



Request for Quotations

For

GC Services for New-Build Elementary School in Cobourg

Request for Quotations No.: **2026-16**

Submission Deadline: **April 23, 2026, at 2:00:00 pm local time**

Owner:

Conseil Scolaire Catholique MonAvenir
110 Drewry Avenue,
Toronto, ON, M2M 1C8

Architect:

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219 Dufferin St,
Toronto, Ontario, M6K 3J1
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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 Conseil scolaire catholique MonAvenir (the “Board”) to prospective respondents to submit non-binding quotations for **General Contractors Services for New-build Elementary School at 849 New Amherst Boulevard, Cobourg**, as further described in Section A – the Deliverables of the RFQ Particulars (Appendix D).

1.2 RFQ Contact

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

Sandra Adjou, Procurement Officer, CSC MonAvenir

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 only one (1) legal entity.

Joint venture bids are not permitted and will not be considered by the Board.

Note: For clarity, joint venture is defined as follows: Association of two or more parties who combine their money, property, knowledge, expertise or other resources in a single joint business enterprise, sometimes referred as a consortium, to bid together on a requirement and to perform the Work.

The term of the agreement is to commence upon satisfaction by the selected respondent of all applicable conditions of this RFQ, including the pre-conditions of award set out in Section E of the RFQ Particulars (Appendix D), and shall remain in force until **Final Completion of the Work**, in accordance with the terms and conditions of the Agreement as set out in the **Form of Agreement (Appendix A)** (the “Agreement”). All Work subject to warranty shall be covered by a **minimum one-year warranty period** from the date of Final Completion, unless otherwise specified in the contract documents.

1.4 Recipients

This solicitation is an open competitive process open to all interested prequalified general contractors and, subsequently, to their electrical and mechanical subcontractors.

1.5 RFQ Timetable

Issue Date of RFQ	March 18, 2025
Mandatory Site Visit	March 26, 2026 at 11:00 AM Local time Location: 849 New Amherst Boulevard., Cobourg ON On-site contact: Dieudonné Ngandu, Project Officer, Cell : 647-394-3427
Deadline for Questions	April 9, 2026 at 12:00 PM local time
Deadline for Issuing Addenda	April 16, 2026
Submission Deadline	April 23, 2026 at 2:00 PM local time
Rectification Period	2 business days
Anticipated Execution of Agreement	Site work may commence as early as 15th May 2026, with Substantial Completion of the Work no later than June 1st, 2027.

The RFQ timetable is tentative only and may be changed by the Board at any time. For greater clarity, business days means all days that the Board is open for business.

Mandatory site visit

When a site visit is mandatory, the respondent is responsible to complete a preliminary site inspection to review the site conditions, space available and the equipment in place prior to submit their bid.

It is in the best interests of the respondent to attend all site visits. When a site visit is mandatory, and the respondent does not attend, the Bid will be rejected.

Note: in the event of multiple mandatory site visits, if a respondent does not attend a site visit at a particular location, the respondent will be disqualified from bidding on said site. This does not mean that the respondent cannot bid on other locations where the site visit was attended.

The sign in sheet will be official record of the attendance for the Board.

Respondents may request subsequent site visits with or without their subcontractors, in order to review the existing conditions of the site. These subsequent visits are not mandatory.

1.6 Submission of Quotations

1.6.1 Quotations to be Submitted to Prescribed Location

Quotations must be submitted to: <https://cscmonavenir.bidsandtenders.ca>

1.6.2 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.

1.6.3 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.

Technical support is available through the bidding system at support@bidsandtenders.ca or 1-800-594-4798. Respondents should contact technical support 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 technical support.

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://cscmonavenir.bidsandtenders.ca>].

1.6.4 Amendment of Quotation

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.

1.6.5 Withdrawal of Quotation

At any time throughout the RFQ process until the execution of a written agreement for provision of the Deliverables, a respondent may withdraw a submitted quotation. To withdraw a quotation prior to the Submission Deadline, the respondent is solely responsible for ensuring that the quotation is withdrawn through the bidding system. To withdraw a quotation after the Submission Deadline, a notice of withdrawal must be sent to the RFQ Contact and must be signed by an authorized representative of the respondent.

[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 quotations comply with all of the mandatory submission requirements. If a quotation fails to satisfy all of the mandatory submission requirements, the Board will issue the respondent a rectification notice identifying the deficiencies and providing the respondent an opportunity to rectify the deficiencies. If the respondent fails to satisfy the mandatory submission requirements within the Rectification Period, its quotation will be rejected. The Rectification Period will begin to run from the date and time that the Board issues a rectification notice to the respondent. The mandatory submission requirements are listed in Section C of the RFQ Particulars (Appendix D).

2.3 Stage II – Evaluation

Stage II will consist of the following two sub-stages:

2.3.1 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.

2.3.2 Rated Criteria

The Board will evaluate each qualified quotation on the basis of the rated criteria as set out in Section F of the RFQ Particulars (Appendix D).

2.4 Stage III – Pricing

Stage III will consist of a scoring 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 and rated criteria has been completed.

2.5 Selection of Top-Ranked Respondent

After the completion of Stage III, all scores from Stage II and Stage III will be added together and respondents will be ranked based on their total scores. 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 the respondent selected by way of coin toss. 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 Past Performance

In the evaluation process, the Board may 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 or seek additional information in writing to the Board's bidding system question and answer function on or before the Deadline for Questions. No such communications are to be directed to anyone or by any other means than submission through the Board's bidding system and the Board shall not be responsible for any information provided by or obtained from any source other than the RFQ Contact or the Board's bidding system. It is the responsibility of the respondent to seek clarification through the Board's bidding system 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 through the Board's bidding system. Respondents will be required to check a box for acceptance of addenda before submitting their quotation through the Board's bidding system.

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 ten (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.

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 supplier 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 supplier 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.

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 the 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):

- (a) are intended to be interpreted broadly and independently (with no particular provision intended to limit the scope of any other provision);
- (b) 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

- (c) 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

The form of agreement for the Deliverables will consist of the following documents, which are collectively referred to as the "Contract":

- a) A written agreement based upon CCDC2 – 2020 stipulated price contract, as amended with the Board's supplementary conditions.
- b) the Board's "Supplier Performance Evaluation Protocol"
- c) the Solicitation Document, including any addenda; and
- d) all the documentation submitted by the respondent in response to the Solicitation Document (the "Respondent's Submission").

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:	
Request for Quotation:	2026-16 General Contractor Services for New-Build elementary school in Cobourg
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 respondent is deemed to have read and taken into account all addenda issued by the Board prior to the Deadline for Issuing Addenda. The respondent is requested to confirm that it has received all addenda by listing the addenda numbers, or if no addenda were issued by writing the word "None", on the following line: _____ . Respondents who fail to complete this section will be deemed to have received all posted addenda.

6. No Prohibited Conduct

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

7. Conflict of Interest

The respondent 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.

2. Evaluation of Pricing

Pricing is worth **65 points** of the total score of 100 and is set out as follows:

Price Category	Weighting (Points)
(a) Base Bid Price	65 points
Total Points	65 points

Each price category will be scored based on a relative pricing formula using the rates set out in the pricing form. Each respondent will receive a proportional score, expressed as a percentage of the total points allocated to the pricing category, and calculated in accordance with the following formula:

$$\text{lowest price} \div \text{proponent's price} \times \text{weighting} = \text{proponent's pricing points}$$

3. Required Pricing Information

Respondents are required to provide their quotation through the bidding system as below.

Moreover, the Board is asking the Proponents to provide additional Base Bid Prices in case the Anticipated Execution of Agreement cannot be met for various reasons:

- **Base Bid Price - 30 days:** to price their work if the contract is awarded within 30 days **after** the Anticipated Execution of Agreement.

- **Base Bid Price - 60 days:** to price their work if the contract is awarded within 60 days after the Anticipated Execution of Agreement.

Original base bid prices should be duplicated in the corresponding tables even if no changes will occur with the additional terms.

(a) Base Bid Price - General Contractor Services for new-build elementary school in Cobourg

Respondents are requested to provide their Base Bid Price as follows:

Description	Unit of Measure	Total (\$CAD) HST excluded
Base Bid Price* For RFQ 2026-16 General Contractor Services for new-build elementary school in Cobourg	Lump Sum	\$ _____
Total Base Bid Price (\$ CAD) excl. HST	Lump Sum	\$ _____

***Important:** Please do not include cash allowances in your base bid price.

- **Base Bid Price - General Contractor Services for new-build elementary school in Cobourg – 30 days**

Respondents are requested to provide their Base Bid Price as follows:

Description	Unit of Measure	Total (\$CAD) HST excluded
Base Bid Price* – 30 days For RFQ 2026-16 General Contractor Services for new-build elementary school in Cobourg	Lump Sum	\$ _____
Total Base Bid Price (\$ CAD) excl. HST	Lump Sum	\$ _____

***Important:** Please do not include cash allowances in your base bid price.

- **Base Bid Price - General Contractor Services for new-build elementary school in Cobourg – 60 days**

Respondents are requested to provide their Base Bid Price as follows:

Description	Unit of Measure	Total (\$CAD) HST excluded
Base Bid Price* – 60 days For RFQ 2026-16 General Contractor Services for new-build elementary school in Cobourg	Lump Sum	\$ _____
Total Base Bid Price (\$ CAD) excl. HST	Lump Sum	\$ _____

***Important:** Please do not include cash allowances in your base bid price.

(a.1) Base Bid Price Breakdown

Respondents are requested to provide the breakdown of their submitted base bid price as follows:

Breakdown	Cost (\$CAD) HST excluded
Site Work	\$ _____
Excavation & Foundations	\$ _____
Structure & Sub-structure	\$ _____
Roofing	\$ _____
Partition, Doors, Windows & Finishes	\$ _____
Mechanical (Heating & Ventilation)	\$ _____
Mechanical (Plumbing)	\$ _____
Electrical	\$ _____
General Requirements & Fees	\$ _____
Total Base Bid Price (\$ CAD) excl. HST	\$ _____

Breakdown – 30 days	Cost (\$CAD) HST excluded
Site Work	\$ _____
Excavation & Foundations	\$ _____
Structure & Sub-structure	\$ _____
Roofing	\$ _____
Partition, Doors, Windows & Finishes	\$ _____
Mechanical (Heating & Ventilation)	\$ _____
Mechanical (Plumbing)	\$ _____

Electrical	\$ _____
General Requirements & Fees	\$ _____
Total Base Bid Price (\$ CAD) excl. HST - - 30 days	\$ _____

Breakdown – 60 days	Cost (\$CAD) HST excluded
Site Work	\$ _____
Excavation & Foundations	\$ _____
Structure & Sub-structure	\$ _____
Roofing	\$ _____
Partition, Doors, Windows & Finishes	\$ _____
Mechanical (Heating & Ventilation)	\$ _____
Mechanical (Plumbing)	\$ _____
Electrical	\$ _____
General Requirements & Fees	\$ _____
Total Base Bid Price (\$ CAD) excl. HST – 60 days	\$ _____

(a2) Cash Allowances

The Board will provide up to eight hundred and forty-five thousand Canadians dollars (\$845,000.00 CAD) in Cash Allowances under the contract for the following:

Cash allowances for the supply and installation of products:

- Interior Signage
- Exterior Signage (excluding traffic signage)
- Pylon Sign
- Computer / Data Cabling
- VOIP cabling and installation
- Concrete Storage Bunkers
- Security, CCTV, Access Control

Cash allowances for construction services;

- Testing and Inspection;
- Hydro (Lakefront Utilities) primary cables and transformer;
- Municipal charges for new service connections for water, storm and sanitary and disconnection of existing services;
- Natural gas utility company charges for new gas connection;
- Air/Hydronic Balancing;
- Fire safety plan;
- Controls BAS Metering Connection (Hydro, Gas and Water).

(b) Labour Rates

Labour Rates may apply to work that might arise because of amendment to the scope of work.

Respondents are requested to provide their Labour rates as follows:

Trade	Description of Trade	Regular Hourly Rate (\$CAD)	Premium Hourly Rate (\$CAD)
Electrician			
General Labour			
Carpenter			
Plumber			
Other (Please specify)			

Labour rates will not be considered during the evaluation but will form part of the contract if the respondent’s submission is selected.

(c) Unit Rates

Respondents are requested to provide the following unit rates:

Material	Unit	Cost/Unit
Excavation, by hand	m3	\$ _____
Compacted Granular Fill, as specified	m3	\$ _____
Excavation of organic material and removal from site	m3	\$ _____
Excavation of existing fill	m3	\$ _____
Excavation of existing fill and stockpile on site	m3	\$ _____
Removal from site of existing fill	m3	\$ _____
Removal from site and disposal of contaminated existing fill	m3	\$ _____
Fill Type F1: 19 mm Crusher Run Limestone, in accordance with OPSS. Prov 1010, imported and compacted on site	m3	\$ _____
Fill Type F2: 50 mm Crusher Run Limestone, in accordance with OPSS. Prov 1010, imported and compacted on site	m3	\$ _____
Fill Type F3: Clear crushed limestone, free of shale, clay, friable material, sand and debris, Gradations as follows: Minimum size 16mm, maximum size 19mm, imported and compacted on site	m3	\$ _____
Fill Type F4: Native on-site soil, approved by the geotechnical engineer, free of rocks larger than 75 mm, organic or foreign material with a moisture content within 2% of the optimum value and compacted on site	m3	\$ _____
Fill Type F5: Imported soil, approved by the geotechnical engineer, free of rocks larger than 75 mm, organic or foreign	m3	\$ _____

material with a moisture content within 2% of the optimum value, imported and compacted on site.		
Fill Type F6: Granular A material, in accordance with OPSS. Prov 1010, Imported compacted on site	m3	\$ _____
Fill Type F7: Granular B Type1 material, in accordance with OPSS. Prov 1010, Imported compacted on site	m3	\$ _____
Asphalt paving, including stone base as specified in soil report, in place (light)	m2	\$ _____
Asphalt paving, including stone base as specified in soil report, in place (heavy)	m2	\$ _____
Painting: Concrete block new	m2	\$ _____
Painting: GWB or metal existing	m2	\$ _____
Removal and Disposal of Construction Route Temporary Gravel Granular "B"	m3	\$ _____

APPENDIX D – RFQ PARTICULARS

A. THE DELIVERABLES

The Board is seeking quotations from General Contractors for a New-build Elementary School construction project at New Amherst Boulevard., Cobourg, Ontario.

The scope of work along with the deliverables are further detailed in the following documents herein enclosed:

- Annex A - CSCMA Supplementary Provisions_CCDC2-2020
- Annex B - Supplier Performance Evaluation Protocol
- Annex C - Confirmation of insurance limits
- Annex D - Confirmation of Safety Responsibilities
- Annex E – IFT Specifications, Drawings and Available project information

B. MATERIAL DISCLOSURES

Procurement Restrictions - United States (U.S.) Businesses

In accordance with the Procurement Restriction Policy issued under the authority of the Management Board of Cabinet Act and the Broader Public Sector Accountability Act, 2010, U.S. businesses are not eligible to participate in this bid opportunity.

A U.S. business means a supplier, manufacturer or distributor of any business structure (includes a sole proprietorship, partnership, corporation or other business structure) that:

- a) Has its headquarters or main office located in the United States; and
- b) Has fewer than 250 full-time employees in Canada at the time of this procurement.

If a respondent is a subsidiary of another corporation, the respondent is considered to meet part (a) of this definition if it is controlled by a corporation whose headquarters or main office is located in the United States.

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 (Appendix C)

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

3. Other Mandatory Submission Requirements

Each quotation must include the following documents:

a) Bid Security

The Board is requesting bonds from all Respondents. If the bond(s) are missing, the submission will be rejected. Bonds provided must be from a Surety Company approved to do business in Ontario. No interest will be paid on a bond held by the Board. The two types of bonds required are:

- **Bid Bond** – The purpose of the Bid Bond is to ensure that the selected respondent enters into the Contract within the required timeframe. The bond amount shall represent ten percent (10%) of the total contract value. A certified cheque for the same amount is an acceptable substitute for a Bid Bond. The certified cheque will be deposited and retained as security until the commencement of the Work by the selected respondent, to the satisfaction of the designated Board representative. A scanned copy of the Bid Bond or certified cheque, as prescribed above, must be included with the respondent's online bid submission.
- **Agreement to Bond** – the purpose is to provide assurance to the Board that the selected respondent can provide the necessary securities to ensure performance. The Performance Bond shall be in the amount of 50% Performance and a 50% Labour and Material. In lieu of a Performance Bond, a certified cheque in the amount of 50% of the amount of the awarded bid, may be presented to the Board upon notification of tentative bid award. The certified cheque must be presented to the Board within 48 hours of notice. If the certified cheque is not presented, the Board will award the tender or a portion thereof to the next most responsive and responsible Bidder.

Respondents will bear all costs associated with bonding requirements.

- b)** An executed agreement to Annex A – CSCMA Supplementary Provisions (CCDC 2 – 2020), confirmed by signing the last page of the document.
- c)** An executed agreement to Annex B - Supplier Performance Evaluation Protocol, confirmed by signing the last page of the document.
- d)** An executed agreement to Annex C - Confirmation of insurance capability, confirmed by signing the last page of the document
- e)** An executed agreement to Annex D - Confirmation of Safety Responsibilities, confirmed by signing the last page of the document.
- f)** The respondent's HST registration number
- g)** The respondent's WSIB Number

D. MANDATORY TECHNICAL REQUIREMENTS

Each quotation must include the following documents:

a) General Contractor

Valid COR (Certificate of Recognition) from The Infrastructure Health and Safety Association (IHSA)

b) Subcontractors

For each of the following trades, respondents are requested to provide details of the subcontractor firms they intend to engage to perform the stipulated Deliverables:

Trade	Division / Section of Work	Subcontractor			
		Firm's name	Physical address	Contact name	Contact details
Mechanical					
Electrical					
Masonry					
Aluminum Windows and Curtain Wall					
Millwork					

All proposed subcontractors must be eligible to work in the province of Ontario and respondents should provide their proposed subcontractors' confirmation of licensing for the Province of Ontario.

The following proof of registration for the Mechanical and Electrical subcontractors must be provided; within 48 hours of the submission deadline to the RFQ contact at sadjou@cscmonavenir.ca

For Electrical Subcontractors:

- ✓ ECRA/ESA Electrical Contractor License
- ✓ Memberships in professional Ontario associations and awards (if applicable).

For Mechanical Subcontractors:

- ✓ Valid TSSA Fuels Safety Registration – Heating Fuels Contractor
- ✓ TSSA Certification of Authorization – Refrigeration Piping Contractor
- ✓ TSSA Certificate of Authorization – Repair and Alteration Organization
- ✓ Memberships in professional Ontario associations and awards (if applicable).

c) WISR Workplace Injury Summary Report

d) CCDC-11 completed in full

- e) Any additional documents requested by the Board and/or as listed in the documents in Appendix E. - Annex E – IFT Specifications and Drawings

E. PRE-CONDITIONS OF AWARD

The selected respondent shall provide to the Board, within Five (5) business days of notice of selection, the following documents:

- a) A copy of its Commercial General Liability Insurance showing a minimum coverage of Five million dollars (\$5,000,000) per occurrence for liability without utilizing any umbrella clause, with the Board as an additional insured.
- b) A copy of its Automobile liability insurance showing a minimum coverage of Two million dollars \$2,000,000.00 per occurrence for bodily injury, death, and property damage, covering all vehicles owned, leased, operated, or used in connection with the performance of the Work.
- c) The Contact information of the Key Personnel assigned to the project
- d) A copy of its WSIB Clearance Certificate.
- e) The Police Criminal Check - Compliance Form. The Board will provide this Form at the time of the notice of selection.
- f) Any additional documents requested by the Board and/or as listed in the documents in Appendix E.

F. RATED CRITERIA

The following sets out the categories, weightings and descriptions of the rated criteria of the RFQ. Respondents who do not meet a minimum threshold score for a category will not proceed to the next stage of the evaluation process.

Rated Criteria Category	Weighting (Points)	Minimum Threshold
i. Scheduling and Project Management	20 points	N/A
ii. Company Experience & References	7 points	N/A
iii. Key personnel Qualifications	8 points	N/A
Total Non pricing Criteria	35 points	20 points
Pricing (See Appendix C for details)	65 points	N/A
Total Points	100 points	N/A

i. Scheduling and Project Management

Each respondent should provide the following in its quotation:

- A preliminary MS Project schedule showing mobilization, major milestones, Substantial Performance, and commissioning aligned with the Board's academic calendar.
Document to be uploaded through B&T (in ".pdf" format or ".xlsx")

- A 10-pages maximum demonstration of their proposed project management approach, including methods to control schedule, cost, and quality, and to coordinate subcontractors and site activities.
 Demonstration should include without be limited to:
 - ✓ an organization chart identifying key personnel and their roles (Project Manager, Site Superintendent, Scheduler, etc.).
 - ✓ a risk register or short list of anticipated project risks and mitigation strategies.
 - ✓ a summary of their internal Quality Assurance/Quality Control procedures, demonstrating how they ensure workmanship and material compliance.
 - ✓ A demonstration their system for budget monitoring, change tracking, and reporting cost variances.
 - ✓ The company must have a project management system to manage the project such as Dreeven (preferred), Procore, Premier construction software, etc.).
 - ✓ A demonstration their system for budget monitoring, change tracking, and reporting cost variances.

Document to be uploaded through B&T (in “.pdf” format)

ii. Company Experience & References

Company Experience

Each respondent should provide the following in its quotation:

- A 2-pages maximum description of your company profile, scope of services rendered, company size, year established, and whether it’s a joint venture, corporation, sole ownership, etc.

Description to be uploaded through B&T (in “.pdf” format)

- A list of Three (3) similar or related projects completed in the past Three (**3**) **years** preferably with school board, public institutional or governmental entities. Past experience with the Board will be considered.

Projects submitted:

- ✓ *Shall derived* from your Contractor’s Qualification Statement, in the Canadian Construction Documents Committee (CCDC) Form CCDC 11 - *Appendix B*;
- ✓ *must* align with the scope and dollars value of the stipulated project. Any project that does not align with the stipulated project in scope and dollars value will not be evaluated and may significantly affect respondent’s total scoring.

Information about the projected must be completed in the appropriate B&T online form, as follows:

Your Firm Name:	
Project #1	
Title	
Location	
Name and address of owner	
Consultant (if applicable)	
Contact Info of Owner Representative, including email	
Project Description	
Award Date	
Start Date	
Completion Date	
Budget	
Awarded Project Value (\$CAD)	
Final Budget including Change Orders (\$CAD)	
Total amount of change orders initiated by the General contractor (\$CAD)	

References

Each respondent shall provide, in the appropriate B&T Table, a list of **three (3) references** from organizations with which they have worked within the past **five (5) years**, preferably in a **school board, public institutional, or governmental** setting, and for **projects of similar scope and complexity**.

These references should be able to attest your ability to perform the work as described in APPENDIX D.

The Board will not accept one of its employees as a reference.

The Board will contact references by email only. Hence, it is the respondent's responsibility to ensure that references:

- email addresses are accurate
- are able to accept emails from « @cscmonavenir.ca » and «@sapp.cscmonavenir.ca»

The Board will not accept one of its current employees as a reference.

Unresponsiveness from references may significantly affect respondent's total scoring.

iii. Key personnel Qualifications

Each respondent should provide the following in its quotation:

- Identification of Key Personnel, distinct from executive staff, who will be assigned to the project.

Each respondent should identify the following **mandatory Key Personnel**

	Name of the Key Personnel	Roles & Responsibilities	Résumé included
Project Manager			
Site Supervisor / Site Superintendent			
Project Coordinator (or Assistant Project Manager)			

Each respondent should identify the following Key Personnel, if applicable

	Name of the Key Personnel	Roles & Responsibilities	Résumé included
Estimator / Cost Control			
QA/QC Coordinator			
Contract Administrator			
Scheduler			
Other			

- Résumé of each Key personnel assigned to the project. Each résumé shall include the following information:
 - ✓ Total years of experience in the construction industry and in the identified role
 - ✓ Education, training, and certifications (Proof of credentials may be requested by the Board upon notice of selection).
 - ✓ Summary of relevant project experience in the past five (5) years, including project type, size, and completion date.
 - ✓ Evidence of valid health and safety training, such as Asbestos Awareness, WHMIS, and other applicable programs.

APPENDIX E – ANNEXES

The following documents are included in the solicitation package and form part of the Solicitation Documents. They must be downloaded through the online bidding system:

- Annex A - CSCMA Supplementary Provisions_CCDC2-2020
- Annex B - Supplier Performance Evaluation Protocol
- Annex C - Confirmation of insurance limits
- Annex D - Confirmation of Safety Responsibilities
- Annex E – IFT Specifications, Drawings and Available project information

2026-16 - GC Services for New-Build Elementary School in Cobourg

Opening Date: March 18, 2026 3:30 PM

Closing Date: April 23, 2026 2:00 PM

Online Bid Forms

The following pages are generated by the bidding system and are for reference only. The information must be submitted online through the bidding system.

Schedule of Prices

The Bidder hereby Bids and offers to enter into the Contract referred to and to supply and do all or any part of the Work which is set out or called for in this Bid, at the unit prices, and/or lump sums, hereinafter stated. HST is additional.

* Denotes a "MANDATORY" field

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

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

Base Bid Price

Stipulated Bid Price Instructions:

- a) Lump Sum price is for Work as indicated in solicitation documents
- b) Please do not include HST in your proposed base bid price.
- c) Please do not include cash allowances in your proposed base bid price.

Note: The respondent quotation shall be inclusive of all disbursements, site visits, and associated costs.

Items	Unit of Measure	Base Bid Price (\$ CAD) excl. HST	Quantity	Total Base Bid Price (\$ CAD) excl. HST
Base Bid Price* For RFQ 2026-16 General Contractor Services for new-build elementary school in Cobourg. (* please do not include cash allowances)	Lump Sum		1	
Subtotal:				

Base Bid Price Breakdown

Stipulated Bid Price Instructions:

- a) Lump Sum price is for Work as indicated in solicitation documents
- b) Please do not include HST in your proposed base bid price.
- c) Please do not include cash allowances in your proposed base bid price.

Note: The respondent quotation shall be inclusive of all disbursements, site visits, and associated costs.

The total of the form "Base Bid Price Breakdown" must match the total of the form "Base Bid Price" you submitted.

Items	Unit of Measure	Cost (\$ CAD) excl. HST	Quantity	Total Base Bid Price (\$ CAD) excl. HST
Site Work	Lump Sum		1	
Excavation & Foundations	Lump Sum		1	
Structure & Sub-structure	Lump Sum		1	
Roofing	Lump Sum		1	
Partition, Doors, Windows & Finishes	Lump Sum		1	
Mechanical (Heating & Ventilation)	Lump Sum		1	
Mechanical (Plumbing)	Lump Sum		1	
Electrical	Lump Sum		1	
General Requirements & Fees	Lump Sum		1	
Total Base Bid Price (\$ CAD) excl. HST	Lump Sum		1	
Subtotal:				

Base Bid Price -- 30 days

Stipulated Bid Price Instructions:

- a) Lump Sum price is for Work as indicated in solicitation documents
- b) Please do not include HST in your proposed base bid price.
- c) Please do not include cash allowances in your proposed base bid price.

Note: The respondent quotation shall be inclusive of all disbursements, site visits, and associated costs.

Items	Unit of Measure	Base Bid Price (\$ CAD) excl. HST	Quantity	Total Base Bid Price (\$ CAD) excl. HST
Base Bid Price* – 30 days For RFQ 2026-16 General Contractor Services for new-build elementary school in Cobourg. (* please do not include cash allowances)	Lump Sum		1	
Subtotal:				

Base Bid Price Breakdown – 30 days

Stipulated Bid Price Instructions:

- a) Lump Sum price is for Work as indicated in solicitation documents
- b) Please do not include HST in your proposed base bid price.
- c) Please do not include cash allowances in your proposed base bid price.

Note: The respondent quotation shall be inclusive of all disbursements, site visits, and associated costs.

The total of the form "Base Bid Price Breakdown" must match the total of the form "Base Bid Price" you submitted.

Items	Unit of Measure	Cost (\$ CAD) excl. HST	Quantity	Total Base Bid Price (\$ CAD) excl. HST
Site Work	Lump Sum		1	
Excavation & Foundations	Lump Sum		1	
Structure & Sub-structure	Lump Sum		1	
Roofing	Lump Sum		1	
Partition, Doors, Windows & Finishes	Lump Sum		1	
Mechanical (Heating & Ventilation)	Lump Sum		1	
Mechanical (Plumbing)	Lump Sum		1	
Electrical	Lump Sum		1	
General Requirements & Fees	Lump Sum		1	
Total Base Bid Price (\$ CAD) excl. HST – 30 days	Lump Sum		1	
Subtotal:				

Base Bid Price -- 60 days

Stipulated Bid Price Instructions:

- a) Lump Sum price is for Work as indicated in solicitation documents
- b) Please do not include HST in your proposed base bid price.
- c) Please do not include cash allowances in your proposed base bid price.

Note: The respondent quotation shall be inclusive of all disbursements, site visits, and associated costs.

Items	Unit of Measure	Base Bid Price (\$ CAD) excl. HST	Quantity	Total Base Bid Price (\$ CAD) excl. HST
Base Bid Price* – 60 days For RFQ 2026-16 General Contractor Services for new-build elementary school in Cobourg. (* please do not include cash allowances)	Lump Sum		1	
Subtotal:				

Base Bid Price Breakdown – 60 days

Stipulated Bid Price Instructions:

- a) Lump Sum price is for Work as indicated in solicitation documents
- b) Please do not include HST in your proposed base bid price.
- c) Please do not include cash allowances in your proposed base bid price.

Note: The respondent quotation shall be inclusive of all disbursements, site visits, and associated costs.

The total of the form "Base Bid Price Breakdown" must match the total of the form "Base Bid Price" you submitted.

Items	Unit of Measure	Cost (\$ CAD) excl. HST	Quantity	Total Base Bid Price (\$ CAD) excl. HST
Site Work	Lump Sum		1	
Excavation & Foundations	Lump Sum		1	
Structure & Sub-structure	Lump Sum		1	
Roofing	Lump Sum		1	
Partition, Doors, Windows & Finishes	Lump Sum		1	
Mechanical (Heating & Ventilation)	Lump Sum		1	
Mechanical (Plumbing)	Lump Sum		1	
Electrical	Lump Sum		1	
General Requirements & Fees	Lump Sum		1	
Total Base Bid Price (\$ CAD) excl. HST – 60 days	Lump Sum		1	
Subtotal:				

Labour Rates

Respondents are required to provide their labour rates, which may apply to work arising from any amendment to the scope of Work.

Price Instructions: All prices are in canadian funds and exclusive of HST.

Note: Labour rates will not be considered during the evaluation but will form part of the contract if the respondent's submission is selected.

Trade	Description of Trade	Regular Hourly Rate (\$CAD, excl. HST)	Premium Hourly Rate (\$CAD, excl. HST)	
Electrician				*
General Labour				*
Carpenter				*
Plumber				*
Other (Please specify)				
Other (Please specify)				
Other (Please specify)				

Unit Rates

Respondents are required to provide the following unit rates.

Price instructions

All prices are in canadian funds and exclusive of HST.

Material	Unit	Unit Cost (\$CAD) HST excl. *	
Excavation, by hand	m3		*
Compacted Granular Fill, as specified	m3		*
Excavation of organic material and removal from site	m3		*
Excavation of existing fill	m3		*
Excavation of existing fill and stockpile on site	m3		*
Removal from site of existing fill	m3		*
Removal from site and disposal of contaminated existing fill	m3		*
Fill Type F1: 19 mm Crusher Run Limestone, in accordance with OPSS. Prov 1010, imported and compacted on site	m3		*
Fill Type F2: 50 mm Crusher Run Limestone, in accordance with OPSS. Prov 1010, imported and compacted on site	m3		*
Fill Type F3: Clear crushed limestone, free of shale, clay, friable material, sand and debris, Gradations as follows: Minimum size 16mm, maximum size 19mm, imported and compacted on site	m3		*
Fill Type F4: Native on site soil, approved by the geotechnical engineer, free of rocks larger than 75 mm, organic or foreign material with a moisture content within 2% of the optimum value and compacted on site	m3		*
Fill Type F5: Imported soil, approved by the geotechnical engineer, free of rocks larger than 75 mm, organic or foreign material with a moisture content within 2% of the optimum value, imported and compacted on site.	m3		*
Fill Type F6: Granular A material, in accordance with OPSS. Prov 1010, Imported compacted on site	m3		*
Fill Type F7: Granular B Type1 material, in accordance with OPSS. Prov 1010, Imported compacted on site	m3		*
Asphalt paving, including stone base as specified in soil report, in place (medium)	m2		*
Asphalt paving, including stone base as specified in soil report, in place (heavy)	m2		*
Painting: Concrete block new	m2		*
Painting: GWB or metal existing	m2		*
Removal and Disposal of Construction Route Temporary Gravel Granular "B"	m3		*

Bid Questions

Question 3 and 4 - Additional information

The Board requires respondents to inform whether they qualify as a U.S. business.

A U.S. business means a supplier, manufacturer or distributor of any business structure (includes a sole proprietorship, partnership, corporation or other business structure) that:

- has its headquarters or main office located in the U.S., **and**
- has fewer than 250 full-time employees in Canada at the time of the applicable procurement process.

If a respondent is a subsidiary of another corporation, part a) of the definition above is met if that bidder is controlled by a corporation that has its headquarters or main office located in the U.S.

Please confirm your HST registration number #

Please confirm your WSIB account number #

Does your company have its headquarters or main office located in the United States? (Yes/No)

Does your company employ fewer than 250 full-time employees in Canada at the time of this procurement process? (Yes/No)

Specifications

Company Experience_3 relevants projects

Please list of Three (3) similar or related projects completed in the past Three (3) years preferably with school board, public institutional or governmental entities. Past experience with the Board will be considered.

Projects submitted:

- *shall derived* from your Contractor's Qualification Statement, in the Canadian Construction Documents Committee (CCDC) Form CCDC 11 - *Appendix B*;
- *must* align with the scope and dollars value of the stipulated project. Any project that does not align with the stipulated project in scope and dollars value will not be evaluated and may significantly affect respondent's total scoring.

Description	Project #1 *	Project #2 *	Project #3 *
Title			
Location			
Name and address of owner			
Consultant name and contact details (if applicable)			
Contact Info of Owner Representative, including email			
Project Description			
Award Date			
Start Date			
Completion Date			
Budget : Awarded Project Value (\$CAD) - exclusive of taxes			
Final Budget including Change Orders (\$CAD) - exclusive of taxes			
Total amount of change orders initiated by the General contractor (\$CAD) - exclusive of taxes			

Mandatory Key Personnel

Please identify the following mandatory Key Personnel that will be assigned to the Board's project.

Description	Name of the Key personnel *	Roles & Responsibilities *	Résumé Included *
Project Manager			<input type="checkbox"/> Yes <input type="checkbox"/> No
Site Supervisor / Site Superintendent			<input type="checkbox"/> Yes <input type="checkbox"/> No
Project Coordinator (or Assistant Project Manager)			<input type="checkbox"/> Yes <input type="checkbox"/> No
Health and Safety Officer			<input type="checkbox"/> Yes <input type="checkbox"/> No

Other Key Personnel

Please identify the following other Key Personnel that may be assigned to the Board's project.

Description	Name of the Key personnel	Roles & Responsibilities	Résumé Included
Estimator / Cost Control			<input type="checkbox"/> Yes <input type="checkbox"/> No
QA/QC Coordinator			<input type="checkbox"/> Yes <input type="checkbox"/> No
Contract Administrator			<input type="checkbox"/> Yes <input type="checkbox"/> No
Scheduler			<input type="checkbox"/> Yes <input type="checkbox"/> No
Other (Please specify)			<input type="checkbox"/> Yes <input type="checkbox"/> No
Other (Please specify)			<input type="checkbox"/> Yes <input type="checkbox"/> No

Litigation

Please answer the following question.

Important: The Board reserves the right to undertake any actions needed to verify any answer provided by the Proponent.

Providing, false information will automatically disqualify the Proponent.

Description	Answer *	If YES, please provide your position on the matter and the status of the litigation
In the past Five (5) years, has your company been involved in any litigation for work performed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

References

Please provide **three (3) references** from organizations with which they have worked within the past **five (5) years**, preferably in a **school board, public institutional, or governmental** setting, and for **projects of similar scope and complexity**.

The Board will not accept one of its current employees as a reference.

We will not be submitting for References

Description	Reference #1 *	Reference #2 *	Reference #3 *
Organization Name			
Project Title			
Project Location			
Project Completion Date			
Reference Name			
Reference Title			
Reference Email			

Sub-Contractors

The Bidder shall state all Subcontractor(s) and type of Work proposed to be used for this project.

Subcontractors

List of Subcontractors

Respondents are requested to provide details about the subcontractor firms they intend to engage to perform part of the Work. No changes to this list are permissible without the written approval of the Board.

Respondents acknowledge that each of their proposed subcontractor listed herein has been consulted about the proposed work schedule, advised of the project details, made fully aware of its scope and requirements, and will carry out their work in compliance with the contract documents.

Please tick the below box if you will perform the project with your Own forces.

Division / Section of Work	Subcontractor Firm's name *	Subcontractor Physical address *	Subcontractor Contact Name *	Subcontractor Contact Details *
Mechanical				
Electrical				
Masonry				
Aluminum Windows and Curtain Wall				
Millwork				

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

Please provide the following Documents.

Important: Please, limit the Title of any document uploaded to **a maximum of five (5) small words**; Otherwise, the Board may not be able to open your document.

Be aware that even though you can open a file in your browser, a long title may render your document inaccessible to others on their browser.

Any **document that can't be opened by the Board** will render the proponent's submission **non-compliant** and the Proponent's proposal will not be considered for Pre-qualification.

- Appendix A - Submission Form (pages 17 to 19 in the RFQ document) * (mandatory)
- Executed agreement to Annex A – CSCMA Supplementary Provisions (CCDC 2 – 2020) * (mandatory)
- Executed agreement to Annex B - Supplier Performance Evaluation Protocol * (mandatory)
- Executed agreement to Annex C - Confirmation of Insurance Capability and to Annex D - Confirmation of Safety Responsibilities * (mandatory)
- WISR Workplace Injury Summary Report issued by WSIB * (mandatory)
- Preliminary Gantt schedule * (mandatory)
- Project Management Approach (Max 10 pages) * (mandatory)
- Company Profile (Max 2 pages) and CCDC-11 completed in full * (mandatory)
- Key Personnel (KP) Résumés - Please combined All résumés (Mandatory KP + Others KP) * (mandatory)
- Electrical and Mechanical Subcontractors_Licensing Proof for the Province of Ontario (combined all in One document) (optional)
- Additional Document (optional)

BONDING UPLOAD SECTION

The Board is requesting bonds from all Respondents. If the bond(s) are missing, the submission will be rejected. Bonds provided must be from a Surety Company approved to do business in Ontario. No interest will be paid on a bond held by the Board.

- Bid Bond * (mandatory)
- Agreement to Bond * (mandatory)

Addenda, Terms and Conditions

By submitting an offer in response to this bid opportunity,

I/WE agree to be bound by the terms and conditions and have authority to bind the Corporation and submit this Bid on behalf of the Bidder.

CONFLICT OF INTEREST

The respondent must declare all potential Conflicts of Interest, as defined in this stipulated bid opportunity. 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.

To the following question: "Do you have a potential conflict of interest?"

If the respondent selects hereunder the box "No", the respondent will be deemed to declare that (a) there was no Conflict of Interest in preparing its submission; and (b) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in this stipulated bid opportunity.

Otherwise, if the respondent declares an actual or potential Conflict of Interest by marking the box "Yes" below, the respondent must set out details of the actual or potential Conflict of Interest.

Based on the above, the undersigned hereby declares whether or not there is a possible conflict of interest as follows:

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.		