



Request for Quotations
For
Harold M. Brathwaite Secondary School Countertop Replacement Science Rooms

Request for Quotations No.: **RFQMA25-5171**

Issued: **March 21, 2025**

Submission Deadline: **April 7, 2025, at 3:00 p.m. local time**

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PART 1 – INVITATION AND SUBMISSION INSTRUCTIONS

1.1 Invitation to Respondents

This Request for Quotations (the “RFQ”) is an invitation by Peel District School Board (“the Board”) to a group of pre-qualified respondents to submit non-binding quotations for **Harold M. Brathwaite Secondary School Countertop Replacement Science Rooms** as further described in Section of the RFQ Particulars (Appendix D) (the “Deliverables”).

1.2 RFQ Contact

For the purposes of this procurement process, the “RFQ Contact” will be:

John Marinescu

Email: john.marinescu@peelsb.com

Respondents and their representatives are not permitted to contact any employees, officers, agents, elected or appointed officials or other representatives of the Board, other than the RFQ Contact, concerning matters regarding this RFQ. Failure to adhere to this rule may result in the disqualification of the respondent and the rejection of the respondent’s quotation.

1.3 Type of Contract for Deliverables

The selected respondent will be requested to enter into a contract for the provision of the Deliverables on the terms and conditions set out in the Form of Agreement (Appendix A) (the “Agreement”). It is the Board’s intention to enter into a contract with one (1) legal entity. The term of the contract is to be for a period starting **upon the Award to August 31, 2025**.

1.4 Timetable

Issue Date of RFQ	March 21, 2025
Recommend Site Visit	N/A
Deadline for Questions	March 28, 2025, 4:00 PM local time All questions must be submitted through Opportunity Q&A in Bonfire. See section 3.2.1 for details.
Deadline for Issuing Addenda	March 31, 2025, 4:00 PM local time
Rectification Period	2 Business Days
Submission Deadline	April 7, 2024, 3:00 PM local time
Anticipated Execution of Agreement	April, 2024

The RFQ timetable is tentative only and may be changed by the Board at any time.

1.5 Submission of Quotations

1.5.1 Quotations to be Submitted at Prescribed Location

The Board will use the BonfireHub portal to accept and evaluate quotes digitally for this Request

for Quote.

Please contact Bonfire at support@gobonfire.com for questions related to the uploading of your submission.

Upload your Submission at: <https://peelsb.bonfirehub.ca/projects/90929/details>

Your Submission must be uploaded prior to the Submission Deadline established for this Quote.

- (a) Uploading large documents may take significant time, depending on the size of the file(s) and Respondent's internet connection speed.
- (b) Onus and responsibility rests solely with the Respondent to deliver its Quote as indicated in the details on or before the Submission Deadline. The Board does not accept any responsibility for submissions delivered to any other location by the Respondent or its delivery agents. Respondents are advised to make submissions well before the deadline. Respondents making submissions near the deadline do so at their own risk. Submissions shall be deemed to be received once they enter into the Bonfire system and a confirming email is returned to the submitting party. Respondent will receive an email from Bonfire with a unique confirmation receipt once they finalize their submission.
- (c) Only the number of files indicated in the Bidding System can be uploaded for each Requested Document. If an uploaded document(s) needs to be changed, the Respondent will need to first delete the old file before re-uploading a new file.
- (d) Respondent should not embed any documents within uploaded files as they will not be accessible.
- (e) Each submission file uploaded is instantly sealed and will only be visible after the closing date and time.
- (f) Each file has a maximum size of 1000MB. Any requested documents exceeding this limit will not be accepted by Bonfire.
- (g) Minimum system requirements: Internet Explorer 8/9/10+, Google Chrome, or Mozilla Firefox. Javascript must be enabled and Adobe Flash Player version 9+ installed.
- (h) There is no cost to the Respondent for uploading submission on Bonfire

1.5.2 Quotations to be Submitted on Time

Quotations must be submitted on or before the Submission Deadline. Quotations submitted after the Submission Deadline will not be accepted. Respondents are advised to make submissions well before the deadline. Respondents making submissions near the deadline do so at their own risk.

1.5.3 Quotations to be Submitted in Prescribed Format

All respondents shall have a Bidding System vendor account and be registered as a plan taker

for this opportunity, which will enable the respondent to download the solicitation document, to receive addenda email notifications, download addenda and submit their quotations electronically through the Bidding System.

Respondents are cautioned that the timing of their submission is based on when the quotation is received by the Bidding System, not when a quotation is submitted by a respondent, as transmission can be delayed due to file transfer size, transmission speed or other technical factors.

For the above reasons, the Board recommends that respondents allow sufficient time to upload their submission and attachment(s) (if applicable) and to resolve any issues that may arise. The closing date and time shall be determined by the Board's Bidding System web clock.

Respondents should contact the RFQ Contact at least twenty-four hours prior to deadline if they encounter any problems. The Bidding System will send a confirmation email to the respondent advising when the quotation was submitted successfully. If respondents do not receive a confirmation email, they should contact the RFQ Contact immediately.

To ensure receipt of the latest information and updates via email regarding this opportunity, or if a respondent has obtained this solicitation document from a third party, the onus is on the respondent to create a Bidding System Vendor account and register as a plan taker for the opportunity at <https://peelsb.bonfirehub.ca>.

1.5.4 Amendment of Quotations

Respondents may amend their quotations prior to the Submission Deadline. However, the respondent is solely responsible for ensuring that the amended quotation is received by the Bidding System by the Submission Deadline.

1.5.5 Withdrawal of Quotations

Respondents may withdraw their quotations prior to the Submission Deadline. However, the respondent is solely responsible for ensuring that the withdrawn quotation is withdrawn through the Bidding System by the Submission Deadline.

[End of Part 1]

PART 2 – EVALUATION AND AWARD

2.1 Stages of Evaluation

The Board will conduct the evaluation of quotations in the following stages:

2.2 Stage I – Mandatory Submission Requirements

Stage I will consist of a review to determine which proposals comply with all of the mandatory submission requirements. If a proposal fails to satisfy all of the mandatory submission requirements, the Board will issue the proponent a rectification notice identifying the deficiencies and providing the proponent an opportunity to rectify the deficiencies. If the proponent fails to satisfy the mandatory submission requirements within the Rectification Period, its proposal will be rejected. The Rectification Period will begin to run from the date and time that the Board issues a rectification notice to the proponent. The mandatory submission requirements are set out in Section C of the RFP Particulars (Appendix D).

2.3 Stage II – Mandatory Technical Requirements

The Board will review the quotations to determine whether the mandatory technical requirements as set out in Section D of the RFQ Particulars (Appendix D) have been met. Questions or queries on the part of the Board as to whether a quotation has met the mandatory technical requirements will be subject to the verification and clarification process set out in Part 3.

2.4 Stage III – Pricing

Stage III will consist of an evaluation of the submitted pricing in each qualified quotation in accordance with the price evaluation method set out in Pricing (Appendix C). The evaluation of price will be undertaken after the evaluation of mandatory requirements has been completed.

2.5 Selection of Top-Ranked Respondent

After the completion of Stage III, compliant respondents will be ranked based on the price evaluation. Subject to the process rules contained in the Terms and Conditions of the RFQ Process (Part 3), the top-ranked respondent will be invited to enter into the Agreement in accordance with Part 3. In the event of a tie, the selected respondent will be determined by way of best and final offer. The selected respondent will be notified in writing and will be expected to satisfy any applicable conditions of this RFQ, including the pre-conditions of award listed in Section E of the RFQ Particulars (Appendix D), and enter into the Agreement within the timeframe specified in the selection notice. Failure to do so may result in the disqualification of the respondent and the selection of another respondent or the cancellation of the RFQ.

[End of Part 2]

PART 3 – TERMS AND CONDITIONS OF THE RFQ PROCESS

3.1 General Information and Instructions

3.1.1 Respondents to Follow Instructions

Respondents should structure their quotations in accordance with the instructions in this RFQ. Where information is requested in this RFQ, any response made in a quotation should reference the applicable section numbers of this RFQ.

3.1.2 Quotations in English

All quotations are to be in English only.

3.1.3 No Incorporation by Reference

The entire content of the respondent's quotation should be submitted in a fixed form, and the content of websites or other external documents referred to in the respondent's quotation but not attached will not be considered to form part of its quotation.

3.1.4 References and Past Performance

In the evaluation process, the Board may include information provided by the respondent's references and may also consider the respondent's past performance or conduct on previous contracts with the Board or other institutions.

3.1.5 Information in RFQ Only an Estimate

The Board and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in this RFQ or issued by way of addenda. Any quantities shown or data contained in this RFQ or provided by way of addenda are estimates only, and are for the sole purpose of indicating to respondents the general scale and scope of the Deliverables. It is the respondent's responsibility to obtain all the information necessary to prepare a quotation in response to this RFQ.

3.1.6 Respondents to Bear Their Own Costs

The respondent will bear all costs associated with or incurred in the preparation and presentation of its quotation, including, if applicable, costs incurred for interviews or demonstrations.

3.1.7 Quotation to be Retained by the Board

The Board will not return the quotation or any accompanying documentation submitted by a respondent.

3.1.8 No Guarantee of Volume of Work or Exclusivity of Contract

The Board makes no guarantee of the value or volume of work to be assigned to the successful respondent. The contract with the selected respondent will not be an exclusive contract for the

provision of the described Deliverables. The Board may contract with others for goods and services the same as or similar to the Deliverables or may obtain such goods and services internally.

3.2 Communication after Issuance of RFQ

3.2.1 Respondents to Review RFQ

Respondents should promptly examine all of the documents comprising this RFQ, and may direct questions to or seek additional information from the RFQ Contact on or before the Deadline for Questions. All questions and communications by respondents may only be sent through the Opportunity Q&A in the Bonfire Portal. The Board will not answer any questions submitted by any other means. The Board will provide answers to any questions through the Bonfire Portal only.

The Board is under no obligation to provide additional information, and the Board is not responsible for any information provided by or obtained from any source other than the RFQ Contact. It is the responsibility of the respondent to seek clarification from the RFQ Contact on any matter it considers to be unclear. The Board is not responsible for any misunderstanding on the part of the respondent concerning this RFQ or its process.

3.2.2 All New Information to Respondents by Way of Addenda

This RFQ may be amended only by addendum in accordance with this section. If the Board, for any reason, determines that it is necessary to provide additional information relating to this RFQ, such information will be communicated to all respondents by addendum. Each addendum forms an integral part of this RFQ and may contain important information, including significant changes to this RFQ. Respondents are responsible for obtaining all addenda issued by the Board. In the Submission Form (Appendix B), respondents should confirm their receipt of all addenda by setting out the number of each addendum in the space provided.

3.2.3 Post-Deadline Addenda and Extension of Submission Deadline

If the Board determines that it is necessary to issue an addendum after the Deadline for Issuing Addenda, the Board may extend the Submission Deadline for a reasonable period of time.

3.2.4 Verify, Clarify and Supplement

When evaluating quotations, the Board may request further information from the respondent or third parties in order to verify, clarify or supplement the information provided in the respondent's quotation, including but not limited to clarification with respect to whether a quotation meets the mandatory technical requirements set out in Section D of the RFQ Particulars (Appendix D). The Board may revisit, re-evaluate and rescore the respondent's response or ranking on the basis of any such information.

3.3 Notification and Debriefing

3.3.1 Notification to Other Respondents

Once an agreement is executed by the Board and a respondent, the other respondents may be

notified directly in writing and will be notified by public posting in the same manner that this RFQ was originally posted of the outcome of the procurement process.

3.3.2 Debriefing

Respondents may request a debriefing after receipt of a notification of the outcome of the procurement process. All requests must be in writing to the RFQ Contact and must be made within sixty (60) days of such notification.

3.3.3 Procurement Protest Procedure

If a respondent wishes to challenge the RFQ process, it should provide written notice within 10 days of debriefing to the RFQ Contact in accordance with the Board's procurement protest procedures and any applicable trade agreement or other applicable bid protest procedures. The notice must provide a detailed explanation of the respondent's concerns with the procurement process or its outcome. The Board will respond in accordance with Section 14 of its Procurement Regulations.

3.4 Conflict of Interest and Prohibited Conduct

3.4.1 Conflict of Interest

For the purposes of this RFQ, the term "Conflict of Interest" includes, but is not limited to, any situation or circumstance where:

- (a) in relation to the RFQ process, the respondent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage, including but not limited to (i) having, or having access to, confidential information of the Board in the preparation of its quotation that is not available to other respondents, (ii) communicating with any person with a view to influencing preferred treatment in the RFQ process (including but not limited to the lobbying of decision makers involved in the RFQ process), or (iii) engaging in conduct that compromises, or could be seen to compromise, the integrity of the open and competitive RFQ process or render that process non-competitive or unfair; or
- (b) in relation to the performance of its contractual obligations under a contract for the Deliverables, the respondent's other commitments, relationships or financial interests (i) could, or could be seen to, exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgement, or (ii) could, or could be seen to, compromise, impair or be incompatible with the effective performance of its contractual obligations.

3.4.2 Disqualification for Conflict of Interest

The Board may disqualify a respondent for any conduct, situation or circumstances, determined by the Board, in its sole and absolute discretion, to constitute a Conflict of Interest as defined above.

3.4.3 Disqualification for Prohibited Conduct

The Board may disqualify a respondent, rescind notice of selection or terminate a contract subsequently entered into if the Board determines that the respondent has engaged in any conduct prohibited by this RFQ.

3.4.4 Prohibited Respondent Communications

Respondents must not engage in any communications that could constitute a Conflict of Interest and should take note of the Conflict of Interest declaration set out in the Submission Form (Appendix B).

3.4.5 Respondent Not to Communicate with Media

Respondents must not at any time directly or indirectly communicate with the media in relation to this RFQ or any agreement entered into pursuant to this RFQ without first obtaining the written permission of the RFQ Contact.

3.4.6 No Lobbying

Respondents must not, in relation to this RFQ or the evaluation and selection process, engage directly or indirectly in any form of political or other lobbying whatsoever to influence the selection of the successful respondent(s).

3.4.7 Illegal or Unethical Conduct

Respondents must not engage in any illegal business practices, including activities such as bid-rigging, price-fixing, bribery, fraud, coercion or collusion. Respondents must not engage in any unethical conduct, including lobbying, as described above, or other inappropriate communications; offering gifts to any employees, officers, agents, elected or appointed officials or other representatives of the Board; deceitfulness; submitting quotations containing misrepresentations or other misleading or inaccurate information; or any other conduct that compromises or may be seen to compromise the competitive process provided for in this RFQ.

3.4.8 Past Performance or Past Conduct

The Board may prohibit a Respondent (or any individual that owns, controls, operates, manages or directs the Respondent) from participating in a procurement process based on past performance or based on inappropriate conduct in a prior procurement process, including but not limited to the following:

- (a) illegal or unethical conduct as described above;
- (b) the refusal of the Respondent to honour its submitted pricing or other commitments; or
- (c) any conduct, situation or circumstance determined by the Board, in its sole and absolute discretion, to have constituted an undisclosed Conflict of Interest;
- (d) litigation history.

3.5 Confidential Information

3.5.1 Confidential Information of the Board

All information provided by or obtained from the Board in any form in connection with this RFQ either before or after the issuance of this RFQ

- (a) is the sole property of the Board and must be treated as confidential;
- (b) is not to be used for any purpose other than replying to this RFQ and the performance of any subsequent contract for the Deliverables;
- (c) must not be disclosed without prior written authorization from the Board; and
- (d) must be returned by the respondent to the Board immediately upon the request of the Board.

3.5.2 Confidential Information of Respondent

A respondent should identify any information in its quotation or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the Board. The confidentiality of such information will be maintained by the Board, except as otherwise required by law or by order of a court or tribunal. Respondents are advised that their quotations will, as necessary, be disclosed, on a confidential basis, to advisers retained by the Board to advise or assist with the RFQ process, including the evaluation of quotations. If a respondent has any questions about the collection and use of personal information pursuant to this RFQ, questions are to be submitted to the RFQ Contact.

3.6 Procurement Process Non-binding

3.6.1 No Contract A and No Claims

This procurement process is not intended to create and will not create a formal, legally binding bidding process and will instead be governed by the law applicable to direct commercial negotiations. For greater certainty and without limitation:

- (a) this RFQ will not give rise to any Contract A–based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and
- (b) neither the respondent nor the Board will have the right to make any claims (in contract, tort, or otherwise) against the other with respect to the award of a contract, failure to award a contract or failure to honour a quotation submitted in response to this RFQ.

3.6.2 No Contract until Execution of Written Agreement

This RFQ process is intended to solicit non-binding quotations for consideration by the Board and may result in an invitation by the Board to a respondent to enter into the Agreement. No legal relationship or obligation regarding the procurement of any good or service will be created between the respondent and the Board by this RFQ process until the execution of a written agreement for the acquisition of such goods and/or services.

3.6.3 Non-binding Price Estimates

While the pricing information provided in quotations will be non-binding prior to the execution of a written agreement, such information will be assessed during the evaluation of the quotations and the ranking of the respondents. Any inaccurate, misleading or incomplete information, including withdrawn or altered pricing, could adversely impact any such evaluation or ranking or the decision of the Board to enter into an agreement for Deliverables.

3.6.4 Cancellation

The Board may cancel or amend the RFQ process without liability at any time.

3.7 Governing Law and Interpretation

These Terms and Conditions of the RFQ Process (Part 3):

- (i) are intended to be interpreted broadly and independently (with no particular provision intended to limit the scope of any other provision);
- (j) are non-exhaustive and must not be construed as intending to limit the pre-existing rights of the parties to engage in pre-contractual discussions in accordance with the common law governing direct commercial negotiations; and
- (k) are to be governed by and construed in accordance with the laws of the province of Ontario and the federal laws of Canada applicable therein.

[End of Part 3]

APPENDIX A – FORM OF AGREEMENT

Appendix A consists of:

- Appendix A1 - PDSB Standard Terms and Conditions
- Appendix A2 - General Conditions

The PDF files for both documents are available for download on the Bonfire™ Bidding System Website under **RFQMA24-5171** at <https://peelsb.bonfirehub.ca>.

APPENDIX B – SUBMISSION FORM

1. Respondent Information

Please fill out the following form, naming one person to be the respondent's contact for the RFQ process and for any clarifications or communication that might be necessary.	
Full Legal Name of Respondent:	
Any Other Relevant Name under which Respondent Carries on Business:	
Street Address:	
City, Province/State:	
Postal Code:	
Phone Number:	
Fax Number:	
Company Website (if any):	
Respondent Contact Name and Title:	
Respondent Contact Phone:	
Respondent Contact Fax:	
Respondent Contact Email:	

2. Acknowledgment of Non-binding Procurement Process

The respondent acknowledges that the RFQ process will be governed by the terms and conditions of the RFQ, and that, among other things, such terms and conditions confirm that this procurement process does not constitute a formal, legally binding bidding process (and for greater certainty, does not give rise to a Contract A bidding process contract), and that no legal relationship or obligation regarding the procurement of any good or service will be created between the Board and the respondent unless and until the Board and the respondent execute a written agreement for the Deliverables.

3. Ability to Provide Deliverables

The respondent has carefully examined the RFQ documents and has a clear and comprehensive knowledge of the Deliverables required. The respondent represents and warrants its ability to provide the Deliverables in accordance with the requirements of the RFQ for the rates set out in its quotation.

4. Non-binding Pricing

The respondent has submitted its pricing in accordance with the instructions in the RFQ and in Pricing (Appendix C) in particular. The respondent confirms that the pricing information provided is accurate. The respondent acknowledges that any inaccurate, misleading or incomplete

information, including withdrawn or altered pricing, could adversely impact the acceptance of its quotation or its eligibility for future work.

5. Addenda

The bidder agrees that it is the bidder’s responsibility to obtain all addenda issued by the Board in the Board Bidding System Bonfire portal. The bidder hereby confirms it has received and accepted all addenda issued by the Board for the RFQ and its pricing assumptions and rate calculations has taken into consideration all the addenda for the RFQ.

6. No Prohibited Conduct

The respondent declares that it has not engaged in any conduct prohibited by this RFQ.

7. Conflict of Interest

Respondents must declare all potential Conflicts of Interest, as defined in section 3.4.1 of the RFQ. This includes disclosing the names and all pertinent details of all individuals (employees, advisers, or individuals acting in any other capacity) who (a) participated in the preparation of the quotation; **AND** (b) were employees of the Board within twelve (12) months prior to the Submission Deadline.

If the box below is left blank, the respondent will be deemed to declare that (a) there was no Conflict of Interest in preparing its quotation; and (b) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the RFQ.

Otherwise, if the statement below applies, check the box.

- The respondent declares that there is an actual or potential Conflict of Interest relating to the preparation of its quotation, and/or the respondent foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the RFQ.

If the respondent declares an actual or potential Conflict of Interest by marking the box above, the respondent must set out below details of the actual or potential Conflict of Interest:

8. Disclosure of Information

The respondent hereby agrees that any information provided in this quotation, even if it is identified as being supplied in confidence, may be disclosed where required by law or by order of a court or tribunal. The respondent hereby consents to the disclosure, on a confidential basis, of this quotation by the Board to the advisers retained by the Board to advise or assist with the RFQ process, including with respect to the evaluation this quotation.

Signature of Respondent Representative

Name of Respondent Representative

Title of Respondent Representative

Date

I have the authority to bind the respondent.

APPENDIX C – PRICING

1. Instructions on How to Provide Pricing

- (a) Respondents should provide the information requested under section 3 below (“Required Pricing Information”) by reproducing and completing the table below in their quotations, or, if there is no table below, by completing the attached form and including it in their quotations.
- (b) Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST, which should be itemized separately.
- (c) Rates quoted by the respondent must be all-inclusive and must include all labour and material costs, all travel and carriage costs, all insurance costs, all costs of delivery, all costs of installation and set-up, including any pre-delivery inspection charges, and all other overhead, including any fees or other charges required by law.
- (d) Price ranges will not be accepted. All rates must be rounded to two (2) decimal places. Partial bids are not permitted. If an item is no charge or \$0.00 respondent shall indicate “0”.
- (e) Additional work formally approved by the Board will be based on hourly rates. Hourly rates to apply to work completed during regular business hours, after hours, weekends and/or statutory holidays. No other charges to apply. HST is extra.

2. Evaluation of Pricing

- (a) The total for **Appendix 1 – Rate Bid Form** will be used for evaluation.
- (b) **Appendix 2 – Supplementary Bid** will not to be evaluated.

3. Required Pricing Information

- **APPENDIX 1 – RATE BID FORM** (Bid Table **BT-49JQ** in Bonfire Bidding System)

APPENDIX D – RFQ PARTICULARS

A. THE DELIVERABLES

1. Bramalea Secondary School Countertop Replacement Science Rooms

The provision of the Deliverables will be governed by the terms and conditions set out in Appendix A – Form of Agreement and Appendix G, Specifications and Drawings

2. CONTRACTOR ASBESTOS AWARENESS TRAINING

All contractor's employees and staff, including subcontractors where applicable, who will work at any PDSB facilities are required to complete the Contractor Asbestos Awareness Training at Contractor Asbestos Awareness Training Video Link :

https://drive.google.com/file/d/1dpmv5apl3CmlF-tp_-NMtyx-0Lg54-JP/view prior to beginning of the work at the Board. It is the contractor's responsibility to ensure that all their personnel receive this training in a timely manner and all training records, if applicable, are kept on file and are available upon Board request.

B. MATERIAL DISCLOSURES

1. The total estimated contract value: \$280,000.00.

2. AWARDING OF WORK

The Board reserves the right to award contractors only the amount of work to which the Board is confident can be completed on schedule by the successful Respondent. In order to expedite the completion of work within the Term of Contract, the Board may distribute awards from bids at its sole and unfettered discretion. The decision of the Board will be final.

3. HAZARDOUS BUILDING MATERIALS

Hazardous building materials may be present in the vicinity. Please view the assessment and required abatement work located in Appendix G – Specifications and Drawings.

4. SAMPLES

Samples, when required, must be submitted strictly in accordance with instructions. Samples must be furnished free of charge and must be accompanied by descriptive memorandum invoices indicating if the Respondent requires their return, provided they have not been used or made useless by tests. Samples will be held at Respondent's risk and subject to the Respondent's expense.

5. RFQ DOCUMENT AND BONFIRE SYSTEM

If the word "Contract" is found in sections of the specifications and drawings it shall mean after the award of a contract to the successful respondent.

A respondent may not make any changes to any of the forms. Any submission containing any such changes, whether on the face of the form or elsewhere may result in the non-consideration of your submission.

6. PERFORMANCE SURETY OR AGREEMENT TO BOND

If the total value of the bid per location excluding all applicable taxes is less than \$500,000.00 then a Performance Surety is required. If greater than \$500,000.00 bonding is required. Refer to Pre-Conditions of Award for details.

7. FACILITY KEY(S) DEPOSIT

Pursuant to Maintenance Services Department General Conditions Section 01000, all facility key(s) will be issued by Maintenance Services Department to the successful general contractor following the receipt of facility key deposit(s) issued by the successful general contractor.

Upon completion of project work and/or the end of term of the contract, all applicable facility key deposit(s) will be returned by the Board to the successful general contractor in the form of direct deposit. Facility key deposit(s) issued by sub-contractor(s) will not be accepted by the Board.

8. PRICING MARK-UP

The total mark-up to the Board for any approved materials is not to exceed 5% of the net cost of materials. The Board reserves the right to audit the cost by requesting copies of invoices for the materials purchased by the selected respondent(s). In addition, the Board reserves the right to source, purchase, and supply materials to the selected respondent(s) for any work awarded under this bid.

The total mark-up to the Board for any services is not to exceed 15% of the net cost of labour (10% for overhead and 5% for profit) regardless of whether the labour is provided by the selected respondent or its subcontractors. The Board reserves the right to audit the cost by requesting copies of invoices for labour provided either by the respondent or its subcontractors.

9. PRICING TO REMAIN FIRM

Prices are to remain firm for the initial contract term upon the execution of the written contract as the result of the RFQ.

C. MANDATORY SUBMISSION REQUIREMENTS

1. Submission Form - Appendix B

Each quotation must include a Submission Form (Appendix B) completed and signed by an authorized representative of the respondent.

2. Pricing Rate Bid Form - Appendix 1 (Bid Table BT-49JQ in the Bonfire Bidding System)

Each quotation must include pricing information that complies with the instructions contained in Pricing (Appendix C).

3. Supplementary Bid – Appendix 2 – (Questionnaire Q-29KQ in the Bonfire Bidding System) – Not to be evaluated.

Each quotation must include the above-mentioned questionnaire.

D. MANDATORY TECHNICAL REQUIREMENTS

N/A

E. PRE-CONDITIONS OF AWARD

Respondent under consideration must provide the following information within (7) seven calendar days of notification or as otherwise agreed by the Board:

a) INSURANCE

The Respondent shall provide Commercial General Liability insurance coverage and Third Party Liability insurance coverage for both owned and non-owned motor vehicles in accordance to the Board's Standard Terms and Conditions – Form of Agreement under Appendix A.

b) WORKPLACE SAFETY AND INSURANCE BOARD (WSIB)

The Respondent shall provide proof of WSIB coverage in accordance to the Board's Standard Terms and Conditions – Form of Agreement under Appendix A.

c) AGREEMENT TO BOND (If project is greater than \$500,000)

Agreement to Bond from an approved bonding company for a 50% performance bond and a 50% labour and material bond, all in accordance with Appendix F (Bonding).

The respondent agrees that on completion of the work the Performance Bond shall remain in force as a Maintenance Bond for a period of one (1) year from the date of acceptance of the building by the Board. It shall form a guarantee of workmanship and materials for the one (1) year period.

The latest editions of Forms 31 (Labour and Material Bond) and Form 32 (Performance Bond) are to be used for the bond.

d) PERFORMANCE SURETY (If project is less than \$500,000)

The Performance Surety requirement from the successful Respondent will be in the amount of 10% of the dollar award excluding all applicable taxes.

The successful Respondent will secure an original Irrevocable Letter of Credit or a Certified Cheque or Money Order or Bank Draft payable to Peel District School Board, which has been issued by a Canadian Chartered Bank or Trust Company, in the appropriate amount. If the Irrevocable Letter of Credit is the vehicle chosen for the Performance Surety, it must

be identical to the form as presented in this RFQ document, Appendix E attached. The Performance Surety, either an Irrevocable Letter of Credit or a Certified Cheque, Money Order or Bank Draft will be deposited with and held by the Board prior to the commencement of the contract. The Performance Surety may be drawn on by the Board at any time to secure the due performance and observation of the contract; the payment of all claims, liabilities and obligations incurred by the successful Respondent during the performance of the contract. Such Performance Surety will not be released until sixty (60) days after substantial performance of the contract and the full discharge of all claims, liabilities and obligations incurred by the successful Respondent during the performance of this contract. The successful Respondent further covenants and agrees that, where the contract has been terminated or cancelled by virtue of the successful Respondent's default, the said Performance Surety will not be revoked or cancelled, and the Board may draw from the Performance Surety to compensate for such damages, losses or expenses incurred, or to be incurred, for which the Board may not be otherwise liable. Should the said damages, losses or expenses be in excess of the amounts drawn, the successful Respondent shall be liable to the Board for such excesses.

The Performance Surety is to guarantee that the successful Respondent will complete the contract in a proper and satisfactory manner in accordance with the terms and conditions of the RFQ and must be presented by the successful Respondent to the Board as requested at the time of the award. Failure to provide the proper surety may result in the rescission of the Board's notice of selection. No interest will be either charged or retained by or to the Board in relation to the Performance Surety.

APPENDIX E – LETTER OF CREDIT

(BANK) _____ NO. _____

(BRANCH) _____ (DATE) _____

TO:

WE HEREBY AUTHORIZE YOU TO DRAW ON (BANK)
FOR ACCOUNT OF
UP TO AN AGGREGATE AMOUNT OF
AVAILABLE BY DRAFTS AT SIGHT
GUARANTEE AS FOLLOWS:

Pursuant to the request of our customer, _____
we, (Bank) _____ hereby establish and give to
you an Irrevocable Letter of Credit in your favour in the total amount of \$ _____ which may be
drawn on by you at any time and from time to time upon written demand for payment made upon us by you, which
demand we shall honour without enquiring whether you have a right as between yourself and our said customer to
make such demand and without recognizing any claim of our said customer.

PROVIDED, however, that you are to deliver to (Bank) _____
at such time as a written demand for payment is made upon us, a certificate signed by the Associate Director of
Corporate Services of The Peel District School Board agreeing and/or confirming that monies drawn pursuant to this
Letter of Credit are to be and/or have been expended pursuant to obligations incurred or to be incurred by you with
reference to (description of services or projects) _____

This Letter of Credit shall commence on _____ and shall expire on _____
_____ subject to the conditions of automatic extension, as set out herein.

IT IS A CONDITION of this Letter of Credit that it shall be automatically extended without amendment for one year
from the expiry date, and thereafter from year to year unless sixty days prior to the present or future expiry date we
shall notify the Associate Director of Operational Support Services of The Peel District School Board in writing that we
elect not to consider this Letter of Credit renewed for any such additional period. Upon receipt by you of such notice;
you may draw hereunder by means of your demand accompanied by your written certification that the amounts drawn
will be retained and used by you to meet obligations incurred or to be incurred by you in connection with (description
of services or projects) _____.

THE DRAFTS DRAWN UNDER THIS CREDIT ARE TO BE ENDORSED HEREON AND SHALL STATE ON THEIR
FACE THAT THEY ARE DRAWN UNDER (BANK) _____
(BRANCH) _____ LETTER OF CREDIT NO. _____
(DATE) _____

WE HEREBY AGREE WITH THE DRAWERS, ENDORSERS OF THE BILLS DRAWN IN COMPLIANCE WITH THE
TERMS OF THIS CREDIT THAT THE BILLS SHALL BE DULY HONOURED UPON PRESENTATION AT THE
DRAWEE BANK.

(Accountant) (Manager)

APPENDIX F - BONDING

1. The Contractor, after receiving written notification from the Board representative *or where the Contract Price exceeds \$500,000*, shall furnish and deliver to the Board within ten (10) days of such notification, and/or prior to the signing of the Contract: (1) a *Labour and Material Bond, with a coverage limit of at least 50% of the Contract Price, which extends its protection to any Subcontractors supplying labour and materials to the Work*; and (2) a *Performance Bond, with a coverage limit of at least 50% of the Contract Price*, and guaranteeing the faithful performance of the Contract in accordance with the Contract Documents including the requirements of **WARRANTY** and the payment of all obligations incurred in the event of the Contractor's default. Obligations incurred in the event of the Contractor's default shall include, but not be necessarily limited to the following:
2. The payment of all legal, accounting, architectural, engineering and other Consultants' expenses incurred by the Board in determining the extent of the Work executed, and any additional work required as a result of the interruption of the Work, and
3. The payment of additional expenses to the Board in the form of watchmen's services, light, heat, power, etc., payable over the period between the default of the Contract and the commencement of the Work under the terms of this Contract Requirement.
4. Without limiting the foregoing in any way, the Performance Bond shall indemnify and hold harmless the Board from and against any and all costs and expenses (including legal and architectural services and court costs) arising out of or as a consequence of any default of the Contractor under the Contract.
5. The Bonds shall be in the most recent form approved by the Canadian Construction Association modified as may be necessary to incorporate the requirements stated herein. For the amount of the Bonds, refer to the **MATERIAL DISCLOSURES** section of RFQ document.
6. The Contractor shall be responsible for notifying the surety company of any changes made to the Contract during the course of construction.
7. The premiums for all Bonds called for in the RFQ shall be included in the Contract Price.
8. Should the Board require provisions of any additional Bonds by the Contractor after the receipt of RFQ for the Work, the Contract Price shall be increased by all costs attributed to providing such Bonds. The Contractor shall promptly provide the Board through the Consultant, with any such Bonds that may be required.
9. The Bonds required hereunder must be issued by an insurer licensed under the Insurance Act to write surety and fidelity insurance and be approved by the Board.

APPENDIX G - SPECIFICATIONS, DRAWINGS & QUOTE ESTIMATE



QUOTE FOR

2025 Countertop Replacement

at

**Harold M. Brathwaite Secondary School
415 Great Lakes Drive,
Brampton, Ontario**

**PDSB Project No.:
IR-482-24/25-1**

Contractors shall carefully examine and study all of the Contract Documents and shall visit the site(s) of proposed work in order to satisfy themselves by examination as to all conditions and dimensions.

February 2025

DIVISION 00 - BID DOCUMENTS

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END OF SECTION 00 00 10

DIVISION 01 – GENERAL REQUIREMENTS

SECTION 01 11 00 – SUMMARY OF WORK

PART 1 - SCOPE OF WORK

1.1. DESCRIPTION OF WORK

The following is a general description of the work.

- .1 Countertop Replacement
 - .1 Work under this project will include selective replacement of countertops and computer shelves at **Harold M. Brathwaite Secondary School**, located at 415 Great Lakes Drive, Brampton, Ontario.
 - .2 Remove, dispose, supply and install new countertops and computer shelves in Classrooms 203, 222, and 224 as per project Specifications and Drawings. New countertops to be 2cm thick with 4cm profile on plywood support. Countertop material to be measured, supplied, and installed by *Just A Countertop* with material from MSI Surfaces as per project drawings and specifications. Colour of the new countertop to be Macabo Gray as selected by PDSB. Awarded Contractor to carry in their cost as indicated in the rate bid form, the quote price from *Just A Countertop* for the new countertop assemblies (Refer to Appendix B). Additionally, awarded Contractor is responsible for the removal and disposal of existing countertop material, removal and reinstatement of existing penetrations and services, repairs to existing finishes where required, and coordination with all sub-trades.
 - .3 Computer shelving units to be constructed with quartz to match the new countertop material, all existing electrical units and data ports to be relocated to surface of new countertop elevations as indicated on project drawings. Discrepancies or obstacles that would inhibit the new locations of the electrical and data ports to be reported during the removal of the existing countertop prior to manufacturing of the new countertop material to review any changes if required.
 - .4 Mechanical, gas works, plumbing, and electrical work related to the countertop removal to be completed by the Contractor. Mechanical, gas works, plumbing and electrical subcontractors to disconnect all existing elements before the removal of existing countertops and to reconnect them after the countertops are being replaced.
 - .1 The awarded contractor to provide and include in their price mandatory coordination with *Just A Countertop*, the mechanical, gas works, plumbing and electrical sub-contractors for work corresponding with the replacement of the countertops.
 - .2 All openings on the new countertops to be completed by *Just A Countertop* during manufacturing process. Contractor and their subcontractors to coordinate if any changes are required prior to manufacturing.
 - .3 The gas works subcontractor to recertify the gas lines and valves at all stations before the countertop can be in place in active use by the school.
 - .4 All mechanical, gas works, plumbing and electrical subcontractors must be certified trade personnel.

- .5 Contractor to remove and store all existing elements to be reused. All sinks and other elements are to be reinstated by the Contractor and their correspondent gas, plumber and electric subcontractors after the completion of the countertop installation.
- .6 Repair any interior building components affected by the project work; including but not limited to walls, floors, ceilings, and soffits; ceiling tiles, bulkheads, drywall, plaster, exterior soffits (metal, transite panels, concrete, cement board). Repairs to match existing surrounding materials and colours.
- .7 The Contractor shall supply all labour, materials, equipment, plant and services to complete all work as shown, specified, drawn and as required to complete the work.
- .2 Contract Method is Lump Sum.
- .3 All countertop replacement work will be permitted during the summer break only or earlier if the school grants permission and is accessible for the work to be completed during this time. Work may commence in the evening of **June 27, 2025**. The contract shall be completed, including demobilization, by 5:00pm on **Friday, August 22, 2025**, unless otherwise agreed to in writing by PDSB.
- .4 Work of the contract will be permitted from 7:00am to 9:00pm Monday to Sunday during summer break.
- .5 After Labour Day, **September 1, 2025**, any work required to complete final repairs, deficiencies, and/or finishing work shall be done after hours (After 4PM and 7AM – 9PM on weekends and holidays). It is the responsibility of the Contractor to comply with Local noise by-laws. The work shall be performed according to the start date and duration as indicated in the Bid Document.
- .6 Provide Consultant and PDSB with Work Schedule for the Work, indicating start and completion dates.
- .7 Contractor to video record and photographic review of the building interior and exterior before and after the work is completed to confirm no change in the building condition. Contractor to submit a copy to PDSB and the Consultant.

PART 2 - GENERAL

2.1. GENERAL INSTRUCTIONS

- .1 Mobilization and Demobilization
 - .1 Mobilize all labour, equipment, temporary facilities, hoarding required to carry out the work of the Contract. All scaffolding (as required) must be reviewed and bear the stamp of a licensed Professional Engineer practicing in the Province of Ontario.
 - .2 Open disposal bins will not be permitted due to fire safety. All disposal bins must be covered to prevent access into the bins during off work hours.
 - .3 Upon completion of the project, remove all equipment and materials from the Site. Clean the Site to remove all dirt and debris from the work area and adjacent parking lot (including a magnetic sweep to pick-up all fasteners and metallic debris). Clean all doors within the work area.

- .2 Shop Drawings and Submittals
 - .1 Prior to general fabrication, as identified within the Technical Specifications, *Just A Countertop* and the Contractor to submit to the Consultant and PDSB, all required Shop Drawings and requested technical literature pertaining to, but not limited to the following:
 - .1 Countertop Shop Drawings and Computer Shelving Units; and
 - .2 Technical Information for specified materials with colour charts and samples.
- .3 Mock-Up
 - .1 At a location selected by the Consultant and / or PDSB, complete the one countertop replacement in one (1) classroom for review and approval by the Consultant and PDSB of the installation procedures before proceeding with the remaining of the work.

END OF SECTION 01 11 00

DIVISION 01- GENERAL REQUIREMENTS

SECTION 01 34 00 - SUBMITTALS

MANDATORY:

The Contractor will be responsible to take all necessary steps to protect personnel (workers, visitors, general public, etc.) and property from any harm during the course of the contract and shall comply with, and shall ensure that all Subcontractors, Suppliers, installers etc. comply with all Federal, Provincial and Municipal Safety Codes and Regulations and the Occupational Health and Safety Act and Regulations.

Please refer to the General Conditions for further information.

TO BE SUBMITTED PRIOR TO START OF WORK:

1. ADMINISTRATIVE

1. Submit to Consultant submittals listed for review. Submit promptly and in orderly sequence to not cause delay in Work. Failure to submit in ample time is not considered sufficient reason for extension of Contract Time and no claim for extension by reason of such default will be allowed.
2. Do not proceed with Work affected by submittal until review is complete.
3. Present shop drawings, product data, samples and mock-ups in SI Metric units.
4. Where items or information is not produced in SI Metric units converted values are acceptable.
5. Review submittals prior to submission to Consultant. This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and co-ordinated with requirements of Work and Contract Documents. Submittals not stamped, signed, dated and identified as to specific project will be returned without being examined and considered rejected.
6. Notify the Consultant, in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations.
7. Verify field measurements and affected adjacent Work is co-ordinated.
8. Contractor's responsibility for errors and omissions in submission is not relieved by the Consultant's review of submittals.
9. Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by Consultants review.
10. Keep one reviewed copy of each submission on site.

2. SHOP DRAWINGS AND PRODUCT DATA

1. The term "shop drawings" means drawings, diagrams, illustrations, schedules, performance charts, brochures and other data which are to be provided by Contractor to illustrate details of a portion of Work.
2. Submit drawings stamped and signed by professional engineer registered or licensed in the

- province of Work, where required.
3. Indicate materials, methods of construction and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of Work. Where articles or equipment attach or connect to other articles or equipment, indicate that such items have been coordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross references to design drawings and specifications.
 4. Allow five (5) business days for Consultant's review of each submission.
 5. Adjustments made on shop drawings by the Consultant are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Consultant prior to proceeding with the Work.
 6. Make changes in shop drawings as the Consultant may require, consistent with Contract Documents. When resubmitting, notify the Consultant in writing of revisions other than those requested.
 7. Accompany submissions with transmittal letter, in duplicate, containing:
 - a. Date.
 - b. Project title and number.
 - c. Contractor's name and address.
 - d. Identification and quantity of each shop drawing, product data and sample.
 - e. Other pertinent data.
 8. Submissions include:
 - a. Date and revision dates.
 - b. Project title and number.
 - c. Name and address of: Subcontractor, Supplier, and Manufacturer.
 - d. Contractor's stamp, signed by Contractor's authorized representative certifying approval of submissions, verification of field measurements and compliance with Contract Documents.
 - e. Details of appropriate portions of Work, as applicable:
 - i. Fabrication.
 - ii. Layout, showing dimensions, including identified field dimensions, and clearances.
 - iii. Setting or erection details.
 - iv. Capacities.
 - v. Performance characteristics.
 - vi. Standards.
 - vii. Operating weight.
 - viii. Wiring diagrams.
 - ix. Single line and schematic diagrams.
 - x. Relationship to adjacent work.
 9. After Consultant's review, distribute copies.
 10. Submit electronic copy of shop drawings for each requirement requested and as the Consultant may reasonably request.
 11. Submit electronic copies of product data sheets or brochures for requirements requested in specification Sections and as requested by the Consultant where shop drawings will not be prepared due to standardized manufacture of product.

12. Submit electronic copies of test reports for requirements requested in specification Sections and as requested by the Consultant.
13. Without restricting generality of foregoing, Contractor is responsible for dimensions to be confirmed and correlated at job site, for information that pertains solely to fabrication processes or to techniques of construction and installation and for co-ordination of Work of sub-trades.

3. SAMPLES

1. Submit for review samples in duplicate as requested in respective specification Sections. Label samples with origin and intended use.
2. Deliver samples prepaid to Consultant's business address.
3. Notify the Consultant in writing, at time of submission of deviations in samples from requirements of Contract Documents.
4. Where colour, pattern or texture is criterion, submit full range of samples.
5. Adjustments made on samples by the Consultant are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to the Consultant prior to proceeding with Work.
6. Make changes in samples which the Consultant may require, consistent with Contract Documents.
7. Reviewed and accepted samples will become standard of workmanship and material against which installed Work will be verified.

4. MOCK-UPS

- .1 Prior to final approval of Shop Drawings, erect 1 full size mock-up of each component at Project site demonstrating quality of materials and execution for Consultant review. Should mock-up not be approved, rework or remake until approval is secured.
- .2 Remove rejected units from Project site.
- .3 Approved mock-up will be used as standard for acceptance of subsequent work.
- .4 Approved mock-ups may remain as part of finished work.

TO BE SUBMITTED UPON PROJECT CLOSEOUT:

5. ADMINISTRATIVE REQUIREMENTS:

1. Convene meeting one (1) week prior to contract completion with Contractor's representative and the Consultant to:
 - a. Verify Project requirements.
 - b. Review manufacturer's installation instructions and warranty requirements.
2. The Consultant to establish communication procedures for:
 - a. Notifying construction warranty defects.
 - b. Determine priorities for type of defects.

- c. Determine reasonable response time.
3. Ensure contact is located within the local service area of warranted construction, is continuously available, and is responsive to inquiries for warranty work action.

6. ACTION AND INFORMATIONAL SUBMITTALS

1. Two (2) weeks prior to Substantial Performance of the Work, submit to the Consultant three (3) final copies of operating and maintenance manuals, as applicable.
2. Provide spare parts, maintenance materials and special tools of same quality and manufacture as products provided in Work.
3. Provide evidence, if requested, for type, source and quality of products supplied.

7. CONTENTS - PROJECT RECORD DOCUMENTS

1. Table of Contents for Each Volume: provide title of project; Date of submission; names. Addresses and telephone numbers of Consultant and Contractor with name of responsible parties. Schedule of products and systems, indexed to content of volume.
2. For each product or system: List names, addresses and telephone numbers of subcontractors and suppliers, including local source of supplies and replacement parts.
3. Product Data: mark each sheet to identify specific products and component parts, and data applicable to installation; delete inapplicable information.
4. Drawings: supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams.
5. Typewritten Text: as required to supplement product data. Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions.
6. Provide training for systems installed as requested by the Consultant.

8. AS-BUILT DOCUMENTS AND SAMPLES

1. Maintain, in addition to requirements in General Conditions, at site for the Consultant one record copy of:
 - a. Contract Drawings.
 - b. Specifications.
 - c. Addenda.
 - d. Change Orders and other modifications to Contract.
 - e. Reviewed shop drawings, product data, and samples.
 - f. Field test records.
 - g. Inspection certificates.
 - h. Manufacturer's certificates.
2. Store record documents and samples in field office apart from documents used for construction.
3. Provide files, racks, and secure storage. Label record documents and file in accordance with Section number listings in List of Contents of this Project Manual.
4. Label each document "PROJECT RECORD" in neat, large, printed letters.
 - a. Maintain record documents in clean, dry and legible condition.

- b. Do not use record documents for construction purposes.
- c. Keep record documents and samples available for inspection by the Consultant.

9. RECORDING INFORMATION ON PROJECT RECORD DOCUMENTS

1. Record information on set of black line opaque drawings, and in copy of Project Manual.
2. Use felt tip marking pens, maintaining separate colours for each major system, for recording information.
3. Record information concurrently with construction progress. Do not conceal Work until required information is recorded.
4. Contract Drawings and shop drawings: mark each item to record actual construction, including:
 - a. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
 - b. Measured locations of internal utilities and appurtenances, referenced to visible and accessible features of construction.
 - c. Field changes of dimension and detail.
 - d. Changes made by change orders.
 - e. Details not on original Contract Drawings.
 - f. References to related shop drawings and modifications.
5. Specifications: mark each item to record actual construction, including:
 - a. Manufacturer, trade name, and catalogue number of each product actually installed, particularly optional items and substitute items.
 - b. Changes made by Addenda and change orders.

10. EQUIPMENT AND SYSTEMS

1. For each item of equipment and each system include description of unit or system, and component parts.
 - a. Give function, normal operation characteristics and limiting conditions.
 - b. Include performance curves, with engineering data and tests, and complete nomenclature and commercial number of replaceable parts.
2. Maintenance Requirements: include routine procedures and guide for trouble-shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
3. Include manufacturer's printed operation and maintenance instructions.
4. Additional requirements: as specified in individual specification sections.

11. MATERIALS AND FINISHES

1. Building products, applied materials, and finishes: include product data, with catalogue number, size, composition, and colour and texture designations. Provide information for re-ordering custom manufactured products.
2. Instructions for cleaning agents and methods, precautions against detrimental agents and

methods, and recommended schedule for cleaning and maintenance.

3. Moisture-protection and weather-exposed products: include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
4. Additional requirements: as specified in individual specifications sections.

12. DELIVERY, STORAGE AND HANDLING

1. Store spare parts, maintenance materials, and special tools in a manner to prevent damage or deterioration.
2. Store in original and undamaged condition with manufacturer's seal and labels intact.
3. Store components subject to damage from weather in weatherproof enclosures.
4. Store paints and freezable materials in a heated and ventilated room.
5. Remove and replace damaged products at own expense and for review by the Consultant.

13. WARRANTIES

1. Assemble approved information in binder, submit upon acceptance of work and organize binder as follows:
 - a. Separate each warranty with index tab sheets keyed to Table of Contents listing.
 - b. List subcontractor, supplier, and manufacturer, with name, address, and telephone number of responsible principal.
 - c. Obtain warranties executed in duplicate by subcontractors, suppliers, and manufacturers, within ten days after completion of applicable item of work.
2. The Contractor shall provide a written guarantee for all work against defects in labour, materials and workmanship for a period of two (2) years unless otherwise noted.
3. Manufacturer Warranty: Provide manufacturer's standard warranty for material for a period of 10 years against defects and/or deficiencies from the date of Substantial performance. Promptly correct any defects or deficiencies which become apparent within the warranty period, to satisfaction of Consultant and at no expense to Owner
4. Co-execute submittals when required.
5. Retain warranties until time specified for submittal.
6. Except for items put into use with Owner's permission, leave date of beginning of time of warranty until Date of Substantial Performance is determined.
7. Include information contained in warranty management plan as follows: Roles and responsibilities of personnel associated with warranty process, including points of contact and telephone numbers within the organizations of Contractors, subcontractors, manufacturers or suppliers involved.
8. Provide list for each warranted equipment, item, feature of construction or system indicating:
 - a. Name of item.
 - b. Model and serial numbers.

- c. Location where installed.
 - d. Name and phone numbers of manufacturers or suppliers.
 - e. Names, addresses and telephone numbers of sources of spare parts.

 - f. Warranties and terms of warranty: review applicable sections in these specification documents. Indicate items that have extended warranties and show separate warranty expiration dates.
9. Cross-reference to warranty certificates as applicable.
 10. Starting point and duration of warranty period.
 11. Summary of maintenance procedures required to continue warranty in force.
 12. Cross-Reference to specific pertinent Operation and Maintenance manuals.
 13. Organization, names and phone numbers of persons to call for warranty service.
 14. Typical response time and repair time expected for various warranted equipment.
 15. Procedure and status of tagging of equipment covered by extended warranties.
 16. Post copies of instructions near selected pieces of equipment where operation is critical for warranty and/or safety reasons.
 17. Respond in timely manner to oral or written notification of required construction warranty repair work.
 18. Written verification to follow oral instructions.
 19. Failure to respond will be cause for the Owner to proceed with action against Contractor.

14. INVOICES

1. Submit all invoices for approval to the consultant to review and approve. Invoices to be complete with WSIB and a Statutory Declaration of Progress Payment CCDC 9A-2018 when required.
2. Submit proof of publication of the Certificate of Substantial Performance to the Board/Owner with your application for release of Statutory Holdback monies.

END OF SECTION

DIVISION 01 – GENERAL

SECTION 01 56 00 – TEMPORARY BARRIERS AND CONTROLS

PART 1 - GENERAL

1.1 TEMPORARY DUST CONTROLS

1. Supply and install dustproof partitions around work area.
2. Dust proof partition shall consist of 92mm steel stud framing infilled with 90mm Rockwool insulation to the underside of deck with one layer of 13mm plywood sheathing covered by 10 mil polyethylene sheets caulked all around the partition covered by two layers of 16mm Type X gypsum board with offset joints taped and filled. The gypsum board will be painted with two coats of good quality white paint.
3. Dust proof partition shall be erected outside of school operating hours and shall remain in place until the new Work is ready for occupancy and accepted by the Owner.
4. Place filters in return air vents in all work areas to prevent dust from entering the existing HVAC system.
5. Ensure the interior of all new ductwork is cleaned before connection to the existing HVAC system and commencement of operation of new system components. If the system is put into operation before work is complete in any area, provide temporary filters in return air vents and grills.
6. Minimize the amount of dirt tracked into the existing building. Provide mats at all entrances used by construction personnel to enter the school.
7. Keep dust, dirt, and debris away from fresh air intakes, open doors and windows, and from areas where it could be tracked into the building by students, staff, or visitors to the school. Assume responsibility for cleaning up all dirt, debris, mud, water, snow, etc., tracked in by construction personnel.
8. Make all roof openings completely watertight during any precipitation events.

1.2 REMOVALS OF TEMPORARY BARRIERS

1. Remove temporary barriers and enclosures from site when directed by Consultant and/or at the completion of the project.

END OF SECTION

DIVISION 01 – GENERAL REQUIREMENTS

SECTION 01 61 00 – COMMON PRODUCT REQUIREMENTS

1.1 REFERENCES

- .1 All codes and regulations stated in the drawings and specifications.
- .2 Within the text of each specifications section, reference may be made to reference standards.
- .3 Conform to these reference standards, in whole or in part as specifically requested in specifications.
- .4 If there is a question as to whether products or systems are in conformance with applicable standards, the Consultant reserves right to have such products or systems tested to prove or disprove conformance.
- .5 Cost for such testing will be borne by the Owner in event of conformance with Contract Documents or by Contractor in event of non-conformance.

1.2 QUALITY

- .1 Products, materials, equipment, and articles incorporated in the Work shall be new, not damaged or defective, and of the best quality for purpose intended. If requested, provide evidence as to type, source and quality of products provided.
- .2 Defective products, whenever identified prior to completion of Work, will be rejected, regardless of previous inspections. Inspection does not relieve responsibility but is a precaution against oversight or error. Remove and replace defective products at own expense and be responsible for delays and expenses caused by rejection.
- .3 Should disputes arise as to quality or fitness of products, the decision rests strictly with the Consultant based upon requirements of Contract Documents.
- .4 Unless otherwise indicated in specifications, maintain uniformity of manufacture for any particular or like item throughout the building.
- .5 Permanent labels, trademarks and nameplates on products are not acceptable in prominent locations, except where required for operating instructions, or when located in mechanical or electrical rooms.

1.3 AVAILABILITY

- .1 Immediately upon signing Contract, review product delivery requirements and anticipate foreseeable supply delays for items. If delays in supply of products are foreseeable, notify the Consultant of such, in order that substitutions or other remedial action may be authorized in ample time to prevent delay in performance of Work.
- .2 In event of failure to notify the Consultant at commencement of Work and should it subsequently appear that Work may be delayed for such reason, the Consultant reserves right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.

1.4 STORAGE, HANDLING, AND PROTECTION

- .1 Handle and store products in a manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.
- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.
- .3 Store products subject to damage from weather in weatherproof enclosures.
- .4 Store cementitious products clear of earth or concrete floors, and away from walls.
- .5 Keep sand, when used for grout or mortar materials, clean and dry. Store sand on wooden platforms and cover with waterproof tarpaulins during inclement weather.
- .6 Store sheet materials on flat, solid supports and keep clear of ground. Slope to shed moisture.
- .7 Store and mix paints in a heated and ventilated room. Remove oily rags and other combustible debris from site daily. Take every precaution necessary to prevent spontaneous combustion.
- .8 Remove and replace damaged products at your own expense and to satisfaction of the Consultant.
- .9 Touch-up damaged factory finished surfaces to the Consultant's satisfaction. Use touch-up materials to match the original. Do not paint over the name plates.

1.5 TRANSPORTATION

- .1 Pay costs of transportation of products required in performance of Work.
- .2 Transportation cost of products supplied by Owner will be paid for by the Contractor. Unload, handle and store such products.

1.6 MANUFACTURER'S INSTRUCTIONS

- .1 Unless otherwise indicated in specifications install or erect products in accordance with manufacturer's instructions. Do not rely on labels or enclosures provided with products. Obtain written instructions directly from manufacturers.
- .2 Notify the Consultant in writing of conflicts between specifications and manufacturer's instructions, so that the Consultant will establish course of action.
- .3 Improper installation or erection of products, due to failure in complying with these requirements, authorizes the Consultant to require removal and re-installation at no increase in Contract Price or Contract Time.

1.7 QUALITY OF WORK

- .1 Ensure Quality of Work is of the highest standard, executed by workers experienced and skilled in respective duties for which they are employed. Immediately notify the Consultant if required Work is such as to make it impractical to produce required results.

- .2 Do not employ anyone unskilled in their required duties. The Consultant reserves the right to require dismissal from site, workers deemed incompetent or careless.
- .3 Decisions as to standard or fitness of Quality of Work in cases of dispute rest solely with the Consultant, whose decision is final.

1.8 CO-ORDINATION

- .1 Ensure co-operation of workers in laying out Work. Maintain efficient and continuous supervision.
- .2 Be responsible for coordination and placement of openings, sleeves, and accessories.

1.9 CONCEALMENT

- .1 In finished areas conceal pipes, ducts and wiring in floors, walls and ceilings, except where indicated otherwise.
- .2 Before installation inform the Consultant if there is interference. Install as directed by Consultant.

1.10 REMEDIAL WORK

- .1 Perform remedial work required to repair or replace parts or portions of Work identified as defective or unacceptable. Co-ordinate adjacent affected Work as required.
- .2 Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.

1.11 LOCATION OF FIXTURES

- .1 Consider location of fixtures, outlets, and mechanical and electrical items indicated as approximate.
- .2 Inform the Consultant of conflicting installation. Install as directed.

1.12 FASTENINGS

- .1 Provide metal fastenings and accessories in the same texture, colour and finish as adjacent materials, unless indicated otherwise.
- .2 Prevent electrolytic action between dissimilar metals and materials.
- .3 Use non-corrosive hot dip galvanized steel fasteners and anchors for securing exterior work, unless stainless steel or other material is specifically requested in the affected specification Section.
- .4 Space anchors within individual load limit or shear capacity and ensure they provide positive permanent anchorage. Wood, or any other organic material plugs are not acceptable.
- .5 Keep exposed fastenings to a minimum, space evenly and install neatly.
- .6 Fastenings which cause spalling or cracking of material to which anchorage is made are not acceptable.

1.13 FASTENINGS - EQUIPMENT

- .1 Use fastenings of standard commercial sizes and patterns with material and finish suitable for service.
- .2 Use heavy hexagon heads, semi-finished unless otherwise specified. Use No. 304 stainless steel for exterior areas.
- .3 Bolts may not project more than one diameter beyond nuts.
- .4 Use plain type washers on equipment, sheet metal and soft gasket lock type washers where vibrations occur. Use resilient washers with stainless steel.

1.14 PROTECTION OF WORK IN PROGRESS

- .1 Prevent overloading of parts of building. Do not cut, drill or sleeve load bearing structural member, unless specifically indicated without written approval of the Consultant.
- .2 When breaking into or connecting to existing services or utilities, execute Work at times directed by local governing authorities, with minimum of disturbance to Work, and/or building occupants.
- .3 Protect, relocate or maintain existing active services. When services are encountered, cap off in manner approved by authority having jurisdiction. Stake and record location of capped service.

END OF SECTION 01 61 00

DIVISION 01 – GENERAL REQUIREMENTS

SECTION 01 73 00 – EXECUTION

1.1 PREPARATION

- .1 Inspect existing conditions, including elements subject to damage or movement during cutting and patching.
- .2 After uncovering, inspect conditions affecting performance of Work.
- .3 Beginning of cutting or patching means acceptance of existing conditions.
- .4 Provide support to assure structural integrity of surroundings; provide devices and methods to protect other portions of project from damage.
- .5 Provide protection from elements for areas which are to be exposed by uncovering work; maintain excavations free of water.

1.2 EXECUTION

- .1 Execute cutting, fitting, and patching to complete Work.
- .2 Fit several parts together, to integrate with other Work.
- .3 Uncover Work to install ill-timed Work.
- .4 Remove and replace defective and non-conforming Work.
- .5 Provide openings in non-structural elements of Work for penetrations of mechanical and electrical Work.
- .6 Execute Work by methods to avoid damage to other Work, and which will provide proper surfaces to receive patching and finishing.
- .7 Employ original installer to perform cutting and patching for weather-exposed and moisture-resistant elements, and sight-exposed surfaces.
- .8 Cut rigid materials using masonry saw or core drill. Pneumatic or impact tools not allowed on masonry work without prior approval.
- .9 Restore work with new products in accordance with requirements of Contract Documents.
- .10 Fit Work airtight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- .11 At penetration of fire rated wall, ceiling, or floor construction, completely seal voids with firestopping material.
- .12 Refinish surfaces to match adjacent finishes: Refinish continuous surfaces to nearest intersection. Refinish assemblies by refinishing entire unit.

- .13 Conceal pipes, ducts and wiring in floor, wall and ceiling construction of finished areas except where indicated otherwise.

END OF SECTION 01 73 00

DIVISION 01 – GENERAL REQUIREMENTS

SECTION 01 74 10 – CLEANING

1.1 PROJECT CLEANLINESS

- .1 Maintain Work in tidy condition, free from accumulation of waste products and debris, including that caused by Owner or other Contractors.
- .2 Remove waste materials from site at daily regularly scheduled times or dispose of as directed by the Consultant. Do not burn waste materials on site.
- .3 Clear snow and ice from access to buildings, bank/pile snow in designated areas only, of applicable.
- .4 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .5 Provide on-site containers for collection of waste materials and debris.
- .6 Dispose of waste materials and debris off site.
- .7 Clean interior areas prior to the start of finishing work and maintain areas free of dust and other contaminants during finishing operations.
- .8 Store volatile waste in covered metal containers and remove it from premises at end of each working day.
- .9 Provide adequate ventilation during use of volatile or noxious substances. Use of building ventilation systems is not permitted for this purpose.
- .10 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .11 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.

1.2 FINAL CLEANING

- .1 When Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
- .2 Remove waste products and debris other than that caused by others and leave Work clean and suitable for occupancy.
- .3 Prior to final review remove surplus products, tools, construction machinery and equipment.
- .4 Remove waste products and debris including that caused by Owner or other Contractors.
- .5 Clean and polish glass, mirrors, hardware, wall tile, stainless steel, chrome, porcelain enamel, baked enamel, plastic laminate, and mechanical and electrical fixtures. Replace broken, scratched or disfigured glass.

- .6 Remove stains, spots, marks and dirt from decorative work, electrical and mechanical fixtures, furniture fitments, walls, and floors.
- .7 Clean lighting reflectors, lenses, and other lighting surfaces.
- .8 Vacuum clean and dust building interiors, behind grilles, louvres and screens.
- .9 Wax, seal, shampoo or prepare floor finishes, as recommended by manufacturer.
- .10 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
- .11 Clean equipment and fixtures to sanitary condition; clean or replace filters of mechanical equipment.

END OF SECTION 01 74 10

DIVISION 02 – EXISTING CONDITIONS

SECTION 02 40 00 – DEMOLITION AND ALTERATION

PART 1 - GENERAL

1.1 GENERAL REQUIREMENTS

- .1 Conform to the provisions of Division 1, General Requirements.
- .2 Comply with any requirements set out in a designated substances survey.

1.2 RELATED WORK

- .1 Solid Surfacing Fabrications Section 06 61 16

1.3 REFERENCES

- .1 Conform to all laws, By-Laws and regulations of the authorities having jurisdiction and the Ontario Occupational Health and Safety Act; The Environmental Protection Act; The Ontario Building Code, (Ontario Reg. 332/12); The Ontario Fire Code; The National Building Code, 2010; and the National Fire Code. Refer to current editions of all standards.
- .2 CSA S350-M, code of practice for safety in demolition of structures.
- .3 Environmental Protection Act, R.S.O. 1990, C. E.19, and regulations under the Act, including:
 - .1 O.Reg. 102/94 Waste Audits and Waste Reduction Work Plans.
 - .2 O. Reg. 103/94: Industrial, Commercial and Institutional Source Separation Programs.
 - .3 R.R.O. 1990, Reg. 347: General - Waste Management.
- .4 Occupational Health and Safety Act, and regulations under the Act, including:
 - .1 O.Reg. 213/91 Construction Projects.
 - .2 O.Reg. 278/05, Designated Substance - Asbestos on Construction Projects and in Buildings and Repair Operations amended 479/10.
 - .3 O.Reg. 860/90 Workplace Hazardous Materials Information System (WHMIS).
 - .4 All regulations regarding "Designated Substances".
- .5 Regulations for the transport of asbestos waste, including:
 - .1 **Transportation of Dangerous Goods Act, 1992 (1992, c. 34).**
 - .2 **Dangerous Goods Transportation Act, R.S.O. 1990, c. D.1**

- .6 **Resilient Floor Covering Institute (RFCI)**
 - .1 **Recommended** Work Practices for Removal of Resilient Floor Coverings.
- .7 Conform to “Guidelines for Maintaining Fire Safety During Construction in Existing Buildings”, provided by the Office of the Ontario Fire Marshal.

1.4 HAZARDOUS MATERIALS

- .1 An inventory of hazardous materials has been conducted for the existing building; a copy of which is available on site to coordinate removal of asbestos and other hazardous materials, which is to be performed by one of the firms prequalified by the Owner.

1.5 SUMMARY OF WORK

- .1 Carry out all alteration and demolition work required to accommodate new work indicated on drawings. Make good any damage caused by alterations required.
- .2 Repair or replace existing damaged surfaces scheduled to be repainted. Finished surfaces to be ready for finish painting.
- .3 Remove millwork, finishes, HVAC equipment, electrical fixtures and all other items noted on drawings as required to accommodate new work.
- .4 Unless noted otherwise, building materials resulting from demolition under this contract shall become the property of the Contractor, and shall be removed by the Contractor.
- .5 If the Contractor uncovers additional materials within that building which are suspected to be hazardous, they shall inform the Consultant, and the Owner. The Owner will arrange to have materials tested and, if necessary, removed. Removal of hazardous materials, if any, as per specifications.
- .6 Remove, transport, and dispose of hazardous materials in accordance with applicable laws.

1.6 MAINTAINING FIRE SAFETY IN THE EXISTING BUILDING

- .1 Maintain all required exiting for safe operations within the existing building. Where an exit is closed off due to construction activities, provide an alternate exit acceptable to both the Consultant and to Authorities Having Jurisdiction. If access to the exit must be through an area under construction, provide smoke tight enclosure with minimum 45minute fire resistance rating. Any temporary exits must be clearly identified with appropriate signage.
- .2 Maintain access roadways for fire department vehicles, acceptable to the fire department. Access and material delivery locations must be approved prior to commencement of construction activities.

- .3 Store all combustible materials in accordance with the Fire Code and the Occupational Health and Safety Act. Do not store combustible materials within the existing building or against the building. All combustibles shall be stored in a manner which minimizes risks to building and occupants.
- .4 Maintain protection at openings, as specified above, with fire separation ratings as required by Authorities Having Jurisdiction.
- .5 Maintain fire alarm system in operating condition in existing building. Notify the fire department and Owner of any temporary shutdowns of service and provide alternative measures during such periods of time.
- .6 Coordinate with Owner and Authorities Having Jurisdiction for all changes to fire emergency procedures as may be required during construction.

1.7 SCHEDULE OF WORK

- .1 Review schedule with Owner and Consultant prior to start of work.

1.8 SERVICES

- .1 Before commencing demolition, seal and cap mechanical and electrical services serving the building section to be demolished, unless otherwise noted. Mark location and type of service of all capped services at the site. Submit a record drawing showing locations and dimensions of all capped services.
- .2 Maintain and preserve any service utilities traversing the site unless otherwise noted.
- .3 In building areas to be renovated, seal and cap mechanical and electrical services as required to facilitate removals indicated on drawings. Mark location and type of service of all capped services.
- .4 X-Ray concrete floors and walls to determine locations of concealed and / or buried hidden services prior to cutting and coring.

PART 2 – PRODUCTS

2.1 MATERIALS

- .1 Paintable, elastomeric filler:
 - .1 **For filling holes in masonry.**
 - .2 **Mor-Flexx** by Sashco, in colour to coordinate with substrate.

PART 3 – EXECUTION

3.1 DEMOLITION AND REMOVAL

- .1 Refer to drawings for demolition plans and notes.
- .2 Coordinate with asbestos abatement contractor, if asbestos abatement is required for this project, to facilitate asbestos removals and to ensure asbestos is removed where required to permit demolition and alteration Work to proceed.
- .3 Demolish walls in small sections. Do not permit masonry to fall in mass.
- .4 Remove interior walls, partitions, and ceilings, as indicated on drawings, and as required to accommodate new construction.
- .5 Remove glass, metals and combustible materials from walls being demolished.
- .6 In areas of building to be altered under the scope of Work of this Contract, remove all partitions and accessories, and all other items not indicated or noted to remain or be re-used.
- .7 Remove mechanical and electrical equipment and piping and similar materials. Refer to mechanical and electrical demolition drawings.
- .8 Any items noted to be re-used or re-located are to be removed carefully, cleaned, packaged appropriately, and handed over to the Contractor.
- .9 Upon discovery of mould or mouldy materials remove and dispose of these separately.
- .10 If any additional materials suspected to contain asbestos and other designated substances are encountered, do not disturb these materials. Inform the Consultant of the location and extent of suspect material.
 - .1 Do not resume work in this area until it has been cleared by an Abatement Consultant.
 - .2 Coordinate removal of any identified designated substances by trained forces appointed by the Owner; to be paid through the Cash Allowance. Hazardous material abatement is to be completed prior to recommencing demolition work in the area.
- .11 At the end of each day's work, leave work in a safe condition so that no part of the remaining structure is in danger of collapse.
- .12 Do not burn any refuse or debris at the site.

3.2 CLEANING OF EXISTING MASONRY

- .1 Clean existing masonry walls.
- .2 Confirm environment conditions required for application of cleaning solutions with

product manufacturer.

- .3 Do not allow cleaning solutions to dry on brickwork; particular care must be taken in hot weather.
- .4 Do not undertake cleaning when the site is dusty.
- .5 Remove any loose contaminants with non-metallic hand tools.
- .6 Select the appropriate cleaning solutions and follow the manufacturer's recommended instructions. Do not use unbuffered muriatic acid.
- .7 Protect adjacent materials and nearby plants and grass from damage as noted above.
- .8 Saturate the area to be cleaned, flushing with water from top down. Keep masonry saturated to avoid absorption of the cleaning solution or dissolved particles. Keep surfaces below the area being cleaned wet until after the final rinse to prevent streaking.
- .9 Apply the cleaning solutions in accordance with the manufacturers printed instructions. Use a long handled stiff fiber brush or other type as recommended by the cleaning solution manufacturer. Do not use metal brushes.
- .10 Rinse thoroughly. Flush walls with large amounts of clean water from top to bottom before cleaned surfaces can dry.

3.3 REPAIRS AND NEW OPENINGS IN EXISTING WALLS

- .1 Where new openings are shown to be cut into existing walls, break open the wall to the sizes required, provide new lintels over the opening, and patch all adjacent materials. This includes new openings with lintels.
- .2 Repair damage to existing walls in areas scheduled to be repainted, where damage is to substrate, not just the coating. Repair masonry surfaces with patching compounds and fillers. Cut out and replace damaged sections of gypsum panels; refer to section 09 29 00 for gypsum board work. All repairs to be completed to level required for finish painting.

3.4 REMOVAL OF CEILINGS & FIRE STOPPING REPAIRS

- .1 Remove existing drywall in areas where new ceilings and bulkheads are indicated, and as shown in drawings.
- .2 Ceilings to be demolished shall be removed complete with all finishes, framing, suspension system, trim, and accessories.
- .3 Where ceilings are to be removed to accommodate work, and later reinstalled, carefully disassemble ceilings to the extent required. Clean all components, wrap for protection, clearly label package contents, and store in a safe location until they are to be reinstalled.
- .4 Where ceilings are to remain after adjacent walls or bulkheads are demolished, remove

ceiling components as required to complete demolition work. Coordinate with forces doing new ceiling work, to confirm what components are to be retained for reuse. Cut ceiling tiles may not be used; new full or appropriately cut tiles will be required.

- .5 Where ceiling mounted equipment is indicated to be removed and reused, or where it must be temporarily removed to accommodate the Work, it is to be carefully removed, cleaned, wrapped, labelled as to contents, and stored in a safe location, ready for reinstallation.
- .6 Repair damaged gypsum board and plaster ceilings to remain, in renovated areas, to level ready for finish painting.
- .7 Existing ceilings are fire rated; retain fire rating when repairing and replacing ceilings.
- .8 Assume that existing fire separations in vicinity of new work have previously been compromised. For pricing purposes, include cost to provide new 300mm high gypsum board and continuous fire stopping on both sides of Corridor walls.

3.5 MECHANICAL AND ELECTRIC WORK

- .1 Mechanical and Electrical services must be temporarily capped or terminated to permit renovation in existing areas to proceed.
- .2 Refer to mechanical and electrical drawings for the extent of removals, relocations, and alterations required.
- .3 Ceiling mounted mechanical and electrical equipment which is to be removed and reused is to be carefully removed and stored.
- .4 Cutting holes up to 100mm in size in the existing structure and surfaces required by the mechanical and electrical trades shall be by those Subcontractors. Cutting and patching of openings greater than 100mm in size shall be by the Contractor in co-ordination with those trades. Patching of all holes in exposed finished surfaces shall be by the contractor. Mechanical and Electrical trades shall do their own coring of existing slabs as required.

3.6 REMOVAL OF COUNTERTOPS

- .1 Remove the countertops indicated on the drawings.
- .2 Supply and install new countertops as indicated on the drawings. Co-ordinate work with mechanical contractors.

END OF SECTION 02 40 00

APPENDIX A

MSI QUARTZ TECHNICAL SPECIFICATIONS



Technical Specifications for Q Quartz from MSI

Group 1:

Aruca White Bayshore Sand, Bianco Pepper, Frost White, Iced White, Pebble Rock, Snow White, Sparkling White, Arctic White, Iced Gray, **Macabo Gray**, Manhattan Gray, Meridian Gray, Peppercorn White, Sparkling Black, Midnight Majesty, Midnight Majesty Concrete, Mystic Gray, Stellar White, Hazelwood, Premium Plus White, Bedrock, Concerto, Shadow gray, Babylon Gray, Babylon Gray Concrete, Gray Lagoon, Gray Lagoon Concrete, Chakra Beige, Solare, Toasted Almond, Pearl Gray, Galant Gray, Marbella White, Montclair White,

Group 2:

Carrara Delphi, Shell White, Carrara Breve, Carrara Marmi, **Carrara Miksa**, Carrara Mist, Carrara Morro, **Carrara Trigato**, Fossil Brown, Fossil Gray, Alabaster White, Calacatta Alto, Calacatta Karmelo, Calacatta Lavasa, Calacatta Vicenza, Calacatta Vicenza matte, Cashmere Taj, Fairy White, Pacific Salt, Calacatta Ultra, Calico White, Carrara Lumos, Cashmere Carrara, Mara Blanca, Blanca Arabescato, Blanca Statuarietto, Calacatta Botanica, Calacatta Clara, Calacatta Delios, **Calacatta Duolina**, Calacatta Prado, Soapstone Mist, Soapstone Metropolis, Soapstone Mist Concrete, Soapstone Metropolis Concrete, Solare, Calacatta Arno, Calacatta Trevi, Calacatta Montage, Calacatta Monaco, Calacatta Valentin, Lido Blanco, Perla White, Calacatta Versailles

Group 3:

Calacatta Azulean, Calacatta Bali, **Calacatta Elysio**, Calacatta Sierra, Calacatta Classique, Marquina Midnight, New Calacatta Laza, New Calacatta Laza Gold, Statuary Classique, Calacatta Leon, Calacatta Leon Gold, Calacatta Fiorella, Calacatta Venice, Calacatta Bolina, **Calacatta Idillio**, Calacatta Laza, **Calacatta Laza Grigio**, **Calacatta Laza Oro**, Calacatta Laza Night, Calacatta Premata, Midnight Corvo, Calacatta Abezzo, Calacatta Azai, Calacatta Goa, Calacatta Iزارo, Calacatta Luccia, Calacatta Solessio, Calacatta Verona.

Group 4:

Smoked Pearl, Vena Carbona, Rolling Fog, Portico Cream, **Calacatta Viraldi**, Lumataj, Azurmatt, **Calacatta Lumanyx**.

Group 5:

Calacatta Miraggio, Calacatta Miraggio Gold, Calacatta Miraggio Duo, **Calacatta Miraggio Cove**, **Calacatta Miraggio Cielo**, **Calacatta Miraggio Sienna**, **Calacatta Miraggio Seaglass**



Premium Natural
QUARTZTM

TEST	PROPERTY	GROUP 1	GROUP 2	GROUP 3	GROUP 4	GROUP 5
ASTM C97/C373	Absorption (%)	0.09%	0.07%	0.07%	0.08%	0.07%
	Density	2.37	2.33	2.37	2.43	2.18
ASTM C99	Modulus of Rupture (psi)	7,495	4,430	2,835	1,980	3,175
ASTM C170	Compressive Strength (psi)	27,450	24,160	29,670	30,520	25,990
ASTM C880	Flexural Strength (psi)	5,525	7,505	7,430	6,505	10,365
ASTM C482	Shear Bond Strength to Plywood (psi)	180	190	150	170	185
ASTM C484	Thermal Shock 10 Cycles	Pass - No Cracking or Cracking	Pass - No Cracking or Cracking	Pass - No Cracking or Cracking	Pass - No Cracking or Cracking	Pass - No Cracking or Cracking
ASTM C531	COTE (in./in./F)	2.04E-05	2.44E-05	1.69E-05	2.29E-05	1.42E-05
ASTM C648	Breaking Strength (lbf.)	6,319	7,419	6,099	6,612	8,823
ASTM C1028	Coefficient of Friction - Dry	0.86	0.97	1.12	1.04	0.97
	Coefficient of Friction - Wet	0.56	0.47	0.46	0.56	0.17
ASTM D256	Izod Impact (in-lbs/in. of width)	2.78	5.75	4.51	3.10	3.93
ASTM D1308	Staining Resistance - 24 hrs Spot Test	No Staining of any Reagents	No Staining of any Reagents	No Staining of any Reagents	No Staining of any Reagents	No Staining of any Reagents
Mohs Hardness	Mohs Hardness	6	6	6	6	6
Fire Spread		Flame Spread Index: 5				
		Smoke Developed: 185				
		Class I or A rating				

Test data on this document is based on tests performed by an external and independent laboratory.
Rev. 1, 9/2022

APPENDIX B

JUST COUNTERTOP

Estimate Quote



Estimate

Tel: 905 569 8900

Fax: 905 608 8468

3375 Laird Rd. Unit # 2
Mississauga, Ontario
L5L 5R7

Estimate # 30275

Date 2025-01-20

Name / Address
Peel District School Board

Customer Name:

P.O. No. Harold M. Brathwaite ...

Description	Qty	Rate	Total
MSI Quartz countertops, 2cm with 4cm profile. Harold M. Brathwaite SS – Classrooms 203, 222, 224 Colour Macabo Gray Price includes site measure, delivery and installation with any standard edge profile.we will do all sink cut out and all plugs and air vents The price above reflects the dimensions given to Just A Countertop and could change upon template HST (ON) on sales		159,550.00	159550.00T
		13.00%	20,741.50

Signature: _____

Sales Tax Total \$20,741.50

* Just A Countertop requires 50% down payment with your order and 50% upon completion.

Subtotal \$159,550.00

* There is no warranty on mitre cuts for laminate countertops.
* Seam locations for Granite/Quartz are at the sole discretion of Just A Countertop.

Total \$180,291.50

* All quartz brand name KSTONE, BD STONE, TD STONE, TCE, CQS QUARTZ, PEAK STONE for any warranty claim please contact to manufacture directly

www.justacountertop.ca

This estimate is valid only for 15 days

DRAWINGS

DRAWING SET	
A1	GENERAL NOTES
A2	SECOND FLOOR PLAN
A3	COUNTERTOP PLANS AND ELEVATIONS SCIENCE ROOM 203
A4	COUNTERTOP PLANS AND ELEVATIONS SCIENCE ROOM 222
A5	COUNTERTOP PLANS AND ELEVATIONS SCIENCE ROOM 222
A6	COUNTERTOP PLANS AND ELEVATIONS SCIENCE ROOM 224
A7	COUNTERTOP PLANS AND ELEVATIONS SCIENCE ROOM 224
D1	COUNTERTOP AND MILLWORK DETAILS

CLASSROOM #	CLASSROOM 203	CLASSROOM 222	CLASSROOM 224
TOTAL SQFT OF COUNTERTOP REPLACEMENT	94 sqft	269 sqft	273 sqft
TOTAL SINKS	3	7	7
TOTAL GAS VALVES	4	9	9
TOTAL VENTS	5	8	8
TOTAL OUTLETS	6	24	24
TOTAL DATA PORTS	0	8	8
TOTAL EYE WASH STATIONS	1	1	1
TOTAL COMPUTER SHELVES (MILLWORK)	N/A	8	8

GENERAL NOTES:

- ALL PLUMBING WORK, GAS WORKS, AND MATERIALS ARE TO BE SUPPLIED AND COMPLETED BY THE CONTRACTOR, CONTRACTOR IS REQUIRED TO PROVIDE COORDINATION WITH ANY AND ALL SUB-TRADES. GAS WORKS CONTRACTOR TO RECERTIFY ALL WORK COMPLETED ON THE EXISTING GAS LINES AND VALVES AT THE AREAS OF WORK BEFORE THE COUNTERTOP CAN BE IN ACTIVE USE.
- CONTRACTOR IS RESPONSIBLE TO VISIT THE SITE, CONFIRM DIMENSIONS AND QUANTITIES, DETERMINE EXISTING CONDITIONS AND REQUIREMENTS FOR PROTECTION OF ADJACENT AREAS, REPAIR, REPLACEMENTS, ETC. ANY ANOMALIES TO BE REPORTED TO THE PDSB DESIGNEE.
- ANY DAMAGES CAUSED BY THE CONTRACTOR SHALL BE REPAIRED OR REPLACED AT NO COST TO THE OWNER.
- THE MAINTENANCE SUPERVISOR OR DESIGN CONSULTANT HAVE THE EXCLUSIVE RIGHT TO REVIEW CONTRACTOR'S PERFORMANCE AND REJECT WORK THAT DOES NOT MEET THE EXPECTATIONS OR STANDARDS.
- ANY REJECTED WORK IS TO BE PROMPTLY REPLACED, MADE GOOD, OR RE-EXECUTED TO PRODUCE A SATISFACTORY REPAIR.
- IT IS EXPECTED THAT THE CONTRACTOR IS TO PERFORM SATISFACTORY WORK WITHOUT THE SUPERVISION OF THE MAINTENANCE SUPERVISOR.
- SHOP DRAWINGS FOR ALL COUNTERTOP AND MILLWORK ARE TO BE SUBMITTED TO PDSB FOR REVIEW AND APPROVAL PRIOR TO FABRICATION.
- DEMOLITION: REMOVE AND DISPOSE OF EXISTING COUNTERTOPS AS REQUIRED FOR THE INSTALLATION OF NEW COUNTERTOP AS SHOWN IN THE PROPOSED CLASSROOM FLOOR PLANS & ELEVATIONS. REMOVE FASTENERS AND ADHESIVES USED AT EXISTING CONDITIONS.
- ALL EXISTING BASINS, FAUCETS, DRAINS, VALVES, AND P-TRAP ARE TO BE REMOVED AND REINSTATED TO FACILITATE WORK, UNLESS NOTED OTHERWISE. AT ALL LOCATIONS OF EXISTING GAS LINE TO VALVE CONNECTIONS, CONTRACTOR TO REMOVE THE EXISTING LINE AND SUPPLY AND INSTALL A NEW 2R FLEX LINE AT THESE LOCATIONS UNDER THE SCOPE OF WORK.
- CONTRACTOR TO PATCH, PAINT, AND REPAIR CONCRETE BLOCK WALL, AS REQUIRED, AND REPLACE DAMAGED FLOOR TILES AFTER DEMOLITION AND REMOVAL OF EXISTING ITEMS WITHIN THE SCOPE OF WORK.
- ALL REQUIRED ELECTRICAL WORK SHALL BE COMPLETED BY THE CONTRACTOR. REMOVE AND RE-INSTALL ALL EXISTING ACCESSORIES AND PENETRATIONS INCLUDING BUT NOT LIMITED TO, DUPLEX RECEPTACLES, SWITCHES, VENTS, AND DATA PORTS AS REQUIRED TO ALLOW FOR THE INSTALLATION OF COUNTERTOPS AND MILLWORK, UNLESS NOTED OTHERWISE. IF AN ITEM IS UNABLE TO BE REINSTATED IN THE SAME LOCATION ON NEW UNITS THE CONTRACTOR SHALL INFORM PINCHIN AND PDSB, CONTRACTOR WILL THEN BE ADVISED ON THE NEW LOCATION FOR INSTALLATION.
- ALL EXISTING VENTS PENETRATIONS ARE TO BE VACUUMED AND CLEARED OF DEBRIS BY CONTRACTOR PRIOR TO REINSTALLATION.
- ALL EXISTING ACTIVE ELECTRICAL RECEPTACLES SHALL NOT BE COVERED BY NEW COUNTERTOP/MILLWORK. RECEPTACLES TO BE MADE ACCESSIBLE AND WHERE EXISTING RECEPTACLES HAVE BEEN DECOMMISSIONED, CONTRACTOR TO REMOVE OPENING FROM PROFILE OF THE NEW COUNTERTOP. CONTRACTOR TO ENSURE ALL OUTLETS ARE IN WORKING ORDER AND MEET CODE REQUIREMENTS WITH REGARDS TO GFI.
- EXPOSED COUNTER EDGES TO BE ROUNDED TO PREVENT SHARP CORNERS.
- AT JUNCTION OF COUNTER BACK SPLASH AND ADJACENT WALL FINISH, APPLY SMALL BEAD OF SEALANT.
- WHERE INDICATED, CONTRACTOR TO REROUTE EXISTING DATA PORTS AND OUTLETS FROM THE INTERIOR OF THE SHELVING UNITS TO THE EXTERIOR SURFACE OF THE ADJACENT BACKSPLASHES.

COUNTERTOPS

- QUARTZ: 20MM SOLID SURFACE ON 3/4" PLYWOOD SUPPORT, WITH 40MM SQUARE FRONT EDGE BUILDUP AND QUARTZ BACKSPLASH WHERE INDICATED. COUNTERTOP COLOUR TO BE MACABO GRAY (AS SELECTED BY PDSB) COMPLETE WITH BACKSPLASH FROM MSI SURFACES.
- SUBMIT PRODUCT DATA.

COMPUTER SHELVING UNITS:

- SHELVING UNITS TO BE CONSTRUCTED WITH QUARTZ TO MATCH COUNTERTOP MATERIAL. INSTALL WOOD STRAPPING AS REQUIRED TO SUPPORT NEW UNITS AS PER MANUFACTURER INSTRUCTIONS. SHELVING TOP COLOUR TO BE FROST WHITE (AS SELECTED BY PDSB) FROM MSI SURFACES.

NOTE:

ALL MEASUREMENTS ARE APPROXIMATE. CONTRACTOR MUST CHECK AND VERIFY ALL DIMENSIONS AND JOB SITE CONDITIONS AND REPORT ANY DISCREPANCIES TO THE APPROPRIATE AUTHORITY PRIOR TO TENDER CLOSING.

1	01/30/2025	ISSUED FOR TENDER
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No	Date	Remarks
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 Structural Department.
 Maintenance Services
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CONSULTANT:



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 pinchin.com | 1.855.PINCHIN

PROJECT NAME

PDSB 2025 COUNTERTOP REPLACEMENT

PROJECT LOCATION

HAROLD M. BRATHWAITE SS.
 415 GREAT LAKES DRIVE
 BRAMPTON, ONTARIO

DRAWING NAME

GENERAL NOTES

PROJECT NO.

350034.002

SCALE:

NTS

DRAWN BY:

V. KONDIN

REVIEWED BY:

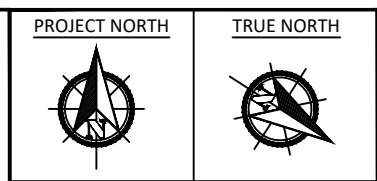
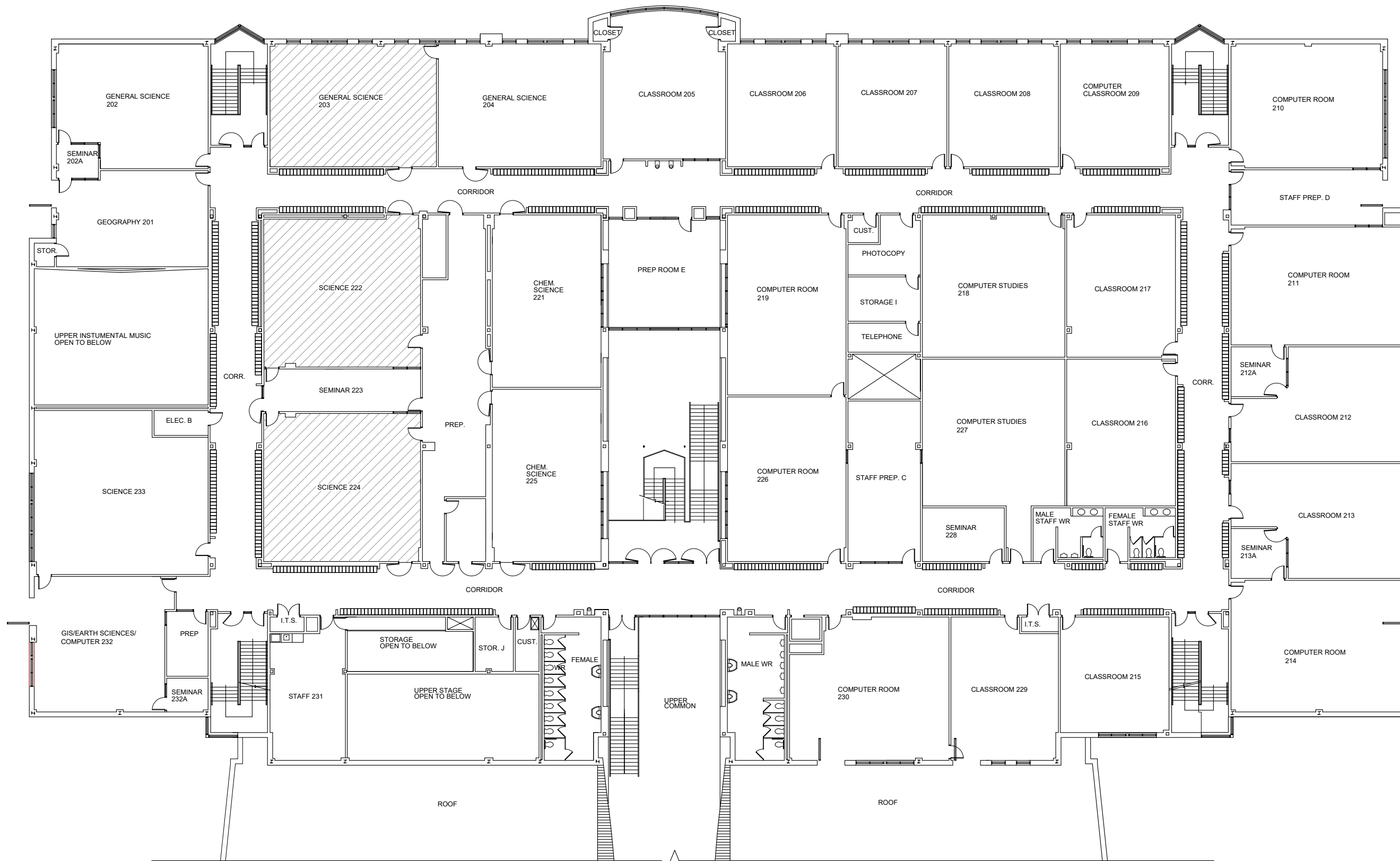
M. PINEROS

DATE:

JANUARY 2025

DRAWING NO.

A1



LEGEND
 [Hatched Box] CLASSROOMS IN SCOPE OF WORK

NOTE:
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No	Date	Remarks
1	01/30/2025	ISSUED FOR TENDER

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CONSULTANT:

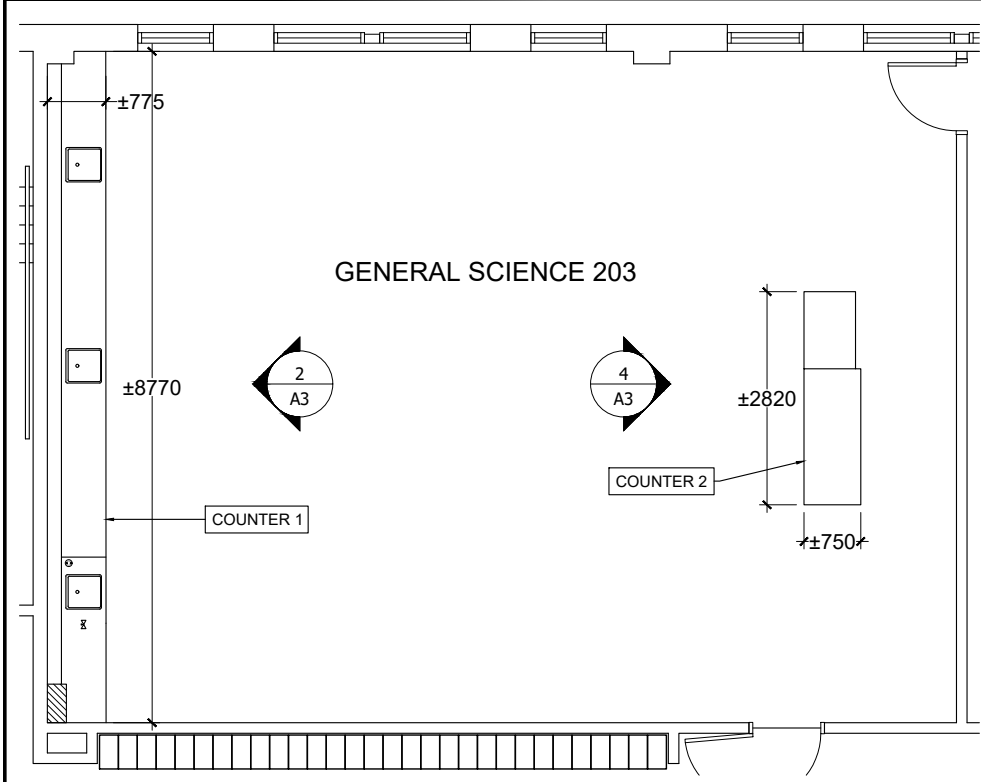
 2360 Meadowpine Blvd Unit 2, Mississauga ON L5N 6S2
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PROJECT NAME
 PDSB 2025 COUNTERTOP REPLACEMENT

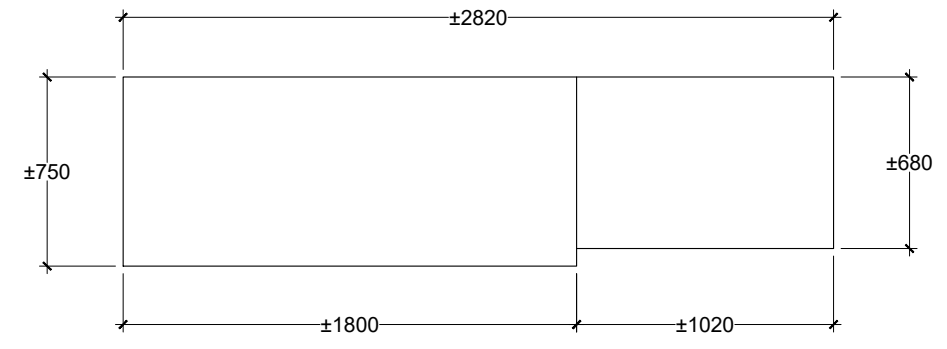
PROJECT LOCATION
 HAROLD M. BRATHWAITE SS.
 415 GREAT LAKES DRIVE
 BRAMPTON, ONTARIO

DRAWING NAME
 SECOND FLOOR PLAN

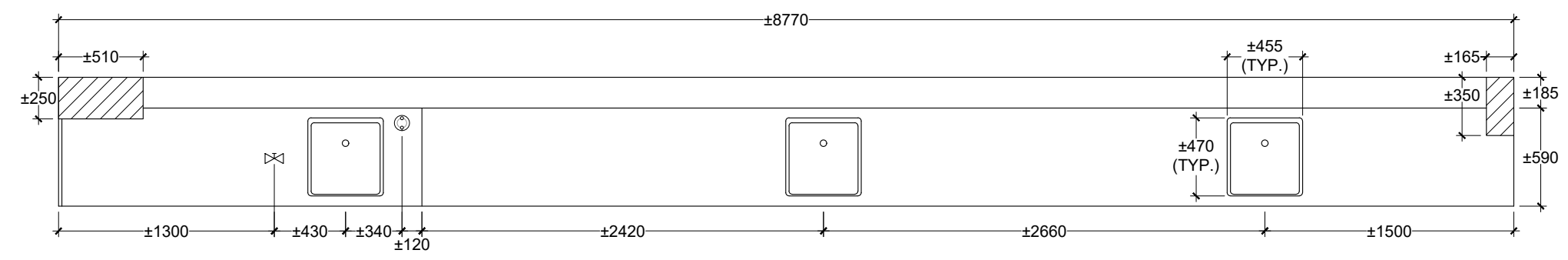
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DRAWN BY: V. KONDIN	REVIEWED BY: M. PINEROS
DATE: JANUARY 2025	DRAWING NO. A2



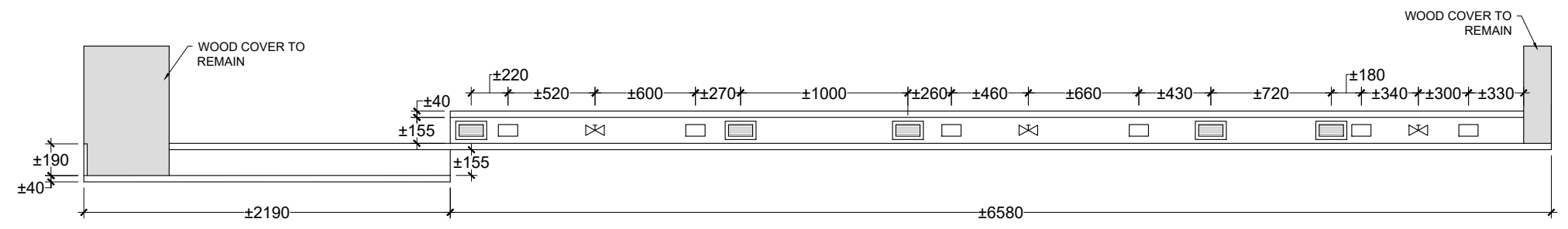
1 SCIENCE RM 203: FLOOR PLAN
SCALE 1:100



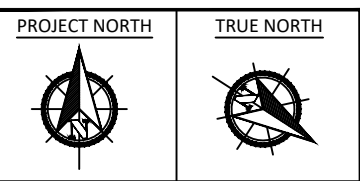
4 SCIENCE RM 203: COUNTER 2 - PLAN
SCALE 1:30



2 SCIENCE RM 203: COUNTER 1 - PLAN
SCALE 1:35



3 SCIENCE RM 203: COUNTER 1 - ELEVATION
SCALE 1:35



LEGEND

- ACTIVE GFI OUTLET
- ▨ VENT COVER
- ▤ EXISTING WALL/COLUMN
- ⊗ GAS LINE
- EYE WASH STATION

NOTE:
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No	Date	Remarks
1	01/30/2025	ISSUED FOR TENDER

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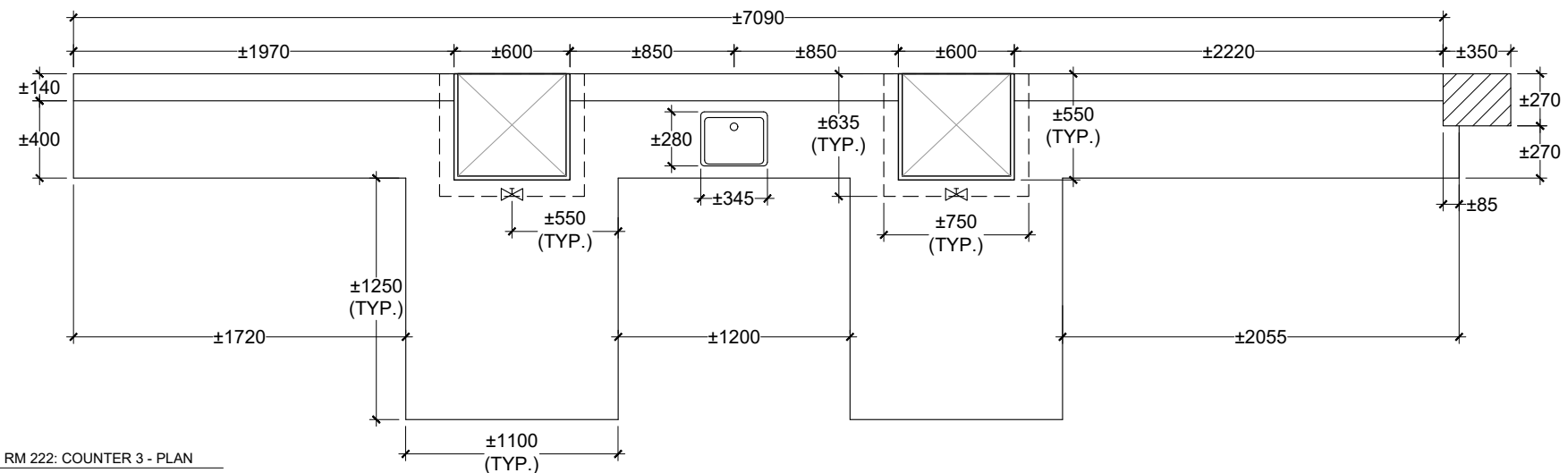
933 Central Parkway West,
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f (905) 279 0859

CONSULTANT:

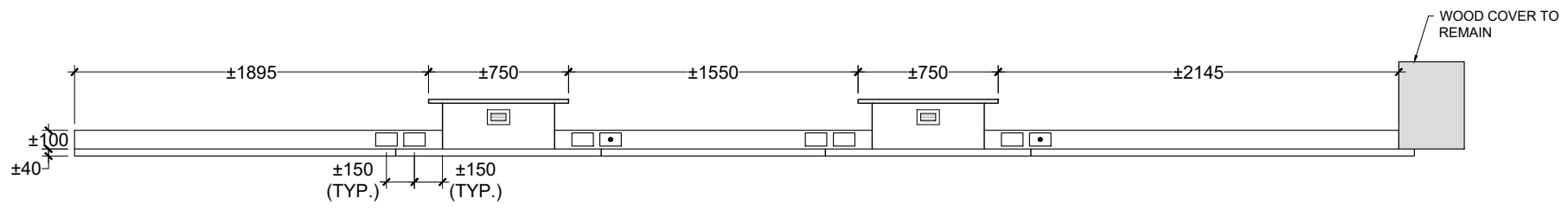
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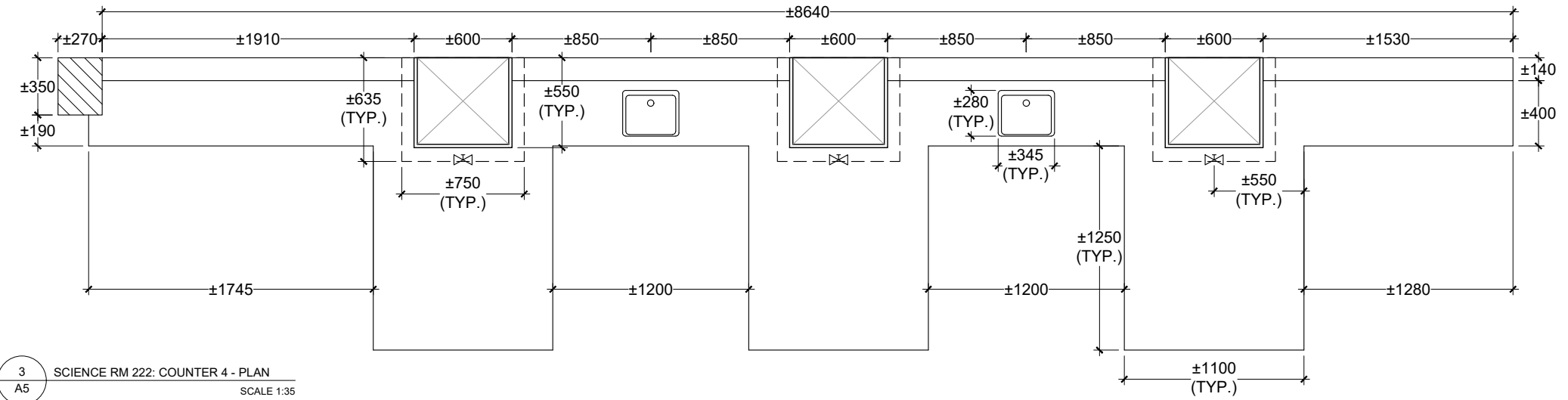
PROJECT NAME	
PDSB 2025 COUNTERTOP REPLACEMENT	
PROJECT LOCATION	
HAROLD M. BRATHWAITE SS. 415 GREAT LAKES DRIVE BRAMPTON, ONTARIO	
DRAWING NAME	
COUNTERTOP PLANS AND ELEVATIONS SCIENCE ROOM 203	
PROJECT NO.	SCALE:
350034.002	AS SHOWN
DRAWN BY:	REVIEWED BY:
V. KONDIN	M. PINEROS
DATE:	DRAWING NO.
JANUARY 2025	A3



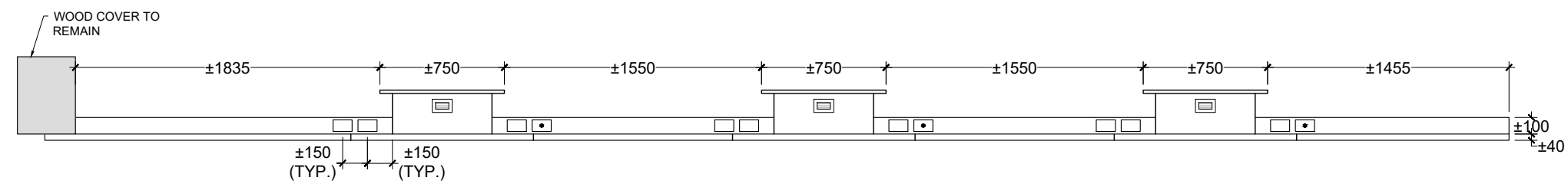
1 SCIENCE RM 222: COUNTER 3 - PLAN
A5 SCALE 1:35



2 SCIENCE RM 222: COUNTER 3 - ELEVATION
A5 SCALE 1:35



3 SCIENCE RM 222: COUNTER 4 - PLAN
A5 SCALE 1:35



4 SCIENCE RM 222: COUNTER 4 - ELEVATION
A5 SCALE 1:35

LEGEND

- VENT COVER
- EXISTING WALL/COLUMN
- GAS LINE
- GFI OUTLET (NEW LOCATION)
- DATA PORT (NEW LOCATION)

NOTE:
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CONTRACTOR MUST CHECK AND VERIFY ALL
DIMENSIONS AND JOB SITE CONDITIONS AND
REPORT ANY DISCREPANCIES TO THE
APPROPRIATE AUTHORITY PRIOR TO
TENDER CLOSING.

No	Date	Remarks
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CONSULTANT:

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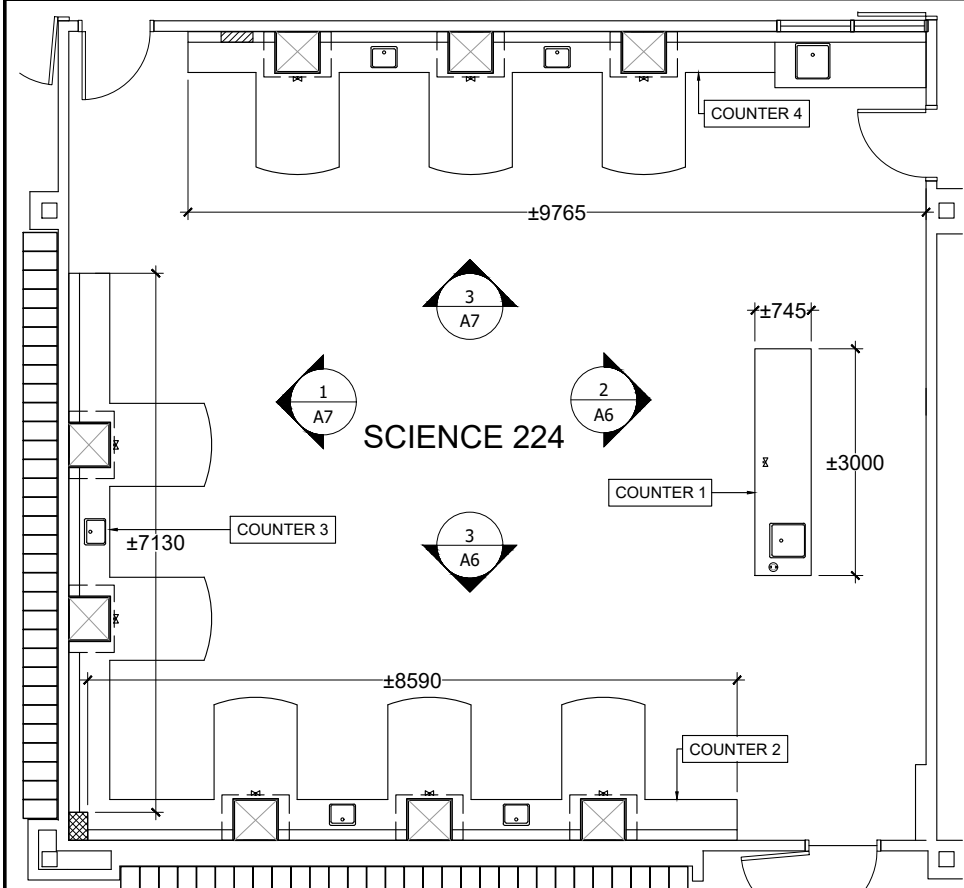
2360 Meadowpine Blvd Unit 2, Mississauga ON L5N 6S2
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PROJECT NAME
PDSB 2025 COUNTERTOP REPLACEMENT

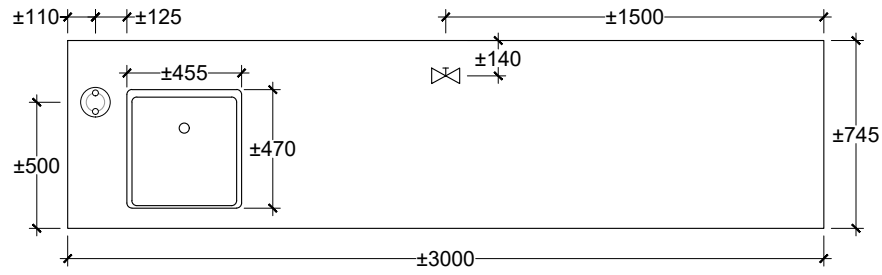
PROJECT LOCATION
HAROLD M. BRATHWAITE SS.
415 GREAT LAKES DRIVE
BRAMPTON, ONTARIO

DRAWING NAME
COUNTERTOP PLANS AND ELEVATIONS
SCIENCE ROOM 222

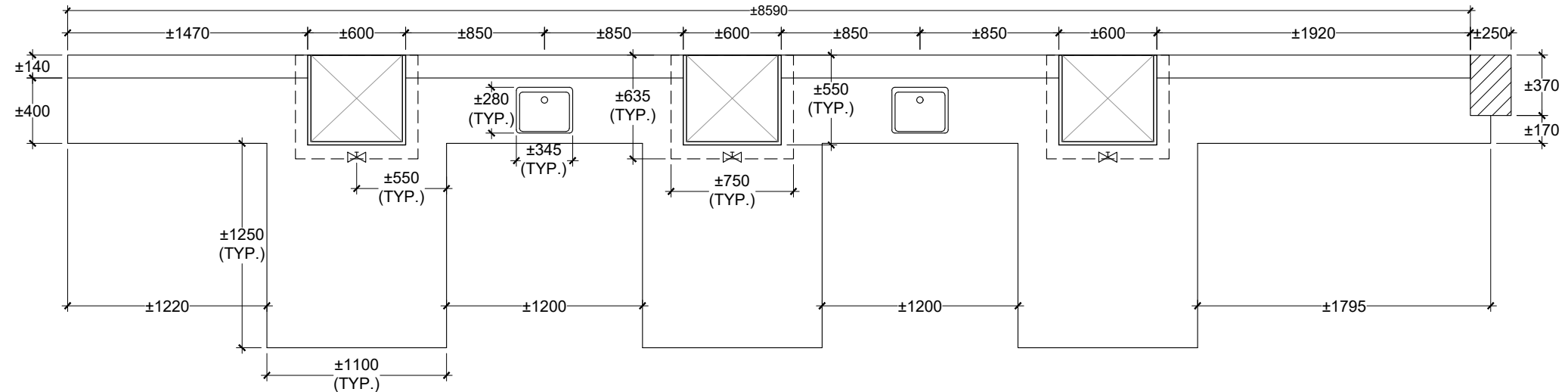
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DRAWN BY: V. KONDIN	REVIEWED BY: M. PINEROS
DATE: JANUARY 2025	DRAWING NO. A5



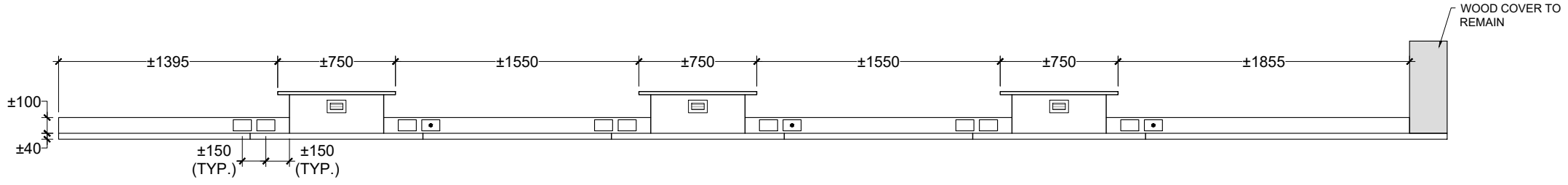
1 SCIENCE RM 224: FLOOR PLAN
SCALE 1:100



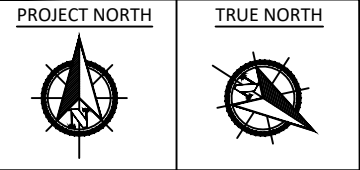
2 SCIENCE RM 224: COUNTER 1 - PLAN
SCALE 1:30



3 SCIENCE RM 224: COUNTER 2 - PLAN
SCALE 1:35



4 SCIENCE RM 224: COUNTER 2 - ELEVATION
SCALE 1:35



- LEGEND**
- VENT COVER
 - EXISTING WALL/COLUMN
 - GAS LINE
 - EYE WASH STATION
 - GFI OUTLET (NEW LOCATION)
 - DATA PORT (NEW LOCATION)

NOTE:
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No	Date	Remarks
1	01/30/2025	ISSUED FOR TENDER

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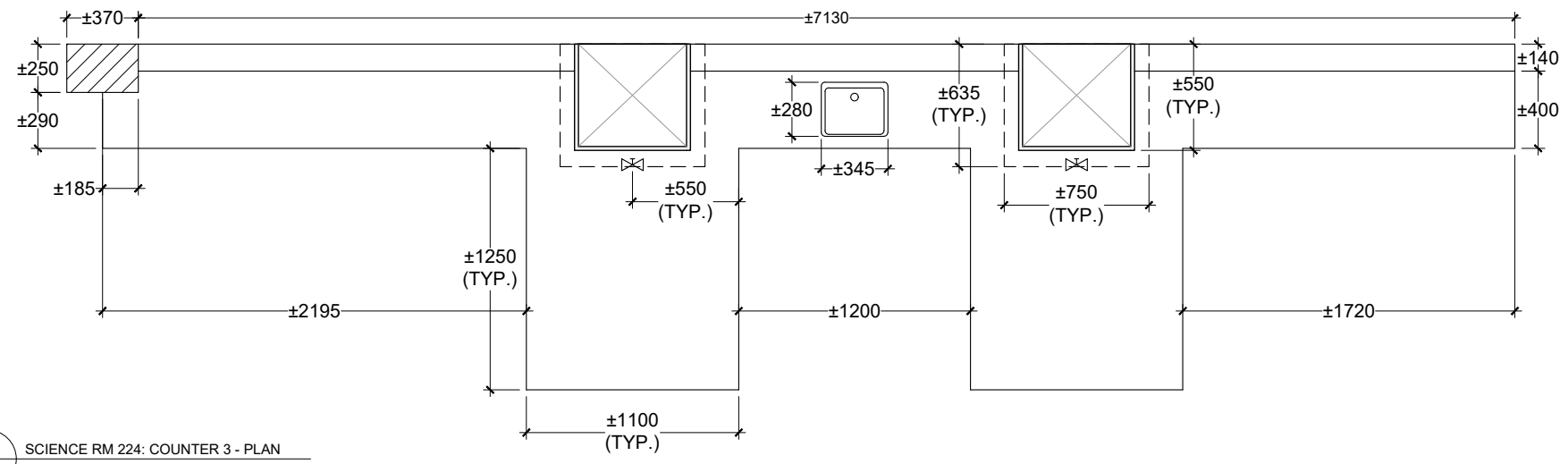
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CONSULTANT:

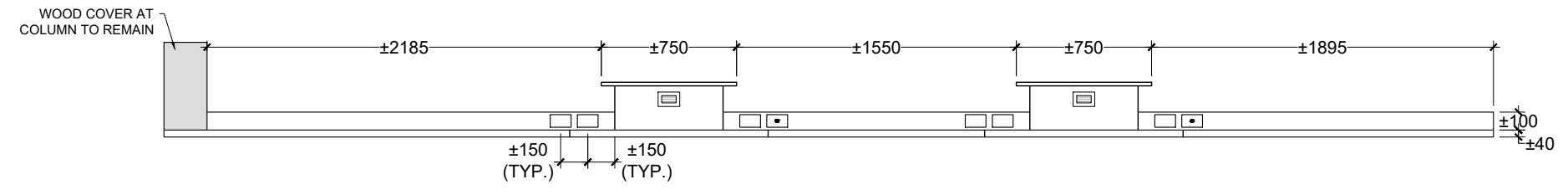
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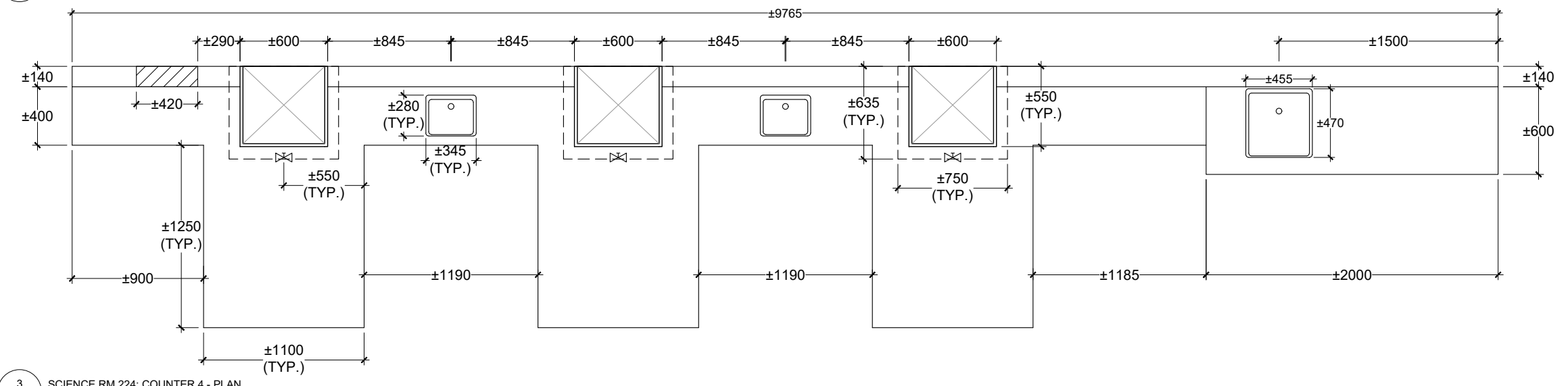
PROJECT NAME PDSB 2025 COUNTERTOP REPLACEMENT	
PROJECT LOCATION HAROLD M. BRATHWAITE SS. 415 GREAT LAKES DRIVE BRAMPTON, ONTARIO	
DRAWING NAME COUNTERTOP PLANS AND ELEVATIONS SCIENCE ROOM 224	
PROJECT NO. 350034.002	SCALE: AS SHOWN
DRAWN BY: V. KONDIN	REVIEWED BY: M. PINEROS
DATE: JANUARY 2025	DRAWING NO. A6



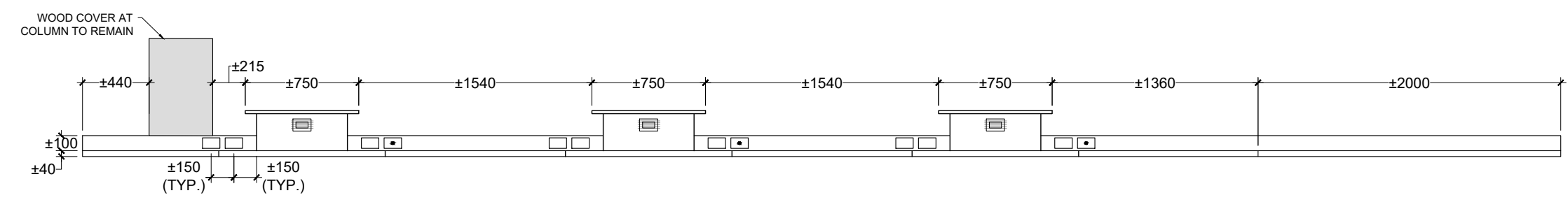
1 SCIENCE RM 224: COUNTER 3 - PLAN
A7 SCALE 1:35



2 SCIENCE RM 224: COUNTER 3 - ELEVATION
A7 SCALE 1:35



3 SCIENCE RM 224: COUNTER 4 - PLAN
A7 SCALE 1:35



4 SCIENCE RM 224: COUNTER 4 - ELEVATION
A7 SCALE 1:35

LEGEND

- VENT COVER
- EXISTING WALL/COLUMN
- GAS LINE
- GFI OUTLET (NEW LOCATION)
- DATA PORT (NEW LOCATION)

NOTE:

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No	Date	Remarks
1	01/30/2025	ISSUED FOR TENDER

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CONSULTANT:

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PROJECT NAME
PDSB 2025 COUNTERTOP REPLACEMENT

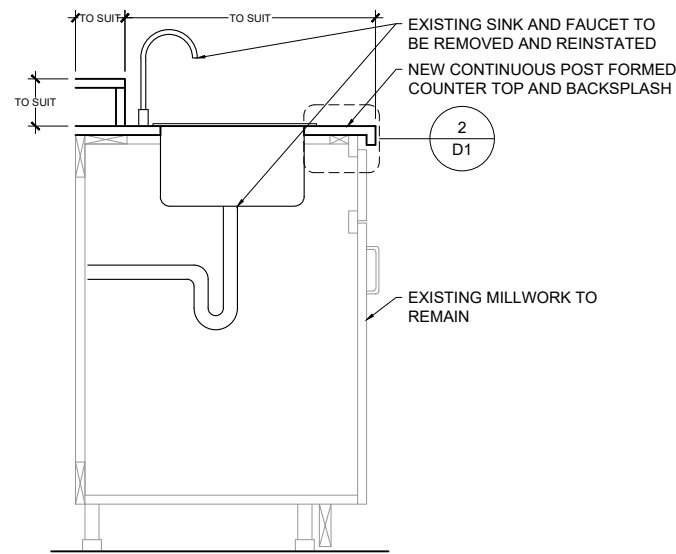
PROJECT LOCATION
HAROLD M. BRATHWAITE SS.
415 GREAT LAKES DRIVE
BRAMPTON, ONTARIO

DRAWING NAME
COUNTERTOP PLANS AND ELEVATIONS
SCIENCE ROOM 224

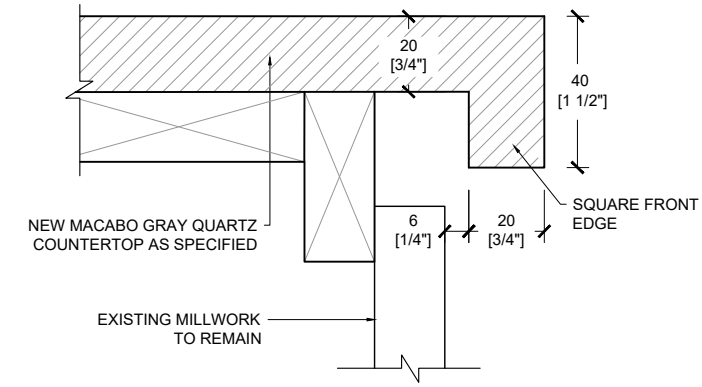
PROJECT NO. 350034.002 SCALE: AS SHOWN

DRAWN BY: V. KONDIN REVIEWED BY: M. PINEROS

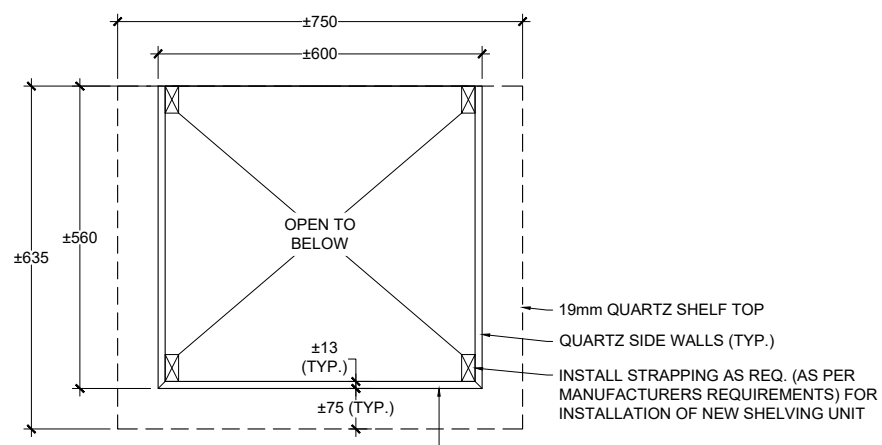
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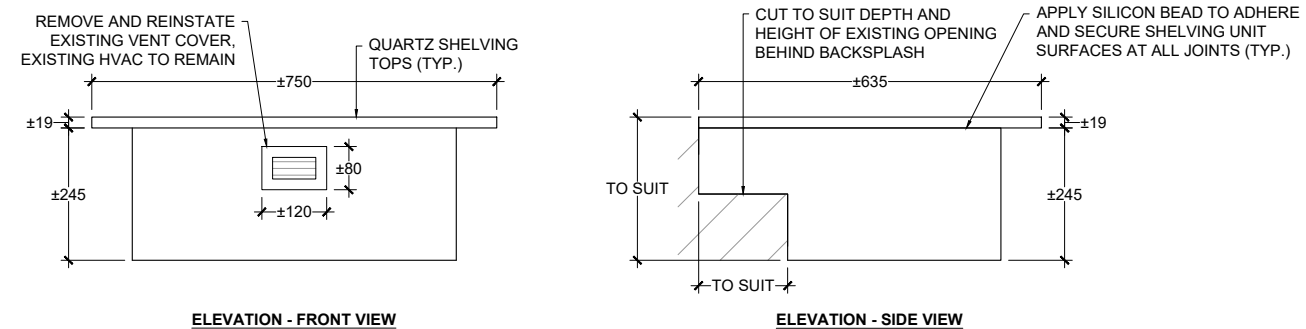
1
D1 TYPICAL SECTION AT COUNTERTOP WITH SINK
SCALE 1:16



2
D1 TYPICAL COUNTER EDGE DETAIL
SCALE 1:2



3
D1 PROPOSED PLAN AND ELEVATIONS AT COMPUTER SHELF (TYP.)
SCALE 1:14



NOTE:
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No	Date	Remarks
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PROJECT NAME	
PDSB 2025 COUNTERTOP REPLACEMENT	
PROJECT LOCATION	
HAROLD M. BRATHWAITE SS. 415 GREAT LAKES DRIVE BRAMPTON, ONTARIO	
DRAWING NAME	
COUNTERTOP AND MILLWORK DETAILS	
PROJECT NO.	SCALE:
350034.002	AS SHOWN
DRAWN BY:	REVIEWED BY:
V. KONDIN	M. PINEROS
DATE:	DRAWING NO.
JANUARY 2025	D1