRAINING DOME,  
COMFORT STATION AT THE CASSIE CAMPBELL COMMUNITY CENTRE**

**CLOSING DATE: TUESDAY JANUARY 21, 2025**

**CLOSING TIME: NOT LATER THAN 2:00:00 o'clock p.m. LOCAL TIME IN  
BRAMPTON, ONTARIO**

**PROPOSALS RECEIVED AFTER THE CLOSING DATE AND TIME WILL BE  
REJECTED.**

Questions related to the RFP Call are required to be submitted to the Purchasing Representative through the Bidding System using the Submit Question button.

**Purchasing Representative**

Santosh Mishra  
Senior Buyer

Phone: 905-874-3482

Email: [santosh.mishra@brampton.ca](mailto:santosh.mishra@brampton.ca)

**ELECTRONIC PROPOSALS ONLY**

**Land Acknowledgement**

We acknowledge that the Corporation of The City of Brampton operates on territories and lands covered by many treaties including the Treaty Territory of the Mississaugas of the Credit First Nation, and before them, the traditional territory of the Haudenosaunee and Wendat.

We also acknowledge the other Indigenous, Metis, and Inuit peoples as well as settlers from around the globe that now call Brampton their home. We are all honoured to live, learn, work, and take care of this land

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## CHECKLIST FOR SUBMITTING A PROPOSAL

### Note

This checklist is provided solely for the convenience of Bidders and is part of the Proposal Document. It will not be considered in evaluating Proposals, but is intended to assist Bidders to submit compliant Proposals. Bidders should be aware the checklist may not include all bidding requirements. Please review the requirements of the Proposal Document and the items below for compliance before submitting your Proposal.

- Proposal Document read and understood, and any questions have been submitted to the Purchasing Representative and answered.
- Proposal is completed in the Bidder's full legal name.
- Bid Deposit submitted with the Proposal, if required (refer to Section 13 of Instructions to Bidders).
- Mandatory pre-submission meeting attended, if required by the Proposal Document.
- All addenda received and acknowledged.
- Proposal received by the Owner's Bidding System on or before the Closing Time on the Closing Date.
- Proposal conforms to all other requirements of the Proposal Document.

## **INTERPRETATION - Glossary**

In the Proposal Document,

“Addenda” or “Addendum” means a document containing additional information or changes to the requirements of the Proposal Document issued by the Owner which is part of the Proposal Document;

“Bid Deposit” means the deposit specified in the Instructions to Bidders;

“Bidder” any proponent, respondent or other person or entity who has obtained official procurement documents for the purpose of submitting, or who has submitted, a Proposal in response to the Request for Proposal Call;

“Bidding System” means the electronic system used by the Owner for its public tenders, bids and request for proposals at the following website <https://brampton.bidsandtenders.ca>, which Bidding System is required to be used for all dissemination of information by or on behalf of the Owner and all submissions from Bidders for this RFP Call.

“City” means The Corporation of the City of Brampton.

“Closing Date” means the date on which Proposal Closing takes place;

“Closing Time” means the time at which Proposal Closing takes place;

“Constating Documents” means the articles of incorporation, articles of amalgamation or articles of continuation, or similar government issued documentation, setting out in the complete and current legal name of the Bidder.

“Contract” means a formal legal agreement between two or more parties with binding legal and moral implications whereby goods and/or services are exchanged for money or other consideration;

“Contract Administrator” means The Corporation of the City of Brampton staff member assigned to the Contract and responsible for the administration of the Contract.

“Contract Documents” means the documents making up the Contract;

“Employment Standards Act” means the *Employment Standards Act, 2000, S.O. 2000, c.41*.

“Fair Wage Policy” means the City’s Fair Wage Policy and Fair Wage Schedule, as amended from time to time (available on the [City of Brampton’s website](#)) ;

“Fair Wage Statutory Declaration” means the City’s formal legal document titled Fair Wage Statutory Declaration which, shall be submitted by Vendors to confirm their compliance with the Fair Wage policy at project completion or when requested by the City.

“Government Contract Wages Act” means the *Government Contract Wages Act, 2018, S.O. 2018, Chapter 9*.

“Non-Compliance” means a Vendor that fails to meet the requirements and terms set out in this Bid Call including the terms of the City’s Fair Wage Policy and Fair Wage Schedule in any of the following conditions:

- (a) If the Vendor does not fulfil its responsibilities under the Fair Wage policy;
- (b) If the Vendor has been found in violation of the Fair Wage policy.

“OHSA” means the Ontario *Occupational Health and Safety Act, R.S.O. 1990, c. O.1*.

“Purchasing Representative” means the person named as the Purchasing Representative on the Proposal Document Cover Page;

“Irregularity” means a variation in a Proposal from the requirements of the RFP Call;

“Material Irregularity” means an Irregularity substantial and material to an award, which could give a Bidder an unfair advantage over others who have submitted a Proposal;

“Owner” means The Corporation of the City of Brampton;

“Personal Information” means any information about an identifiable individual which is required to be protected pursuant to MFIPPA or any other laws (including regulations and common law) pertaining to the protection of personal, healthcare or insurance information;

“Plan Taker” means a Bidder who has registered in the Bidding System to participate in the RFP Call Process;

“Project” means the project described in paragraph 2.1 of this Part A Information for Bidders, Instructions to Bidders.

“Proposal” means a bid from a Bidder submitted in response to the RFP Call;

“Proposal Closing” means the Closing Date and Closing Time set forth in the Instructions to Bidders;

“Proposal Validity Period” means the period during which Proposals are valid, irrevocable and open for acceptance by the Owner without adjustment;

“Purchasing Representative” means the person named as the Purchasing Representative on the Proposal Document Cover Page;

“Request for Proposal (RFP) Call” means an invitation from the Owner to Vendors to submit a Proposal;

“Request for Proposal (RFP) Call Process” means the process in this RFP Call which begins when the RFP Call is advertised or solicited and ends when (i) the Owner signs an agreement and/or issues a purchase order with a Bidder, or (ii) when the RFP Call is cancelled; “Proposal Document” means the documents listed in the Index, issued by the Owner to the Bidder under the RFP Call, and includes any Addenda;

“Successful Bidder” means the Bidder to whom the Contract is awarded;

“Vendor” means a Vendor as defined in the Purchasing By-law 19-2018, or one of a restricted group of Vendors under the terms of the RFP Call;

“WSIA” means *Workplace Safety and Insurance Act, 1997, S.O. 1997, c. 16, Sched. A.*

“WSIB” means Workplace Safety and Insurance Board.

Except as the context may otherwise require, the words “City” and “City of Brampton” used in the Proposal Document mean The Corporation of the City of Brampton.

Except as otherwise defined in this Proposal Document, the capitalized words used in the Proposal Document shall be given the meaning ascribed to them in the City’s Purchasing By-law 19-2018.

## 1. INTRODUCTION

- 1.1. The City of Brampton's objective is to conduct a fair, open and transparent RFP Call Process providing for equitable treatment of Bidders, while maintaining the highest standards of integrity in the process.
- 1.2. The RFP Call shall be governed by the City's Purchasing By-law 19-2018 and related policies and procedures which are available on the City's website at [www.brampton.ca](http://www.brampton.ca).
- 1.3. This procurement is subject to the *Canadian Free Trade Agreement (CFTA)*, the *Comprehensive Economic and Trade Agreement (CETA)* and the *Ontario-Quebec Trade and Cooperation Agreement (OQTCA)*.

## 2. PROJECT

- 2.1. The RFP Call is for a Project consisting of the work and requirements as described in this Proposal Document.

## 3. INVITATION TO BID

- 3.1. The invitation to bid is made by The Corporation of the City of Brampton, 2 Wellington Street West, Brampton, Ontario, L6Y 4R2.

## 4. SUBMISSION AND RECEIPT OF REQUEST FOR PROPOSALS

- 4.1. The Corporation of the City of Brampton (Owner) will **only** accept **electronic Proposals** submitted through the Owner's Bidding System. Proposals submitted and/or received by any other method will be rejected, unless the Owner has instructed otherwise by published Addenda in respect of a Proposal. Proposals submitted in any other manner will be disqualified. Hard copy Proposals shall **NOT** be accepted.
- 4.2. Proposals must be submitted electronically through the Owner's Bidding System, and received by the Owner not later than 2:00:00 p.m., local time in Brampton, Ontario as established by the Research Council of Canada, on the specified Closing Date of:

**TUESDAY JANUARY 21, 2025**

- 4.3. The Closing Date and Time shall be determined by the Owner's Bidding System website clock.
- 4.4. Late Proposals will not be accepted by the Owner's Bidding System.
- 4.5. The receipt of Proposals can be delayed due to factors such as "internet traffic", file transfer size, transmission speed, and any other causes for delay. Bidders should allow sufficient time to upload their Proposal, including any attachments.



- 4.6. A Proposal will only be considered to have been submitted once it has been **RECEIVED** by the Owner in its Bidding System, regardless of when the Proposal was submitted by the Bidder.
- 4.7. Bidders will be sent a confirmation email from the Owner's Bidding System to the email address provided by the Bidder when it registers as a Plan Taker in the Bidding System for the RFP Call advising that their Proposal was submitted successfully. Bidders should **not** consider their Proposal to have been submitted until they have received the confirmation email.
- 4.8. Bidders are solely responsible for the delivery of their Proposals in the manner and by the date and time prescribed. Each Bidder is responsible for the actual delivery of its Proposal prior to the Closing Time on the Closing Date.
- 4.9. The Owner is not responsible for any incomplete or misdirected Proposals due to electronic technical problems arising out of the Bidder's use of the Owner's Bidding System.

## 5. VENDOR ACCOUNT

- 5.1. This Proposal Document is available only through the Owner's Bidding System at <https://brampton.bidsandtenders.ca>. A Bidder who has not obtained this Proposal Document through the Owner's Bidding System may be ineligible for further consideration unless a third party has requested this Proposal Document from the Owner's Bidding System on the Bidder's behalf and that Bidder has identified the third party in the Proposal as being authorized to do so.
- 5.2. All Bidders must have a Bidding System Vendor account and be registered as a Plan Taker for this RFP Call opportunity, to enable the Bidder to download the Proposal Document, to receive Addenda email notifications, download Addenda and to submit their Proposal electronically through the Bidding System.
- 5.3. To ensure receipt of the latest information and updates via email regarding this Proposal or if a Bidder has obtained this Proposal Document from a third party, the onus is on the Bidder to create a Bidding System Vendor account and register as a Plan Taker for the RFP Call at <https://brampton.bidsandtenders.ca>.

## 6. FAIR WAGE POLICY:

- 6.1. To ensure that Vendors with whom the City conducts business are meeting the statutory obligations set in the *Employment Standards Act*, the *Labour Relations Act*, the *Occupational Health and Safety Act*, *Government Contract Wages Act* and other

applicable law (“Applicable Law”), the Owner has adopted the Fair Wage Policy.

6.2. The requirements of the Applicable Law and the City’s Fair Wage Policy must be adhered to by all Vendors who are employers with employees within the meaning of the Employment Standards Act, and who have entered a contract with the Owner where the value of the Contract is five hundred thousand dollars (\$500,000) or greater, including optional renewals. For clarity, the Fair Wage Policy applies to the construction, maintenance and repairs which include but may not be limited to the following:

- a) Buildings, including their electrical, plumbing, heating and cooling systems.
- b) Roads, sidewalks, bridges and related structures.
- c) Sewers and watermains and other utilities installations; and
- d) Transit stops and transit rights-of-way.

6.3 All Vendors agree to comply in all respects with the Fair Wage Policy and shall be fully responsible for ensuring that all its subcontractors fully comply with the Fair Wage Policy and Applicable Law.

6.4 All employees employed by the Vendors and its subcontractors in connection with the Contract shall be paid or provided with wages and benefits in accordance with the Fair Wage Policy in effect on the date of contract award.

6.5 The Vendor agrees to submit all mandatory forms including the Fair Wage Statutory Declaration and the Fair Wage Mandatory Requirements Attestation. The City reserves the right to not release any holdback on a Construction contract until such Contractor’s Fair Wage Statutory Declaration is received by the Contract Administrator. The Fair Wage Statutory Declaration can be downloaded from the City’s [Fair Wage Web page](#) and the Fair Wage Mandatory Requirements Attestation will be provided with the award letter.

6.6 Consequences of non-compliance. Upon determining that a Vendor and/or its subcontractor is non-compliant with the Fair Wage Policy and Fair Wage Schedule, or both, the Director of Purchasing or Purchasing Agent:

- 6.6.1 May withhold making payment, progress payments (as appropriate) or release holdback in an amount which is equal to the shortfall in wages or benefits owed by the Vendor until such time as the Vendor or its subcontractor complies. The Owner may take any other remedies that are otherwise available at law or in equity; and

6.6.2 Shall impose upon the Vendor a minimum cost of \$5,000 (excluding taxes) for the Owner's investigation, audit, or other action as deemed necessary by the City, and may deduct such costs from any payment or payments (as appropriate) owed by the City or take any other remedies that are otherwise available at law or in equity. In addition, the Vendor shall be responsible for all the City's costs beyond the minimum cost of \$5,000 (excluding taxes), which will be payable immediately upon request. Examples of costs may include, but are not limited to, legal, auditor and other investigation costs.

6.7 Where a Vendor or its subcontractor has been determined to be noncompliant with the Fair Wage Policy and Fair Wage Schedule, the Vendor shall submit an audited statement proving that payments of outstanding wages have been made to the affected employees.

6.8 The Director of Purchasing or Purchasing Agent, after consulting with the Fair Wage Committee, may recommend to City Council that a Vendor or its subcontractor that has been found non-compliant on two occasions within a three-year period be barred for one or three years from bidding on City work or performing City work as a Vendor or its sub-contractor in accordance with the Vendor Suspension Administrative Directive.

6.9 The City reserves the right to treat a first-time offender as a repeat offender.

6.10 The City reserves the right to request that the Vendor submits an audited statement which verifies the Vendor or its subcontractor's compliance with the Fair Wage Policy and Schedules on the next three (3) City Contracts.

## 7. PROPOSAL DOCUMENT

7.1. (a) The information provided in this Proposal Document or otherwise by the Owner in any connection with this RFP Call, is provided on an "as is" basis, with no representations, warranties or covenants, implied or express, concerning the nature or the quality of such information, including without limitation its completeness, accuracy, currency, reliability, authenticity or the Owner's rights to disclose any such information.

(b) All information provided in this Proposal Document is based on the Owner's knowledge and intent as of the date this RFP Call is issued and may change during the course of the RFP Call. The Bidder accepts and acknowledges its duty to investigate and conduct due diligence enquiries into the subject matter and circumstances of this RFP Call.

(c) The Owner and its officers, employees, agents, consultants and advisors shall not be liable or responsible in respect of any aspect of this RFP Call, or for any oral or written

information, or any advice, or any incompleteness, errors or omissions in this Proposal Document or information disclosed or otherwise provided to the Bidder under this RFP Call and all of the foregoing, in respect of which Bidders shall assume all risk.

## 8. REQUESTS FOR CLARIFICATION AND ADDENDA DURING BIDDING PERIOD

- 8.1. Questions related to the RFP Call are required to be submitted to the Purchasing Representative through the Bidding System by using the Submit Question button.
- 8.2. Questions are required to be received **no later than one week prior to Proposal Closing**. The Owner reserves the right not to accept, consider or respond to any questions received after the date specified.
- 8.3. Responses to questions which, in the sole judgment of the Purchasing Agent, require an addition to, deletion from or alteration to the requirements of the Proposal Document will be provided to Bidders in writing as Addenda. Addenda will be posted to, and available from, the Bidding System.
- 8.4. Addenda shall be part of the Proposal Document. Bidders shall include the cost implications of all Addenda in the Proposal.
- 8.5. The Bidder shall consider the requirements of all Addenda issued during the bidding period for submitting Proposals in the preparation of the Proposal.
- 8.6. The Owner will notify Bidders of the issuance of Addenda via email generated by the Bidding System and sent to registered Plan Takers for a RFP Call; however, it is the Bidder's responsibility to ensure that it has received and downloaded all Addenda prior to submitting its Proposal. The Owner shall not be liable for any misdirected notices of Addenda resulting from a Bidder's failure to update its contact information in the Bidding System and/or Bidders failing to check for Addenda prior to submitting their Proposal.
- 8.7. In the event that an Addendum is issued after a Bidder has submitted its Proposal, the Owner's Bidding System shall withdraw the Proposal and change the status of the Proposal to "incomplete" and the Bidder will be required to acknowledge the addendum and resubmit its Proposal prior to Proposal Closing. The Bidder is solely responsible to:
  - (a) make any required adjustments to their Proposal;
  - (b) acknowledge the Addenda; **and**
  - (c) ensure the re-submitted Proposal is RECEIVED by the Bidding System no later than 2:00:00 p.m. local time in Brampton, Ontario, on the Proposal Closing Date.
- 8.8. The onus is on the Bidder to ensure the Bidder receives all Addenda issued prior to submission of the Proposal, whether they have received notification from the **City of**

**Brampton Bid Opportunities** website or not. Bidders must acknowledge receipt of all Addenda when submitting their Proposal through the Bidding System. Failure to acknowledge Addenda will result in the Proposal being deemed “incomplete” and will not be accepted in the Bidding System.

- 8.9. Bidders shall not rely on oral instructions, clarifications, comments or statements of any kind. Neither the Owner nor any of the Owner’s consultants will be responsible for, or bound by, oral instructions, clarifications, comments or statements of any kind. Clarifications will only be issued in the form of written Addenda and only where the Owner deems it necessary.
- 8.10. Should a Bidder find discrepancies, ambiguities or omissions in the Proposal Document, or have questions about the meaning or intent of anything in the Proposal Document, prior to the Proposal Closing, the Bidder is required to notify the Purchasing Representative in writing, as soon as possible.
- 8.11. The Owner’s intent in this RFP Call is to permit competition. It shall be the Bidder’s responsibility to advise the Purchasing Representative in writing of any language, requirement, specification or any combination thereof in the Proposal Document, which restricts or limits competition. Such notification is required to be received by the Purchasing Representative **no later than one week prior to the Proposal Closing**.

## 9. COMMUNICATION

- 9.1. During the RFP Call Process, Bidders are not permitted to contact, directly or indirectly, any employee, elected official, officer, agent, consultant, advisor or other representative of the Owner, concerning the RFP Call, other than the Purchasing Representative named in the Proposal Document Cover Page or his or her delegate. Any communication by a Bidder with anyone other than the Purchasing Representative named in the Proposal Document Cover Page or delegate may result in the disqualification of the Proposal from the RFP Call, and disqualification of the Bidder from participating in future RFP Calls.

## 10. REVIEW OF SITE CONDITIONS

- 10.1. Bidders are responsible for carefully examining the site of every Project and to inform themselves fully as to the existing conditions, limitations, access, surrounding site conditions and all other conditions, and shall consider in the preparation of the Proposal, the complete cost of every Project contemplated by the Proposal Document. Failure of Bidders to familiarize themselves with site conditions will not be an allowable reason for an increase in Contract costs.

## 11. PRE-SUBMISSION MEETINGS

- 11.1. Where a pre-submission meeting is scheduled, the purpose of the meeting will be to review the terms, conditions and specifications of the Proposal Document and receive any questions. Any answers to questions will be issued by Addenda in writing, where the Owner deems it necessary.
- 11.2. Bidders will be required to sign an attendance sheet confirming their attendance prior to the start of the pre-submission meeting. Bidders who arrive after the pre-submission meeting has started will not be permitted to sign the attendance sheet. It is the Bidder's sole responsibility to ensure timely attendance and sign-in at the meeting.
- 11.3. Bidders must observe all health and safety and security requirements during the pre-submission meeting. Bidders acknowledge that the Bidder, its employees, and representatives attend pre-submission meetings at their own risk.
- 11.4. Where applicable, Bidders must comply with Occupational Health and Safety Act regarding personal protective equipment (PPE), which consists of hard hats and safety boots. Safety vests may also be required.
- 11.5. Where a pre-submission meeting is scheduled, the Owner, at its sole discretion, (i) reserves the right not to proceed with the pre-submission meeting, (ii) may extend, delay, or change the date of the pre-submission meeting, (iii) may schedule more than one pre-submission meeting, and/or (iv) cancel the RFP Call.

## 12. PROPOSAL REQUIREMENTS

- 12.1. The Proposal is required to conform to the bid requirements in this Part A Information for Bidders, and Proposals failing to do so may be disqualified.
- 12.2. The Proposal must be legibly completed.
- 12.3. Any documents of a Proposal being uploaded must:
  - (a) be in Adobe pdf format; and
  - (b) **NOT** have a security password.
- 12.4. It is the Bidder's sole responsibility to ensure that any uploaded documents of a Proposal:
  - (a) are not defective, corrupted or blank; and
  - (b) can be opened and viewed by the Owner.

- 12.5. The Owner may disqualify or reject a Proposal that contains documents that cannot be opened and verified by the Owner.
- 12.6. The Proposal is required not to be restricted by a statement added to the Proposal or a covering letter or alterations to the Proposal Document provided by the Owner unless otherwise specified by the Owner. Other forms or agreements may not be considered.
- 12.7. All costs and expenses incurred by a Bidder in the preparation and submission of a Proposal, or in providing any additional information in connection with a Proposal, shall be borne solely by the Bidder, without reimbursement by the Owner.
- 12.8. The Total Stipulated Price shall include all labour, equipment and materials and utility and transportation services necessary to perform and complete all work required under the Contract, including all miscellaneous work, whether specifically included in the Proposal Document or not. It is the intention of the specifications and drawings to provide finished work. Any items omitted which are clearly necessary for the completion of the work shall be considered part of the work, though not directly specified in the Proposal Document and considered in the preparation of the Proposal.
- 12.9. Each item in the Price Schedule shall be reasonably priced for such item. Proposals that contain prices which appear to be unbalanced as to affect adversely the interest of the Owner, may be rejected. All prices must be quoted in Canadian dollars.
- 12.10. The Owner is required to inventory assets in accordance with the Public Sector Accounting Board – Tangible Capital Assets (PSAB 3150). The attached “PSAB Inventory Management Form” shows each component that is specific to the Project. Bidders shall include in their Proposal, all costs associated to invoice in the prescribed method. The Successful Bidder shall be required to break down the total amount of each invoice (to include, all costs, but not limited to design, labour, materials, installation, delivery) for components checked off on the “PSAB Inventory Management Form”.
- 12.11. (a) The Proposal is required to be executed in the full legal name of the Bidder. Where the Bidder is a corporation, the Bidder’s name should be identical in all aspects to that on its Constatting Documents.
- (b) The Proposal is required to be submitted by an authorized person with authority to submit the Proposal on behalf of the Bidder and with authority to bind the Bidder.
- (c) Where a Proposal is submitted by more than one legal entity as Bidder, the full legal name of each of them shall be specified.

- 12.12. The Bidder must disclose to the Owner any potential conflict of interest that might compromise performance of the work. If such conflict of interest does exist, the Owner may, at its sole discretion, refuse to consider the Proposal.
- 12.13. In accordance with Purchasing By-law 19-2018, Section 10 Code of Conduct and Conflict of Interest, the Bidder must also disclose whether it is aware of any employee of the Owner, Council member or member of an Owner's agency, board or commission or employee thereof having a financial interest in the Bidder and the nature of that interest. If such an interest exists or arises prior to the award of a Contract, the Purchasing Agent may, at its sole discretion, refuse to consider the Proposal or withhold the awarding of any contract to the Bidder until the matter is resolved to the Purchasing Agent's sole satisfaction.
- 12.14. Bidders are cautioned that the acceptance of their Proposal may preclude them from participating as a Bidder in subsequent projects where a conflict of interest may arise. The Successful Bidder for this Project may participate in subsequent/other Owner projects provided the Successful Bidder has satisfied pre-qualification requirements of the Owner, if any, and in the opinion of the Owner, no conflict of interest would adversely affect the performance and successful completion of a contract by the Successful Bidder.
- 12.15. The Owner reserves the right at its sole discretion to disqualify a Proposal or terminate any ensuing Contract, if at any time the Owner discovers evidence of an undeclared connection of any members of City Council or officials or employees of the Owner with the Contract, or any conflict of interest, or collusion or fraud.
- 12.16. All Proposals submitted to the Owner become the property of the Owner. All information in a Proposal will be subject to the provisions of the *Municipal Freedom of Information and Protection of Privacy Act* and this Proposal Document.
- 12.17. The Bidder will comply with any laws (including regulations and common law) pertaining to the privacy and protection of Personal Information to which Bidder is subject.
- 12.18. The Bidder will provide the Owner with information, cooperation and assistance, as requested by the Owner from time to time, in order to enable the Owner to comply with any and all requirements to which the Owner is subject under any laws (including MFIPPA, regulations and common law) pertaining to the privacy and protection of Personal Information.
- 12.19. This RFP Call, and any resulting Contract, shall be governed by the laws of the Province of Ontario, Canada.



### 13. IRREGULARITIES

13.1. The Purchasing Agent will reject Proposals containing any Material Irregularity. The Purchasing Representative will notify Bidders whose Proposals are rejected due to a Material Irregularity prior to award.

13.2. The following Irregularities shall be deemed to be a Material Irregularity:

1. **Late Proposal**

(a) The Proposal is not received by the Owner's Bidding System on or before the Closing Time on the Closing Date;

2. **Price**

(a) Prices are not complete and specified as required;

3. **Authority to Bind the Bidder**

(a) The Proposal is not submitted by a representative of the Bidder with authority to submit a Proposal on behalf of the Bidder and with authority to bind the Bidder;

4. **Bid Deposit**

(a) The Bid Deposit is not submitted with the Proposal when required;

(b) The Bid Deposit is not properly executed or not in the form specified as per Section 13 of the Proposal Document;

(c) The amount of the Bid Deposit is not equal to or greater than the amount required;

(d) The Bid Deposit is not in the name of the Bidder;

5. **Mandatory Pre-Submission Meetings**

Failure of Bidder to attend a mandatory pre-submission meeting.

### 14. BID DEPOSIT

14.1. The Bid shall be accompanied by a Bid Deposit in the form of a digital bid bond ("Bid Bond") in the amount equal to or greater than ten percent (10%) of the Total Stipulated Price specified in the Price Schedule for the execution and delivery of the Contract and the provision of the requisite bonds, insurance and all other documents required to be delivered to the Owner upon notice of award.

14.2. The Bid Bond shall be in the form included in Part C Forms of this Bid Document, issued by a recognized Canadian surety company licensed to conduct the business of a surety

in the Province of Ontario. The CCDC 2, 2020 or other surety form substantially in the form included in Part C is acceptable, as determined by the Purchasing Agent.

14.3. The Bid Deposit must be in the name of the Bidder. Failure to meet the Owner's bid deposit requirements shall result in rejection of the Bid.

14.4. Bidders shall up-load the Bid Bond with the Bid including instruction details for verification.

14.5. For a Bid Bond to be an acceptable digital bid bond it must meet all of the following requirements:

- **Include a method of authentication that confirms 'Integrity of Content'** – the bond must include assurances that the document received is the true document executed and the content has not been changed or altered. All instructions for accessing authentication shall be included with the uploaded Bid Bond.
- **Be verifiable/enforceable** – the bond must include assurances that the document was duly executed by the parties identified and that it is enforceable in law. This requires the use of a third party digital service provider.
- **Be digitally executed** – the bond must contain digital signatures and digital seals. A scanned copy of a paper bond is **not** an acceptable digital bond.

14.6. The Bidder and its surety company should refer to the e-bonding information on Surety Association of Canada's website which includes:

- A list of third parties that provide online surety digital bond services. The Owner does not endorse or promote any third party electronic surety bond service provider.
- A Checklist of Industry Requirements for e-bonding solutions which sets out the requirements for electronic surety/digital bonds.

14.7. Bid Bonds must be irrevocable and open for acceptance for at least sixty (60) days from the Bid Closing.

14.8. **The Bid Deposit for the Bid Call must be equal to or greater than ten percent (10%) of the Total Stipulated Price.**

14.9. Where the Bidder is a corporation, the Bidder's name should be identical in all aspects to that on the corporation's Constatting Documents.

14.10. Failure to meet the Owner's bonding requirements shall result in the rejection of the Bid.

## 15. SECURITIES

15.1. The Successful Bidder shall arrange, pay for and execute with an insurer licensed under the *Insurance Act*, R.S.O. 1990, c. I.8 write surety and fidelity insurance, the following:

- a Performance Bond of at least 50% of the awarded contract price for an extended term covering the warranty period in the form prescribed by Ontario Regulation 303/18 of the *Construction Act* and attached at Schedule 1 of the Bid Document.
- a Labour and Material Payment Bond of at least 50% of the awarded contract price for an extended term covering the warranty period in the form prescribed by Ontario Regulation 303/18 of the *Construction Act* and attached at Schedule 2 of the Bid Document.

15.2. Where the Bidder is a corporation, the Bidder's name should be identical in all aspects to that on the corporation's Constatting Documents.

## 16. WITHDRAWAL AND EDIT OF PROPOSALS

16.1. A Bidder who has submitted a Proposal may edit or withdraw the Proposal prior to Proposal Closing.

16.2. A Bidder who wishes to edit its Proposal after it has been submitted must withdraw its Proposal, make the necessary changes, and resubmit its Proposal prior to Proposal Closing.

16.3. The Bidder is solely responsible to ensure the re-submitted bid is **RECEIVED** by the Owner's Bidding System no later than 2:00:00 p.m. local time in Brampton, Ontario, on the Proposal Closing Date.

## 17. CHECKING OF PROPOSALS

17.1. Proposals will be opened and checked by the Purchasing Representative or delegate to ensure compliance with the requirements of the Proposal Document. Unofficial Proposal results may be available after 2:30 p.m. on the Proposal Closing Date on the Owner's Bids and Tenders website at

<https://brampton.bidsandtenders.ca>.

17.2. The Owner reserves the right for the Purchasing Agent, at the Purchasing Agent's sole discretion, not to proceed with the opening of the Proposals and to delay / change the Closing Date and / or Closing Time and / or cancel the RFP Call as the Purchasing Agent may deem appropriate, in the Purchasing Agent's sole discretion.

- 17.3. All Proposals received are unofficial until they have been reviewed by the Owner for compliance, which may alter the ranking of the lowest Bidder. A decision to accept or reject a Proposal due to Irregularities will not be made until a review has been conducted.
- 17.4. In the event of an inconsistency or mathematical error between a unit price and an extended price based on estimated quantity, the unit price shall be deemed to be correct and the extended price shall be corrected accordingly. In the event of an inconsistency or mathematical error such that the Total Stipulated Price is not the sum of amounts bid for the individual items, the amounts bid for the individual items shall be deemed to be correct and the Total Stipulated Price shall be corrected accordingly.
- 17.5. The intent of the Bidder as shown in the Proposal should be considered and the Proposal adjusted accordingly.

## 18. RIGHTS RESERVED TO OWNER

- 18.1. In addition to any other rights reserved to the Owner, the Owner reserves the right, privilege, entitlement and absolute discretion, for any reason whatsoever, to:
- (a) accept a Proposal which is not the lowest Proposal;
  - (b) reject a Proposal which is the lowest Proposal, even if it is the only Proposal received;
  - (c) cancel the Proposal Call at any time, either before or after the Closing Date;
  - (d) accept or reject any and all Proposals, whether in whole or in part;
  - (e) except in the case of an Irregularity which requires a Proposal to be disqualified, accept a Proposal that contains Irregularities;
  - (f) award any part of any Proposal; and
  - (g) accept or reject any unbalanced Proposal.
- 18.2. Without in any way limiting the Owner's rights, and notwithstanding that Bidders may have been pre-qualified, the Owner may accept a Proposal which is not the lowest Proposal where the Purchasing Agent, in the Purchasing Agent's sole and absolute discretion, considers the Proposal to be most advantageous to the interests of the Owner or that may provide the greatest value advantage and benefit to the Owner, based upon the Bidder's:
- (a) price;
  - (b) ability to perform;

- (c) proposed schedule;
  - (d) ability to complete within the time required by the Owner;
  - (e) quality;
  - (f) level of service;
  - (g) proposed personnel and subcontractors;
  - (h) past experience;
  - (i) past performance;
  - (j) qualifications; and
  - (k) such other matters as could reasonably be anticipated to be of concern to the Owner.
- 18.3. The Owner further reserves the right, in its sole and absolute discretion, to accept or reject a Proposal which, in the Purchasing Agent's sole opinion, is incomplete, obscure, irregular, conditional or qualified, or which has erasures, alterations or corrections, or otherwise does not fully comply with the requirements of the Proposal Document if, in so doing, the best interests of the Owner will be served, provided that in the sole opinion of the Purchasing Agent the Irregularity is not a Material Irregularity.
- 18.4. The Owner reserves the right to request supplementary or additional information from one or more Bidders after Proposal Closing, without affecting the validity of the Proposals submitted, as may be required to clarify a Proposal and facilitate the Owner's decision to award a Contract, if any. Such requested information will not alter the Proposal or constitute negotiation with the Bidder, and the Owner is not obligated to seek clarification from a Bidder, or with respect to any Proposal which is deficient or not acceptable.
- 18.5. The Owner may, in its absolute discretion, but is not required to, independently verify any information in any Proposal. The Owner reserves the right to disqualify any Bidder whose Proposal contains any false or misleading information in the opinion of the Owner acting through the Purchasing Agent in the Purchasing Agent's absolute discretion.
- 18.6. The Owner reserves the right to award by item, or part thereof, groups of items, or parts thereof, or all items of the RFP Call, and to award contracts to one or more Bidders.
- 18.7. The Owner reserves the right to proceed in its sole and absolute discretion it determines, at any time following receipt of the Proposals, including, without limitation, to proceed with issuing a second or more, or a modified Proposal Document for subject of the RFP Call or entering into Contract negotiations with any Bidder or Bidders.

- 18.8. Without limiting the generality of the foregoing, in the event the Total Stipulated Price of each Proposal exceeds the Owner's approved budget amount, the Owner may, in its sole and absolute discretion, elect to negotiate with the Bidder who submitted the best compliant Proposal to an amount that is within budget. If negotiations for a Contract with the best compliant Bidder fail, the Owner reserves the right to negotiate with the next best compliant Bidder, and so on as necessary, until successful negotiations are concluded or the RFP Call is terminated.
- 18.9. The Owner, shall have the right in its absolute discretion, to disqualify or reject a Bid, if the Bidder is disqualified from participating in procurements of the Owner under a Vendor suspension administrative directive and in accordance with such other policies, standard operating procedures or protocols as may be in effect.
- 18.10. The Owner shall not be responsible for any liabilities, costs, expenses, loss or damage incurred, sustained or suffered by any Bidder by reason of the acceptance or the non-acceptance or delay in awarding the Contract.
- 18.11. The Owner reserves the right for the Purchasing Agent in the Purchasing Agent's sole discretion to remove from the Owner's Official Vendor File, for a period, the name of any Bidder for failure to enter into a contract as awarded, or for unsatisfactory performance of Contract pursuant to any applicable Vendor suspension administrative directive.
- 18.12. Without in any way limiting the Owner's other rights respecting Proposal evaluation, the Owner may, when determining the amount Proposal by any or all Bidders, consider any or all alternate prices, and/or separate prices, and/or itemized prices, and/or unit prices submitted in compliance with the Proposal Document.

## **19. BID VALIDITY PERIOD**

- 19.1. All Proposals shall be valid, irrevocable and open for acceptance by the Owner and no adjustment shall be made to the Proposals for a period of ninety (90) days from the date of Proposal Closing.
- 19.2. All prices shall remain firm for the duration of the Contract and are subject to acceptance within ninety (90) days from the Closing Date specified in the Proposal Document.

## **20. INSURANCE – ALL IN ACCORDANCE WITH PART C CONTRACT EXECUTION PACKAGE – INSURANCE REQUIREMENTS**

## **21. AWARD OF CONTRACT**

- 21.1. Acceptance of the Proposal and award of the Contract will be by written Notice of Award by the Owner to the Successful Bidder.
- 21.2. (a) After award and before the Owner executes the Contract, the Successful Bidder shall provide a valid Workplace Safety and Insurance Board Clearance Certificate from the Ontario Workplace Safety and Insurance Board.
- (b) If the Successful Bidder does not require Workplace Safety and Insurance Board Insurance, the Successful Bidder shall provide proof to the Owner from the Workplace Safety and Insurance Board of such status before the Owner executes the Contract.
- (c) For projects subject to the Fair Wage Policy, the Successful Bidder shall complete the Fair Wage Mandatory Requirements Attestation. The Fair Wage Mandatory Requirements Attestation will be shared with the award letter
- 21.3. The Bidder to whom this Contract is awarded shall execute and return the Contract Documents within five (5) days from the date of mailing the Notice of Award by the Owner the following items.
1. CCDC 2 – 2020 Stipulated Price Contract as amended by Supplementary Conditions and Project Specific Supplementary Conditions (Two (2) original copies signed and sealed as required)
  2. Performance Bond.
  3. Labour and Material Payment Bond.
  4. Certificate of Insurance.
  5. WSIB Clearance Certificate.
  6. Fair Wage Mandatory Requirements Attestation.
- 21.4. The Owner may require the Contract to be executed by the Bidder in the name in which the Proposal was submitted. In the event of a difference between the name of the Bidder and the name under which it is proposed to enter the Contract,
- (a) the Owner may disqualify the Proposal or treat the Bidder as refusing to enter into the Contract as awarded; or
- (b) the Owner may, but shall not be obliged to, require that the Bidder provide evidence that the party proposing to enter into the Contract is one and the same entity as the Bidder. Such evidence may include a Corporate Status Certificate or Certificate of Compliance or any other documentation acceptable to the Owner. Acceptable documentation shall be dated no more than six (6) months from the date of request.
- 21.5. The Successful Bidder may be required to submit a preliminary project schedule showing the various components of the work, from receipt of purchase order through

to Total Performance of the Work in which event the Successful Bidder shall submit the preliminary project schedule to the Owner within ten (10) days after Notice of Award.

- 21.6. The Successful Bidder shall not commence work until receipt of a Purchase Order from the Owner.
- 21.7. The Owner is required to pay the Harmonized Sales Tax (HST) on all goods, materials, labour, services and equipment. This tax must be shown separately and shall not be included in the unit prices.

## 22. DEBRIEFING

- 22.1. Bidders may request a debriefing after award of Contract. Requests in writing must be made to the Purchasing Representative within sixty (60) days of award of Contract. The intent of debriefing is to assist Bidders in presenting better Proposals in subsequent procurement opportunities. Debriefing is not for the purpose of providing an opportunity to challenge the procurement process. Debriefing will not alter an award decision.

## 23. DEFAULT

- 23.1. In the event of default or failure of the Bidder to execute and return the Contract Documents within the time required to do so, or if the Bidder, for any reason, fails or defaults in respect of any other matter or thing which is an obligation of the Bidder under the terms of the RFP Call before execution of the Contract by the Bidder and the Owner, in addition to any other rights of the Owner, the Owner shall be at liberty to do any one or more of the following:
- i) retain the money deposited by the Bidder to the use of the Owner, and deal with the requirements of the RFP Call in any way the Owner deems best;
  - ii) disqualify the Proposal from the RFP Call;
  - iii) require the Bidder to pay to the Owner the difference between this Proposal and any greater sum which the Owner may expend or incur by reason of such default or failure, including the cost of any new procurement; and the Bidder shall indemnify and save harmless the Owner and its officers from all loss, damage, cost, charges and expense which the Owner may suffer or be put to by reason of any such default or failure; and
  - iv) disqualify the Bidder from competing in future RFP Calls issued by the Owner for a period pursuant to any applicable Vendor suspension administrative directive.



Where Special Provisions to Instructions to Bidders are contained herein, it should be noted that these Special Provisions to Instructions to Bidders shall govern in the case of inconsistency or conflict with the Instructions to Bidders.

**SP1. COR™ Certification**

In January 2025, the threshold requirement for COR™ will be \$2.5M for construction projects.

**SP2. COR™ Mandatory Requirement**

Bidders must be COR™ registered or have an equivalent Occupational Health & Safety Management System (OHSMS) certification, as confirmed through the Infrastructure Health & Safety Association (IHSA), to submit a Bid for this Bid Call and be considered for award of Contract.

Bidders must upload with the Bid a copy of a valid Certificate of Recognition (COR™) or equivalent OHSMS certification in the name of the Bidder. Failure to comply with this mandatory requirement shall result in disqualification of the Bid.

**SP3. Contract Award**

Contract award shall be subject to Council and budget approval

**SP4. Request for alternates will not be considered during the bidding period.**

## 1. PROPOSAL EVALUATION REQUIREMENTS

This section describes the requirements that the Bidder must address in its Proposal. The information provided will form the basis of the evaluation.

The Proposal is required to follow the format outlined below and on the Owner's Bidding System. The Owner discourages overly lengthy and costly Proposals; however, in order for the Owner to evaluate Proposals fairly and completely, Bidders are required to follow the format and provide all of the information requested.

Each Proposal shall be evaluated solely on its content. References to the Bidder's web page and/or any external communication material will not be considered or evaluated as part of the Proposal.

### 1.1. Mandatory Requirements

Mandatory Requirements 1.1.1 to 1.1.2 will be evaluated as comply or do not comply. Failure to comply will result in disqualification of the Proposal. Only those Proposals that meet all mandatory requirements will be considered for evaluation.

- .1 The Bidder's company must be COR TM registered or have an equivalent Occupational Health and Safety Management System (OHSMS) certification, as confirmed through the Infrastructure Health & Safety Association (IHSA).
- .2 Bidders must have been in the construction contracting business, under the same company name for a minimum of five (5) years with full time management and supervisory staff and demonstrate that they have completed projects with a combined annual value of no less than five million dollars (\$5,000,000.00) per year for the past five (5) years.

### 1.2. Technical Content

The Technical content should contain the following items.

- .1 Company Profile
- .2 Project Experience
- .3 Project References
- .4 Key Personnel Team Organization & Qualifications

.5 Project Management and Methodology

.6 Scheduling Method

### 1.3. Price Schedule

.1 Bidders must complete the Price Schedule in its entirety. Inclusion of pricing information in the technical portion of the Proposal may result in disqualification of the Proposal.

## 2. EVALUATION PROCESS

2.1. Proposals will be evaluated by an evaluation team which will include staff members from Parks Maintenance and Forestry and Purchasing. The evaluation team may at its sole discretion retain additional team members or advisors.

2.2. Proposals will be evaluated on the basis of the information provided by the Bidder at the time of submission of its Proposal and the evaluation criteria, as specified in the Proposal Document. The evaluation of all Proposals received will be conducted in a structured manner, ensuring fair and consistent assessment and selection of the Successful Bidder.

2.3. Award will be based on the most qualified Bidder providing the greatest overall benefit to the Owner while meeting the requirements of the Proposal Document, but the Proposal selected, if any, will not necessarily be the one offering the lowest price. Pricing is one of the factors in determining the final ranking

2.4. The evaluation process will consist of the following steps:

### Step One

.1 Proposals received by the Closing Date and Time will be reviewed and any Irregularities will be noted and assessed in accordance with the Proposal Document. Proposals with no Material Irregularities will be reviewed.

### Step Two

.2 Proposals will be reviewed for compliance with mandatory evaluation requirements as described in Evaluation Criteria. A pass/fail score will be given to all Proposals. If a Proposal fails to meet the mandatory evaluation requirements, the Proposal shall be disqualified. The technical content and Price Schedule will not be evaluated.

- .3 Proposals that have met mandatory requirements will then be evaluated on the basis of the technical content. The evaluation team will independently read, review and score each Proposal on the Evaluation Scoring Sheet as attached.
- .4 Points shall be from 0 to 10 in each of the technical evaluation criterion listed as defined in the Evaluation Points Table as attached. The points shall be multiplied by the weight factor to obtain a score for each criterion. Criteria scores shall be totalled for the Bidder's total score for technical content.
- .5 The evaluation team will then come together to form a consensus score for each criterion for each Bidder to determine each Bidder's total technical score and establish the evaluation team's ranking of the Proposals.
- .6 Proposals must achieve a minimum score of 65% in Step Two evaluation of the technical content for advancement to the next step of the evaluation.

In the event that the Owner receives less than three Proposals that achieve the minimum score, the Owner, at its sole discretion, reserves the right to lower the threshold or cancel the process as it deems appropriate.

### **Step Three**

- .7 As part of the evaluation, the evaluation team may invite one or more Bidders to conduct a presentation to demonstrate all aspects of its Proposal, the results of which will be used to verify the appropriateness of the evaluation of the Proposal and allow the evaluation team to revisit and revise the evaluation scores as necessary using the same Evaluation Scoring Sheet. The Owner will be under no obligation to advise those Bidders not receiving an invitation.
- .8 The Designated Contact shall notify each Bidder outlining the details of the presentation. Bidders must ensure that the resources identified in its Proposal are available to attend the presentation and are expected to be thoroughly versed and knowledgeable with respect to the requirements of the Proposal Document and the contents of its Proposal.
- .9 No scores will be communicated to Bidders. In responding to questions and providing additional information, a Bidder cannot alter its original Proposal.
- .10 The evaluation team will finalize its total technical score for each Proposal in order to arrive at a final total technical score. The final total technical score must achieve the minimum score, as mentioned in Step Two evaluation.

### **Step Four**

- .11 Proposals that pass Step Three of the evaluation process will be evaluated on the basis of the Price Schedule. The sealed Price Schedule submitted by those Bidders who pass Step Three evaluation will be unsealed and the arithmetic checked/corrected.

- .12 **The lowest priced Proposal (as calculated on the Price Schedule) will be recommended for award.**
  - .13 The sealed Price Schedule submitted by any Bidder that did not pass Step Three will remain sealed.
- 2.5. In submitting a Proposal, each Bidder agrees that the decision of the evaluation team is final and binding.
- 2.6. References, credit checks, or any other type of information that will aid the Owner in its selection may be obtained. The Owner reserves the right to consider all or any information received from all available resources, whether internally or externally obtained. The Owner may reject Proposals from further consideration based on results of reference checks. The Owner shall not disclose the results of said reference checks to any party outside the Owner.

**EVALUATION SCORING SHEET**

Bidder: \_\_\_\_\_

MANDATORY EVALUATION REQUIREMENTS		Pass _____ Fail _____	
CRITERION	POINTS	WEIGHT FACTOR	SCORE (POINTS x WEIGHT FACTOR)
<b>1.2.1 Bidder's Company Profile</b>	0 2 3 4 5 6 7 8 9 10	10	
Comments:			
<b>1.2.2 Bidder's Project Experience</b>			
Project No. 1	0 2 3 4 5 6 7 8 9 10	10	
Comments:			
Project No. 2	0 2 3 4 5 6 7 8 9 10	10	
Comments:			
Project No. 3	0 2 3 4 5 6 7 8 9 10	10	
Comments:			
<b>1.2.3 Project References</b>	0 2 3 4 5 6 7 8 9 10	10	
Comments:			
<b>1.2.4 Key Personnel Team Organization &amp; Qualification</b>	0 2 3 4 5 6 7 8 9 10	20	
Comments:			
<b>1.2.5 Project Management &amp; Methodology</b>	0 2 3 4 5 6 7 8 9 10	15	
Comments:			

<b>1.2.6 Scheduling Method</b>	0 2 3 4 5 6 7 8 9 10	15	
Comments:			
<b>Total Technical Score =</b>			

**Instructions to Evaluator:** Complete a separate Evaluation Scoring Sheet for each Proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise. It is critical that comments be provided for each criterion for reference and discussion during evaluation meetings.

**The point values entered above reflect my best independent judgement of the merits of the identified Bidder's Proposal.**

Evaluation Team Member (please print): \_\_\_\_\_ Dept.: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**EVALUATION TABLE**

Rating		Rating Description
10	Outstanding	Greatly exceeds the requirements of the criterion in superlative beneficial ways.
9	Excellent	Exceeds the requirements of the criterion
8	Very Good	Somewhat exceeds the requirements of the criterion
7	Good	Fully meets all requirements of the criterion
6	Satisfactory	Adequately meets most of the requirements of the criterion. May be lacking in some areas that are not critical.
5	Somewhat Satisfactory	Addresses most, but not all, of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas that are not critical.
4	Somewhat Unsatisfactory	Barely meets most of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas, which are not critical
3	Unsatisfactory	Barely meets some of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas, which are critical
2	Very Unsatisfactory	Does not meet most of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas, which are critical
0	Unacceptable	Does not meet any of the requirements of the criterion to the minimum acceptable level.



**Part C Contract Execution Package  
Agreement - CCDC 2**

Request for Proposal Call No. RFP2024-418

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The Agreement to be executed shall be the CCDC 2 - 2020 Stipulated Price Contract as amended by the Owner's Supplementary Conditions.

**SUPPLEMENTARY ARTICLES (revision February 2022)**

The Articles of the Stipulated Price Contract, CCDC-2 2020 are hereby amended as follows:

**SA1 ARTICLE A-1 THE WORK**

**SA1.1 Paragraph 1.3:**

Delete the words “*Ready-for-Takeover*” in the second line of paragraph 1.3 and replace with “*Substantial Performance of the Work*”

Add the words “and attain *Ready-for-Takeover* within 20 days of attaining *Substantial Performance of the Work*, and attain *Total Performance of the Work* within 30 days of attaining *Substantial Performance of the Work*” in the second line of paragraph 1.3.

**SA2 ARTICLE A-3 CONTRACT DOCUMENTS**

**SA2.1 Paragraph 3.1:**

Add the words:

- Supplementary Articles of the Contract
- Supplementary Definitions of the Contract
- Supplementary Conditions of the Contract
- Proper Invoice Checklist

to the list of *Contract Documents* in paragraph 3.1.

**SA3 ARTICLE A-4 – CONTRACT PRICE**

**SA3.1 Paragraph 4.6:**

Add a new paragraph 4.6 as follows:

4.6 The legislation and regulations governing the workplace in Ontario, (including, without limitation, the *Canadian Income Tax Act*, the *Canadian Immigration and Refugee Protection Act*, *Ontario Employment Standards Act, 2000*, *Employer Health Tax Act*, *Labour Relations Act, 1995*, *Occupational Health and Safety Act* and *Workplace Safety and Insurance Act, 1997*) may change at any time and may impact upon the *Contract Price* and the *Contractor’s* overhead costs. The *Contractor* hereby acknowledges and agrees that the *Contract Price* is final and may not be increased or

altered by the *Contractor* as a result of any proposed, future or unanticipated changes to legislation and regulations, including changes in market prices arising directly or indirectly from such legislative or regulatory changes, even if they impact the *Contractor's* pricing and overhead costs. For greater certainty, the *Contractor* acknowledges and agrees that the *Owner* will not entertain requests to change submitted bid prices for this *Project* based on changes to the minimum wage, changes to public health requirements (e.g. COVID-19 prevention), legislative or regulatory amendments made under any statute, or unanticipated changes to market prices arising directly or indirectly from such changes. The *Contractor* assumes the risk and responsibility for any cost increases due to legislative, regulatory and market changes. For further clarity, the *Contractor* takes on all risks due to health, environmental, social, emergency or other factors which may arise and which may result in unforeseen or otherwise unexpected costs or legal circumstances to the *Contractor* in order to complete the *Work*, to keep its workers or the public safe according to applicable law and government order, or to address other intervening circumstances. The *Contractor* is required to arrange its own contractual and subcontractor obligations for labour, materials or other matters related to this *Project* so as to fulfill its contractual obligations to the *Owner* under this Agreement.

**SA4 ARTICLE A-5 – PAYMENT**

**SA4.1 Paragraph 5.2.1:**

Delete subparagraphs 5.2.1(1) and 5.2.1(2) and replace with:

(1) 0 % (zero per cent) per annum above the prime rate.

**SA4.2 Paragraph 5.3:**

Add the following new paragraph 5.3 to ARTICLE A-5 – PAYMENT:

- 5.3 The *Owner* is entitled to set off against any amounts otherwise due to *Contractor* pursuant to the terms of this *Contract*, any amounts which are due or owed to *Owner* from or by *Contractor* pursuant to the terms of the *Contract*, or being disputed in accordance with the terms of the *Contract*.

**SA5 ARTICLE A-9 – CONFLICT OF INTEREST**

**SA5.1 Add new Article A-9 – Conflict of Interest as follows:**

**ARTICLE A-9 CONFLICT OF INTEREST**

- 9.1 The *Contractor*, all of the *Subcontractors*, and any of their respective advisors, partners, directors, officers, employees, agents, and volunteers shall not engage in any activity or provide any services where such activity or the provision of such services creates a conflict of interest (actually or potentially, in the sole opinion of the *Owner*) with the provision of the *Work* pursuant to the *Contract*.
- 9.2 The *Contractor* shall disclose to the *Owner*, in writing, without delay any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest, including the retention of any *Subcontractor* or *Supplier* that is directly or indirectly affiliated with or related to the *Contractor*.
- 9.3 A breach of this Article by the *Contractor*, any of the *Subcontractors*, or any of their respective advisors, partners, directors, officers, employees, agents, and volunteers shall entitle the *Owner* to terminate the *Contract*, in addition to any other rights and remedies that the *Owner* has in the *Contract*, in law, or in equity.

**SA6 ARTICLE A-10 SEVERABILITY**

**SA6.1** Add new Article A-10 SEVERABILITY as follows:

**ARTICLE A-10 SEVERABILITY**

- 10.1 If any provision of this *Contract* is found to be invalid or unenforceable in any circumstances, the remainder of this *Contract*, and the application of such provision in any other circumstances, shall not be affected.

**SA7 ARTICLE A-11 TIME OF ESSENCE**

**SA7.1** Add new Article A-11 TIME OF ESSENCE as follows:

**ARTICLE A-11 TIME OF ESSENCE**

- 11.1 Time shall be of the essence of the *Contract* and under all *Contract Documents*.

## **SUPPLEMENTARY DEFINITIONS**

The Definitions of the Stipulated Price Contract CCDC-2 – 2020 are hereby amended as follows:

**SD1 As-Built Drawings**

Add new definition – As-Built Drawings, in a new paragraph before the definition of Change Directive, as follows:

**As-Built Drawings**

*As-Built Drawings* means drawings prepared by the *Contractor* by marking on a copy of the Drawings the changes from the Drawings which occur during construction including but are not limited to the exact location of major building components that were shown generally on the Drawings.

**SD2 Construction Act Document**

Add new definition – Construction Act Document, in a new paragraph after the definition of Change Order, as follows:

**Construction Act Document**

*Construction Act Document* means a Notice of Non-Payment, a notice of adjudication given pursuant to Section 13.7 of Part II.1 of the *Construction Act* or any documents or responses to adjudication to be given or provided pursuant to Part II.1 of the *Construction Act*.

**SD3 Contract Documents**

Add the words “in writing” after the word “upon” in the second line.

**SD4 Contract Time**

Delete the words “*Ready-for-Takeover*” and replace with “*Total Performance of the Work*”.

**SD5 Hazardous Material**

Add new definition – Hazardous Material, in a new paragraph after the definition of Drawings, as follows:

**Hazardous Material**

*Hazardous Material* means, collectively, any contaminant, waste or subject waste as defined in the *Environmental Protection Act*, as amended from time to time (the “EPA”), toxic substance (as defined in the *Canadian Environmental Protection Act*, as amended from time to time (the “CEPA”), dangerous goods (as defined in the *Transportation of Dangerous Goods Act* (Canada) as amended from time to time (“TDGA”)) or pollutant (as defined in the EPA), or any other substance which when released to the natural environment is likely to cause in some immediate or foreseeable future time, material harm or degradation to the natural environment or material risk or harm to human health, including without limitation asbestos, “PCBs”, arsenic, silica and any other contaminant. Whenever the terms “toxic and hazardous substances” is used in the *Contract*, it shall be deemed amended to read “*Hazardous Material*”.

**SD6 Notice of Non-Payment**

Add new definition– Notice of Non-Payment, in a new paragraph after the definition of Notice in Writing, as follows:

**Notice of Non-Payment**

*Notice of Non-Payment* is a notice delivered pursuant to Section 6.4(2) of Part I.1 of the *Construction Act* in the manner and form prescribed in the *Construction Act*.

**SD7 Proper Invoice**

Add new definition– Proper Invoice, in a new paragraph after the definition of Project, as follows:

**Proper Invoice**

*Proper Invoice* means an invoice submitted by the *Contractor* that includes all information required by GC 5.2.1, which includes the information required for a “Proper Invoice” in Section 6.1 of the *Construction Act*, and which is submitted in accordance with GC 5.2.11 and GC 5.2.15.

**SD8 Submittals**

Add new definition – Submittals, in a new paragraph after the definition of Subcontractor, as follows:

**Submittals**

*Submittals* are documents or items required by the *Contract Documents* to be provided by the *Contractor*, such as:

- *Shop Drawings*, samples, models, mock-ups to indicate details or characteristics, before the portion of the *Work* that they represent can be incorporated into the *Work*; and
- Record drawings and manuals that provide instructions for the operation and maintenance of the *Work*.

**SD9 Total Performance of the Work**

Add new definition – Total Performance of the Work, in a new paragraph after the definition of Temporary Work, as follows:

**Total Performance of the Work**

*Total Performance of the Work* means when the entire *Work*, except for those items arising from GC 12.3 – WARRANTY, has been performed in accordance with the requirements of the *Contract Documents* and is so certified by the *Consultant*. For greater certainty, *Total Performance of the Work* includes all elements of *Ready-for-Takeover* as set out in GC 12.1.1, and is assessed after the attainment of *Ready-for-Takeover*.

**SD10 Warranty Reserve**

Add new definition – Warranty Reserve, in a new paragraph after the definition of Value Added Taxes, as follows:

*Warranty Reserve* has the meaning set out in paragraph 5.2.13.

## **SUPPLEMENTARY CONDITIONS**

The General Conditions of the Stipulated Price Contract CCDC 2 – 2020 are hereby amended as follows:

Where a General Condition or paragraph of the General Conditions of the Stipulated Price Contract is deleted by these Supplementary Conditions, the numbering of the remaining General Conditions or paragraphs shall remain unchanged, and the numbering of the deleted item will be retained, unused.

### **SC1 CONTRACT DOCUMENTS**

#### **SC1.1 Paragraph 1.1.2:**

Delete the following sentence at the end of paragraph 1.1.2: “Performance by the *Contractor* shall be required only to the extent consistent with the *Contract Documents*.”

#### **SC1.2 Paragraph 1.1.4:**

Delete paragraph 1.1.4 in its entirety and substitute a new paragraph 1.1.4 as follows:

1.1.4 – The *Contractor’s* obligation to review is subject to GC 3.9 – DOCUMENT REVIEW.

#### **SC1.3 Paragraph 1.1.5.1:**

Add the words “• Supplementary Articles” at the beginning of the order of priority of documents in subparagraph 1.1.5.1.

Add the words “• Supplementary Definitions” above the words “the Definitions” in the order of priority of documents in subparagraph 1.1.5.1.

#### **SC1.4 Paragraph 1.1.5.5:**

Delete subparagraph 1.1.5.5 and substitute a new subparagraph 1.1.5.5 as follows:

1.1.5.5 - In case of discrepancies, noted materials and annotations shall take precedence over graphic indications in the *Contract Documents*.



**SC1.5 Paragraph 1.1.9:**

Add new sentence to the end of paragraph 1.1.9:

The *Specifications* are divided into divisions and sections for convenience but shall be read as a whole and neither such division nor anything else contained in the *Contract Documents* will be construed to place responsibility on the *Consultant* to settle disputes among the *Subcontractors* and *Suppliers* or as between them and the *Contractor* with respect to such divisions.

**SC2 GC 1.3 RIGHTS AND REMEDIES**

**SC2.1 Paragraph 1.3.2:**

Delete the word "No" from the beginning of paragraph 1.3.2 and substitute the following words:

"Except with respect to the notice requirements set out in paragraphs 6.4.1, 6.5.4, and 6.6.1, no".

**SC2.2 Paragraph 1.3.3:**

Add new paragraph 1.3.3 as follows:

1.3.3 – Notwithstanding paragraph 1.3.1, the *Owner* shall not be liable, whether in contract, tort, or any other theory of law or statute, for any claim arising from any prior negotiation, representation, or agreement, whether written or oral, which is superseded by the *Contract* under Article A-2 of the Agreement - AGREEMENTS AND AMENDMENTS.

**SC3 GC 1.4 ASSIGNMENT**

**SC3.1 Paragraph 1.4.1:**

Add the following sentence to the end of paragraph 1.4.1:

In the event of an assignment of the *Contract* by the *Contractor*, such assignment shall not relieve the *Contractor* from its obligations and liabilities hereunder.

**SC4 GC 2.2 ROLE OF THE CONSULTANT**

**SC4.1 Paragraph 2.2.4:**

Add the following before the words “FINAL PAYMENT” to the title of GC 5.5.: “PAYMENT AT THE TIME OF READY-FOR-TAKEOVER AND”

Add the following to the end of paragraph 2.2.4:

In the event that the certificate for payment is for an amount less than the full amount stated on the application for payment, the *Owner* will issue a *Notice of Non-Payment* in respect of the disputed amount.

**SC4.2 Paragraph 2.2.6:**

Delete the words “Except with respect to GC 5.1 – FINANCING INFORMATION REQUIRED OF THE OWNER, the” and substitute the word “The” at the beginning of paragraph 2.2.6.

**SC4.3 Paragraph 2.2.12:**

Add the following to the end of paragraph 2.2.12:

If, in the opinion of the *Contractor*, performance of the *Supplemental Instruction* will result in an increase in the *Contract Price* or to the *Contract Time*, the *Contractor* shall, within 10 *Working Days* of receipt of the *Supplemental Instruction*, provide the *Consultant* with *Notice in Writing* of the cause and duration of the delay and of any increase in *Contract Price*. Failure to provide the *Notice in Writing* shall be a deemed acceptance of the *Supplemental Instruction* by the *Contractor* without adjustment in the *Contract Price* or *Contract Time*.

**SC4.4 Paragraph 2.2.13:**

Delete the word “submittals,” and substitute the words “*Submittals* which are provided” after the word “other” in the first line of paragraph 2.2.13.

**SC4.5 Paragraph 2.2.15:**

Add to the end of paragraph 2.2.15:

The *Consultant* will evaluate the achievement of *Ready-for-Takeover* in accordance with paragraphs 5.5.1, 12.1.1, and 12.1.4.

**SC4.6 Paragraph 2.2.19:**

Add new paragraph 2.2.19 as follows:

2.2.19 – The *Consultant* will conduct reviews of the *Work* to determine the date of *Total Performance of the Work* as provided in paragraph 5.5.1.

**SC5 GC 2.3 REVIEW AND INSPECTION OF THE WORK**

**SC5.1 Paragraphs 2.3.8, 2.3.9 and 2.3.10:**

Add new paragraphs 2.3.8, 2.3.9 and 2.3.10 as follows:

2.3.8 - The *Contractor* shall immediately inform the *Owner* and the *Consultant* of any notices, warnings or asserted violations issued by any regulatory or government agencies having jurisdiction relating to the *Work*.

2.3.9 - No review of the *Work* by the *Owner* or the *Consultant* shall relieve the *Contractor* from its responsibility to perform the *Work* in accordance with the *Contract Documents*.

2.3.10 - Where standards of performance are specified in the *Contract Documents* and the *Work* does not comply with the performance specified, such deficiency shall be corrected as directed by the *Consultant*. Any testing of work identified as defective in accordance with GC 2.4, including retesting required by the *Owner* to verify performance, shall be done at the *Contractor's* expense.

**SC6 GC 2.4 DEFECTIVE WORK**

**SC6.1 Paragraph 2.4.1.1:**

Add new subparagraph 2.4.1.1 as follows:

2.4.1.1 - The *Contractor* shall rectify, in a manner acceptable to the *Owner* and the *Consultant*, all defective work and deficiencies throughout the *Work*, whether or not they are specifically identified by the *Owner* or the *Consultant*.

**SC6.2 Paragraph 2.4.3:**

Delete the words “the difference in value between the work as performed and that called for by” and substitute the words “the value of such work as is necessary to correct any non-compliance with” in the second and third lines of paragraph 2.4.3.

**SC6.3 Paragraph 2.4.4:**

Add new paragraph 2.4.4 as follows:

2.4.4 - The *Contractor* shall prioritize the correction of any defective work which, in the sole discretion of the *Owner*, adversely affects the day-to-day operations of the *Owner*.

**SC7 GC 3.1 CONTROL OF THE WORK**

**SC7.1 Paragraph 3.1.2:**

Add the word “schedules” after the word “techniques” in the first line of paragraph 3.1.2.

**SC7.2 Paragraph 3.1.3:**

Add new paragraph 3.1.3 as follows:

3.1.3 - Prior to commencing the *Work* and individual procurement, fabrication and construction activities, the *Contractor* shall verify, at the *Place of the Work*, all relevant measurements and levels necessary for the proper fabrication, assembly, installation and completion of the *Work* and shall further carefully compare such field measurements and conditions with the requirements of the *Contract Documents*. Where dimensions are not included or exact locations are not apparent in the *Contract Documents*, the *Contractor* shall immediately notify the *Consultant* in writing and obtain *Supplemental Instructions* from the *Consultant* before proceeding with any part of the affected work.

**SC8 GC 3.2 CONSTRUCTION BY OWNER OR OTHER CONTRACTORS**

**SC8.1 Paragraph 3.2.2.1:**

Delete subparagraph 3.2.2.1 in its entirety.

**SC8.2 Paragraph 3.2.2.3:**

Delete “and” at the end of paragraph 3.2.2.3.

**SC8.3 Paragraph 3.2.2.4:**

Delete the period at the end of paragraph 3.2.2.4 and substitute with “; and”

**SC8.4 Paragraph 3.2.2.5:**

Add new paragraph 3.2.2.5 as follows:

“require *Other Contractors* and the *Owner’s* own forces to comply with the requirements and instructions of the *Contractor* with respect to construction safety at the *Place of the Work*.”

**SC8.5 Paragraph 3.2.3.3:**

Delete “and” at the end of paragraph 3.2.2.3.

**SC8.6 Paragraph 3.2.3.4:**

Delete the period at the end of paragraph 3.2.3.4 and substitute with “;”

**SC8.7 Paragraphs 3.2.3.5 and 3.2.3.6:**

Add new subparagraphs 3.2.3.5 and 3.2.3.6 as follows:

3.2.3.5 - Subject to General Condition 9.4 - CONSTRUCTION SAFETY, assume overall responsibility for compliance with all aspects of the applicable health and safety legislation in the *Place of the Work* for the *Owner’s* own forces and for *Other Contractors*, including all of the responsibilities of the contractor, constructor, prime contractor or principal contractor as may apply in accordance with the applicable health and safety legislation of the *Place of the Work* as defined in the *Occupational Health and Safety Act*; and

3.2.3.6 Take all reasonable, practical and prudent steps to provide for the coordination of the activities and work of *Other Contractors* and *Owner’s* own forces with the *Work* of the *Contract*.

**SC8.8 Paragraph 3.2.6:**

Add the following to the end of paragraph 3.2.6:

“Cutting and remedial work shall be performed by specialists familiar with the *Products* affected and shall be performed in a manner to neither damage nor endanger the *Work*.”

**SC9 GC 3.4 CONSTRUCTION SCHEDULE**

**SC9.1 Paragraph 3.4.1:**

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Delete paragraph 3.4.1 in its entirety and substitute new paragraph 3.4.1 as follows:

3.4.1 - The *Contractor* shall,

.1 within ten (10) *Working Days* following the notice of award of the *Contract*, prepare and submit to the *Owner* and the *Consultant*, for their approval, a construction schedule that indicates the timing of the activities of the *Work* and critical milestone dates for the *Work*, demonstrating that the *Work* will be performed in conformity with the *Contract Time* and in accordance with the *Contract Documents*. Such schedule:

- (a) when required by the *Specifications* to be generated using construction scheduling software, shall be prepared using the software "Microsoft Project," unless otherwise agreed to in writing by the *Owner* and the *Consultant*, and
- (b) shall be provided monthly in editable electronic format approved by the *Owner* and the *Consultant*, and shall include and show all logic links between activities, and
- (c) shall be prepared in collaboration with, and supported by, the *Subcontractors* and *Suppliers* whose activities affect the critical path of the *Work*, and
- (d) shall include and make provision for statutory holidays, the rectification of defects and deficiencies, and all warranty obligations, and
- (e) shall provide sufficient detail of the critical events and their inter-relationship and shall include a baseline schedule indicating the critical path for the Project.

Once accepted by the *Owner* and the *Consultant*, the construction schedule submitted by the *Contractor* under this paragraph 3.4.1 shall become the "**Baseline Schedule**".

If the construction schedule submitted by the *Contractor* is not accepted by the *Owner* and the *Consultant*, the *Contractor* shall make revisions to the construction schedule until it is accepted by the *Owner* and the *Consultant*. Notwithstanding any other terms of this *Contact*, the *Contractor* shall not be entitled to receive any payment from the *Owner* until a construction schedule has been submitted by the *Contractor* and accepted by the *Owner* and the *Consultant*.

.2 provide the expertise and resources, such resources including manpower and equipment, as are necessary to maintain progress

under the accepted *Baseline Schedule* or any successor or revised schedule accepted by the *Owner* and the *Consultant* pursuant to General Condition 3.4 – CONSTRUCTION SCHEDULE;

- .3 monitor the progress of the *Work* on a weekly basis relative to the *Baseline Schedule*, or any successor or revised schedule accepted by the *Owner* and the *Consultant* pursuant to General Condition 3.4 – CONSTRUCTION SCHEDULE, update the schedule on a bi-weekly basis and advise the *Consultant* and the *Owner* in writing of any variation from or slippage in the *Baseline Schedule* and, where appropriate, in relation to any alternate accepted schedule, using the format of the Three-Week Look-Ahead provided at the end of these Supplementary Conditions, ensuring that all sections of the form are complete with details and particulars to inform of the schedule changes; and
- .4 if, after applying the expertise and resources required under subparagraph 3.4.1.2, the *Contractor* forms the opinion that the variation or slippage in schedule reported pursuant to subparagraph 3.4.1.3 cannot be recovered by the *Contractor*, it shall, in the same notice, indicate to the *Consultant* and the *Owner* if the *Contractor* intends to apply for an extension of *Contract Time* or to claim compensation for delay as provided in PART 6 of the General Conditions - CHANGES IN THE WORK.

**SC9.2 Paragraphs 3.4.2, 3.4.3, and 3.4.4:**

Add new paragraphs 3.4.2, 3.4.3, and 3.4.4 as follows:

3.4.2 - If at any time the *Owner* or the *Consultant* advise the *Contractor* that it appears that the actual progress of the *Work* is behind schedule or is likely to fall behind schedule, or if the *Contractor* has given notice of such to the *Owner* and the *Consultant* pursuant to subparagraph 3.4.1.3, the *Contractor* shall take appropriate steps, at the *Contractor's* own expense, to cause the actual progress of the *Work* to conform to the schedule or minimize any resulting delay, and shall produce and present to the *Owner* and the *Consultant*, for review and approval, a recovery plan demonstrating how the *Contractor* will achieve the recovery of the schedule.

3.4.3 - If after applying the expertise and resources required under paragraphs 3.4.1.2 and 3.4.2, the *Contractor* forms the opinion that the slippage in the schedule cannot be recovered, it shall advise the *Owner* and the *Consultant* of any revisions required to the schedule and shall give

timely *Notice in Writing* to the *Owner* and the *Consultant* if the *Contractor* intends to apply for an extension of *Contract Time*.

3.4.4 - The *Contractor* shall not amend the *Baseline Schedule* without the *Owner's* prior written consent. For greater clarity, any updated schedules the *Contractor* is required to provide to the *Consultant* or *Owner* as part of its obligations under this GC 3.4 – CONSTRUCTION SCHEDULE or GC 3.15 - CONTRACTOR'S MONTHLY REPORT shall not be deemed to modify or amend the accepted *Baseline Schedule* or modify or amend the *Contract Time*.

**SC10 GC 3.5 SUPERVISION**

**SC10.1 Paragraph 3.5.1:**

Add the words “and upon the *Contractor* obtaining the *Owner's* written consent, which consent will not be unreasonably withheld” after the word “reason” at the end of paragraph 3.5.1.

**SC10.2 Paragraph 3.5.3:**

Add new paragraph 3.5.3 as follows:

3.5.3 - The *Owner* may, at any time, for reasonable cause, object to the representative referred to in paragraph 3.5.1 and require the *Contractor* to dismiss and replace the said representative.

**SC11 GC 3.7 LABOUR AND PRODUCTS**

**SC11.1 Paragraph 3.7.3:**

Delete paragraph 3.7.3 and replace with new paragraph 3.7.3 as follows:

3.7.3 - Unless otherwise specified in the *Contract Documents*, *Products* provided shall be new and as specified. The *Contractor* shall not provide substitutions for specified *Products* without the express written consent of the *Consultant* and the *Owner*.

**SC11.2 Paragraphs 3.7.4 and 3.7.5:**

Add new paragraphs 3.7.4 and 3.7.5 as follows:

3.7.4 - The *Contractor* is responsible for the safe on-site storage of *Products* and their protection (including *Products* supplied by the *Owner* and *Other*



*Contractors* to be installed under the *Contract*) in such ways as to avoid dangerous conditions or contamination to the *Products* or other persons or property and in locations at the *Place of the Work* to the satisfaction of the *Owner* and the *Consultant*. The *Owner* shall provide all relevant information on the *Products* to be supplied by the *Owner*.

3.7.5 - The *Contractor* represents and warrants that the *Products* provided for in accordance with the *Contract* are not subject to any conditional sales contract and are not subject to any security rights obtained by any third party which may subject any of the *Products* to seizure and/or removal from the *Place of the Work*.

**SC12 GC 3.8 SHOP DRAWINGS**

**SC12.1** Add the words "AND OTHER SUBMITTALS" to the Title after "SHOP DRAWINGS".

**SC12.2 Paragraphs 3.8.1, 3.8.2, 3.8.3, 3.8.3.2, 3.8.5, and 3.8.6:**

Add the words "and *Submittals*" after the words "*Shop Drawings*" in clauses 3.8.1, 3.8.2, 3.8.3, 3.8.3.2 (in the singular), 3.8.5 (on the second occasion, in the singular, i.e., "or *Submittal*"), and 3.8.6.

**SC12.3 Paragraph 3.8.1.1:**

Add a new paragraph 3.8.1.1 as follows:

Prior to the first application for payment, the *Contractor* and the *Consultant* shall jointly prepare a schedule of the dates for submission and return of *Shop Drawings* and any *Submittals*.

**SC12.4 Paragraph 3.8.2:**

Delete "an agreed schedule" and substitute with "a schedule as agreed under subparagraph 3.8.1.1" in the first line of paragraph 3.8.2.

**SC12.5 Paragraph 3.8.3:**

Delete "The" from the first sentence of paragraph 3.8.3 and substitute with: "Prior to the first application of payment, the.."

Add the following after "shall" to the first line of paragraph 3.8.3: "provide *Shop Drawings* and *Submittals* in the form specified, or if not specified, as directed by the *Consultant*, and shall".

Add the following after “*Contractor*” to the second sentence of paragraph 3.8.3: “shall indicate on the *Shop Drawings* and *Submittals* by stamp, date, and signature of the person responsible for the review that the *Contractor* has reviewed each one of them, and”

Add the following to the end of paragraph 3.8.3:

“*Shop Drawings* and *Submittals* which require approval of any legally constituted authority having jurisdiction shall be provided to such authority by the *Contractor* for approval.”

**SC12.6 Paragraph 3.8.6:**

Add the following to the end of paragraph 3.8.6:

“The *Contractor* shall provide revised *Shop Drawings* to correct those which the *Consultant* rejects as inconsistent with the *Contract Documents*, unless otherwise directed by the *Consultant*. The *Contractor* shall notify the *Consultant* in writing of any revisions to the *Shop Drawings* other than those requested by the *Consultant*.”

**SC12.7 Paragraph 3.8.7:**

Delete paragraph 3.8.7 in its entirety and substitute new paragraph 3.8.7 as follows:

3.8.7 - The *Consultant* will review and return *Shop Drawings* and *Submittals* in accordance with the schedule agreed upon in 3.8.1.1, or, in the absence of such schedule, by no later than ten (10) calendar days. If, for any reason, the *Consultant* cannot process them within the agreed-upon schedule or by no later than ten (10) calendar days, the *Consultant* shall notify the *Contractor* and they shall meet to review and arrive at an acceptable revised schedule for processing. The *Contractor* shall update the *Shop Drawings* and *Submittals* Schedule to correspond to changes in the construction schedule. Changes in the *Contract Price* or *Contract Time* may be made only as otherwise provided in the *Contract*.

**SC13 GC 3.9 DOCUMENT REVIEW**

**SC13.1** Add a new GC 3.9 DOCUMENT REVIEW as follows:

**GC 3.9 DOCUMENT REVIEW**

**Paragraph 3.9.1:**

3.9.1 - The *Contractor* shall review the *Contract Documents* and shall report promptly to the *Consultant* any error, inconsistency, or omission the *Contractor* may discover. Such review by the *Contractor* shall be undertaken with the standard of care described in paragraph 3.8.1 of the *Contract*. Except for its obligation to make such review and report the result, the *Contractor* does not assume any responsibility to the *Owner* or to the *Consultant* for the accuracy of the *Contract Documents*. The *Contractor* shall not be liable for damage or costs resulting from such errors, inconsistencies, or omissions in the *Contract Documents*, which the *Contractor* could not reasonably have discovered through the exercise of the required standard of care. If the *Contractor* does discover any error, inconsistency, or omission in the *Contract Documents*, the *Contractor* shall not proceed with the work affected until the *Contractor* has received corrected or missing information from the *Consultant*.

3.9.2 - The lack of reference on a drawing or in a specification to labour or products that are required or normally recognized within the applicable trade practice as being necessary for the complete execution of the *Work* shall not constitute an error, inconsistency or omission.

3.9.3 - The issuance of Requests for Information by the *Contractor* shall not entitle the *Contractor* to any increases to the Contract Price or Contract Time.

3.9.4 - If, at any time, the *Contractor* finds errors, inconsistencies, or omissions in the *Contract Documents* or has any doubt as to the meaning or intent of any part thereof, the *Contractor* shall immediately notify the *Consultant*, and request a *Supplemental Instruction, Change Order, or Change Directive*, as the case may require. Neither the *Owner* nor the *Consultant* will be responsible for the consequences of any action of the *Contractor* based on oral instructions.

**SC14 GC 3.10 USE OF THE WORK**

**SC14.1** Add a new GC 3.10 USE OF THE WORK as follows:

**GC 3.10 USE OF THE WORK**

**Paragraph 3.10.1:**

3.10.1 - The *Contractor* shall confine *Construction Equipment, Temporary Work, storage of Products, waste products and debris, and operations of*

employees and *Subcontractors* to limits indicated by laws, ordinances, permits, or the *Contract Documents* and shall not unreasonably encumber the *Place of the Work*.

**Paragraph 3.10.2:**

3.10.2 - The *Contractor* shall not load or permit to be loaded any part of the *Work* with a weight or force that will endanger the safety of the *Work*.

**SC15 GC 3.11 CLEANUP**

**SC15.1** Add a new GC 3.11 CLEANUP as follows:

**GC 3.11 CLEANUP**

**Paragraph 3.11.1:**

3.11.1 - The *Contractor* shall maintain the *Work* in a safe and tidy condition and free from the accumulation of waste products and debris, other than that caused by the *Owner*, *Other Contractors* or their employees.

**Paragraph 3.11.2:**

3.11.2 - Before applying for *Substantial Performance of the Work* as provided in GC 5.4 – SUBSTANTIAL PERFORMANCE OF THE WORK AND PAYMENT OF HOLDBACK, the *Contractor* shall remove waste products and debris, other than that resulting from the work of the *Owner*, *Other Contractors* or their employees, and shall leave the *Place of the Work* clean and suitable for use or occupancy by the *Owner*. The *Contractor* shall remove products, tools, *Construction Equipment*, and *Temporary Work* not required for the performance of the remaining work.

**Paragraph 3.11.3:**

3.11.3 - Prior to application for *Ready-for-Takeover*, the *Contractor* shall remove any remaining products, tools, *Construction Equipment*, *Temporary Work*, and waste products and debris, other than those resulting from the work of the *Owner*, *Other Contractors* or their employees.

**SC16 GC 3.12 PERFORMANCE BY CONTRACTOR**

**SC16.1** Add a new GC 3.12 PERFORMANCE BY CONTRACTOR as follows:

**GC 3.12 PERFORMANCE BY CONTRACTOR**

3.12.1 - In performing its services and obligations under the *Contract*, the *Contractor* shall exercise the standard of care, skill, and diligence that would normally be provided by an experienced and prudent contractor supplying similar services for similar projects. During the *Contract*, the *Contractor's* standard of care, skill and diligence includes, but is not limited to, carefully investigating the character of the *Work*, the *Place of the Work*, and all local conditions which might affect its obligations. The *Contractor* acknowledges and agrees that throughout the *Contract*, the performance of the *Contractor's* obligations, duties, and responsibilities shall be judged against the standard of care, skill, and diligence required of it. The *Contractor* also acknowledges and agrees and that it is not entitled to an adjustment to the *Contract Price* or to an extension of the *Contract Time* for conditions that could have been reasonably ascertained or inferred using this standard of care, skill and diligence. The *Contractor* shall exercise the same standard of care, skill, and diligence in respect of any *Products*, personnel, or procedures which it may recommend to the *Owner*.

3.12.2 - The *Contractor* further represents, covenants and warrants to the *Owner* that:

- .1 the personnel it assigns to the *Project* are appropriately experienced;
- .2 it has a sufficient staff of qualified and competent personnel to replace any of its appointed representatives, subject to the *Owner's* approval, in the event of death, incapacity, removal or resignation; and
- .3 there are no pending, threatened or anticipated claims that would have a material effect on the financial ability of the *Contractor* to perform its work under the *Contract*.

**SC 17 GC 3.13 INTERFERENCE**

**SC17.1** Add new GC 3.13 INTERFERENCE as follows:

**GC 3.13 INTERFERENCE**

3.13.1 - If the *Work*, in whole or in part, involves the renovation of, or addition to, existing and occupied premises:

- 
- .1 the *Contractor* shall maintain normal business operations and traffic flow, with a minimum of inconvenience to the tenants and occupants of the *Place of the Work*;
  - .2 subject to the provisions of the *Contract Documents*, the *Contractor* shall ensure that no essential services such as electric power, water supply or other public utilities are interrupted;
  - .3 in every case where an interruption to existing services or utilities is to occur during execution of the *Work*, the *Contractor* shall give the *Owner* five *Working Days* prior written notice. The *Contractor* shall reschedule any such interruption, at no additional cost to the *Owner*, if requested to do so in writing by the *Owner*;
  - .4 subject to work restrictions set out elsewhere in the *Contract Documents*, any work that generates excessive noise shall be carried out by the *Contractor* between the hours of 5:00 p.m. and 8:00 a.m. or on weekends and holidays as may be agreed upon between the *Contractor* and the *Owner*, subject to applicable by-laws; and
  - .5 where applicable, the *Contractor* will be given a schedule of days or times during which *Work* is not permitted. In such cases, the *Contractor* must perform *Work* outside of these days and times, and remains responsible to achieve all targets and deadlines provided for in the *Contract Documents*.

**SC18 GC 3.14 RIGHT OF ENTRY**

**SC18.1** Add new GC 3.14 RIGHT OF ENTRY as follows:

**GC 3.14 RIGHT OF ENTRY**

3.14.1 The *Owner* shall have the right to enter or occupy the *Place of the Work* in whole or in part for the purpose of placing materials, fittings and equipment or for other uses at any time before *Substantial Performance of the Work*, if, in the reasonable opinion of the *Consultant*, such entry or occupation does not prevent or substantially interfere with the *Contractor's* completion of the *Contract* or achieving *Substantial Performance of the Work* within the *Contract Time*. Such entry or occupation or use of equipment or systems shall not be considered as acceptance of the *Work* in whole or in part, or in any way relieve the *Contractor* from its responsibility to complete the *Contract*. The fact that the *Owner* has entered on to, occupied, or used all or part of the *Work* does not start the warranty period

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and does not mean that any of *Substantial Performance of the Work*, *Ready-for-Takeover*, or *Total Performance of the Work* are achieved. Attainment of any of *Substantial Performance of the Work*, *Ready-for-Takeover*, or *Total Performance of the Work* remains subject to the requirements otherwise set out in the *Contract Documents*.

**SC 19 GC 3.15 CONTRACTOR’S MONTHLY REPORTS**

**SC 19.1** Add new GC 3.15 CONTRACTOR’S MONTHLY REPORTS as follows:

**GC 3.15 CONTRACTOR’S MONTHLY REPORTS**

3.15.1 - The *Contractor* shall prepare and deliver a monthly written report to the *Owner* and the *Consultant* (the “**Monthly Report**”) which shall include:

- .1 an overview of the state and progress of the *Work*;
- .2 an update of the construction baseline schedule, including written confirmation that the *Work* is on schedule or, if the schedule has suffered slippage, include a recovery plan, in the format approved by the *Owner*, demonstrating how the *Contractor* will achieve recovery of the schedule;
- .3 a list of critical issues of which the *Contractor* is aware and which require resolution, including dates by which decisions are required and by whom;
- .4 proposed or anticipated changes of which the *Contractor* is aware, and their expected impacts on the *Project*, including the schedule;
- .5 the *Contractor’s* proposed plan and schedule for repairing, correcting or reworking of any known defective work.
- .6 an update of Cash Flow Schedule shall be broken down by each element of the Schedule of Values, over each month of the *Project*. Schedule shall be presented to reflect projected amounts for each month as well as the actual amounts for the months where payments have been received;

3.15.2 - The *Contractor* shall deliver the *Monthly Report* as part of its monthly application for payment.

**SC20 GC 4.1 CASH ALLOWANCES**

**SC20.1 Paragraph 4.1.8:**

Add new paragraph 4.1.8 as follows:

4.1.8 - The *Owner* reserves the right to call, or to have the *Contractor* call, for competitive bids for portions of the *Work* to be paid for from cash allowances.

**SC21 GC 5.1 FINANCING INFORMATION REQUIRED OF THE OWNER**

**SC21.1** Revise the heading, “**GC 5.1 FINANCING INFORMATION REQUIRED OF THE OWNER**” to read, “**GC 5.1 FINANCING INFORMATION REQUIRED**”.

**SC21.2 Paragraph 5.1.1:**

Delete paragraph 5.1.1 in its entirety and substitute new paragraph 5.1.1 as follows:

5.1.1 - The *Owner* and *Contractor* shall provide each other with timely *Notice in Writing* of any material change in their financial ability to fulfil their respective obligations under the *Contract*.

**SC21.3** Delete paragraph 5.1.2 in its entirety.

**SC22 GC 5.2 APPLICATIONS FOR PAYMENT**

**SC22.1 Paragraph 5.2.1:**

Add the following to the end of paragraph 5.2.1:

Each application for payment shall include the information required for a “Proper Invoice” in Section 6.1 of the *Construction Act* and the following information:

- .1 a confirmation that a draft application for payment was submitted at least five Working Days prior to the date of submission of the application for payment in accordance with GC 5.2.9;
- .2 a confirmation that the amounts claimed in such application for payment correspond to the schedule of values submitted in accordance with GC 5.2.4 and supporting documentation to support this confirmation including timesheets, packing slips for materials delivered, equipment rental costs, testing and inspection reports, permits and as-built drawings, as applicable, supporting documentation with respect to cash allowance expenditures and



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- any other supporting documentation as the Consultant may direct in accordance with GC 5.2.8 and GC 5.2.9;
  - .3 separate line items setting out (i) the amount of the Warranty Reserve to be withheld from the payment calculated in accordance with GC 5.2.13; (ii) the amount of the required holdbacks under the Construction Act; and (iii) the amount the Owner has indicated it intends to set off from the payment in accordance with GC 5.2.14;
  - .4 a statutory declaration as required by GC 5.2.10;
  - .5 a Workplace Safety & Insurance Board Clearance Certificate;
  - .6 a construction schedule or revised construction schedule that meets the requirements of GC 3.4.1;
  - .7 any approved *Change Orders* and *Change Directives* related to the portion of the *Work* that is the subject of the application for payment;
  - .8 the information set out in the Proper Invoice Checklist;
  - .9 any insurance renewal certificates as required by GC 11.1.2;
  - .10 a confirmation that current red line *As-Built Drawings* are available on site for review in accordance with GC 5.2.12; and
  - .11 any other information required by the *Contract Documents* or as the *Consultant* may direct.
  - .12 the *Monthly Report* referred to in GC 3.15.1.

If an application for payment does not include all information required by this GC 5.2.1, if any of the required confirmations made by the *Contractor* in its application for payment are untrue or if the *Contractor* is otherwise in breach of this *Contract*, it shall not be considered a “Proper Invoice” for the purposes of the *Construction Act* or this *Contract*. If the *Owner* or the *Consultant* determine that an application for payment does not constitute a Proper Invoice, the application for payment shall be rejected through a *Notice of Non-Payment* and the *Contractor* shall resubmit the application for payment with all required information. For clarity, the *Owner* shall have no obligation to make a payment and the time periods set out in this GC 5.2 and in Section 6.4 of the *Construction Act* shall not apply until the *Contractor* has submitted an application for payment that constitutes a Proper Invoice.

**SC22.2 Paragraph 5.2.7:**

Add the words “and, if requested by the *Owner*, a Statutory Declaration from any *Subcontractor*, as may be identified by the *Owner*, on an original form of CCDC Document 9B – 2001 Statutory Declaration of Progress Payment Distribution by Subcontractor.” to the end of paragraph 5.2.7.

**SC22.3 Paragraph 5.2.8:**

Add the following to the end of paragraph 5.2.8:

Any *Products* delivered to the *Place of the Work* but not yet incorporated into the *Work* shall remain at the risk of the *Contractor* notwithstanding that title has passed to the *Owner* pursuant to General Condition 14.1 - OWNERSHIP OF MATERIALS.

**SC22.4 Paragraphs 5.2.9, 5.2.10, 5.2.11, 5.2.12, 5.2.13, 5.2.14, 5.2.15, 5.2.16, 5.2.17 and 5.2.18:**

Add new paragraphs 5.2.9, 5.2.10, 5.2.11, 5.2.12, 5.2.13, 5.2.14, 5.2.15, 5.2.16, 5.2.17 and 5.2.18 as follows:

5.2.9 - No later than five *Working Days* prior to the date of an application for payment, the *Contractor* shall submit to the *Consultant* a draft application for payment containing all information and drafts of all submittals required by GC 5.2.1. If the *Consultant* requires further evidence or supporting documentation, it shall direct the *Contractor* to include such information in its application for payment no later than three *Working Days* after receipt of a draft application for payment.

5.2.10 - The *Contractor* shall submit, with each application for progress payment after the first, a Statutory Declaration, on either an original form of CCDC Document 9A-2001 Statutory Declaration of Progress Payment Distribution by Contractor or a form provided by the *Owner*, stating that payments in connection with the *Work*, as noted in the Statutory Declaration, have been made to the end of the period immediately preceding that covered by the current application and, if requested by the *Owner*, a Statutory Declaration from any *Subcontractor*, as may be identified by the *Owner*, on an original form of CCDC Document 9B-2001 Statutory Declaration of Progress Payment Distribution by Subcontractor. The Statutory Declarations shall be dated the same date as the *Contractor's* application for payment.

5.2.11 - Where the *Contractor* is required to perform start-up testing and/or commissioning activities in respect of a portion of the *Work*, an application for payment in respect of such portion of the *Work* may only be submitted once such testing and/or commissioning has been successfully completed by the *Contractor* as determined by the *Consultant*, including the submission of any related documentation. For clarity, an application for payment submitted prior to successful completion of required testing and/or commissioning shall not be considered a Proper Invoice and the *Consultant*

shall not issue a certificate of payment in respect of such application for payment.

5.2.12 - The *Contractor* shall prepare *As-Built Drawings* during the course of the *Work*, which shall be updated as required. Current red line *As-Built Drawings* shall be maintained by the *Contractor* on site and made available to the *Consultant* for review with each application for progress payment. For clarity, if the *Contractor* submits an application for payment when current red line *As-Built Drawings* are not available on site for review at the time of submission, such application for payment shall not be considered a Proper Invoice and the *Consultant* shall not issue a certificate of payment in respect of such application for payment.

5.2.13 - The *Owner* shall be entitled to deduct and withhold from each progress payment an amount as specified below to an aggregate maximum amount of the *Contract Price* as specified below to be held and administered by the *Owner* separately from the statutory holdback under the *Construction Act*.

The *Contract Price* shall provide the basis for the following *Warranty Reserve* as follows:

Contract Price	Warranty Reserve (withheld from each progress payment)	Warranty Reserve Aggregate Maximum Amount
\$0 to \$4,999,999.99	2.5 %	2.5%
\$5,000,000.00 to \$9,999,999.99	2%	2%
Greater than \$10,000,000.00	1.5%	1.5%

The *Warranty Reserve*, net of claims by the *Owner* and others, as provided in the *Contract Documents*, shall be paid to the *Contractor* at the time of *Total Performance of the Work*, but not before the expiration of the one (1) year warranty period set out in GC 12.3 WARRANTY, whichever comes later. The *Warranty Reserve* shall be in addition to the required holdbacks under the *Construction Act*.

5.2.14 - If the *Owner* intends to exercise its right of set off pursuant to SA 5.3 against a future payment, the *Owner* shall provide notice to the *Contractor*. Provided the *Contractor* receives such notice at least 5 Business Days prior to its submission of an application for payment, it shall include a separate line item setting out the amount the *Owner* has indicated it intends to set off from the payment.

5.2.15 - Applications for payment shall be submitted to the *Owner's* online invoice submittal portal in accordance with the instructions provided by the *Owner*. The date of the application for payment shall be the date it is received in the online portal. For clarity, an application for payment submitted by any other means shall not be considered a "Proper Invoice" for the purposes of the *Construction Act* or this *Contract* and the *Consultant* shall not issue a certificate of payment in respect of such application for payment.

5.2.16 - No later than ten (10) calendar days following the date of this *Contract*, the *Contractor* shall submit to the *Consultant*, for its review and approval, a sample application for payment that meets the requirements set out in GC 5.2.1.

**SC23 GC 5.3 PAYMENT**

**SC23.1 Paragraph 5.3.1.1:**

Delete subparagraph 5.3.1.1 in its entirety and substitute new subparagraph 5.3.1.1 as follows:

5.3.1.1 - If the *Owner* intends to issue payment for an amount less than the full amount stated on the application for payment, the *Owner* will issue a *Notice of Non-Payment* in respect of the disputed amount no later than 14 calendar days after the receipt of the application for payment.

**SC23.2 Paragraph 5.3.1.2:**

Delete subparagraph 5.3.1.2 in its entirety and substitute new subparagraph 5.3.1.2 as follows:

5.3.1.2 - The *Owner* shall make payment to the *Contractor* on account as provided in Article A-5 of the *Agreement* - PAYMENT in the amount equal to the undisputed amount of the application for payment on or before the day that is 28 calendar days following receipt of the application for payment.

**SC23.3 Paragraph 5.3.2:**

Add new paragraph 5.3.2 as follows:

5.3.2 - Certificates for payment may provide for retention of amounts as determined by the *Consultant* to ensure correction of deficient work done or unacceptable *Products* provided.

**SC24 GC 5.4 SUBSTANTIAL PERFORMANCE OF THE WORK AND PAYMENT OF HOLDBACK**

**SC24.1 Paragraph 5.4.2:**  
Delete paragraph 5.4.2 in its entirety and substitute new paragraph 5.4.2 as follows:

5.4.2 - Within 7 calendar days of receiving a copy of the certificate of *Substantial Performance of the Work* signed by the *Consultant*, the *Contractor* shall publish a copy of the certificate in a construction trade newspaper (as that term is defined in the *Construction Act*) and shall provide to the *Consultant* and the *Owner* the date of publication and the name of the construction trade newspaper in which the publication occurred. If the *Contractor* fails to comply with this provision, the *Owner* may publish a copy of the certificate and charge the *Contractor* with the costs so incurred.

**SC24.2 Paragraphs 5.4.7, 5.4.8, 5.4.9, and 5.4.10:**

Add new paragraphs 5.4.7, 5.4.8, 5.4.9, and 5.4.10 as follows:

5.4.7 - Prior to submitting its written application for *Substantial Performance of the Work*, the *Contractor* shall submit to the *Consultant* all:

- .1 guarantees;
- .2 warranties;
- .3 certificates;
- .4 testing and balancing reports;
- .5 distribution system diagrams;
- .6 spare parts;
- .7 maintenance and operational manuals;
- .8 samples;
- .9 existing reports and correspondence from authorities having jurisdiction in the Place of the Work;
- .10 a copy of all shop drawings that were processed under GC 3.8 showing all notations and amendments made by the *Contractor* and the *Consultant*;

.11 all start-up and commissioning reports;

and other materials or documentation required to be submitted under the *Contract*, together with written proof acceptable to the *Owner* and the *Consultant* that the *Work* has been substantially performed in conformance with the requirements of municipal, governmental, and utility authorities having jurisdiction in the *Place of the Work*.

5.4.8 - Where the *Contractor* is unable to deliver the documents and materials described in paragraph 5.4.7, then, provided that none of the missing documents and materials interferes with the use and occupancy of the *Project* in a material way, the failure to deliver shall not be grounds for the *Consultant* to refuse to certify *Substantial Performance of the Work*. Any documents or materials not delivered in accordance with paragraph 5.4.7 shall be delivered as provided in GC 5.5, paragraph 5.5.1.

5.4.9 - Together with the submission of its written application for *Substantial Performance of the Work*, the *Contractor* shall submit to the *Consultant* and to the *Owner* a statutory declaration setting forth in reasonable detail any then outstanding and unresolved disputes or claims between the *Contractor* and any *Subcontractor* or *Supplier*, including any claims allegedly arising from delay, which are, directly or indirectly, related to any then outstanding or anticipated disputes or claims between the *Contractor* and the *Owner*, and this disclosure shall, at a minimum:

- .1 identify the parties involved;
- .2 identify the amount in dispute;
- .3 provide a brief statement summarizing the position of each party;
- .4 include copies of any correspondence or documents in support of either party's position;
- .5 include copies of any documents of any court or arbitration process related to the matter;
- .6 identify the dispute or claim between the *Contractor* and the *Owner* to which the matter relates, if any; and
- .7 include a copy of any written agreement or a summary of any oral agreement between the parties related to resolution of the matter.

The *Contractor* expressly acknowledges that the submission of the aforesaid complete statutory declaration is a condition precedent to the *Contractor* receiving payment from the *Owner* of any amount pertaining to any claim or dispute referred to in this paragraph, and that the *Contractor* shall not be entitled to recover from the *Owner* any amount pertaining to any claim or dispute referred to in this paragraph, if the provisions of this paragraph have not been fully complied with. For greater certainty, the *Contractor* is not obliged to make the aforementioned disclosure with respect to any dispute or claim that is not related to or does not touch upon any unresolved dispute or claim between the *Contractor* and the *Owner*.

5.4.10 - For early release of holdback on the work of a *Subcontractor* or *Supplier* which is 100% complete, the *Contractor* shall make application by written request to the *Consultant* for a review to determine the date of completion of the subcontract and shall submit such supporting material as the *Consultant* may in its discretion require, which may include statutory declarations from such persons and dealing with such matters as the *Consultant* requires. Such material shall in any event include:

- .1 Description of the scope of work included in the subcontract;
- .2 Declaration of Last Supply by the *Subcontractor* as prescribed in subsection 31(5) of the *Construction Act* (Form 5);
- .3 Certificate of Completion of Subcontract completed by the *Consultant* as prescribed in subsection 33(1) of the *Act* (Form 7);
- .4 Workplace Safety and Insurance Board clearance certificate for the *Contractor*, and the *Subcontractor* concerned;
- .5 Statutory Declaration by an officer of the *Subcontractor* on an original form of CCDC Document 9B – 2001 Statutory Declaration of Progress Payment Distribution by Subcontractor and setting out the date when the subcontract was totally performed;
- .6 *Contractor's* written acknowledgement to the *Owner* that the requirements of the *Contract Documents* will not be altered by early release of the holdback of the completed subcontracts.

**SC25 GC 5.5 FINAL PAYMENT**

**SC25.1 GC 5.5:**

Delete the title of **GC 5.5 FINAL PAYMENT** and replace with:

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**“GC 5.5 PAYMENT AT THE TIME OF READY-FOR-TAKEOVER AND FINAL PAYMENT”****SC25.2 Paragraph 5.5.1:**

Delete paragraph 5.5.1 in its entirety and substitute new paragraph 5.5.1 as follows:

5.5.1 - When the *Contractor* considers that the *Work* is *Ready-for-Takeover* or has been totally performed, the *Contractor* shall submit a written application for review by the *Consultant* to establish *Ready-for-Takeover* or *Total Performance of the Work* as appropriate. The application for *Ready-for-Takeover* shall be accompanied by any documents or materials required by GC 12.1.1 and 12.1.3. The application for *Total Performance of the Work* shall be accompanied by any documents or materials not yet delivered pursuant to paragraph 5.4.7, 12.1.1, and 12.1.3, together with complete *As-Built Drawings*. Should the *Contractor* fail to deliver any of the foregoing documents, or the documents and items otherwise required for either *Ready-for-Takeover* or *Total Performance of the Work*, whichever is applicable, the *Owner* shall be at liberty to withhold from amounts otherwise payable to the *Contractor* the amount specified in the following *Scale of Holdback* as security for the obligation of the *Contractor* to deliver the undelivered documents. The *Contractor* shall have no right to receive payment of the amount so withheld until such time as all required documents and materials referenced in paragraph 5.4.7 have been delivered. The *Owner* shall notify the *Contractor* of the amount of the holdback it intends to withhold in accordance with this GC 5.5.1.

**Scale of Holdback:**

- where the *Contract Price* is less than \$100,000 the amount to be retained is \$5,000
- where the *Contract Price* is greater than \$100,000 but less than \$500,000, the amount to be retained is 5% of the *Contract Price*
- where the *Contract Price* is greater than \$500,000 but less than \$5,000,000, the amount to be retained is 3% of the *Contract Price*
- where the *Contract Price* is greater than \$5,000,000, the amount to be retained is 2% of the *Contract Price*.

**SC25.3 Paragraph 5.5.2:**



Delete paragraph 5.5.2 in its entirety and substitute new paragraph 5.5.2 as follows:

No earlier than twenty (20) Working Days following submission of the *Contractor's* application to establish *Total Performance of the Work* in accordance with GC 5.5.1, the Contractor shall submit an application for final payment. The *Contractor's* application for final payment shall include all requirements for an application for payment as set out in GC 5.2.1 and shall include a separate line item setting out the amount of the amount of the holdback to be retained by the *Owner* pursuant to GC 5.5.1.

**SC25.4 Paragraph 5.5.3:**

Delete paragraph 5.5.3 in its entirety and substitute new paragraph 5.5.3 as follows:

The *Consultant* will issue to the *Owner* with a copy to the *Contractor*, no later than five (5) *Working Days* after the receipt of the application for final payment, a certificate for payment in the amount applied for, or in such other amount as the *Consultant* determines to be properly due and will state the date of *Total Performance of the Work* in a certificate. If the *Consultant* issues a certificate for payment for an amount less than the full amount stated on the application for final payment or does not issue a certificate for payment, the *Owner* will issue a *Notice of Non-Payment* in respect of the disputed amount.

**SC25.5 Paragraph 5.5.4:**

Delete paragraph 5.5.4 in its entirety and substitute new paragraph 5.5.4 as follows:

Subject to the provision of paragraph 10.4.1 of GC 10.4 - WORKERS' COMPENSATION, and any lien legislation applicable to the *Place of the Work*, the *Owner* shall make payment to the *Contractor* on account as provided in Article A-5 of the Agreement - PAYMENT in the amount set out in the certificate for payment on or before the day that is 28 calendar days following receipt of the application for final payment.

**SC25.6 Paragraph 5.5.5:**

Add a new paragraph 5.5.5 as follows:

5.5.5 - Prior to the release of the finishing holdback provided for under the *Construction Act*, the *Contractor* shall submit:

- .1 *Contractor's* written request for release of the finishing holdback, including a statement that no written notices of lien have been received by it;
- .2 a Statutory Declaration on either an original form of CCDC Document 9A-2001 Statutory Declaration and CCDC Document 9B-2001 Statutory Declaration or a form provided by the *Owner* stating that payments in connection with the *Work*, as noted in the Statutory Declaration, have been made in full up to the end of the period immediately preceding that covered by the application for release of the finishing holdback;
- .3 a final Workplace Safety & Insurance Board Clearance Certificate.

**SC25.7** Add a new paragraph 5.5.6 as follows:

5.5.6 - A deficiency fund may be retained by the *Owner* to secure the correction of deficiencies, the amount of such deficiency fund to be based on the *Consultant's* reasonable estimate of the cost of correcting deficient items. The *Owner* may, in its sole discretion, as of right, and without invalidating the *Contractor's* warranty obligations, complete or correct any or all deficient items, and may draw from the deficiency fund to pay for its costs, expenses, and labour charges of doing such work. If the *Owner's* draw from the deficiency fund in this regard exceeds the amount of the retained deficiency fund, the *Owner* can claim this excess amount from the *Contractor* or set off the excess amount from other amounts otherwise due to the *Contractor*.

**SC26** **GC 5.8 RIGHT TO DISPUTE AMOUNTS**

**SC26.1** Add a new GC 5.8 RIGHT TO DISPUTE AMOUNTS and a new paragraph 5.8.1 as follows:

5.8.1 - The *Owner* may, in its sole discretion, pay amounts to the *Contractor* that have not been certified by the *Consultant* for any reason. Any payment by the *Owner* shall not constitute acceptance by the *Owner* of any amounts set out in an application for payment. The *Owner* reserves the right to dispute any amounts set out in an application for payment at any time during the *Contract Time*, whether or not it has previously made a payment in respect of such amounts.

**SC27** **GC 6.1 OWNER'S RIGHT TO MAKE CHANGES**

**SC27.1** **Paragraphs 6.1.3, 6.1.4 and 6.1.5:**

Add a new paragraph 6.1.3, 6.1.4 and 6.1.5 as follows:

6.1.3 - No changes in the *Work* shall proceed without a written *Change Order* or *Change Directive* signed by the *Owner* and no claim for any change in the *Contract Price* or for any extension or alteration of the *Contract Time* shall be valid except as shown on the *Change Order* or *Change Directive*, as the case may be. No course of conduct or dealing between the parties, no express or implied acceptance of alterations or additions to the *Work* and no claim that the *Owner* has been unjustly enriched by any alteration or addition to the *Work*, whether in fact there is any such unjust enrichment or not, shall be the basis of a claim for payment under this *Contract* or any extension of the *Contract Time* without a *Change Order* or *Change Directive*. For greater certainty, the *Owner* shall not be required to make any payment to the *Contractor* in respect of changes in the *Work* that are not the subject of a written *Change Order* or *Change Directive* signed by the *Owner*, and the *Contractor* shall not be entitled to receive any additional compensation, including, without limitation, any compensation claimed for delay, arising out of changes to the *Work* other than the amounts determined and agreed to under GC 6.2 – CHANGE ORDER, or as provided in GC 6.3 – CHANGE DIRECTIVE.

6.1.4 - For the purpose of valuing expenditures under cash allowances pursuant to paragraph 4.1.4, expenditures under the contingency allowance pursuant to paragraph 4.2.2, changes which result in an increase in the *Contract Price*, and any other items under the *Contract Documents* which provide for payment to the *Contractor* of overhead and profit, allowances for overhead and profit shall be included in the percentages set out in subparagraph 6.2.3.3(3).

6.1.5 - The *Contractor's* percentage fee mark-up on changes is intended to cover all general expenses and overhead costs incurred by the *Contractor* in relation to the change. For greater certainty, the following items of cost to the *Contractor* in relation to any changes are covered by and included in the *Contractor's* overhead and profit percentage fee mark-up on changes:

- .1 project management costs;
- .2 estimating, site supervision, safety, preparation of *As-built Drawings*, coordination and administration costs;
- .3 warranty costs;
- .4 bonding and insurance costs;

.5 general clean-up and disposal costs.

**SC28 GC 6.2 CHANGE ORDER**

**SC28.1 Paragraph 6.2.3:**

Add new paragraph 6.2.3 as follows:

6.2.3 The method of adjustment of the *Contract Price* presented by the *Contractor* may be:

.1 by quotation and acceptance of a lump sum. All quotations must contain an itemized and complete breakdown of costs, including hours and hourly rates of labour, payroll burden, itemized costs of materials, quantity of materials, *Products*, and all other costs to perform the change in the *Work*, including the *Contractor's* mark-up fee set out in the table below, such that the quotations are capable of being evaluated by the *Consultant*. The *Contractor* shall require *Subcontractors* and *Suppliers* to supply similar information to the *Consultant*.

.2 by unit prices set out in the Schedule of Prices listed in Article A-3 – CONTRACT DOCUMENTS or subsequently agreed upon in writing by the parties. Unit prices shall include materials, labour, equipment, delivery, freight, handling, disposal, statutory charges, supervisions, testing, all applicable duties, brokerage charges, import charges, taxes, bonding, overhead, profit and all relative charges and expenses including, but not limited to, office administration charges such as disbursements, travel costs, printing and incidentals to the *Contractor*, and shall be the total cost to the *Owner*. Adjustment to the *Contract Price* shall be based on a net quantity difference from the original quantity.

.3 by the amount, net of all credits, of time, materials, *Construction Equipment* and *Products* expended:

(1) by a *Subcontractor* applying its labour charge out rates, together with the actual costs, without mark-up, of materials, *Construction Equipment* and *Products* utilized in the change, plus the *Subcontractor's* mark-up fee set out in the table below, which shall be applied to material and *Product* costs only;

(2) by the *Contractor* applying its labour charge out rates, together with the actual costs, without contractor's mark-up, of materials, *Construction Equipment* and *Products* plus the mark-up fee set out

in the table below which shall be applied to material, *Construction Equipment* and *Product* costs only;

- (3) the *Contractor* shall be entitled to the *Contractor* mark-up fee in the table below on the value of *Subcontractor* work even where the *Subcontractor* is not entitled to a mark-up fee on its labour charge out rates pursuant to paragraph 6.2.3.3(1).

Value of Change Order	<i>Subcontractor</i> and <i>Contractor's</i> Own Forces Mark-Up Fee (%) (includes overhead and profit)	<i>Contractor</i> Mark-up Fee (%) on <i>Subcontractor's</i> work (includes overhead and profit)
\$0 - \$49,999.99	5	5
Over \$50,000.00	5	3

.4 the aforesaid *Subcontractor* and *Contractor's* percentage fee mark-ups include all necessary supervision, general account items, general clean-up, small tools, as-built drawings and job safety necessary to perform the change.

.5 the *Contractor's* fee, or mark-up, inclusive of overhead and profit, is understood to include, without limitation, COVID-19 measures in accordance with GC 9.4 – CONSTRUCTION SAFETY.

**SC29 GC 6.3 CHANGE DIRECTIVE**

**SC29.1 Paragraph 6.3.6.3:**

Delete the words “the *Contract Documents* or as otherwise agreed by the parties” and substitute the words “paragraph 6.2.3” in paragraph 6.3.6.3.

**SC29.2 Paragraph 6.3.7.1 (2):**

Delete from subparagraph 6.3.7.1(2) the words “when stationed at the field office” and substitute with the following:

“carrying out the work, including necessary supervisory services”

**SC29.3 Paragraph 6.3.7.1(3):**

Delete subparagraph 6.3.7.1(3) in its entirety.

**SC29.4 Paragraph 6.3.7.1(4):**

Add to subparagraph 6.3.7.1(4) after “personnel engaged” the following:

“in the preparation of *Shop Drawings*, fabrication drawings, coordination drawings and *As-Built Drawings*, or”

**SC29.5 Paragraph 6.3.7.17:**

Delete subparagraph 6.3.7.17 in its entirety.

**SC29.6 Paragraph 6.3.7.18:**

Add to the beginning of subparagraph 6.3.7.18 the following: “subject to PSSC 4 – RIGHT TO AUDIT,”

**SC30 GC 6.4 CONCEALED OR UNKNOWN CONDITIONS**

**SC30.1 Paragraph 6.4.4:**

Add the following to the end of paragraph 6.4.4: “or GC 14.7 – EXCESS SOIL, as applicable.

**SC30.2 Paragraphs 6.4.5, 6.4.6 and 6.4.7:**

Add new paragraphs 6.4.5, 6.4.6 and 6.4.7 as follows:

6.4.5 - If the *Contractor* was given access to the *Place of the Work* prior to the submission of the bid on which the *Contract* was awarded, then the *Contractor* confirms that it carefully investigated the character of the *Work*, the *Place of the Work* and all local conditions which might affect its obligations and that it has satisfied itself as to the nature and extent of the *Work*, the *Contract Documents* and the *Contract* and as to the facilities and difficulties in attending and completing the execution of the *Work*. The *Contractor* confirms that it has applied to its investigation the degree of care and skill required by paragraph 3.12.1. In those circumstances, notwithstanding the provisions of paragraph 6.4.2, the *Contractor* is not entitled to an adjustment to the *Contract Price* or to an extension of the *Contract Time* for conditions which could reasonably have been ascertained by the *Contractor* by such careful investigation, or which could have been reasonably inferred from the material provided with the *Contract Documents*. In those circumstances, should a claim arise, the *Contractor* will have the burden of establishing that it could not have discovered the materially different conditions from a careful investigation, because of restrictions placed on its access or inferred the existence of the conditions from the material provided with the *Contract Documents*.

6.4.6 - To the extent the *Contractor* has not investigated as referenced in paragraph 6.4.5, the *Contractor* willingly assumes responsibility for all losses, damages, costs, expenses (including all legal costs on a full indemnity basis), liabilities, claims, actions, and demands, whether arising under statute, contract or at common law, which such investigations might have avoided or reduced and shall indemnify and save harmless the *Owner* from all risk which might make it more onerous and more expensive to fulfill or perform the *Work* than was contemplated or known when the *Contract* was signed, and for any and all liability, responsibility and obligations which the *Owner* may have to any third parties resulting from any failure to investigate.

6.4.7 - If the finding made pursuant to paragraph 6.4.2 is that the subsurface or otherwise concealed physical conditions differ materially and this would cause an increase or decrease in the *Contractor's* cost or time to perform the *Work*, and if the said conditions were otherwise discoverable by the *Contractor* in the proper performance of its duties and obligations under the *Contract*, all costs and expenses resulting from any delay (excluding, for clarity, the direct cost of remediating the said conditions) in the completion of the *Work* that is caused, or contributed to, as a result of the said conditions, will be borne by the *Contractor*.

**SC31 GC 6.5 DELAYS**

**SC31.1 Paragraph 6.5.1:**

Delete the period at the end of paragraph 6.5.1, and substitute the following words:

“, but excluding any consequential, incidental, indirect or special damages including, without limitation, loss of profits, loss of opportunity or loss of productivity resulting from such delay.”

**SC31.2 Paragraph 6.5.2:**

Delete the period at the end of paragraph 6.5.2, and substitute the following words:

“, but excluding any consequential, incidental indirect or special damages including, without limitation, loss of profit, loss of opportunity or loss of productivity resulting from such delay.”

**SC31.3 Paragraph 6.5.3:**

Delete “If” at the beginning of paragraph 6.5.3 and substitute with the following words:

“Subject to paragraph 6.5.7, if”

**SC31.4 Paragraph 6.5.4:**

Add the words “compensation for delay shall be paid to the *Contractor*, and no” after the word “No” at the beginning of paragraph 6.5.4.

**SC31.5 Paragraph 6.5.6:**

Add new paragraph 6.5.6 as follows:

6.5.6 - If the *Contractor* is delayed in the performance of the *Work* by an act or omission of the *Contractor*, any *Subcontractor* or *Supplier*, or anyone employed or engaged by them, directly or indirectly, or by any cause within the *Contractor’s* control, the *Contractor* shall devote such additional resources and take all steps necessary, all at the *Contractor’s* own cost and expense, to ensure that the dates for attaining *Substantial Performance of the Work*, *Ready-for-Takeover*, and *Total Performance of the Work* under the *Contract* as may have been amended in accordance with the provisions of Part 6 of the General Conditions – CHANGES IN THE WORK, are met. If the *Contractor* fails to attain *Substantial Performance of the Work*, *Ready-for-Takeover*, or *Total Performance of the Work* as aforesaid, the *Owner* shall be reimbursed by the *Contractor* for all reasonable costs, damages and expenses incurred by the *Owner* as the result of any such failure, including, but not limited to, the cost of all additional services required by the *Owner* from the *Consultant* or any subconsultants, project managers, or others employed or engaged by the *Owner*.

**SC31.6 Paragraph 6.5.7:**

Add new paragraph 6.5.7 as follows:

6.5.7 - For greater certainty, the *Contractor* shall not be entitled to compensation for delay, an extension of *Contract Time* or an increase to the *Contract Price* as a result of COVID-19 and related measures, including, but not limited to, compliance with any orders or policies. For reference, see GC 9.4 – CONSTRUCTION SAFETY, and GC 6.2.3.5.

**SC32 GC 7.1 OWNER'S RIGHT TO PERFORM THE WORK, TERMINATE THE CONTRACTOR'S RIGHT TO CONTINUE WITH THE WORK OR TERMINATE THE CONTRACT**



**SC32.1 GC 7.1**

Add the words “**SUSPEND OR**” after the word “**WORK,**” in the first line of the heading for GC 7.1.

**GC 7.1 OWNER'S RIGHT TO PERFORM THE WORK, SUSPEND OR TERMINATE THE CONTRACTOR'S RIGHT TO CONTINUE WITH THE WORK OR TERMINATE THE CONTRACT**

**SC32.2 Paragraph 7.1.2:**

Delete both instances of the words "to a substantial degree" in paragraph 7.1.2 and substitute both instances with the words "in a material way".

**SC32.3 Paragraphs 7.1.7, 7.1.8, 7.1.9, 7.1.10, 7.1.11, 7.1.12, 7.1.13 and 7.1.14:**

Add new paragraphs 7.1.7, 7.1.8, 7.1.9, 7.1.10, 7.1.11, 7.1.12, 7.1.13 and 7.1.14 as follows:

7.1.7 - The *Owner* may, if conditions arise which make it necessary for reasons other than as provided in paragraphs 7.1.1 and 7.1.4, suspend performance of the *Work*, terminate the *Contractor's* right to continue with the *Work* or terminate the *Contract*, in whole or in part, by giving *Notice in Writing* to that effect to the *Contractor*. Such suspension or termination shall be effective in the manner specified in said notice and shall be without prejudice to any claims which either party may have against the other. The *Owner's* entitlement to so terminate or suspend shall be absolute and unconditional and exercisable by the *Owner* in its sole discretion.

7.1.8 - The *Contractor* upon receiving notice of suspension or termination from the *Owner* shall suspend all operations as soon as reasonably possible except for work which, in the *Contractor's* opinion, is necessary for the safety of personnel and for the care and preservation of the *Work*, the materials and plant. Subject to any directions in the notice of suspension or termination, the *Contractor* shall discontinue ordering materials, facilities, and supplies and make every reasonable effort to delay delivery of existing orders and, in the event of termination, to cancel existing orders on the best terms available.

7.1.9 - During any period of suspension, the *Contractor* shall not remove from the site any part of the *Work*, or any *Product* or materials without the consent of the *Owner*.

7.1.10 - If the *Work* should be suspended for a period of 60 consecutive calendar days or less, the *Contractor*, upon the expiration of the period of suspension, shall resume the performance of the *Work* in accordance with the *Contract Documents*. If the suspension was not due to an act or omission of the *Contractor*, the *Contract Price* and *Contract Time* shall be adjusted as provided in paragraph 6.5.1 of GC 6.5 DELAYS.

7.1.11 - If after 60 consecutive calendar days from the date of notice of suspension of the *Work*, the *Owner* and the *Contractor* agree to continue with and complete the *Work*, the *Contractor* shall resume operations and complete the *Work* in accordance with any terms and conditions agreed upon by the *Owner* and the *Contractor*. Failing such an agreement, the provisions of paragraph 7.2.2 shall become applicable.

7.1.12 - If the *Owner* terminates the *Contract* pursuant to paragraph 7.1.7, the *Contractor* shall only be entitled to receive payment for all work performed up to the date of termination as certified by the *Consultant* and the direct costs associated with the termination incurred by the *Contractor*, including the costs of the demobilization, losses sustained on *Products* and *Construction Equipment* and *Subcontractor* and sub-subcontractor cancellation costs (which costs shall not include loss of profit claims) reasonably incurred by the *Contractor*. The *Contractor* shall not be entitled to any additional reimbursement on account of the termination including, without limitation, indirect, incidental, special, consequential or other damages, including loss of profits, notwithstanding any other provision of the *Contract Documents*.

7.1.13 - In the case of either a termination of the *Contract* or a suspension of the *Work* under General Condition 7.1 - OWNER'S RIGHT TO PERFORM THE WORK, TERMINATE THE CONTRACTOR'S RIGHT TO CONTINUE WITH THE WORK, SUSPEND THE WORK OR TERMINATE THE CONTRACT or General Condition 7.2 - CONTRACTOR'S RIGHT TO SUSPEND THE WORK OR TERMINATE THE CONTRACT, the *Contractor* shall use its best commercial efforts to mitigate the financial consequences to the *Owner* arising out of the termination or suspension, as the case may be.

7.1.14 - Upon the resumption of the *Work* following a suspension under General Condition 7.1 - OWNER'S RIGHT TO PERFORM THE WORK, TERMINATE THE CONTRACTOR'S RIGHT TO CONTINUE WITH THE WORK, SUSPEND THE WORK OR TERMINATE THE CONTRACT or General Condition 7.2 - CONTRACTOR'S RIGHT TO SUSPEND THE WORK OR TERMINATE THE CONTRACT, the *Contractor* will endeavour

to minimize the delay and financial consequences arising out of the suspension.

**SC33 GC 7.2 CONTRACTOR'S RIGHT TO SUSPEND THE WORK OR TERMINATE THE CONTRACT**

**SC33.1 Paragraph 7.2.2:**

Delete the words "20 Working Days" and substitute the words "60 consecutive calendar days" in the first line of paragraph 7.2.2.

**SC33.2 Paragraph 7.2.3.1:**

Delete subparagraph 7.2.3.1 in its entirety.

**SC33.3 Paragraph 7.2.3.3:**

Delete subparagraph 7.2.3.3 in its entirety and substitute new subparagraph 7.2.3.3 as follows:

7.2.3.3 - the *Owner* fails to pay the *Contractor* when due the amounts certified by the *Consultant* or awarded by adjudication, arbitration or a court, except where the *Owner* has a bona fide claim for set off, or

**SC33.4 Paragraph 7.2.3.4:**

Delete from subparagraph 7.2.3.4, the words:

", except for GC 5.1 - FINANCING INFORMATION REQUIRED OF THE OWNER,"

**SC33.5 Paragraph 7.2.5:**

Delete paragraph 7.2.5 in its entirety and substitute the following:

7.2.5 - If the *Contractor* terminates the *Contract* by giving a *Notice in Writing* under the conditions set out above, the *Contractor* shall be entitled to be paid for all work performed to the date of termination. The *Contractor* shall also be entitled to recover the direct costs associated with termination, including the costs of demobilization, and losses sustained on *Products* and *Construction Equipment*. The *Contractor* shall not be entitled to any additional reimbursement on account of any such termination including, without limitation, indirect, incidental, special, consequential or other

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damages, including loss of profits, notwithstanding any other provision of the *Contract Documents*.

**SC33.6 Paragraph 7.2.6:**

Add new paragraph 7.2.6 as follows:

7.2.6 - The *Owner's* withholding of a progress payment, holdback payment or final payment due to the *Contractor's* failure to pay a *Subcontractor* or *Supplier*, to protect the *Owner's* interest in the event of the preservation of a lien or receipt of notice of lien, or otherwise pursuant to the terms of the *Contract*, shall not constitute a default under paragraph 7.2.3 which would permit the *Contractor* to stop the *Work* or terminate the *Contract*. In such circumstances, the *Contractor* shall continue with the *Work*.

**SC33.7 Paragraph 7.2.7:**

Add new paragraph 7.2.7 as follows:

7.2.7 - If the *Contractor* stops the *Work* or terminates the *Contract* in accordance with this GC 7.2 – CONTRACTOR'S RIGHT TO SUSPEND THE WORK OR TERMINATE THE CONTRACT, the *Contractor* shall leave the *Place of the Work* and the *Work* in a secure condition.

**SC34 GC 7.3 ASSIGNMENT OF SUBCONTRACTS ON TERMINATION**

**SC34.1 Add new GC 7.3 ASSIGNMENT OF SUBCONTRACTS ON TERMINATION as follows:**

**GC 7.3 ASSIGNMENT OF SUBCONTRACTS ON TERMINATION**

7.3.1 - The *Owner* shall not be deemed by virtue of the *Contract* or for any other reason to have any contractual relationship with or obligation to any *Subcontractor* or *Supplier* but the *Contractor* hereby agrees that in the event that this *Contract* is terminated or the right of the *Contractor* to continue the *Work* is terminated, as provided in GC 7.1.1, 7.1.4 or 7.1.7, at the option of the *Owner*, any or all subcontracts as may be selected by the *Owner* shall, upon notice to the *Contractor* and the affected *Subcontractors* and *Suppliers* from the *Owner*, be assigned to the *Owner*, without any action being necessary from the *Contractor* and in order to ensure the rights of the *Owner*, the *Contractor* shall:

- .1 contractually obligate each of its *Subcontractors* and *Suppliers* to agree that each such subcontract shall be

assignable, at the option of the *Owner*, to the *Owner*, upon delivery of the notice described above, in the event that:

a) this *Contract* is terminated; or

b) the right of the *Contractor* to continue the *Work* is terminated;

as provided in GC 7.1.1, 7.1.4 or 7.1.7; and

.2 add the following wording to all subcontracts:

“The *Subcontractor* or *Supplier* acknowledges, and consents to the fact, that the *Contractor* has agreed that this subcontract shall be assigned to the *Owner* or its permitted successors or assigns under the *Contract* in the event that the *Contract* between the *Owner* and the *Contractor* is terminated or the right of the *Contractor* right to continue the *Work* under the *Contract* is terminated and the *Owner* gives notice to the *Contractor* and the *Subcontractor* or *Supplier* that it wishes to take an assignment of this subcontract *Notice of Assignment*. The *Subcontractor* or *Supplier* agrees with the *Contractor* and the *Owner* that:

a) until *Notice of Assignment* is received, the *Contractor* is the person entitled to receive the property, services and work to be delivered and performed under the subcontract and to exercise and enforce all of the rights, entitlements and benefits which may arise under the subcontract;

b) following receipt of a *Notice of Assignment*, the *Owner*, or its permitted successors or assigns under the *Contract*, shall be the person entitled to receive, enjoy and deal with the property, services and work to be delivered and provided under the subcontract and to enjoy, exercise and enforce all of the rights, entitlements, benefits, advantages, authorities, discretions, powers and remedies arising under the subcontract; and

c) the *Owner*, or its permitted successors or assigns under the *Contract*, shall only be responsible for obligations which accrue under the subcontract after the date of receipt of notice of assignment.”

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**SC35 GC 8.1 AUTHORITY OF THE CONSULTANT**

**SC35.1 Paragraph 8.1.1:**

Add the words “Unless either party has referred a matter to adjudication pursuant to Section 13.5 of the *Construction Act*” to the beginning of paragraph 8.1.1.

**SC35.2 Paragraph 8.1.2:**

Delete paragraph 8.1.2 in its entirety and substitute new paragraph 8.1.2 as follows:

If a dispute arises under the *Contract* in respect of a matter in which the *Consultant* has no authority under the *Contract* to make a finding, and provided that neither party has referred a matter to adjudication pursuant to Section 13.5 of the *Construction Act*, the procedures set out in paragraph 8.1.3 and paragraphs 8.3.3 to 8.3.8 of GC 8.3 - NEGOTIATION, MEDIATION AND ARBITRATION, and in GC 8.4 - RETENTION OF RIGHTS apply to that dispute with the necessary changes to detail as may be required.

**SC35.3 Paragraph 8.1.3:**

Delete last sentence of 8.1.3 and substitute the following sentence:

If it is subsequently determined that such instructions were at variance with the *Contract Documents*, the *Owner* shall pay the *Contractor* costs incurred by the *Contractor* in carrying out such instructions which the *Contractor* was required to do beyond the requirements of the *Contract Documents*, including costs resulting from interruption of the *Work*.

**SC35.4 Paragraph 8.1.4:**

Add a new paragraph 8.1.4 as follows:

Either party may refer a matter set out in Section 13.5(1) of the *Construction Act* to adjudication pursuant to Part II.1 of the *Construction Act*. The parties agree that no other matter may be referred to adjudication unless the parties agree in writing.

**SC35.5 Paragraph 8.1.5:**

Add a new paragraph 8.1.5 as follows:

The parties agree and consent that any *Construction Act Document* may be sent to the other party(s) and any adjudicator via electronic mail and that service of such *Construction Act Documents* will be effective at the time and date of sending, except that where an electronic mail message is sent after 4:00 p.m. Eastern Time, service of such *Construction Act Documents* will be deemed to be effective the following day. The e-mail message to which a *Construction Act Document* is attached shall include the sender's name, address, telephone number and the name and telephone number of a person to contact in the event of a transmission problem. Any *Construction Act Documents* shall be served in accordance with this section unless the parties subsequently agree otherwise in writing or an adjudicator directs otherwise.

**SC36 GC 8.3 NEGOTIATION, MEDIATION AND ARBITRATION**

**SC36.1 Paragraph 8.3.1:**

Add the words "(the "Rules"), subject to amendments, if any, required by virtue of the applicability of the *Municipal Arbitration Act*, R.S.O. 1990, c. M.48," after the words "Industry Disputes" in the second line of paragraph 8.3.1.

**SC36.2 Paragraph 8.3.4:**

Add the words "subject to any amendments to the Rules made as described in paragraph 8.3.1", after the words "CCDC 40" in the last line of paragraph 8.3.4.

**SC36.3 Paragraph 8.3.6:**

Delete paragraph 8.3.6 in its entirety and substitute the following:

8.3.6 By giving notice in writing to the other party, not later than 20 *Working Days* after the date of termination of the mediated negotiations under paragraph 8.3.5, either party may refer the dispute to be finally resolved by arbitration under the latest edition of the Rules, subject to any amendments to the Rules made as described in paragraph 8.3.1. The arbitration shall be conducted pursuant to the *Municipal Arbitration Act*, R.S.O. 1990, c. M.48, as amended. Unless either party gives the notice contemplated by this paragraph 8.3.6, there shall be no arbitration of any such dispute.

**SC36.4 Paragraph 8.3.7:**

Amend paragraph 8.3.7 by changing the number "10" in line 1 to "20".

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**SC36.5 Paragraphs 8.3.9, 8.3.10, and 8.3.11:**

Add new paragraphs 8.3.9, 8.3.10 and 8.3.11 as follows:

8.3.9 - Within five *Working Days* of receipt of a *Notice of Arbitration* given pursuant to paragraph 8.3.6, the *Owner* shall give the *Consultant* a written notice containing:

- a) a copy of *Notice of Arbitration*;
- b) a copy of Supplementary Condition 8.3.9 of this *Contract*;
- c) any claims or issues which the *Contractor* or the *Owner*, as the case may be, wishes to raise in relation to the *Consultant* arising out of the issues in dispute in the arbitration.

8.3.10 - For purposes of the Rules for Mediation and Arbitration of Construction Disputes CCDC 40, the term “neutral appointing authority”, as used in the Rules for Mediation of CCDC2 Construction Disputes shall mean the head of the construction section of the ADR Institute of Ontario, Inc. presiding at the time notice of the dispute is given pursuant to the *Contract*.

8.3.11 - Notwithstanding any other provision of this *Contract*, the provisions set out in paragraphs 8.3.1 and 8.3.3 to 8.3.10 shall only apply if the parties agree in writing to submit a dispute to all, or any part of, those alternate dispute resolution procedures. If the parties do not agree as aforesaid, the Courts shall have exclusive jurisdiction to determine any dispute relating to the *Work* or to the *Contract*.

**SC37 GC 8.4 RETENTION OF RIGHTS**

**SC37.1 Paragraph 8.4.3:**

Add a new paragraph 8.4.3 as follows:

8.4.3 - If the *Owner* gives the notice in writing described in paragraph 8.3.6 to have a dispute resolved by arbitration, the *Contractor* agrees that this paragraph 8.4.3 shall be construed as a formal consent to the stay of any lien proceedings until an award is rendered in the arbitration or such dispute as otherwise resolved between the parties. In no event shall the *Contractor* be deprived of its right to enforce its lien against the *Project* should the *Owner* fail to satisfy any arbitral award against it in full on the dispute in respect of which the lien proceedings were commenced. Nothing in this subparagraph 8.4.3 shall prevent the *Contractor* from taking the steps



required by the *Construction Act* to preserve, perfect or otherwise prevent the expiry of a lien to which it may be entitled.

**SC38 GC 9.1 PROTECTION OF WORK AND PROPERTY**

**SC38.1 Paragraph 9.1.1.1:**

Delete subparagraph 9.1.1.1 in its entirety and substitute new subparagraph 9.1.1.1 as follows:

9.1.1.1 - errors in the *Contract Documents* which the *Contractor* could not have discovered applying the standard of care described in paragraph 3.12.1;

**SC38.2 Paragraph 9.1.2:**

Delete paragraph 9.1.2 in its entirety and substitute new paragraph 9.1.2 as follows:

9.1.2 - Before commencing any *Work*, the *Contractor* shall determine the location of all underground utilities and structures indicated in or inferable from the *Contract Documents*, or that are reasonably apparent or inferable from an inspection of the *Place of the Work* by a contractor exercising the degree of care and skill described in paragraph 3.12.1.

**SC38.3 Paragraphs 9.1.5 and 9.1.6:**

Add new paragraphs 9.1.5 and 9.1.6 as follows:

9.1.5 - With respect to any damage to which paragraph 9.1.4 applies, the *Contractor* shall neither undertake to repair or replace any damage whatsoever to the work of *Other Contractors*, or to adjoining property, nor acknowledge that the same was caused or occasioned by the *Contractor*, without first consulting the *Owner* and receiving written instructions as to the course of action to be followed from either the *Owner* or the *Consultant*.

9.1.6 - The *Contractor* shall be responsible for securing the *Place of the Work* at all times and shall take all reasonable precautions necessary to protect the *Place of the Work*, its contents, materials (including *Owner-supplied materials*) and the public from loss or damage during and after working hours.

**SC39 GC 9.2 TOXIC AND HAZARDOUS SUBSTANCES**

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**SC39.1 Paragraph 9.2.5.3:**

Delete “and” at the end of subparagraph 9.2.5.3.

**SC39.2 Paragraph 9.2.5.4:**

Add “, and” at the end of subparagraph 9.2.5.4.

**SC39.3 Paragraph 9.2.5.5:**

Add new subparagraph 9.2.5.5 as follows:

9.2.5.5 - take all reasonable steps to mitigate the impact on *Contract Time* and *Contract Price* and any further steps it deems necessary to mitigate or stabilize any conditions resulting from encountering toxic or hazardous substances or materials.

**SC 39.4 Paragraph 9.2.7.3:**

Add the following after “delay” in the second line of subparagraph 9.2.7.3:

“, but excluding any consequential, indirect or special damages, and any claims for loss of profits or opportunity”

**SC39.5 Paragraph 9.2.8.3:**

Add the words “and as a result of the delay” before the semicolon at the end of subparagraph 9.2.8.3:

**SC39.6 Paragraphs 9.2.10, 9.2.11, 9.2.12, 9.2.13, and 9.2.14:**

Add new paragraphs 9.2.10, 9.2.11, 9.2.12, 9.2.13, and 9.2.14 as follows:

9.2.10 - Without limiting its other obligations under this paragraph 9.2, the *Contractor* acknowledges that its obligations under the *Contract* include compliance with EPA, CEPA and TGDA. The *Contractor* acknowledges that the *Owner* may suffer loss and damage should the *Contractor* fail to comply with EPA, CEPA and TGDA and agrees to indemnify and hold harmless the *Owner* with respect to any loss or damage to which the *Owner* is exposed by the *Contractor’s* failure to comply. The *Contractor* expressly agrees that such loss and damage shall be included within the scope of the *Contractor’s* indemnity described in paragraph 13.1.1. The *Contractor* acknowledges that should it fail to comply with EPA, CEPA and TGDA, such failure will constitute a failure to comply with the *Contract* in a material way within the meaning of paragraph 7.1.2.

9.2.11 - The *Contractor* shall comply with all requirements of the Federal Halocarbon Regulations (2003) (FHR) and all subsequent amendments thereto insofar as these Regulations are applicable to the *Work*. The *Contractor* shall submit all required logs and documentation to the *Owner* prior to making his application for *Substantial Performance of the Work*.

9.2.12 - Whenever encountering *Hazardous Material(s)*, the *Contractor* shall comply with federal, provincial, and local requirements pertaining to the handling, management, haulage, and/or disposal of hazardous materials including but not limited to the following:

- .1 *Occupational Health and Safety Act*, R.S.O. 1990, c. O.1, O. Reg. 278/05: Designated Substance – Asbestos on Construction Projects and in Buildings and Repair Operations;
- .2 *Environmental Protection Act*, R.S.O. 1990, c. E. 19, R.R.O. 1990, Regulation 347: *General – Waste Management*;
- .3 *Dangerous Goods Transportation Act*, R.S.O. 1990, C. D.1; and
- .4 *Transportation of Dangerous Goods Act, 1992*, S.C. 1992, c. 34 and R.R.O. Regulation 347.

9.2.13 - Upon proper removal of *Hazardous Material(s)*, the *Contractor* shall submit to the *Owner* proof of proper disposal including a waybill and/or receipt from the waste disposal site authorized to receive and dispose of the *Hazardous Material(s)* and if applicable, an Asbestos Abatement Certificate, within 5 business days of disposal and/or abatement. The *Owner* may withhold payment related to the removal if the *Contractor* fails to submit proof of proper removal.

9.2.14 - For the purposes of GC 9.2 – TOXIC AND HAZARDOUS SUBSTANCES, the definition of *Hazardous Material* shall exclude *Excess Soil*.

**SC40 GC 9.4 CONSTRUCTION SAFETY**

**SC40.1 Paragraph 9.4.1:**

Add to the first line of paragraph 9.4.1, after the words “The *Contractor* shall be”, the following:

“solely responsible for construction safety at the Place of the Work and for compliance with the rules, regulations and practices required by the applicable construction health and safety legislation, and”

**SC40.2 Paragraphs 9.4.2, 9.4.3, 9.4.4, and 9.4.5:**

Delete paragraphs 9.4.2, 9.4.3, 9.4.4 and 9.4.5 in their entirety and substitute with the following:

9.4.2 - The *Contractor* shall assume the role of contractor, constructor, prime contractor, or principal contractor as may apply in accordance with applicable Occupational Health and Safety Legislation at the *Place of the Work* and provide to the *Owner* copies of the related Health and Safety notices and documents.

9.4.3 - The *Contractor* represents and warrants that it is familiar with the obligations imposed on an “employer” as defined in the *Occupational Health and Safety Act (Ontario)*, and that it has in place a health and safety program to ensure the health and safety of all workers for which it has responsibility under the said *Act*.

9.4.4 - The *Contractor* shall comply in all respects with the requirements of the *Occupational Health and Safety Act (Ontario)* and its own health and safety program to take all steps reasonable in the circumstances to ensure the health and safety of all workers for which it has responsibility under the said *Act*. The *Contractor* shall maintain and strictly enforce its health and safety program. The *Contractor* shall also provide such information within such timeframes as may be required in order to allow the *Owner* to fulfill its obligations pursuant to the *Occupational Health and Safety Act (Ontario)*, including, without limitation, the obligation to notify the Director under such *Act* in the event of an accident causing personal injury.

9.4.5 - Prior to the commencement of the *Work*, the *Contractor* shall submit to the *Owner*:

- .1 copies of the *Contractor’s* insurance policies having application to the *Project* or certificates of insurance, at the option of the *Owner*;
- .2 documentation setting out the *Contractor’s* in-house safety programs;
- .3 a copy of the Notice of Project filed with the Ministry of Labour naming itself as “constructor” under the *Occupational Health and Safety Act*.

**SC40.3 Paragraphs 9.4.6, 9.4.7, 9.4.8, 9.4.9, 9.4.10, and 9.4.11:**

Add new paragraphs 9.4.6, 9.4.7, 9.4.8, 9.4.9, 9.4.10, and 9.4.11 as follows:

9.4.6 - The *Contractor* shall indemnify and save harmless the *Owner*, its agents, officers, directors, employees, consultants, successors, appointees, and assigns from and against the consequences of any and all safety infractions committed by the *Contractor* or any of its *Subcontractors* under the *Occupational Health and Safety Act*, including the payment of legal fees and disbursements on a solicitor and client basis. Such indemnity shall apply to the extent to which the *Owner* is not covered by insurance, provided that the indemnity contained in this paragraph shall be limited to costs and damages resulting directly from such infractions and shall not extend to any consequential, indirect, or special or other damages.

9.4.7 - In the event of an emergency threatening health, life or property, the *Contractor* shall take such action as may be necessary to save lives and protect persons from injury, and done to protect and preserve the property. The *Contractor* shall notify the *Owner* and the *Consultant* of such emergency as promptly as is practical under the circumstances.

9.4.8 - The *Owner* undertakes to include in its contracts with *Other Contractors* and in its instructions to its own forces the requirement that the other contractor or its own forces, as the case may be, comply with the policies and procedures of and the directions and instructions from the *Contractor* with respect to occupational health and safety and related matters.

9.4.9 - The *Contractor* shall comply with and cause its *Subcontractors* to comply with all legislative amendments, by-laws, letters of instruction, controls, regulations, requirements and orders that were or are issued by the Government of Canada or the Province of Ontario in response to COVID-19, including any resurgence or mutation thereof.

9.4.10 - The *Contractor* shall provide proper training, conditions, instructions and protective materials to ensure regional and local Public Health recommendations and Provincial guidelines for COVID-19 are followed in the performance of the *Work*, including but not limited to, recognizing the signs and symptoms of COVID-19, screening, social/physical distancing and proper mask use.

9.4.11 - The *Contractor* and its *Subcontractors* shall strictly adhere to all *Owner* policies, procedures and protocols for COVID-19 when performing any services at the Place of the *Work*. In the event of a failure to comply under this paragraph 9.4.11, as determined by the *Owner* in its sole discretion, the *Contractor* or its *Subcontractors* will not be permitted to perform the *Work* and the *Contractor* shall immediately schedule alternate replacements, at its own cost and expense.

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**SC41 GC 9.5 MOULD**

**SC41.1 Paragraph 9.5.2.3:**

Add the words "and as a result of the delay" before the period at the end of subparagraph 9.5.2.3.

**SC41.2 Paragraph 9.5.3.3:**

Add the following words after "delay," in the third line of subparagraph 9.5.3.3:

"but excluding any consequential, indirect or special damages, and any claims for loss of profit or opportunity,"

**SC42 GC 10.1 TAXES AND DUTIES**

**SC42.1 Paragraphs 10.1.3, 10.1.4, 10.1.5, 10.1.6, and 10.1.7:**

Add new paragraphs 10.1.3, 10.1.4, 10.1.5, 10.1.6, and 10.1.7 as follows:

10.1.3 - Where the *Owner* is entitled to an exemption or a recovery of sales taxes, customs duties, excise taxes or *Value Added Taxes* applicable to the *Contract*, the *Contractor* shall, at the request of the *Owner*, assist with application for any exemption, recovery or refund of all such taxes and duties and all amounts recovered or exemptions obtained shall be for the sole benefit of the *Owner*. The *Contractor* agrees to endorse over to the *Owner* any cheques received from the federal or provincial governments, or any other taxing authority, as may be required to give effect to this paragraph.

10.1.4 - The *Contractor* shall maintain accurate records tabulating equipment, material and component costs reflecting the taxes, customs duties, excise taxes and *Value Added Taxes* paid.

10.1.5 - Any refund of taxes, including without limitation, any government sales tax, customs duty, excise tax or *Value Added Tax*, whether or not paid, which is found to be inapplicable or for which exemption may be obtained, is the sole and exclusive property of the *Owner*.

10.1.6 - The *Contractor* agrees to cooperate with the *Owner* and to obtain from all *Subcontractors* and *Suppliers* cooperation with the *Owner* in the application for any rebates, incentives or refund or exemption of any taxes, which cooperation shall include, but not be limited to, making or concurring

in the making of an application for any such rebates, incentives, refund or exemption and providing to the *Owner* copies, or where required, originals of records, invoices, purchase orders and other documentation necessary to support such applications. All such rebates, incentives or refunds shall either be paid to the *Owner*, or shall be a credit to the *Owner* against the *Contract Price*, in the *Owner's* discretion.

10.1.7 - Customs duties, penalties, or any other penalty, fine or assessment levied against the *Contractor* shall not be treated as a tax or customs duty for purposes of this GC10.1.

**SC43 GC 10.2 LAWS, NOTICES, PERMITS, AND FEES**

**SC43.1 Paragraph 10.2.4:**

Delete the words “or codes” and substitute the words “codes, and industry best practices and guidelines” after the word “regulations,” in the first line of paragraph 10.2.4.

Add the words “to the environment,” after the words “relate to the *Work*,” in the second line of paragraph 10.2.4.

Add the words “The *Contractor* shall provide the *Owner* with copies of all such required notices and related health and safety documents.” at the end of paragraph 10.2.4.

Add the following to the end of paragraph 10.2.4:

The *Contractor* shall notify the Chief Building Official or the registered code agency, where applicable, of the readiness, substantial completion, and completion of the stages of construction set out in the Ontario Building Code. The *Contractor* shall be present at each site inspection by an inspector or registered code agency. If any laws, ordinances, rules, regulations, or codes conflict, the more stringent shall govern.

**SC43.2 Paragraph 10.2.5:**

Delete the word “The” from the first line of paragraph 10.2.5, and substitute the words “Subject to paragraph 3.9.1, the”.

Add the following before the period at the end of the second sentence of paragraph 10.2.5:

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“and no further work on the affected components of the *Contract* shall proceed until these changes to the *Contract Documents* have been obtained by the *Contractor* from the *Consultant*.”

**SC44 GC 10.4 WORKERS' COMPENSATION**

**SC44.1 Paragraphs 10.4.2 and 10.4.3:**

Add new paragraphs 10.4.2 and 10.4.3 as follows:

10.4.2 - The *Contractor* shall ensure that each *Subcontractor* complies with the workers' compensation legislation at the *Place of the Work*. At any time during the term of the *Contract*, when requested by the *Owner*, the *Contractor* shall provide such evidence of compliance by the *Contractor* and *Subcontractors*.

10.4.3 - Where a *Subcontractor* is not required to participate in the insurance plan provided for under the workers' compensation legislation, the *Contractor* shall require the *Subcontractor* to provide a sworn declaration of its exemption as a condition of the *Subcontractor's* admission to the *Place of Work*. When requested by the *Owner*, the *Contractor* shall require the *Subcontractor* to provide a letter of exemption under the workers' compensation legislation.

**SC45 PART 11 – INSURANCE**

**SC45.1 Add the following to the title of PART 11: “AND CONTRACT SECURITY”**

**PART 11 – INSURANCE AND CONTRACT SECURITY**

**SC46 GC 11.1 INSURANCE**

**SC46.1 Paragraph 11.1.1.4:**

Add the words "All Risk" ahead of the words "property insurance" in the first sentence and in the third sentence of subparagraph 11.1.1.4.

**SC46.2 Paragraph 11.1.1.6(4):**

Add a new subparagraph 11.1.1.6(4) as follows:

11.1.1.6.(4) - If any loss occurs involving damage to property in an amount greater than \$25,000, bodily injury to any person, or damage to any existing



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structure, the *Contractor* shall, in addition to the other requirements set out herein, immediately provide a detailed written report to the *Owner*.

**SC46.3 Paragraph 11.1.2:**

Delete paragraph 11.1.2 in its entirety and substitute new paragraph 11.1.2 as follows:

11.1.2 - General liability insurance as required in 11.1.1.1 shall include, but not be limited to, contractual liability, non-owned automobile liability, owner's and contractor's protective coverage, employer's liability, severability of interest and cross liability provisions, and each of the policies of insurance shall also contain a provision requiring not less than 30 calendar days' written notice to the *Owner* by registered mail prior to cancellation or any change that would reduce coverage. At least 10 calendar days prior to commencement of the *Work* and upon any renewal, amendment, or extension of all or any part of the insurance, the *Contractor* shall promptly provide the *Owner* with confirmation of coverage and, if required, a certified true copy of the policies certified by an authorized representative of the insurer together with copies of any amending endorsements applicable to the *Work*.

**SC46.4 Paragraph 11.1.5:**

Add the following to the end of paragraph 11.1.5:

All policies of insurance shall be primary and shall not act as co-insurance or as excess coverage to any policies obtained by the *Owner* for its sole protection. The *Owner*, where it is an additional insured, will only accept insurance policies and/or certificates from issuing institutions that have the following minimum ratings:

Standard & Poor's	minimum rating of BBB
Moody's	minimum rating of Baa
A. M. Best	minimum rating of B+

**SC46.5 Paragraphs 11.1.9 and 11.1.10:**

Add new paragraphs 11.1.9 and 11.1.10 as follows:

11.1.9 - The parenthetical reference in CCDC 41, paragraph 4 which reads: "(excluding flood and earthquake)" is deleted and replaced with the following: "including flood and earthquake endorsements or their equivalent replacement, and including coverage for boiler and machinery testing and

commissioning; property and off-site coverage, with limits acceptable to the *Owner*.

11.1.10 - The words "All Risk" are added before the words "property insurance" in CCDC 41, paragraph 4.

**SC47 GC 11.2 CONTRACT SECURITY**

**SC47.1** Add a new section "**GC 11.2 CONTRACT SECURITY**" as follows:

**GC 11.2 CONTRACT SECURITY**

11.2.1 - The *Contractor* shall, prior to commencement of the *Work*, provide to the *Owner*:

.1 a performance bond, in the form and the amount set out in the bid documents, covering the performance of the Contract, including the *Contractor's* requirements with respect to the correction of deficiencies and the fulfillment of all warranties; and

.2 a labour and material payment bond, in the form and the amount set out in the bid documents, covering payment for labour, Products, or both.

11.2.2 - The Performance bonds referred to in paragraph 11.2.1 shall be issued by a duly licensed surety company authorized to transact the business of suretyship in the province or territory of the *Place of the Work* and shall be maintained in good standing until the fulfillment of the *Contract*.

11.2.3 - If approved changes pursuant to the *Contract* result in approved increase or cumulative increases to the *Contract Price* the *Contractor* shall, if requested in writing to do so by the *Owner*, promptly acquire additional Performance bonding at the *Owner's* expense. Where additional Performance bonding premiums are paid by the *Owner*, the *Contractor* shall promptly submit written confirmation that the premiums were paid to the surety and promptly provide the *Owner* with the original revised Performance bond(s).

**SC48 GC 12.1 READY-FOR-TAKEOVER**

**SC48.1** **Paragraph 12.1.1.1:**

Add the following to the end of subparagraph 12.1.1.1, "in accordance with the provisions of GC 5.4".

**SC48.2** **Paragraph 12.1.3:**

Add the following to the first line of paragraph 12.1.3 after “the *Contractor* shall...”:

“, subject to GC 5.5.1,”

**SC48.3 Paragraph 12.1.5:**

Delete paragraph 12.1.5 in its entirety and replace with a new paragraph 12.1.5 as follows:

12.1.5 - The *Contractor* shall attain *Total Performance of the Work*, including *Ready-for-Takeover* and the rectification of all deficiencies, within 30 days of attaining *Substantial Performance of the Work*.

**SC48.4 Paragraph 12.1.6:**

Delete paragraph 12.1.6 in its entirety.

**SC49 GC 12.2 EARLY OCCUPANCY BY THE OWNER**

Delete GC 12.2 EARLY OCCUPANCY BY THE OWNER in its entirety.

**SC50 GC 12.3 WARRANTY**

**SC50.1 Paragraph 12.3.1:**

Add the following to the end of paragraph 12.3.1:

Where the *Contractor* has been permitted to make use of permanent equipment or systems, as provided in GC 14.4, prior to the issuance of the Certificate of Substantial Performance of the *Work*, such permanent equipment or system shall be subject to the same warranty as described in this GC12.3 and shall be judged, for purposes of assessing compliance with the warranty, as though the equipment or system was new, clean and unused by the *Contractor*, except for normal commissioning and start up activities, prior to the date of *Substantial Performance of the Work*.

**SC50.2 Paragraph 12.3.2:**

Delete the word “The” from the first line of paragraph 12.3.2 and substitute the words: "Subject to paragraph 3.9.1, the...".

**SC50.3 Paragraph 12.3.5:**

Add the following to the end of paragraph 12.3.5:

12.3.5 - The *Contractor* shall commence or correct any warranty item within 5 *Working Days* after receiving notice from the *Owner* or *Consultant*, and complete the work as expeditiously as possible, except in the event the warranty item would prevent maintaining security or keeping basic systems essential to the ongoing business of the *Owner* operational as designed, then all necessary corrections and/or installations of temporary replacements shall be carried out immediately as an emergency service, subject to GC 3.13, which may entail overtime work on the part of the *Contractor*. Additional charges for overtime work in this regard shall be borne by the *Contractor*. Should the *Contractor* fail to commence or correct any warranty item within 5 *Working Days* or to provide emergency service within 24 hours of a request being made by email during normal business hours by the *Owner* as aforesaid, the *Owner* is authorized, regardless of and notwithstanding the provisions of GC 3.1, to carry out necessary repairs or replacements at the *Contractor's* expense. Where a deficiency fund is retained, reference should also be made to GC 5.5.6 in this regard.

**SC50.4 Paragraph 12.3.7:**

Add a new paragraph 12.3.7 as follows:

12.3.7 - The *Contractor* shall assign to the *Owner* all warranties, guarantees or other obligations for work, services or *Products* performed or supplied by any *Subcontractor*, *Supplier* or other person in connection with the *Work* and such assignment shall be with the consent of the assigning party where required by law or by the terms of that party's contract. Such assignment shall be in addition to, and shall in no way limit, the warranty rights of the *Owner* under the *Contract Documents*. Until the expiry of the relevant warranty periods enforceable against the *Contractor*, the *Owner* shall have in its custody all warranties, guarantees and other obligations to third parties respecting the *Work*."

**SC51 GC 13.1 INDEMNIFICATION**

**SC51.1 Paragraph 13.1.2.4:**

Delete paragraph 13.1.2.4 in its entirety and replace with a new paragraph 13.1.2.4 as follows:

13.1.2.4 - In respect to claims by third parties for direct loss resulting from bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, the obligation to indemnify is without limit. In respect to

all other claims for indemnity as a result of claims advanced by third parties, the limits of indemnity set forth in paragraphs 13.1.2.1 and 13.1.2.2 shall apply.

**SC51.2 Paragraph 13.1.2.5:**

Add a new subparagraph 13.1.2.5 as follows:

13.1.2.5 - The *Contractor* agrees that the *Owner* shall not be liable for any injury, death or damage to any employees, officers or agents of the *Contractor* unless the injury, death or damage is caused by the negligence or wilful misconduct of an officer or employee of the *Owner* while acting within the scope of their employment.

**SC51.3 Paragraphs 13.1.7, 13.1.8 and 13.1.9:**

Add new paragraphs 13.1.7, 13.1.8 and 13.1.9 as follows:

13.1.7 - Notwithstanding any other term or condition of this *Contract*, the *Contractor* shall indemnify and hold harmless the *Owner* from and against all claims, demands, actions, suits or proceedings by any of the employees of the *Contractor*, or *Subcontractors* or sub-subcontractors arising from:

- .1 the *Contractor's* failure to maintain worker's compensation insurance required by the *Contract Documents*;
- .2 the *Contractor's* failure to fulfill the terms and conditions of the *Contract*, including, without limitation, the *Contractor's* failure to comply with the requirements of GC 9.4 – CONSTRUCTION SAFETY;
- .3 the *Contractor's* failure to comply with the requirements of GC 14.7 – EXCESS SOIL (including, without limitation, the Excess Soil Legislation);
- .4 the *Contractor's* failure to comply with orders, fines and penalties imposed by a governmental authority and legal fees and disbursements to defend any offences, charges, actions or proceedings of a governmental authority, arising out of or attributable to the Excess Soil Legislation, including, without limitation, the *Owner's* failure or alleged failure to comply with any duties or responsibilities it may be found to have, or alleged to have, as a *Project Leader*, and

- .5 the *Contractor's* failure to comply with orders, fines and penalties imposed by a governmental authority and legal fees and disbursements to defend any offences, charges, actions or proceedings of a governmental authority, arising out of or attributable to the matters referred to in GC 9.4 – CONSTRUCTION SAFETY, including, without limitation, the *Owner's* failure or alleged failure to comply with any duties or responsibilities it may be found to have, or alleged to have, as a *Contractor*.

This indemnity shall survive the completion of the *Work* or the termination for any reason of the *Contract*.

13.1.8 - Notwithstanding anything contained in the *Contract Documents* to the contrary, the *Owner* shall have the right to set-off the amount of any claims for which *Notice in Writing* has been given by the *Owner* to the *Contractor* in accordance with GC 6.6 CLAIMS FOR A CHANGE TO CONTRACT PRICE or GC 13.1 INDEMNIFICATION against any amounts which may be otherwise owing or payable to the *Contractor* pursuant to the terms of the *Contract*.

13.1.9 - Notwithstanding anything contained in the *Contract Documents* to the contrary, except to the extent such loss is paid by insurance, neither party shall be liable for any consequential, indirect, special or incidental damages of any kind or nature no matter how arising, including in contract, tort (including negligence), warranty, strict liability or any other theory of liability at law or in equity.

**SC52 GC 13.2 WAIVER OF CLAIMS**

**SC52.1 Paragraph 13.2.2.2:**

Delete the reference to "395 calendar days" in the first line of subparagraph 13.2.2.2 and substitute "120 calendar days".

**SC52.2 Paragraph 13.2.3.4:**

Delete the last sentence of subparagraph 13.2.3.4 and substitute the following:

“Substantial defects or deficiencies” mean those defects or deficiencies in the *Work* where the reasonable cost of repair of such defects or deficiencies exceeds:

- .1 if the *Contract Price* is \$2 million or less, the sum of \$50,000, before *Value Added Taxes*;
- .2 if the *Contract Price* exceeds \$2 million, the sum of \$100,000, before *Value Added Taxes*;

but, in any event, a defect or deficiency in the *Work* which affects the *Work* to such an extent or in such a manner that a significant part or the whole of the *Work* is unfit for the purpose intended by the *Contract Documents* shall be deemed to be a “substantial defect or deficiency” regardless of the cost of repair.

**SC52.3 Paragraph 13.2.3.5:**

Delete “and” at the end of subparagraph 13.2.3.5.

**SC52.4 Paragraph 13.2.3.6:**

Delete “.” at the end of subparagraph 13.2.3.6 and substitute it with “;”

**SC52.5 Paragraphs 13.2.3.7 and 13.2.3.8:**

Add new subparagraphs 13.2.3.7 and 13.2.3.8 as follows:

.7 claims respecting excess soil for which a right of indemnity could be asserted by the *Owner* against the *Contractor* pursuant to the provisions of paragraph 13.1.7.3 or 13.1.7.4 of GC 13.1 – INDEMNIFICATION; and

.8 claims respecting construction safety for which a right of indemnity could be asserted by the *Owner* against the *Contractor* pursuant to the provisions of paragraphs 13.1.7.2 or 13.1.7.5 of GC 13.1 – INDEMNIFICATION.

**SC52.6 Paragraph 13.2.5.3:**

Delete the word “and” at the end of paragraph 13.2.5.3.

**SC52.7 Paragraph 13.2.5.4:**

Delete “.” at the end of paragraph 13.2.5.4, and replace with “;”

**SC52.8 Paragraphs 13.2.5.5, 13.2.5.6, and 13.2.5.7:**

Add new subparagraphs 13.2.5.5, 13.2.5.6, and 13.2.5.7 as follows:

- .5 claims arising under paragraph 13.2.3.4;
- .6 claims arising under paragraph 13.2.3.7; and
- .7 claims arising under paragraph 13.2.3.8.

**SC53 PART 14 OTHER PROVISIONS**

**SC53.1** Add new PART 14 OTHER PROVISIONS as follows:

**PART 14 OTHER PROVISIONS**

**GC 14.1 OWNERSHIP OF MATERIALS**

14.1.1 - All *Work* and *Products* delivered to the *Place of the Work* by the *Contractor* shall be the property of the *Owner*. The *Contractor* shall remove all surplus or rejected materials when notified in writing to do so by the *Consultant*.

**GC 14.2 CONSTRUCTION LIENS**

14.2.1 - The *Contractor* shall cause any and all construction liens and certificates of action relating to the *Work* registered or preserved by any *Subcontractor*, sub-subcontractor, *Supplier*, *Contractor's* employees, or any other party to whom the *Contractor* is or may be responsible at law, to be discharged or vacated by the *Contractor* with seven *Working Days* of the date of registration or preservation, by the posting of security or otherwise, all at the *Contractor's* sole expense. The *Contractor* shall not be entitled to receive any payment from the *Owner* until all such claims for lien and certificates of action have been vacated or discharged.

14.2.2 - The *Contractor* shall cause any and all written notices of lien relating to the *Work* given to any person, including, but not limited to, the *Owner* by any *Subcontractor*, sub-subcontractor, *Supplier*, *Contractor's* employees, or any party to whom the *Contractor* is or may be responsible at law, to be withdrawn in writing, and the *Contractor* shall do so within seven *Working Days* of the written notice of lien having been given, all at the *Contractor's* sole expense.



14.2.3 - If the *Contractor* fails to discharge or vacate any such lien or certificate of action, or to have any such written notice of lien withdrawn, in accordance with GC 14.2.1 or GC 14.2.2, then the *Owner* may, at its sole option, fulfil those requirements without notice to the *Contractor* and the *Contractor* shall reimburse the *Owner* on demand for all costs and associated expenses incurred by the *Owner* in fulfilling those requirements and defending any related action, including without limitation, the costs of borrowing the appropriate cash, letter of credit or bond as security, and legal fees and disbursements on a full indemnity basis. If the *Contractor* fails to pay such reimbursement the *Owner* shall have the right, if it so elects, and without prejudice to any other rights or remedies, to set off and deduct all such costs and expenses from any amount owing to the *Contractor*.

14.2.4 - Notwithstanding any other provision in the *Contract*, the *Contractor* shall not be entitled to submit an application for payment and the *Owner* shall not be obligated to make payment to the *Contractor* if:

- .1 a claim for lien has been served and/or registered against the *Project* lands;
- .2 if the *Owner* or mortgagee of the *Project* lands has received written notice of a lien; or
- .3 the *Owner* or *Consultant* reasonably believe that any party has purported to retain title to *Products* or materials in respect of which an application for payment has been made.

14.2.5 - Notwithstanding GC 14.2.4, the *Owner* may, in its sole discretion, provide notice to the *Contractor* that the *Contractor* may submit an application for payment notwithstanding the existence of a claim for lien or receipt of a written notice of lien, provided the amount of the lien is withheld from the payment. If the *Contractor* receives notice from the *Owner* permitting it to submit an application for payment, it shall include in such application for payment the following:

- .1 a description of the lien and the following certification: "There are no notices or claims for lien against the *Owner* or the *Place of the Work* (as defined in the *Contract*) and I am not aware of any grounds supporting any other claim for lien against the *Owner* other than those described in this application for payment";
- .2 a separate line item in the application for payment setting out the amount of the lien to be withheld from the payment; and

- .3 a copy of the notice provided by the Owner allowing the submission of such application for payment notwithstanding GC 14.2.4.

If the application for payment does not include all information required by GC 5.2.1 and this GC 14.2.5, if any of the required confirmations made by the Contractor in its application for payment are untrue, if the notice provided by the Owner is not in respect of the application for payment submitted by the Contractor or if the Contractor is otherwise in breach of this Contract, it shall not be considered a "Proper Invoice" for the purposes of the Construction Act or this Contract.

14.2.6 - Without limiting the foregoing, the Contractor shall, if requested by the Owner, defend, indemnify and save the Owner harmless from the amount of all such claims and the costs of defending any and all actions commenced against the Owner pursuant to the Construction Act, including the legal costs of the Owner, unless the lien was a direct result of a breach of the Contract by the Owner.

14.2.7 - GC 14.2 – CONSTRUCTION LIENS does not apply to construction liens claimed by the Contractor.

### **GC 14.3 PROJECT RECORDS**

14.3.1 - The Contractor shall maintain and keep accurate Project records (which means all tangible records, daily reports, daily logs, documents, computer printouts, electronic information, books, plans, Drawings, Specifications, accounts or other information relating to the Work) in its office in Ontario in accordance with requirements of law, but in any event for not less than 7 years from Substantial Performance of the Work or until all claims have been settled. The records shall include detailed records of all actions taken by the Contractor related to security and health and safety legislation in the Place of the Work. During this time, the Contractor shall allow the Owner access to the Project records during normal business hours upon the giving of reasonable notice. The Contractor shall ensure that equivalent provisions to those provided herein are made in each subcontract and shall require the Subcontractors and Suppliers to incorporate them into every level of contract thereunder for any part of the Work.

## **GC 14.4 CONTRACTOR USE OF PERMANENT EQUIPMENT OR SYSTEMS**

14.4.1 - With the prior written approval of the *Owner*, the *Contractor* may make use of elements of the mechanical and electrical systems or equipment comprising a permanent part of the *Work* for the purpose of providing heat or power to the *Project* during the final stages of construction. In such event, before making its written application for *Substantial Performance of the Work*, and again, immediately prior to final takeover by the *Owner* of such systems and equipment, the *Contractor* shall clean and make good, to the satisfaction of the *Consultant*, such systems and equipment as it had been permitted to use. The *Contractor* shall pay any and all costs associated with such use, cleaning and making good.

## **GC 14.5 EXECUTION BY COUNTERPARTS**

14.5.1 - For the convenience of the Parties, this Agreement may be executed in any number of counterparts with the same force and effect as if all Parties had executed the same document. Each counterpart shall be deemed to be an original document. All of the counterparts shall be construed together and shall be deemed, for all purposes, to constitute one and the same agreement, binding on all Parties, despite that all Parties did not execute the same counterpart. It shall not be necessary in making proof of this Agreement to produce or account for more than one such counterpart. Any amendment to or modification of this Agreement provided for herein may be executed in counterpart form.

## **GC 14.6 ELECTRONIC SIGNATURES**

14.6.1 - For the purposes of this Section, “Electronic Signature” means electronic information that a person creates or adopts in order to sign a document and that is in, attached to or associated with this Agreement.

14.6.2 - Both Parties explicitly agree to communicate through electronic means, and that includes allowing for Electronic Signature on any agreement between the Parties.

## **GC 14.7 EXCESS SOIL**

14.7.1 - The *Contractor* shall determine if the Excess Soil Legislation applies to the *Work* or the *Project* and shall provide the *Owner* with immediate written notice of such determination. For clarity, the *Contractor*

acknowledges and agrees that this is an ongoing obligation of the *Contractor* during the performance of the *Work*.

14.7.2 - The *Contractor* acknowledges that prior to the submission of its bid it received a *Project* soil assessment report from the *Owner*, which the *Contractor* reviewed and understood.

14.7.3 - If the Excess Soil Legislation applies to the *Work* or the *Project*, the *Contractor*, at the *Contractor's* cost and expense, shall:

- .1 be solely responsible for compliance with the requirements of the Excess Soil Legislation during the performance of the *Work*; and
- .2 perform the *Work* in accordance with, and subject to, the Excess Soil Legislation.

14.7.4 - If the Excess Soil Legislation applies to the *Work* or the *Project*, and without restricting the generality of any other provision in the *Contract Documents*:

- .1 for the duration of the *Project*, until *Total Performance of the Work*, in respect of the *Work*, the *Project* and the *Place of the Work*, the *Owner* is the *Project Leader* and the *Contractor* shall assist the *Owner* in carrying out, and fulfilling, the duties and responsibilities of the *Project Leader* in accordance with the requirements of the Excess Soil Legislation;
- .2 the *Contractor's* responsibilities under paragraph 10.2.3 include, without limitation, procuring, and, as a part of the *Contract Price*, paying for, all permits, approvals and disposal fees, costs and expenses required by the Excess Soil Legislation;
- .3 the documents at the *Place of the Work* referred to in paragraph 3.9.1 include, without limitation, all documents evidencing that the *Work* complies with the Excess Soil Legislation and such other documents as required by the Excess Soil Legislation;
- .4 the documents to be submitted by the *Contractor* in accordance with paragraph 5.4.7 include, without limitation, all documents evidencing that the *Work* complies with the Excess Soil

Legislation and such other documents as required by the Excess Soil Legislation;

.5 prior to transporting any Excess Soil from the *Project* to a landfill, Class 1 soil management site, Class 2 soil management site, reuse site or any other site the Excess Soil is to be deposited (the "Deposit Site"), the *Contractor* shall submit to the *Owner* confirmation in writing that each Deposit Site is permitted to receive the Excess Soil in accordance with the Excess Soil Legislation. The confirmation shall include the location(s) of each Deposit Site; the name and contact information of the person(s) that will be acknowledging the deposit of the Excess Soil at the Deposit Site; and a signed declaration from the *Contractor* confirming the *Contractor* has reviewed the Excess Soil Legislation, has reviewed the *Project* soil assessment report it received from the *Owner* and that each Deposit Site is permitted to receive the Excess Soil in accordance with the Excess Soil Legislation;

.6 prior to transporting any Excess Soil from the *Project* site, for each load of Excess Soil transported from the *Project* site, the *Contractor* must provide the *Owner* with documentation detailing: (i) the quantity of Excess Soil in each load that is to be transported from the *Project* site; and (ii) the location of the Deposit Site where each load of Excess Soil, or portion thereof, is to be deposited. If a load is to be deposited at multiple Deposit Sites, the quantity of Excess Soil deposited at each location must be specified in the documentation provided to the *Owner*. After each load of Excess Soil, or portion thereof, is deposited by the *Contractor*, the *Contractor* must provide the *Owner* with documentation from each Deposit Site confirming the quantity of Excess Soil each deposit site received and the date and time the Excess Soil was deposited. The confirmation in writing and the documentation required by paragraphs 14.7.4.5 and 14.7.4.6, where applicable, shall form part of the requirements of a proper invoice, and the *Owner* may withhold payment related to the removal of the Excess Soil if the *Contractor* fails to submit the documentation required by these paragraphs; and

.7 new Article 4.6 also applies to the Excess Soil Legislation. For clarity, new Article 4.6 is applicable to any changes to Excess Soil Legislation implemented after the time of bid closing and the requirements of the Excess Soil Legislation which are being implemented in phases after the time of bid closing. For further clarity, the obligations and responsibilities of complying with, or

fulfilling, such changes or future requirements form part of the *Work* and the *Contract Price*.

14.7.5 - For clarity, this GC 14.7 – EXCESS SOIL is applicable to Excess Soil, even when such Excess Soil differs materially from those indicated in the *Contract Documents* (including without limitation, a *Project* soil assessment report) or is of a nature which differs materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the *Contract Documents*.

14.7.6 - For the purposes of the *Contract Documents*, capitalized terms shall have the following meanings:

“**Excess Soil**” means “excess soil” within the meaning of the Excess Soil Regulation;

“**Excess Soil Legislation**” means any laws, ordinances, rules, regulations or codes, which are or become in force during the performance of the *Work* dealing with the excavation, removal, transportation and disposal of Excess Soil including, without limitation, the Excess Soil Regulation;

“**Excess Soil Regulation**” means the *On-Site and Excess Soil Management Regulation* (O. Reg. 406/19) as may be amended from time to time; and

“**Project Leader**” means the “project leader” within the meaning of the Excess Soil Regulation and paragraph 14.7.4.1.

## GC 14.8 FAIR WAGE POLICY

The Contractor agrees to comply with all requirements set out in the Fair Wage Policy. The Owner has adopted the Fair Wage Policy, respecting Contractors and subcontractors that must be adhered to on this Project.

The Contractor further agrees to comply with the following mandatory requirements:

1. Pay no less than the remuneration set out in the City’s Fair Wage Schedule for the relevant classifications and types of construction, maintenance and repair work where remuneration is the sum of the

direct hourly wage plus the hourly value of statutory and non-statutory benefits; Remuneration by piece-rate is not permitted on City work. An hourly wage is required when carrying out construction, maintenance and repair work for the City;

2. Maintain payroll records that enable the City to verify compliance with the Fair Wage Policy;
3. Place the Fair Wage poster supplied by the City of Brampton indicating that the City has a Fair Wage Policy alongside the poster supplied by the Workplace Safety and Insurance Board. The poster is available for download on the [City's Fair Wage web page](#);
4. Inform employees that the City of Brampton has a Fair Wage Policy and that the Fair Wage rates are available on the [City's website](#);
5. Complete and submit the Fair Wage Mandatory Requirements Attestation provided by the City at contract award.
6. Complete a Fair Wage Statutory Declaration at the completion of the project with the final invoice or when requested by the City affirming that the Vendor and its sub-contractors:
  - a) Are in full compliance with all statutory obligations including, in particular, the Occupational Health and Safety Act, the Employment Standards Act, the Workplace Safety and Insurance Act and the Ontario Human Rights Code;
  - b) Have made all obligatory remittances under the Employment Insurance Act, the Canada Pension Plan Act and the Workplace Safety and Insurance Act;
  - c) Have classified all workers who are employees per the Employment Standards Act as employees; and
  - d) All workers are properly classified as independent operators where required as per the Workplace Safety and Insurance Act are registered with the Workplace Safety and Insurance Board;
7. Ensure that sub-contractors are fully compliant with the Fair Wage Policy;
8. Cooperate fully with any inquiries or investigations undertaken by the City and its representatives; and
9. Where non-compliance with the Fair Wage Policy has been determined by the City, make payments within 14 days to the affected workers such that their remuneration complies with the Policy.

## END OF SUPPLEMENTARY CONDITIONS

**PROJECT SPECIFIC SUPPLEMENTARY CONDITIONS**

Where Project Specific Supplementary Conditions are contained herein, it should be noted that these Project Specific Supplementary Conditions shall govern in the case of inconsistency or conflict with the Supplementary Conditions and General Conditions.

**PSSC 1 Vendor Accessibility Responsibilities**

All vendors including, but not limited to, contractors, third-parties, external service providers etc. are responsible for complying with the requirements outlined in the [Accessibility for Ontarians with Disabilities Act \(AODA\) S.O. 2005, c. 11.](#)

The Vendor Accessibility Responsibilities Manual below, provides a high-level overview of AODA requirements, key Accessibility considerations and tips on providing Accessible customer service. Vendors should build upon the information provided in the manual and foster a barrier-free approach so that individuals of all abilities have equitable access to their services, goods, technology and/or information.

It is the responsibility of the vendor to understand which requirements are applicable to their business, organization, and/or entity and ensure they are in compliance with the AODA.

<https://www.brampton.ca/en/City-Hall/Accessibility/Documents/Inclusive%20Customer%20Service%20Resource%20Manual%20for%20Vendors.pdf>.

**PSSC 2 Indemnification**

2.1 The *Contractor* agrees that the *Owner* shall not be liable for any injury or damage (including death) to any employees, officer or agent of the *Contractor*, unless the injury loss or damage is caused by the negligence of an officer or employee of the *Owner* while acting within the scope of his or her employment.

2.2 The *Contractor* agrees that the *Contractor* shall, at all times, indemnify and save harmless the *Owner*, each of its elected officials, officers, employees and agents from and against all claims, demands, losses, costs, damages, action, suits or other proceedings made, sustained, brought or made upon the *Owner* in respect of any costs, expenses, loss, damage or injury, including death, and reasonable legal fees, arising out of any cause, whether direct or indirect, by reason of or in connection with negligent acts or omissions of the *Contractor* or any of its officers, directors, employees or agents in connection with the services performed, purportedly



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performed or required to be performed by the *Contractor* under the *Contract*.

**PSSC 3 Automatic Payment**

3.1 The *Owner's* method of payment is by electronic payment only. The *Contractor* shall be required to complete the Accounts Payable Direct Deposit Set-Up Form.

3.2 All payments will be made within 28 calendar days from receipt of an approved invoice. All invoices must be approved by the *Owner*.

3.3 Invoices shall be submitted to the *Owner's* online invoice submittal portal in accordance with the *Owner's* instructions. The date of the invoice shall be the date it is received in the online portal.

**PSSC 4 Right to Audit**

4.1 The *Contractor* shall maintain complete, true and correct records, together with such supporting or underlying documents and materials, for the duration of this *Contract*. All such records shall be in an organized and accessible manner to the *Owner* and its authorized representatives. The *Contractor* will retain these records for a period which is the greatest of (i) seven (7) years following the completion, expiry or termination of this *Contract*, including any and all renewals thereof; or (ii) such period that any such records are required to be retained under any applicable laws and regulations; and (iii) in the case of any matter which is the subject of dispute under the *Contract*, the date on which a final resolution of the dispute is achieved. No provision of this *Contract* will be construed so as to give the *Owner* any control whatsoever over the *Contractor's* records.

4.2 The *Owner* and its authorized representatives shall have the right to audit, to examine and make copies of or extracts from all financial and related records relating to or pertaining to the *Contract* kept by or under the control of the *Contractor*, including, but not limited to those kept by the *Contractor*, its employees, agents, assigns, successors, and subcontractors. Such records shall include, but are not limited to, accounting records; subcontract files (including proposals of successful and unsuccessful bidders, bid recaps, etc.); related payroll documents (timesheets, etc.); bank statements and journals. Costs of any audits conducted under the authority of this section and not addressed elsewhere will be borne by the *Owner* unless the audit identifies or discloses overpricing or overcharges (of any nature) by the *Contractor* to the *Owner* in excess of 0.5 percent (.5%) of the total *Contract* billings. In this case, in addition to the *Contractor* making prompt adjustments for the overcharges,

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the *Contractor* shall also promptly reimburse the *Owner* for the actual cost of the *Owner's* audit.

4.3 During the Term and for seven (7) years following the expiry or termination of this *Contract*, the *Owner* or any authorized representative of the *Owner* will be entitled, upon at least five (5) business days' prior notice to *Contractor*, to review or audit any of these records. When requested by the *Owner*, the *Contractor* will provide the *Owner* and any authorized representatives referred to in this section with access to and copies of these records as well as any further information that may be required with reference to these records. The *Owner* and its authorized representatives referred to in this section will have the right to remove all such documents for the purpose of making copies and will return them to the place from which they were removed.

4.4 The *Contractor* shall ensure the *Owner* has these audit rights with the *Contractor's* employees, agents, assigns, successors and subcontractors and the obligations of these rights shall be explicitly included in any subcontract or agreement formed between the *Contractor* and any subcontractors to the extent that those subcontracts or agreements relate to fulfillment of the *Contractor's* obligations to the *Owner*.

4.5 This right to audit shall not be construed to limit, revoke, or abridge any other rights, powers, remedies or obligations relating to audit which the *Owner* may have by municipal, provincial, or federal statute, ordinance or regulation, whether those rights, remedies powers, or obligations are express or implied.

4.6 This right to audit section shall survive the completion, expiry or termination of this *Contract*.

**PSSC 5 Contractor Evaluation**

5.1 The *Contractor's* performance will be evaluated using the Performance Scorecard included in Part C Forms of this Bid Document in accordance with the *Owner's* Vendor Performance Evaluation Process as set out in the Vendor Performance Standard Operating Procedure. The performance evaluation will be used to provide feedback to the *Contractor*, to provide the *Contractor* with the opportunity to implement performance improvements during the duration of the *Contract*, and, where it is in the *Owner's* best interests as the result of a poor performance rating, suspend the *Contractor* from participating in the *Owner's* procurement process, in accordance with the Vendor Suspension Administrative Directive.

**PSSC 6 Personal Information**

6.1 The *Contractor* will comply with any laws pertaining to Privacy Protection to which the *Owner* is subject (including MFIPPA, regulations and common law). In addition, the *Contractor* will provide the *Owner* with information, cooperation and assistance, as requested by the *Owner* from time to time, in order to enable the *Owner* to comply with any and all requirements to which the *Owner* is subject under any laws pertaining to the Privacy Protection (including MFIPPA, regulations and common law).

**PSSC7**

**GC 12.3 Warranty**

Paragraphs 12.3.1, 12.3.3, 12.3.4, and 12.3.6:

Delete the words “one year” in paragraphs 12.3.1, 12.3.3, 12.3.4, and 12.3.6 and substitute the words: “two years”.

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**PROPER INVOICE CHECKLIST**

In addition to the Proper Invoice requirements in GC 5.2.1 and section 6.1 of the *Construction Act*, the following sets out the Proper Invoice Checklist requirements for this project.

The below list of project-specific requirements, together with the other Proper Invoice requirements of the *Contract*, shall be reviewed during the project “Kick Off” meeting. The meeting will minute the requirements for the Proper Invoice to be followed for this *Contract*. It shall be understood that the below list shall not be the only items required and that other items may be identified due to any changes in process or scope proposed by the *Owner* or *Contractor* during the course of the project.

- Project Name and Address*
- City Issued Purchase Order Number*
- Contract Number*
- General Contractor Name, Address and Contact Information*
- Date of the proper invoice*
- The name, title, telephone number and mailing address of the person to whom payment is to be sent*
- Progress Draw Number*
- Project Original Value, Project Current Value (including Cash Allowance) and Project Increase in Value (Change Orders)*
- Current Draw Amount and Tax Amount*
- Current and accrued Legislative Holdback*
- Current and accrued Warranty Holdback*
- Draft Invoice, due 7 days prior to submitting final invoice for review*
- Statutory Declaration*
- Copy of valid Insurance Certificate(s)*
- Current WSIB Certificate*
- Updated Project Schedule (Design and Construction)*
- Schedule of Values (Construction)*
- Schedule of Labour (Design and Construction)*
- Schedule of Materials*
- Three-Week Look-Ahead*
- Monthly Report*
- General Progress Photos*
- Consultant Site Review Reports (Bi-weekly)*
- Sub-trade Invoices*
- Bills of Laden, Soil Import and Export Slips, Packing Slips, Supplier Invoices for all materials, equipment, fixtures and finishes – Indoor and Outdoor, etc.*
- 3<sup>rd</sup> Party Health and Safety inspection review (monthly), if applicable*

***Periodically required by the Owner:***

- Jurisdictional Reviews, as required (Inspections, ESA, MOL, TSSA, MOE etc.)*
- Permit/Jurisdictional Invoices*
- Owner Testing, Inspection and Commissioning – Deficiency Review and Corrective Measures Log with Photos*
- Compliance with CCDC2 and Construction Act for Substantial Performance and Completion*
- Prior to Substantial Performance Proper Invoice – Close out Documents:*
  - Occupancy Permit*
  - Consultant Deficiency List*
  - As-built drawings and Operation and Maintenance Manuals*
  - Start Up Reports/Commissioning Reports*
  - Warrantees, Guarantees and Certificates*
  - Shop Drawings*
  - Extra Stock and Spare Parts*
  - As-built site survey*
  - Fair Wage Statutory Declaration*

**THREE-WEEK LOOK-AHEAD**

Issued Date	
Look-Ahead Schedule ID number	

Item No	Schedule ID	Activity	Location	Activity Start	Activity Finish	Trade	Noise/Vibration Level	Shutdown Requirement	% Complete
<b>Level 1</b>									
<b>Level 2</b>									
<b>Level 3</b>									
<b>Roof</b>									
<b>Deviation Summary</b>									
<b>Recovery Plan</b>									

% Complete to adopt the following highlight  
 Green = On track. Yellow = moderate risk. Red = high risk, likely to affect project outcome.

**END OF PROJECT SPECIFIC SUPPLEMENTARY CONDITIONS**

After award and before the Owner executes the Contract, the Successful Bidder shall deliver to the Owner evidence of insurance which the Successful Bidder shall maintain for the duration of this Contract and throughout the warranty period, at its own cost and expense, all the necessary and appropriate insurance that a prudent person in the business of the Consultant would maintain, including, but not limited to, the following:

- **Commercial General Liability Insurance** against all claims for personal injury, including bodily injury resulting in death, and property damage with an inclusive limit of not less than ten million dollars (\$10,000,000.00) per occurrence. Such policy shall name the Owner as an additional insured with respect to the liability arising out of the operations of the named insured.
- **Auto Liability Insurance** with an inclusive third party liability limit of not less than five million dollars (\$5,000,000.00) per occurrence for loss or damage resulting from bodily injury to or death of one or more persons and for loss or damage to property. This policy must cover all vehicles owned, leased, or operated by or on behalf of the insured.
- **Builder's ALL RISK Property Insurance** shall be provided and maintained in the joint names of the contractor, the consultant and the City, and covering the work of all trade contractors and insuring not less than the sum of the Contract price, as stated in the Supplementary Conditions, with a deductible not exceeding twenty-five thousand dollars (\$25,000) or as reasonably excepted by the City. The form of this insurance shall be the latest edition of CCDC Form 201 or better and shall be maintained continuously until six (6) days after the date of completion on the contract work as agreed to by the contractor and the City.

Bidders are referred to Contract Documents CCDC 2-2020, Supplementary Conditions and Project Specific Supplementary Conditions for additional insurance requirements.

The City of Brampton Certificate of Insurance form is the only form that the Owner will accept. No other forms will be accepted. A sample Certificate of Insurance form is available at the City's website

[www.brampton.ca/EN/Business/insurance/Pages/welcome.aspx](http://www.brampton.ca/EN/Business/insurance/Pages/welcome.aspx).

The Successful Bidder shall be required to deliver to the Owner an executed City of Brampton Certificate of Insurance form evidencing the insurance as required in Part B Insurance Requirements.

The Owner will only accept insurance policies and/or certificates, where the Owner is named as an additional insured, from issuing institutions that have the following minimum ratings:

Standard & Poor's - minimum rating of BBB

**Part C Contract Execution Package  
Insurance Requirements**

Request for Proposal Call No. RFP2024-418

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Moody's	-	minimum rating of baa
A.M. Best	-	minimum rating of B+

The Certificate of Insurance shall state that if the policy is cancelled, changed or materially altered in any way that would affect the Owner, the insurer will give thirty (30) days prior written notice by registered mail to the Owner.

The Owner reserves the right to require such higher limits of insurance or other types of insurance policies appropriate to this Contract as the Owner may reasonably require from time to time.

The Contractor is responsible for ensuring that any subcontractors used in completion of the work will be insured with the same insurance coverages and limits as noted above.

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THE CORPORATION OF THE CITY OF BRAMPTON

Part D Forms

Bid Bond

Bid Call No. RFP2024-418

**BID BOND**

BOND NO. \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS THAT \_\_\_\_\_  
as Principal, hereinafter called the Principal, and

\_\_\_\_\_ a corporation created and existing under the laws of Ontario, and duly authorized to transact the business of Suretyship in Ontario as Surety, hereinafter called the Surety, are held and firmly bound unto THE CORPORATION OF THE CITY OF BRAMPTON as Obligee, hereinafter called the Obligee, in the amount of

\_\_\_\_\_ Dollars,

(\$ \_\_\_\_\_) lawful money of Canada, for the payment of which sum, well and truly to be made, the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a written Bid to the Obligee, dated the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_,

for: \_\_\_\_\_

**DESCRIPTION OF WORK**

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the aforesaid Principal shall have the Bid accepted within sixty (60) days from the Closing Date and the said Principal will, within the time required, enter into a formal contract and give the specified security to secure the performance of the terms and conditions of the Contract, then this obligation shall be null and void; otherwise the Principal and the Surety will pay unto the Obligee the difference in money between the amount of the Bid of the said Principal and the amount for which the Obligee legally contracts with another party to perform the work if the latter amount be in excess of the former.

The Principal and the Surety shall not be liable for a greater sum than the specified penalty of this Bond.

Any suit under this Bond must be instituted before the expiration of seven months from the date of this Bond.

IN WITNESS WHEREOF, The Principal and the Surety have signed and sealed this Bond this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

**SIGNED, SEALED AND DELIVERED**

\_\_\_\_\_  
SIGNATURE OF WITNESS  
(if not signed under corporate seal)

By \_\_\_\_\_ (Seal)  
SIGNATURE AND SEAL OF PRINCIPAL  
**/We have the authority to bind the Corporation**

\_\_\_\_\_  
NAME OF WITNESS (PRINTED)

\_\_\_\_\_  
SURETY (Seal)

By \_\_\_\_\_  
ATTORNEY-IN-FACT

\_\_\_\_\_  
NO. OF SURETY ADDRESS & PHONE

**STATUTORY DECLARATION**

**PROGRESS PAYMENT/RELEASE OF HOLDBACK**

PROVINCE OF ONTARIO ) IN THE MATTER OF an agreement dated the \_\_\_\_\_ day of  
) \_\_\_\_\_, 20\_\_\_\_, made between The Corporation of  
) the City of Brampton and \_\_\_\_\_  
) (the "Contractor"), and identified as Bid Call No. \_\_\_\_\_  
) (the "Contract").

I, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_  
(full name or names)  
in the County/Region of \_\_\_\_\_ do solemnly declare that;

1. I am \_\_\_\_\_ of the Contractor named in the  
(an authorized signing office, partner, sole proprietor)  
above mentioned Contract, which is applying for a second or subsequent progress payment or release of  
Holdback, and as such have personal knowledge of the facts herein declared.
2. To date all accounts for services and materials, including subcontracts, labour, products, construction  
machinery and equipment incurred directly by the Contractor in the performance of the Contractor in the  
performance of the Contract, and for which the Owner might in anyway be held responsible, have been paid  
in full, as required by the Contract, save and except only for the following;
  - a) Funds properly retained as holdback,
  - b) Payments deferred by agreement , or
  - c) Amounts withheld due to a dispute, where the other party or parties to the dispute have been notified of  
the amounts withheld,
3. The specifics of the most recent application for progress payment for which the Contractor has received  
payment are as follows;
 

None to Date  
(OR)  
No.: \_\_\_\_\_ Date: \_\_\_\_\_
4. No application for progress payment has been made for which payment is outstanding
5. The Contractor has not received notice of any claims in connection with the Contract by a third party.
6. I have authority to bind the Contractor.

I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and  
effect as if made under oath.

Declared before me in \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_,  
(City/Town)  
20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Declarant

\_\_\_\_\_  
(A Commissioner for Oaths, Notary Public, etc.)

**PSAB Inventory Management Form**

BUILDINGS	LAND
<input type="checkbox"/> BLDG – CORPORATE	<input type="checkbox"/> LAND
<input type="checkbox"/> BLDG - FIRE	<b>LAND IMPROVEMENTS</b>
<input checked="" type="checkbox"/> BLDG – PARKS	<input type="checkbox"/> BENCHES
<input checked="" type="checkbox"/> BLDG – RECREATION CENTRES	<input type="checkbox"/> BLEACHERS
<input type="checkbox"/> BLDG – TRANSIT	<input type="checkbox"/> FLOWER BEDS
<input type="checkbox"/> BLDG – WORKS	<input type="checkbox"/> GARBAGE BINS
<input type="checkbox"/> GAZEBOS & PICNIC TABLES	<input type="checkbox"/> IRRIGATION SPRINKLER SYSTEM
	<input type="checkbox"/> OUTDOOR POOLS (INCLUDING SPLASHPADS)
<b>BUILDING COMPONENTS</b>	<input type="checkbox"/> PARK BRIDGES & CULVERTS
<input type="checkbox"/> BUILDING ENVELOPE	<input checked="" type="checkbox"/> PARK PATHWAYS
<input checked="" type="checkbox"/> ELECTRICAL	<input checked="" type="checkbox"/> PARK SIGNAGE
<input type="checkbox"/> EXTERIOR DOORS & WINDOWS	<input checked="" type="checkbox"/> PARKING LOTS
<input type="checkbox"/> INDOOR EQUIPMENT	<input type="checkbox"/> PATHWAY LIGHTING
<input type="checkbox"/> INTERIOR FINISHES	<input checked="" type="checkbox"/> PICNIC TABLES
<input type="checkbox"/> LIFE SAFETY, SECURITY & COMMUNICATIONS	<input type="checkbox"/> PLAYGROUND EQUIPMENT
<input checked="" type="checkbox"/> MECHANICAL & PLUMBING	<input type="checkbox"/> SAFETY STATIONS
<input type="checkbox"/> SITE	<input checked="" type="checkbox"/> SPORTS FENCING
<input checked="" type="checkbox"/> STRUCTURE	<input checked="" type="checkbox"/> SPORTS FIELDS
	<input checked="" type="checkbox"/> SPORTS LIGHTING
<b>FURNITURE, COMPUTER &amp; OFFICE EQUIPMENT</b>	<input checked="" type="checkbox"/> TENNIS COURTS
<input type="checkbox"/> COMPUTER HARDWARE	
<input type="checkbox"/> COMPUTER SOFTWARE	<b>INFRASTRUCTURE</b>
<input type="checkbox"/> DESKTOPS	<input type="checkbox"/> CATCHBASINS
<input type="checkbox"/> ELECTION EQUIPMENT	<input type="checkbox"/> FENCES
<input type="checkbox"/> EMO SPECIALTY ITEMS	<input type="checkbox"/> GATEWAYS
<input type="checkbox"/> FACILITY EQUIPMENT	<input type="checkbox"/> MANHOLES
<input type="checkbox"/> FIBRE OPTIC CABLE NETWORK	<input type="checkbox"/> NOISE ATTENUATION WALLS
<input type="checkbox"/> FURNITURE	<input type="checkbox"/> RAIL SPUR
<input type="checkbox"/> PORTABLE RADIOS	<input type="checkbox"/> RETAINING WALLS
<input type="checkbox"/> POS TERMINALS	<input type="checkbox"/> ROAD BRIDGES & CULVERTS
<input type="checkbox"/> TELEPHONE EQUIPMENT	<input type="checkbox"/> ROAD MONUMENTS
	<input type="checkbox"/> ROADS – ARTERIAL
<b>VEHICLES &amp; MACHINERY</b>	<input type="checkbox"/> ROADS – COLLECTOR
<input type="checkbox"/> FIRE STATION EQUIPMENT	<input type="checkbox"/> ROADS – LOCAL
<input type="checkbox"/> FIRE TRUCKS	<input type="checkbox"/> SAFETY DEVICES
<input type="checkbox"/> HEAVY EQUIPMENT	<input type="checkbox"/> SIDEWALKS
<input type="checkbox"/> HEAVY TRUCKS	<input type="checkbox"/> STORM SYSTEM UNDERGROUND PIPING

THE CORPORATION OF THE CITY OF BRAMPTON

Part D Forms  
Statutory Declaration

Request for Proposal Call No. RFP2024-418

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<input type="checkbox"/> LICENSED VEHICLES	<input type="checkbox"/> TRANSIT SHELTERS/STOPS/PADS
<input type="checkbox"/> LIGHT TRUCKS	<input type="checkbox"/> WALKWAYS
<input type="checkbox"/> MACHINERY & EQUIPMENT	
<input type="checkbox"/> MOWERS & TRIMMERS	<b>INFRASTRUCTURE (TRAFFIC EQUIPMENT)</b>
<input type="checkbox"/> TRANSIT BUSES	<input type="checkbox"/> PARKING REVENUE EQUIPMENT
	<input type="checkbox"/> STREET LIGHTING
	<input type="checkbox"/> TRAFFIC LIGHTS/CONTROL EQUIPMENT
	<input type="checkbox"/> TRAFFIC SIGNS/STREET SIGNS

**GENERAL CONTRACTOR PERFORMANCE SCORECARD**

SECTION I – SCORECARD INFORMATION				
Scorecard Type:	Select type	Prepared	Name	Department
Scorecard #:	Select #	Date:	Click here to enter a date	
SECTION II – CONTRACTOR DATA		SECTION III – PROJECT DATA		
Purchase Order #:		Bid Call #:		
Vendor’s Name:		Project Location:		Ward: #
Vendor’s Address:		Contract Start Date:	Actual Start Date:	
		Click here to enter a	Click here to enter a	
		Contract Completion	Actual Completion	
Vendor’s Phone:		Click here to enter a	Click here to enter a	
Project Manager:	Site Superintendent:	Contract Award	Final Contract Amount:	
Brief Description of Work:				

RATINGS GUIDE		
SCORE	DESCRIPTION	
N/A	<b>NOT APPLICABLE</b>	Deliverable or task is not applicable to this project.
3	<b>POOR</b>	Deliverable or task is substantially deficient. Issue identified. Not resolved. Negative impact on Budget and or Schedule and or Quality.
5	<b>BELOW AVERAGE</b>	Deliverable or task is somewhat deficient. Issue identified. Resolved. However, negative impact on Budget and or Schedule and or Quality.
7	<b>AVERAGE</b>	Deliverable or task is acceptable. Issue identified and proactively resolved. No impact on Budget and or Schedule and or Quality.
9	<b>ABOVE AVERAGE</b>	Deliverable or task is performed with exceptional service. No issues identified, or proactively resolved any identified issues. Resolution had a positive impact on budget and/or schedule and/or quality, or mitigated negative impacts on project outcome.

SECTION IV – NUMERICAL RATING	
<b>1. SAFETY AND COMPLIANCE</b>	<b>RATINGS</b>
a. Compliance with OHSA	
b. Maintained site safety	
c. Maintained clean site (and access roads), housekeeping	
d. Submit site specific H&S plan	
e. Immediate action for notices/incidents/safety issues	
<b>TOTAL</b>	
<b>2. QUALITY AND CONFORMANCE</b>	
a. Provision of adequate and competent site supervision	
b. Quality and workmanship in conformance to contract requirements	
c. Damage to existing facility or property	
d. Coordination between sub-trades	
e. Resolution of deficiencies identified during construction	

<b>TOTAL</b>				
<b>3. PROJECT COMMENCEMENT</b>				
a. Timely submission and execution of contract documents				
b. Submission of Schedule of Values				
c. Submission of acceptable Baseline Schedule				
d. Commencement of work by the contractually required or agreed to revised start				
e. Mobilization and Coordination of resources including sub-trades				
<b>TOTAL</b>				
<b>4. PROJECT MANAGEMENT</b>				
a. Updates to Baseline Schedule as required by contract				
b. Conducting construction meetings, issue meeting minutes				
c. Submission of invoices/progress draws accurately complete with WSIB and Stat				
d. Reasonable and competitive CO pricing in timely manner				
e. Sub-trade liens				
<b>TOTAL</b>				
<b>5. PROJECT EXECUTION</b>				
a. Prompt compliance with COs, CDs, SIs, etc.				
b. Submission of reviewed quality shop drawings				
c. Commissioning of systems				
d. Timely material on site				
e. Substantial Performance achieved as per contractual requirement or agreed				
<b>TOTAL</b>				
<b>6. POST CONSTRUCTION</b>				
a. Total completion achieved as per contract requirements				
b. Response to Warranty Action items				
c. Resolution of deficiencies during warranty period				
d. Submission of As-Built, O&M manuals				
e. Training for staff on systems and maintenance				
<b>TOTAL</b>				
<b>7. CLIENT AND PUBLIC RELATIONS</b>				
a. Conduct of contractor's staff in professional and harmonious manner				
b. Clear and concise written communications				
c. Timely communication with City staff for access, shut-downs, etc.				
d. Team player and shows initiative to resolve issues and implement solutions				
e. Responsive to project team				
f. Relevance of RFIs				
<b>TOTAL</b>				
<b>GRAND TOTAL (1-7)</b>				
<b>Overall Performance Rating:</b>	<b>POOR</b> <input type="checkbox"/> <50%	<b>BELOW AVERAGE</b> <input type="checkbox"/> 50-69%	<b>AVERAGE</b> <input type="checkbox"/> 70-79%	<b>ABOVE AVERAGE</b> <input type="checkbox"/> >%80

**SECTION V – AUTHENTICATION AND RECOMMENDATION**

I have evaluated the Vendor’s performance in accordance with the Evaluation Process and have assigned a fair and objective rating to each criterion in Section IV of this Performance Scorecard.

**Comments:**

I met with the Vendor on [Click here to enter a date](#) to discuss this Performance Scorecard and I have considered the Vendor’s comments in making the below recommendation.  
 Based on my evaluation of the Vendor’s performance in accordance with this Performance Scorecard, the following is recommended (the “Recommendation”):

- The Vendor continue participating in the City’s procurement opportunities.
- The City suspend the Vendor from participating in its procurement opportunities for a period of 1 or 3 years in accordance with the City’s Vendor Suspension Administrative Directive.

State suspension period: [Time period](#)

City Contracts Manager

Print Name	Signature	Date
Manager or Supervisor		
Print Name	Signature	Date

**TO BE COMPLETED ONLY IF THE RECOMMENDATION IS TO SUSPEND THE VENDOR:**

We confirm that we have reviewed this Performance Scorecard and discussed the ratings and recommendations with the City Contracts Manager, and have obtained the Manager’s confirmation that the Performance Scorecard accurately reflects the Vendor’s performance. We hereby approve or reject the recommendation as follows:

Director

<small>APPROVE</small>	<small>REJECT</small>			
<input type="checkbox"/>	<input type="checkbox"/>			
		Print Name	Signature	Date

Comments:

Department Head

<small>APPROVE</small>	<small>REJECT</small>			
<input type="checkbox"/>	<input type="checkbox"/>			
		Print Name	Signature	Date

Comments:

Purchasing Agent

<small>APPROVE</small>	<small>REJECT</small>			
<input type="checkbox"/>	<input type="checkbox"/>			
		Print Name	Signature	Date

Comments:

Attachments:

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**Reference Questionnaire**

**Project Reference**

Contractor Name: \_\_\_\_\_

Reference Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Reference Phone No: \_\_\_\_\_ Date Contracted: \_\_\_\_\_

Project listed as reference: \_\_\_\_\_

Reference Check performed by: \_\_\_\_\_

1. What was the scope of work completed for the referenced project?

\_\_\_\_\_

Value of Construction: \$ \_\_\_\_\_

Did the project involve the following scope of work:

- Site Services  Yes  No
- Drainage /Sub Drainage  Yes  No
- Survey / Testing  Yes  No
- Excavation  Yes  No
- Granular Installation / Compaction  Yes  No
- Artificial Tur / Surface  Yes  No
- Life safety, Security & Communications  Yes  No
- Landscaping  Yes  No
- Carpentry  Yes  No

2. When was the work completed? \_\_\_\_\_

Yes  No

3. Was this project tendered to multiple contractors?

4. If no, why was this contractor chosen?

\_\_\_\_\_

5. What responsibilities did the contractor have for the referenced project?



- General Contractor  Yes  No
- Subcontractor  Yes  No
- Design/Build  Yes  No
- Construction Management  Yes  No
- Other  Yes  No \_\_\_\_\_

What scope of work items were performed by contractor in house?

Please complete the following evaluation:

No.	Criterion	Excellent (Score)	Acceptable (Score)	Poor (Score)	Weight	Score
1.	Quality of Workmanship	10	7	3	15	
2.	Adherence to project schedule and meeting project timelines	10	7	3	15	
3.	Timely response in addressing deficiencies/warranty items	10	7	3	10	
4.	Co-ordination with Owner, Consultant, Sub-Trades	10	7	3	10	
5.	Value of extra claims	10	7	3	10	
6.	Adherence to plans and specifications	10	7	3	5	
7.	Maintain suitable company resources and staff on site	10	7	3	5	
8.	Resolve issues and challenges that arose during project	10	7	3	5	
9.	Demonstrate technical expertise and qualifications	10	7	3	5	
10.	How would you rate the overall performance	10	7	3	5	
11.	Adequacy of health and safety programs	10	7	3	5	
12.	Maintained an updated projected schedule	10	7	3	5	
13.	Maintained clean and organized work site	10	7	3	5	
<b>TOTAL SCORE (1000 max)</b>						

Evaluation Ratings:

Excellent: Exceeds the requirements of the criterion in ways which are beneficial to the client's needs.

Acceptable: Fully meets all requirements of the criterion

Poor: Barely meets most of the requirements of the criterion to the minimum acceptable level. Lacking in critical areas.

Please complete the following evaluation:

6. What was the best aspect of working with this contractor?

---

7. Did the customer have problem with any aspect of the contractor's work or service?

---

8. Do they recommend this contractor and, if they needed additional work done, would they hire this contractor again?       Yes     No

Refer to attached Specifications and Drawings.

Specifications -406 pages

Drawings - 84 sheets

Appendix A – Excess Soil Characterization - 94 pages

Appendix B - Geotechnical Investigation Report – 48 pages

Appendix C – Tree Inventory & Arborist Report – 10 pages

Appendix D – Cassie Campbell PA System Electrical Infrastructure Plans – 3 sheets

Please find below a **preview only** of certain schedules that will need to be **completed online only** through the Bidding System by the Bidder as part of your Proposal submission.

The Bidder acknowledges that the preview below is provided as a courtesy only (to assist the Bidder in determining the size and scope of the project, etc.) and shall not be relied upon in any way.

Please note that the schedules shown below are **subject to change by addenda** issued by the Owner. Following the issuance of addenda, such changes may be reflected in the electronic schedules to be completed, but will not be reflected in this document. It is the Bidder's responsibility to review all addenda and ensure that the Proposal is submitted based on the current requirements.

For greater certainty, the Bidder shall submit its Proposal by completing all schedules and fields in the online Bidding System. Any Proposal submitted on the basis of the preview schedules below may, in the Owner's sole discretion, be disqualified and rejected on the basis of being incomplete.

**RFP2024-418 - Construction of a Field Hockey and Multisport Training Dome, Comfort Station at the Cassie Campbell Community Centre**

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## Schedule of Prices

The Bidder hereby Bids and offers to enter into the Contract to provide all materials, labour and equipment necessary for the Project at the quoted unit and/or lump sum prices, all in accordance with the Proposal/Bid Document.

\* Denotes a "MANDATORY" field

Do not enter \$0.00 dollars unless you are providing the line item at zero dollars.

If the line item and/or table is "NON-MANDATORY" and you are not bidding on it, leave the table and/or line item blank. Do not enter a \$0.00 dollar value.

## HST Information

Line Item	Question	Respond	
1	Is your Business HST registrant? (Yes/No)		*
2	If yes, provide your HST number. If not, explain why your Business is not HST registered.		*
3	Provide the full legal name of the Vendor with whom the City will enter into a Contract, if different than the Bidder submitting a Bid.		

## Section A Site Preparation and Removals

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

**Substantial Performance of Work shall be by November 15, 2025 and Total Performance of Work will be attained within 30 days from Substantial Performance of Work.**

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price	
1	Mobilization, Site Preparation, Construction Access, Staging, Mud Mat, Demobilization, Cleaning, Permits, Traffic Control, Temporary Construction Facilities and Utilities, and all other works not itemized.	1	Lump Sum			*
2	Supply & install Construction Hoarding Fence including removal upon acceptance; in accordance with drawings, details and specifications.	635	Linear Meter			*
3	Supply & install Sediment Control Fencing including removal upon acceptance; in accordance with drawings, details and specifications.	715	Linear Meter			*
4	Supply & install Tree Preservation Fence including removal upon acceptance; in accordance with drawings, details and specifications.	340	Linear Meter			*
5	Supply & install Construction Signage including removal upon acceptance; in accordance with drawings, details and specifications.	1	Each			*
6	Remove and Dispose Off Site Existing Concrete Switchback and Stairs (inc. Unit Paving, Concrete Pads, Railing, Walls, Foundation, and Planting); in accordance with drawings, details and specifications.	1	Lump Sum			*
7	Remove and Dispose Off Site Existing 300mm dia. Corrugated Steel Culvert; in accordance with drawings, details and specifications.	1	Lump Sum			*
8	Remove and Dispose Off Site Existing Medium Duty Asphalt Paving Walkway (inc. Granular Base); in accordance with drawings, details and specifications.	1	Lump Sum			*
9	Remove and Dispose Off Site Existing Chain Link Fencing (inc. Footings); in accordance with drawings, details and specifications.	1	Lump Sum			*
10	Remove and Dispose Off Site Existing Accessible Parking Sign (inc. U-Channel Post and Footings); in accordance with drawings, details and specifications	1	Lump Sum			*
11	Remove and Dispose Off Site Existing Artificial Cricket Wicket (inc. Concrete Slab and Granular Base); in accordance with drawings, details and specifications.	1	Lump Sum			*
12	Remove and Dispose Off Site Existing Batter's Eye (inc. Footings); in accordance with drawings, details and specifications.	2	Each			*
13	Remove and Dispose Off Site Existing Soccer Goals (inc. Footings); in accordance with drawings, details and specifications.	4	Each			*
14	Remove and Dispose Off Site Existing Players Bench (inc. Footings); in accordance with drawings, details and specifications.	8	Each			*
15	Remove and Dispose Off Site Existing Trees (inc. Complete Removal of Stump and Roots); in accordance with drawings, details and specifications.	1	Lump Sum			*
16	Remove and Dispose Off Site Existing Irrigation System - Complete	1	Lump Sum			*
17	Remove and Dispose Off Site Existing Concrete Barrier and Depressed Curbs (inc. Granular Base); in accordance with drawings, details and specifications.	1	Lump Sum			*
					Subtotal:	

## Section B Grading and Earthworks

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price
1	Strip and Dispose Off Site Existing Top Vegetative Cover (75mm).	1	Lump Sum		*
2	Strip topsoil to full natural depth and dispose off site; Refer to Geotechnical Investigation by Cambium Inc. (866-217-7900) / (reference no. 19060-001, dated January 11, 2024).	1	Lump Sum		*
3	Site Grading & Subgrade Preparation: Excavation, Rough Grading and Subgrade Preparation Including Compaction; Cut/Fill to Meet Design Grade and Technical Performance Standards; Including O. Reg 406/19 Testing and Quality Control Coordination: contractor shall be responsible to comply with all regulatory requirements and furnish all necessary material testing to facilitate the proper import/export of fill material in accordance with the drawings, details and specifications. This item shall include all costs associated with material testing (at source and receiving site), management of material, tracking and registration as may be required. The contractor shall bear full responsibility and ensure all import/export of soil materials strictly adhere with O.Reg 406/19.	1	Lump Sum		*
4	Supply, Install & Fine Grade Topsoil for all landscape areas (minimum 150mm depth inc. import of material); in accordance with drawings, details and specifications.	1	Lump Sum		*
Subtotal:					

## Section C Drainage and Servicing

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price
1	Supply & Install Sanitary Sewers & Appurtenances - Complete; in accordance with drawings, details and specifications by Valdor Engineering.	1	Lump Sum		*
2	Supply & Install Storm Water System & Appurtenances (inc. Sewer Pipes, Catch Basins, Catch Basin Manholes, Holding Tanks, etc.) - Complete; in accordance with drawings, details and specifications by Valdor Engineering.	1	Lump Sum		*
3	Supply & Install all Drainage System Pipes (inc. 100mm Perforated Exterior Grade Beam Drainage, Fieldhouse and Mechanical Room Drainage, and Planter Drainage); in accordance with drawings, details and specifications.	1	Lump Sum		*
4	Supply & Install Watermain Service Connection & Appurtenances (inc. Pipes and Manholes, Domestic Water Line, Fire Line, and Fire Hydrants) - Complete; in accordance with drawings, details and specifications by Valdor Engineering.	1	Lump Sum		*
5	Supply & Install Mechanical Systems (Gas Service and Sump Pumps) - Complete in accordance with drawings, details and specifications by Goodkey, Weedmark & Associates Ltd. inc. 30m of Open Trench Excavation Restoration (Asphalt) - Complete	1	Lump Sum		*
6	Complete all Testing and Commissioning Required upon Completion of Connections Including any Hydrostatic Testing (Pressure Test) swabbing, disinfection, chlorination, flushing & sampling of all water mains. All testing, flushing & sampling to be completed by a Contractor approved by the Consultant. Price to include necessary bypass, physical separation, the removal of the bypass & connection of water main upon passing of water main testing and coordination of obtaining Region of Peel inspections, approvals and close out	1	Lump Sum		*
Subtotal:					



## Section D Site Electrical

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price
1	Supply & Install Electrical Servicing & Lighting for Air Supported Structure & Pavilion (inc. Coring and Sleeving Through Foundation Walls, Conduit, Wiring, Handwells, Restoration, and Air Structure Uplighting) - Complete; in accordance with drawings, details and specifications by MJS Consultants.	1	Lump Sum		*
Subtotal:					

## Section E Fieldhouse

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price
1	Supply & Install Fieldhouse Building - Complete (inc. Architectural, Structural, Mechanical and Electrical) - Complete; in accordance with drawings, details and specifications by Pylons Architecture Inc. and R.E. Dale Engineering Ltd.	1	Lump Sum		*
Subtotal:					

## Section F Air Supported Dome Structure

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price
1	Supply & Install Concrete Mechanical Pads, Egress Pads, Vaults, Air Conditioning Pads in accordance with drawings, details and specifications by The Farley Group.	1	Lump Sum		*
2	Supply & Install Concrete Grade Beam; in accordance with drawings, details and specifications by The Farley Group.	465	Linear Meter		*
3	Supply & Install CSP Air Vents and Vent Grates Including Shop Drawings - in accordance with drawings, details, and specifications by The Farley Group.	1	Lump Sum		*
4	Supply & Install Concrete Paving - Heavy Duty (inc. Granular Base) - Mechanical Pads, Vehicle Air Lock, & Combo Unit; in accordance with drawings, details and specifications.	265	Square Meter		*
5	Coordination of Air Supported Dome Structure.	1	Lump Sum		*
6	Supply & Install Extinguisher Stands; complete (including lockable cabinet and 5lb ABC Portable Fire Extinguishers)	10	Each		*
7	Supply & Install Chief Fire Cabinet, complete (including break-away and lockable scored plastic front, new 10 lb ABC Potable Fire Extinguisher, and Location Identification 3d sign)	1	Each		*
8	Supply & Install Automatic Garage Door Opener; complete (including connections, sensors, and remotes) connect to building alarm system	1	Lump Sum		*
Subtotal:					

## Section G Sports Field and Accessories

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price
1	Supply & Install 2" x 4" Composite Nailer Boards; in accordance with drawings, details and specifications.	1315	Linear Meter		*
2	Supply & Install Long Jump Sand Pits (inc. Curbs); in accordance with drawings, details and specifications.	1	Lump Sum		*
3	Supply & Install Field Hockey Goals (2) by Marchants; in accordance with quote 242828, dated November 1, 2024.	2	Each		*
4	Supply & Install PortoLite Portable 10" Pitching Mounds by Beacon Athletics; in accordance with quote #0358191, dated November 1, 2024.	5	Each		*
5	Supply & Install Throw Down Home Plate (MFR #B033) by Beacon Athletics; in accordance with quote #0358191, dated November 1, 2024.	5	Each		*
6	Supply & Install Field Hockey Corner Flags (4); in accordance with drawings, details and specifications.	1	Set		*
7	Coordination of Field Hockey "Dry" Artificial Turf.	1	Lump Sum		*
8	Coordination of Engineered Turf - BCM Turf for Cricket Batting Cages.	1	Lump Sum		*
9	Coordination of Synthetic Running Track.	1	Lump Sum		*
10	Coordination of Cricket Batting Tunnels (5).	1	Lump Sum		*
11	Coordination of Portable Electronic Scoreboard.	1	Lump Sum		*
12	Coordination of 3-Teir Bleachers (6) and backless benches.	1	Lump Sum		*
13	Coordination of Cricket Batting Tunnels (5).	1	Lump Sum		*
14	Coordination of Portable Electronic Scoreboard.	1	Lump Sum		*
15	Coordination of all allowance items	1	Lump Sum		*
Subtotal:					

## Section H Paving, Curbs and Walls

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price
1	Supply & Install Artificial Turf Base Asphalt Paving (inc. Granular Base); in accordance with drawings, details and specifications.	9715	Square Meter		*
2	Supply & Install Exterior Asphalt Paving - Medium Duty (inc. Granular Base); in accordance with drawings, details and specifications.	250	Square Meter		*
3	Supply & Install Exterior Asphalt Paving - Heavy Duty (inc. Granular Base); in accordance with drawings, details and specifications.	2470	Square Meter		*
4	Supply & Install Acrylic Pavement, Cross Walk & Parking Stall Line Painting; in accordance with drawings, details and specifications.	1	Lump Sum		*
5	Supply & Install Concrete Paving - Medium Duty (inc. Granular Base) - exterior plaza area, base for BCM Turf, base for running track, curb depression; in accordance with drawings, details and specifications.	5330	Square Meter		*
6	Supply & Install Concrete Curb and Granular Base (inc. Curb Depressions and Barrier Curb); in accordance with drawings, details and specifications.	70	Linear Meter		*
7	Supply & Install Flush Planting Bed with Monolithic Concrete Curb (inc. Granular Base, Subdrains, and Filter Fabric); in accordance with drawings, details and specifications.	165	Linear Meter		*
8	Supply & Install SienaStone Retaining Wall by RisiStone; in accordance with report by RisiStone Retaining Wall Systems dated October 3, 2024.	1	Lump Sum		*
Subtotal:					

## Section I Fencing

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price	
1	Supply & Install 1.8m ht. Black Vinyl Chain Link Fence (inc. Footings and Gates); in accordance with drawings, details and specifications.	605	Linear Meter			*
2	Supply & Install 1.2m ht. Black Vinyl Chain Link Fence (cored into SienaStone Retaining Wall); in accordance with drawings, details and specifications.	145	Linear Meter			*
3	Supply & Install 1.8m ht. Wood Privacy Fence - Cedar (incl. Footings and Gate) - Mechanical Equipment Enclosures; in accordance with drawings, details and specifications.	85	Linear Meter			*
					Subtotal:	

## Section J Site Furnishings

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price	
1	Supply & Install Bike Rings by Maglin Site Furniture; in accordance with quote #00071638, dated November 1, 2024 or approved equivalent.	7	Each			*
2	Supply & Install Waste Receptacles by Maglin Site Furniture; in accordance with quote #00071638, dated November 1, 2024 or approved equivalent.	2	Each			*
3	Supply & Install Fire Route By-Law Signage and 'U' Channel Post (inc. Footings).	13	Each			*
4	Supply & install Tactile Walking Surface Indicator (TWSI).	2	Each			*
5	Supply & Install Cricket Batting Tunnels (5 Lanes) by Sports field Specialties; in accordance with quote #91958, dated November 7, 2024. OR approved equivalent.	1	Lump Sum			*
6	Supply & Install Portable Electronic Scoreboard by OES Scoreboards; in accordance with quote #41362-P dated November 5, 2024 OR approved equivalent.	1	Each			*
7	Supply & Install 3-Teir Bleachers by Bleacher Guys; in accordance with quote #1517, dated November 1, 2024. Including shop drawings and all permits. OR approved equivalent.	6	Each			*
8	Supply & Install Portable Backless Player's Bench by Bleacher Guys; in accordance with quote #1517, dated November 1,2024. OR approved equivalent.	2	Each			*
					Subtotal:	

## Section K Soft Landscape

To provide all materials, labour and equipment necessary for the Project, all in accordance with the Bid Document, City of Brampton and Region of Peel standards.

Line Item	Description	Quantity	Unit of Measure	Unit Price *	Extended Price	
1	Supply & Install Deciduous Tree (70mm cal.) (inc. Planting Soil and Mulch).	49	Each			*
2	Supply & Install Coniferous Tree (2000mm ht.) (inc. Planting Soil & Mulch).	10	Each			*
3	Supply & Install Deciduous Shrubs - 2 gal. pot (inc. Planting Soil & Mulch).	48	Each			*
4	Supply & Install Coniferous Shrubs - 2 gal. pot (inc. Planting Soil & Mulch).	124	Each			*
5	Supply & Install Perennials - 1 gal. pot (inc. Planting Soil & Mulch).	754	Each			*
6	Supply & Install No.1 Nursery Sod (Including Two (2) Cuts, Fertilization, and Watering).	10000	Square Meter			*
					Subtotal:	

## Contingency

Contingency amounts shown are only to be used for specific work and costs as approved by the Owner in writing. All unspent contingency amounts shall be deducted from the Contract and belong to the Owner.

Description	Quantity	Contingency	Total
CONTINGENCY	1	\$2,750,000.0000	\$ 2,750,000.00
Subtotal:			\$ 2,750,000.00

## Cash Allowance

Cash allowance amounts shown are only to be used for specific work and costs as approved by the Owner in writing. All unspent Cash allowance amounts shall be deducted from the Contract and belong to the Owner.

Line Item	Description	Quantity	Cash Allowance	Sub-total
1	Supply & Install Air Supported Dome Structure (inc. Equipment); in accordance with quote dated November 14, 2024.	1	\$2,961,811.0000	\$ 2,961,811.00
2	Supply & Install Field Hockey "Dry" Artificial Turf (Poligras Paris GT Zero/Dry) by Centaur Products Inc. (incl. 10mm Elastic Layer and Line Markings); in accordance with quote dated November 1, 2024, drawings, details, and manufacturer's specifications.	1	\$1,843,395.0000	\$ 1,843,395.00
3	Supply & Install Engineered Turf - BCM Turf for Cricket Batting Cages by Centaur Products Inc. - non infill turf glued to concrete batting tunnel slab (incl. Line Markings); in accordance with quote dated November 1, 2024, drawings, details, and manufacturer's specifications.	1	\$558,195.0000	\$ 558,195.00
4	Supply & Install Rekortan M Synthetic Running Track by Centaur Products Inc. (including 10Omm Elastic and Line Markings)	1	\$384,400.0000	\$ 384,400.00
5	Supply & Install PSN Fibre Optic connection from existing Cassie Campbell Community Centre infrastructure – Complete in accordance with City of Brampton standards	1	\$15,000.0000	\$ 15,000.00
6	Supply & Install Wi-Fi and Security Systems Measures – Complete, in accordance with City of Brampton standards. Works to be completed by M&R Security Inc. or approved City of Brampton alternate.	1	\$150,000.0000	\$ 150,000.00
7	Supply & Install Building Automation Systems - Complete	1	\$80,000.0000	\$ 80,000.00
8	Supply & Install Audio Visual System by TechWaveCom - Complete in accordance with City of Brampton standards (including PA speaker Equipment & Network Drops)	1	\$60,000.0000	\$ 60,000.00
9	Materials Testing and Inspection; Refer to Geotechnical Investigation by Cambium Inc. (866-217-7900) / (reference no. 19060-001, dated January 11, 2024).	1	\$100,000.0000	\$ 100,000.00
10	Cash Allowance for Inspection and Testing	1	\$50,000.0000	\$ 50,000.00
Subtotal:			\$6,202,801.00	

## Summary Table

Bid Form	Amount
Section A Site Preparation and Removals	
Section B Grading and Earthworks	
Section C Drainage and Servicing	
Section D Site Electrical	
Section E Fieldhouse	
Section F Air Supported Dome Structure	
Section G Sports Field and Accessories	
Section H Paving, Curbs and Walls	
Section I Fencing	
Section J Site Furnishings	
Section K Soft Landscape	
Contingency	\$ 2,750,000.00
Cash Allowance	\$ 6,202,801.00
Total Price (excluding HST):	

## Specifications

Please note that there is a character limitation of 32,000 for a single input field provided in any of the tables below.

### 1.1.1 MANDATORY CRITERIA - COR Tm Certificate

Line Item	Mandatory Requirements	Response *
1	Is your company COR TM Registered or have an equivalent Occupational Health & Safety Management System (OHSMS) certification, as confirmed through the Infrastructure Health & Safety Association (IHSA).  Bidder must upload a copy of valid Certificate of Recognition COR TM or equivalent HHSMS certification in the name of Bidder in Step 4 Document - Attachment B - COR TM Certificate.	<input type="radio"/> Yes <input type="radio"/> No

### 1.1.2 MANDATORY CRITERIA - Current Capacity and Financial Ability

Bidders must meet the mandatory requirements as stated below.

Bidders must have been in the construction contracting business, under the same company name for a minimum of five (5) years with full time management and supervisory staff and demonstrate that they have completed projects with a combined annual value of no less than five million dollars (\$5,000,000.00) per year for the past five (5) years.

**Failure to comply with the mandatory requirements shall result in disqualification of the Submission.**

Bidders must provide responses to the questions in the table below.

Line Item	Mandatory Requirements	Response *
1	Full Legal Company Name	
2	Incorporation Date	
3	Number of years in construction business under this company name.	
4	Total annual sales in year 2023	
5	Total annual sales in year 2022	
6	Total annual sales in year 2021	
7	Total annual sales in year 2020	
8	Total annual sales in year 2019	

### 1.2.1 Company Profile

Provide your company's organizational chart indicating the management/ supervisory and other staff and the reporting structure as **Attachment A - Organizational Chart** in Step 4 - Documents,

In the table below, provide responses to the questions listed

Line Item	Questions	Responses *
1	Provide a brief synopsis of your company's background, qualifications, company size and relevant specialized services. Include office location.	
2	Indicate the size of the company, including the number of full time, part time staff and other employees.	
3	Provide a list of equipment owned by your company. (photos to be uploaded in Attachment F (optional))	
4	Number of years operating under the Company name.	
5	Based on the information provided in the project's documents, indicate the primary services that are to be completed by your company.	
6	Based on the information provided in the project's documents, indicate the services that are to be sub-contracted by your company.	
7	Names of individuals in leadership roles.	

### 1.2.2 Project Experience

In the table below, Bidders are to provide information for a total of three (3) different construction projects that have been completed in the last ten (10) years, that shall meet the following requirements:

1. Projects with a construction value (at time of Tender) of \$2,500,000.00 (or greater), including projects for the City of Brampton.
2. One (1) of the three (3) projects must include the installation of an Air Supported Structure (dome) component.
3. Projects including an Air Supported Fabric Structure, permanent structures (building), concrete skateboard parks, sports fields and sports field lighting will be looked upon more favorably.
4. Project examples must clearly demonstrate similarities to complexity, size and scope as described in this RFP.
5. Bidders are to include, with their submissions, Project Sheets, for all projects listed, that identify all relative information demonstrating similar scope as described in this RFP.
6. Projects sheets are to be clearly referenced to the Projects listed in Table 1.2.2 Project Experience.

In Step 4 Documents, **Attachment C – Additional Information for Project Experience**, Bidders will upload Project Sheets (mandatory) and any additional information and material (i.e. photos, etc.) for the projects listed in the tables below. Clearly indicate which project the additional information is pertaining to.

Line Item	Description	Project No. 1 *	Project No. 2 *	Project No. 3 *
1	Project name			
2	Project description/scope of work (demonstrating similar scope as described in this RFP)			

3	Is this project installation of an Air Supported Structure Dome (Yes or No).				*
4	Project address				*
5	Contract type (i.e. stipulated Sum, Design-Build, Prime Contractor, Trade Contractor)				*
6	Name of the Owner / client contact.				*
7	Name of the Consultant. If there was no Consultant involved, indicate N/A in the response.				*
8	Name(s) of the Site Supervisor				*
9	Name(s) the Project Manager. (Separate or independent Project Management Firm) If there was no Project Manager involved, indicate N/A in the response.				*
10	Original contract amount as awarded (without change orders)				*
11	Final construction contract amount (provide reasons/explanations for increase)				*
12	Original construction duration (month/year of start, Substantial Performance, and Total Performance)				*
13	Actual construction duration (month/year of start, Substantial Performance, and Total Performance).  Provide an explanation as to why the original schedule was completed earlier or wasn't completed as per the original schedule.				*

### 1.2.3 Project References

Bidders must provide references for the projects identified in Project Experience table 1.1.2. References that do not include the required details and contact information as outlined in the table below will be deemed incomplete and will not be considered for evaluation purposes. It is the responsibility of Bidders to provide complete references.

Bidders shall distribute the Project Reference Questionnaire included in the RFP Document, to the references identified in the table below. References are to complete the questionnaire and submit directly to the Purchasing Representative through email to [santosh.mishra@brampton.ca](mailto:santosh.mishra@brampton.ca). Project Reference Questionnaires must be submitted by the references directly, and not by the Bidders, no later than one week after Closing Date to be considered in the evaluation ("Reference Deadline").

A minimum of two (2) references ("Minimum Number of References") must be received by the City before the Reference Deadline. At the City's discretion, the City may verify the information with the references. It is the responsibility of the Bidder to ensure that contact information for each of the references provided is valid, with someone knowledgeable of the project, and not a general office email address or phone numbers. If less than Minimum Number of References are received and/ or references cannot be reached for verification after the City's reasonable attempts of soliciting, a score of 3 (unsatisfactory) will be assigned for each missing reference.

Bidders acknowledge and agree that the results of the reference checks shall become the property of the City.

Line Item	Description	Project #1 *	Project #2 *	Project #3 *
1	Project Name (must match project name identified in table under 1.2.3 Project Experience)			
2	Owner Name			
3	Owner Contact Person			
4	Telephone Number and Email Address of Contact Person			

### 1.2.4 Key Personnel Team Organization & Qualifications

In the table below, indicate the personnel and their role from your company that are to be assigned to this contract. At a minimum, the proposed key personnel should include a **Project Manager** and a **Site Supervisor**. Both the Project Manager and Site Supervisor must have completed five project, each with a construction value over five (5) Million Dollar in the past 10 years.

In Step 4 Documents, **Attachment D – Resumes**, upload resumes for all personnel identified in the table below indicating their roles, education, professional qualifications, technical expertise, experience, unique skills and competencies relevant to this project. Include number of years with your company.

**There shall be no substitution of key personnel without prior written approval of the City's designated Project Manager.**

In the table below, provide information for each key personnel. Click on button "Add Optional Row" to add additional rows if required.

Line Item	Name of the Key Team Member	Role in the Company, include the number of years the individual has been with the company	Role in this Project
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



## 1.2.5 Project Management and Methodology

In the table below, provide responses to the questions listed

Line Item	Questions	Responses *
1	Describe your company's approach to communication management with the City and or Consultant.	
2	Describe your company's approach to schedule management.	
3	Explain how your company manages and executes construction of projects from start to finish, focusing on possible challenges and ways to mitigate them.	
4	Describe the quality management methods used by your company. Ensure that descriptions of procedures outline the efforts made to monitor and control quality throughout the project.	
5	Indicate the application of in-house project management system for document control.	
6	Provide details of successful quality control measures your company has undertaken in previous projects.	

## 1.2.6 Scheduling Method

In Step 4 Documents, –Schedule, Bidders are to upload a proposed schedule, (Gantt Chart) completed in Microsoft Project or Primavera or suitable alternative software to describe all construction activities and stages, including the project’s critical path as **Attachment E**, developed for a previous project indicated in the table under 1.2.2 Project Experience, including copies of the schedule as it was updated.

The proposed Project Schedule should be baselined and identify a clear critical path with all related dependencies and sufficient detail to support the Bidder’s approach and methodology.

Substantial Completion of the project must be achieved by November 15, 2025.

The proposed Project Schedule will be used for evaluation purposes only and will not form the baseline for the contract.

Bidders are to provide responses to the questions in the table below.

Line Item	Questions	Responses *
1	Describe the scheduling methods used by your company. In particular, describe the software used and procedures followed for monitoring, and updating of the schedule including critical path.	
2	Describe typical methods your company uses to compress the overall length of construction in order to meet tight deadlines.	
3	Provide suggestions for maximizing effectiveness of the Project timeline and any novel ideas for dealing with potential issues.	
4	Describe your company’s ability and methods that can be used to complete this project by the substantial completion dates.	
5	Explain how your company will proactively manage this project’s schedule and complex delivery schedules.	
6	Explain how the company will report on deviations and recovery plans.	
7	Is your company able to meet the substantial completion date of November 15th, 2025? Indicate Yes or No.  If “No”, provide an explanation.	
8	If the response to the above question is “No” propose the earliest completion date that can be achieved for this project.	

## Sub-Contractors

The Bidder shall state all Subcontractor(s) and type of Work proposed to be used on this Contract for the approval of the Owner. Bidders shall not indicate "TBD" (To Be Determined) or "TBA" (To Be Announced) or similar wording. The Bidder shall state only one (1) subcontractor for each type of work. Any changes to the approved list of Subcontractors must be approved by the Owner prior to any work taking place.

## Subcontractors

By clicking here I confirm that there are no Subcontractor(s) and the Bidder shall perform the Contract with their "OWN FORCES".

Trade	Subcontractor	Address

## Documents

It is the Bidder's responsibility to make sure the uploaded file(s) is/are not defective or corrupted and is/are able to be opened and viewed by the Owner. If the attached file(s) cannot be opened or viewed, the Proposal/Bid may be disqualified.

- Attachment "A" - Organizational Chart \* (mandatory)
- Attachment "B" - COR TM Certificate \* (mandatory)
- Attachment "C" - Additional Information for Project Experience \* (mandatory)
- Attachment "D" - Resume \* (mandatory)
- Attachment "E" - Schedule \* (mandatory)
- Attachment "F" - List of Equipment (optional)

## BONDING UPLOAD SECTION

Please refer to section 14 - Bid Deposit

The Bid shall be accompanied by a Bid Deposit in the form of a digital bid bond ("Bid Bond") in the amount equal to or greater than ten percent (10%) of the Total Stipulated Price.

**NOTE:** Digital Bid Bonds are to be uploaded in their original format. Scanned copies will not be accepted.

- Bid Bond (10%) \* (mandatory)

## Bidders Declarations

### Bidder's Declaration

The Bidder by submitting its Bid:

1. acknowledges that it has received all the documents making up the Bid Document listed in the Index and any and all Addenda issued in respect of the Bid Document and the Bidder has provided for compliance with the provisions of the all of the foregoing;
2. acknowledges and agrees that all issued Addenda form part of the Bid Document;
3. declares that it has carefully examined the locality and site of any proposed requirements under the Contract, as well as the Bid Document including any and all Addenda issued by the Owner;
4. acknowledges that quantities included in the Price Schedule are an estimate of the Owner's requirements and there is no guarantee that the full quantities of products or work will be required or purchased;
5. agrees it will execute whatever reductions in the work, and/or additional work as required at the unit prices quoted in its Bid, in strict conformity and in all respects with the requirements of the Bid Call, and the specifications, terms, conditions and agreements applicable to this Bid;
6. agrees to accept payment for the sums calculated in accordance with the actual measured quantities and unit prices quoted in the Price Schedule;
7. confirms that all prices submitted are in Canadian funds;
8. confirms that its prices include all taxes, duties, exchange, labour, charges, currency and freight in respect of all work to be performed under the Contract, except for HST;
9. agrees that if this Bid is accepted, and the Bidder is non-resident in Ontario or Canada, it shall obtain a GST/HST Registration Number prior to commencement of the work;
10. declares that this Bid is made without any connections, knowledge, comparison of figures or arrangements with any other person, including any partnership or corporation, making a Bid for the same requirements as stated in the Bid Call and is in all respects fair and without collusion or fraud;
11. declares that no person, including any partnership or corporation, or anyone other than the Bidder, has any interest in this Bid or in any Contract as may be awarded in respect of this Bid;
12. certifies that the Bidder is in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service, made under the Accessibility for Ontarians with Disabilities Act, 2005; and if requested, it will be able to provide written proof that all employees have been trained as required under the Act;
13. declares that it is not engaged in unresolved litigation with the Owner as of the date of submission of this Bid;
14. declares that this Bid is made in the Bidder's proper legal name and acknowledges that the Owner shall not be required to enter into a Contract awarded to the Bidder if the name of the contracting party in the Contract is different than the name of the Bidder in this Bid, but Owner may enter into a Contract in its sole and absolute discretion subject to correcting the Contract to reflect the proper legal name;
15. acknowledges and agrees that information contained in this Bid submitted to the Owner shall be subject to disclosure as may be required under the provisions of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Any confidentiality obligations of the Owner under the Bid Call are expressly subject to the obligations and requirements of MFIPPA now or hereafter in effect;
16. agrees that its Bid as submitted to the Owner shall become the property of the Owner;
17. the bid deposit, if required by the Bid Call, is in accordance with the requirements specified in the Bid Call and is submitted electronically prior to or at the same time as submission of this Bid;
18. if the Bidder withdraws this Bid after Bid Closing and prior to award of the Contract in respect thereof, during the time that this Bid is open to acceptance as set out in this Bidder's Declaration, the amount of the deposit for this Bid shall be forfeited to the Owner; and
19. agrees (i) that this Bid is irrevocable after Bid Closing and shall continue to be open to acceptance after Bid Closing until the Contract is executed or until sixty (60) days after the Closing Date whichever first occurs, and the Owner may at any time within that period and without notice accept this Bid whether any other Bid has been previously accepted or not; and (ii) to enter into a contract with the Owner to perform the work described in the Bid Call, in accordance with the Bid Document and on its terms and conditions, which are expressly acknowledged and

agreed to by the Bidder to be made part of the Contract, and the awarding by the Owner of the contract based on this Bid shall be an acceptance of Bid.



**By completing the information below and submitting the Proposal/Bid and this Bidder's Declaration it is understood that, on behalf of the Bidder as the Bidder's authorized officer, I have read, understood and agree to abide by the instructions, terms, conditions and specifications contained in this Bidder's Declaration and the Proposal/Bid Document and any Addenda issued in respect of the Proposal/Bid Document.**

By checking "NO" below, the Bidder declares that no actual, potential, or perceived conflict of interest exists or could arise in submitting this Proposal and declares that no member of the City Council, or any officer or employee of The Corporation of the City of Brampton is, or will become interested directly or indirectly as a contracting party or otherwise, in any Contract awarded in respect of this Proposal, or in the supplies, work or business to which any such Contract relates, or in any profits or benefit to be derived from any such Contract.

Yes  No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Proposal/Bid Document.

Please check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
There have not been any addenda issued for this bid.		

