

RFT-2025-166 - Operations Centre Garage Expansion

Bidders must review the Part 3 - Scope of Work and complete the following:

SCHEDULE 1A – **MANDATORY** SUBMISSION FORMS

- FINANCIAL BID FORM - Online Form (Note: 3 Pricing Tables)
- REFERENCE FORMS - Online Form
- SUBCONTRACTOR FORM - Online Form

- FORM OF OFFER - Online Form

BID SECURITY AND AGREEMENT TO BOND - UPLOADS

All submission forms, and all fields within the submission forms, must be completed in full. Any failure of a Bid or a Bidder to meet the requirements of this RFT may result in disqualification of the Bidder or rejection of its Bid at the Town's sole discretion. Bids that are incomplete, conditional, illegible or obscure, may be rejected.

It is the Bidder's responsibility to seek clarification, ask for information needed to submit responsive bid that is not included in the RFT, and to ask questions in respect of any part of this RFT that it determines is unclear or that is, or appears to be, erroneous before submitting its Bid. All questions, requests for clarification or request for changes to the RFT must be made by the Questions Deadline specified on the cover page and must be submitted via the Bidding System as instructed on the cover page.

Schedule of Prices

*Denotes a "MANDATORY" field

Table 1 - Summary of Divisional Lump Sum Prices

FINANCIAL BID FORM

FINANCIAL BID / BASIS OF PAYMENT

Bidders must complete the table(s) below and submit this completed form as their Financial Bid. The following Table 1: Summary of Divisional Lump Sum Prices is included in the Contract price. Do not include applicable taxes.

The prices shall be fixed for the term of the Contract and except as expressly stated, the prices are firm, all-inclusive rates including all labour, materials, overhead, profit, taxes and all other costs associated with providing all the work, and carrying out the activities outlined in the Scope of Work and the Contract.

The Total Financial Bid (Sum of Tables 1, 2 and 3) will be used for the purposes of evaluating the lowest bid. The Contract price will be based on Table 1: Summary of Divisional Lump Sum Prices.

Line Item	Item #	Description	Price (excl sales tax) *	Quantity	Extended Price
1	1.1	Division 1 - General Requirements		1	
2	1.2	Division 2 - Existing Conditions		1	
3	1.3	Division 5 - Metals		1	
4	1.4	Division 6 - Wood, Plastics, and Composites		1	
5	1.5	Division 7 - Thermal and Moisture Protection		1	
6	1.6	Division 8 - Openings		1	
7	1.7	Division 9 - Finishes		1	
8	1.8	Division 31 - Earthworks		1	
9	1.9	Division 32 - Exterior Improvements		1	
Subtotal:					

Table 2 - Summary of Cash Allowance

Excluding all applicable taxes.

Line Item	Description
1	Cash Allowance (per Section 01 21 00)
Subtotal:	

Table 3 - Summary of all Provisional Items

Excluding all applicable taxes.

Item No.	Item	Quantity	Unit	Unit Price *	Amount
3.1 Excavation	In all kinds of material except rock, including removal of surplus materials	50	m3		
3.2 Supply and place into any excavation or as fill	(i) Granular "A"	10	m3		
	(ii) Granular "B"	10	m3		
	(iii) Select Fill	50	m3		
	(iv) Clear Crushed Stone	5	m3		
	(v) Sand	10	m3		
	(vi) Topsoil	20	m3		
	(vii) 5 MPa fill Concrete	10	m3		
3.3 Concrete in place as specified including formwork and finishing but excluding reinforcing steel	(i) 30 MPa concrete slabs on grade and equipment bases	10	m3		
	(ii) 30 MPa concrete curbs	10	m3		
	(iii) 20 MPa concrete	5	m3		
3.4 Reinforcing steel	Supply and placement of reinforcing steel	5	tonnes		
3.5 Polyurethane injection	(i) Wall or floor joints	50	m		
	(ii) Wall or floor cracks	100	m		
3.6 Additional labour requirements (labour rates to include payroll burden, overhead and profit)	(i) Foreman	50	hr		
	(ii) Skilled Labourer	25	hr		
	(iii) Common Labourer	50	hr		
	(iv) Heavy Equipment Operator	25	hr		
	(v) Carpenter	25	hr		
	(vi) Electrical	25	hr		
	(vii) Plumber	25	hr		
	(viii) Pipe Fitter	25	hr		
	(ix) Painter	25	hr		
	(x) Mill Wright	25	hr		
3.7 Removal and disposal of unsuitable material from project site	Non-contaminated	50	m3		
3.8 Removal and disposal of material from project site	Contaminated	20	m3		
Subtotal:					

Summary Table

Bid Form	Amount
Table 1 - Summary of Divisional Lump Sum Prices	
Table 2 - Summary of Cash Allowance	\$ 225,000.00
Table 3 - Summary of all Provisional Items	
Subtotal Contract Amount:	

Reference Form

THREE (3) REFERENCES MUST BE PROVIDED USING THE ONLINE FORM.

THE TOWN CANNOT BE LISTED AS A REFERENCE.

To obtain a “pass”, the reference must: (a) confirm the material accuracy of the information provided as to the past project or engagement, (b) be from a relevant and similar past project in the last 10 years, and (c) rate the Bidder at a 2 or higher based on the rated questions below.

If the Town is listed as a reference, or a reference rates the Bidder at lower than a 2, the Bidder will be given one opportunity to provide an alternative reference and the alternative reference must achieve a “pass”.

If the reference either disputes or does not confirm the material accuracy of information, the reference will not pass, and there will be no opportunity to provide an alternative reference. Where an alternative reference is permitted, and the alternative reference disputes or does not confirm the material accuracy of information or scores a Bidder as a 1 on any question, the alternative reference will not pass and there will no further opportunity to provide alternative references.

For additional clarity, all three references must “pass” to achieve an overall pass on the reference check.

Only the Preferred Bidder’s references may be contacted.

Rated Questions

If contacted, the reference will be asked to confirm the project details, and to answer the following rated questions on a scale of 1-3, where 1=No, 2=Neutral, 3=Yes:

1. Overall, did the Bidder generally meet the organization’s expectations and requirements?
2. Would you work with this Bidder again in this capacity?

THE FOLLOWING INFORMATION MUST BE PROVIDED FOR 3 SEPARATE PROJECTS/REFERENCES:

Information Required	Project #1 *	Project #2 *	Project #3 *
Reference Organization Name:			
Reference Contact Person:			
Address:			
Email:			
Phone number:			
Engagement Title:			
Description of Project (project size, relevancy/ similarity, completion date, role of Bidder):			
Location:			

Sub-Contractors

List of Proposed Subcontractors

Bidders should include the name of each proposed subcontractor they anticipate will be required for the work.

By not completing the form, it is assumed that all work will be completed "by own forces".

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

Line Item	Sub-Trade *	Name and Address of Subcontractor *	Value of Subcontract *
1			
2			
3			
4			

Documents

It is your responsibility to make sure the uploaded file(s) is/are not defective or corrupted and are able to be opened and viewed by the Town.

If the attached file(s) cannot be opened or viewed, your Bid submission may be rejected.

(OPTIONAL) document upload:

- Upload document in Word or PDF

- (OPTIONAL) document upload in Word or PDF (optional)

BONDING UPLOAD SECTION

Bidders shall submit their Bid Security and/or Agreement to Bond in accordance with the instructions in the solicitation document.

Please ensure the uploaded file(s) is/are not defective or corrupted and are able to be opened and viewed by the Town.

If the attached file(s) cannot be opened or viewed, your Bid submission may be rejected.

The following Digital Bid Security & Agreement to Bond documents are required:

Bid Security - Yes [10% of the **Table 1 - Summary of Divisional Lump Sum Prices**]

Agreement to Bond - Yes

Performance Bond - 50% of the **Table 1 - Summary of Divisional Lump Sum Prices** stated on the Financial Bid Form.

Labour/ Materials Payment Bond - 50% of the **Table 1 - Summary of Divisional Lump Sum Prices** stated on the Financial Bid Form.

- Bid Security [10% of the Table 1 - Summary of Divisional Lump Sum Prices] * (mandatory)
- Agreement to Bond * (mandatory)

Addenda, Terms and Conditions

Acknowledgement of Town 's Limitation of Liability

Without limiting the language of the limitation of liability in the Bid Process Terms and Conditions, the Bidder acknowledges that the Town's liability to the Bidder and the aggregate amount of damages recoverable against the Town for any matter relating to or arising from an action or claim in tender law, administrative law, Standing Offer Agreement, warranty, equity, negligence, or otherwise in connection with this procurement, including any action or claim arising from the acts or omissions, negligent or otherwise, of the Town, shall be no greater than the lesser of (a) Bid preparation costs that the Bidder seeking damages from the Town can demonstrate and (b) one thousand dollars (\$1,000) Canadian.

Offer

The Bidder has carefully examined the Town's tender documents and clarified any ambiguities prior to finalizing its Bid. By submitting its Bid, the Bidder agrees to the terms, conditions and provisions of the tender documents and offers to provide the goods and/or services (as applicable) in accordance therewith based on the information in Bidder's Bid.



I/WE have authority to submit this bid on behalf of the Bidder.

The Bidder shall declare any potential conflict of interest that could arise from bidding on this Bid. Do you have a potential conflict of interest?

Yes No

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

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

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