

FORM OF TENDER

FORM OF TENDER

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FORM OF TENDER

We, the undersigned Contractor(s) have carefully examined the attached documents as herein listed and forming part of this tender

DOCUMENTS INCLUDED IN CONTRACT:

- Special Instructions to Bidders
- Instructions to Bidders
- Form of Tender
- Agreement to Bond
- Form of Contract Agreement
- Schedule of Drawings & Specifications
- Special Provisions – General Supplementary
- Special Provisions – Contract Items Supplementary
- General Conditions of Contract Supplementary
- Appendices
- Addenda (if applicable)

and have carefully examined the site and location of the work to be done under this contract. We, the undersigned Contractor(s), understand and accept the said drawings and contract documents, and, for the prices set forth in this Tender, hereby offer to furnish all machinery, labour, tools, apparatus and other means of construction, furnish all materials except as otherwise specified in the Contract, and to complete the work in strict accordance with the drawings and contract documents referred to above, for the total tender price of:

_____ Dollars.

(\$ _____) *excluding H.S.T.*

We acknowledge that we have received Addendum/Addenda No. _____* to _____* inclusive, and that all changes specified in the Addendum/Addenda have been included in the prices submitted.

ADDENDA

We agreed to commence work as specified to proceed continuously to the completion and to complete all the work at the unit prices tendered from **September 1, 2020, to August 31, 2023**. We acknowledge the option to extend the contract, upon the mutual agreement of both the City and the successful maintenance contractor, to **August 31, 2024**.

COMMENCEMENT & COMPLETION

We agree that this tender is to continue open to acceptance and irrevocable until the formal contract has been executed by the successful Tenderer for the said work, and the bond or bonds as specified have been executed by the approved surety or sureties, and that the Owner may, at any time, within **forty five (45) calendar days** of closing date, accept this tender without notice, whether any tender has been previously accepted or not.

TENDER IS OPEN TO ACCEPTANCE & IRREVOCABLE

** to be filled in by Tenderer.*

OFFERED ON BEHALF OF THE CONTRACTOR

Insert Workplace Safety & Insurance Board Account No. _____

Signature

Signature

Company Name

Address

Contractor's Seal

Witness

Date

Witness

NOTE:

- a) If the Tendered is a Corporation, the Corporate seal must be affixed under the signature of a duly authorized officer or officers of the Corporation.
- b) If the Tendered is not a Corporation or a Partnership, the Tendered must sign in the presence of a witness who must also sign.
- c) If the Tendered is a Partnership, each member of the Partnership must sign in the presence of a witness who must also sign.

All Bidders are to note that the Special Provisions - Contract Items Supplementary are regularly revised and in some cases modified to a specific project. The City will not be responsible for any Bidder not being aware of the changes from previous tender documents.

SCHEDULE OF QUANTITIES AND UNIT PRICES

City of Niagara Falls RFT23-2020

2020-2023 Street Lighting Maintenance Contract

* All quantities are estimated annual values. Payment will be made monthly at the unit bid price for actual quantities.

** As per the Special Instructions to Bidders, Item 14 Adjustment to Unit Prices, all labour and material unit prices will be adjusted yearly. Labour and material are to be indicated separately where noted, for all other items the unit price bid is inclusive.

The Schedule of Quantities and Unit Prices is not an exhaustive list. The individual tender items are typical and are inserted for arriving at a competitive tender price. They are not an indication of all work performed under this maintenance contract. Materials not listed in the Schedule of Quantities and Unit Prices shall be paid based on the actual, submitted material invoice price plus a 5% markup.

ITEM NO.	SPEC NO.	DESCRIPTION	ESTIMATED QUANTITY *	UNIT	UNIT PRICE **		EXTENDED PRICE
					MATERIAL	LABOUR	
SECTION 'A' - GENERAL							
A1	A1	Bonding	1	Lump Sum	\$ _____		\$ _____

TOTAL SECTION 'A' - GENERAL \$ _____

SECTION 'B' - ROADS (RESTORATION)							
B2	B2	Earth Excavation, includes sawcutting and material disposal					
		a) Asphalt Material (any thickness)	20	m ²	\$ _____		\$ _____
		b) Concrete Material (any thickness)	10	m ²	\$ _____		\$ _____
B3	B3	Supply & Place Granular Material (Granular 'A')	25	t	\$ _____		\$ _____

TOTAL SECTION 'B' - ROADS (RESTORATION) \$ _____

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ITEM NO.	SPEC NO.	DESCRIPTION	ESTIMATED QUANTITY *	UNIT	UNIT PRICE **		EXTENDED PRICE
					MATERIAL	LABOUR	
SECTION 'EM1' - WORK ITEMS (REMOVALS AND DISPOSAL)							
EM1.1	610, EM1, A8	Pole, Direct Buried	5	each	\$ _____		\$ _____
EM1.2	610, EM1, A8	Pole, Base Mounted	3	each	\$ _____		\$ _____
EM1.3	610, EM1, A8	Overhead Wiring (and wire support accessories), 25m	100	m	\$ _____		\$ _____
EM1.4	617, EM1, A8	Pole Mounted Luminaire	30	each	\$ _____		\$ _____
EM1.5	617, EM1, A8	Pole Mounted Bracket	20	each	\$ _____		\$ _____
EM1.6	601, EM1, A8	Dirt and Debris from Luminaire	100	each	\$ _____		\$ _____

TOTAL SECTION 'EM1' - WORK ITEMS (REMOVALS AND DISPOSAL) \$ _____

SECTION 'EM2' - WORK ITEMS (INSTALLATION OF ELECTRICAL EQUIPMENT/MATERIAL)							
EM2.1	617, EM2, A8	Luminaire, HPS or MH (Any Manufacturer, Any Watt)	10	each	na	\$ _____	\$ _____
EM2.2	617, EM2, A8	Luminaire, LED (Any Manufacturer, Any Watt)	10	each	na	\$ _____	\$ _____
EM2.3	617, EM2, A8	Luminaire Bracket, 1.8m	5	each	na	\$ _____	\$ _____
EM2.4	617, EM2, A8	Elliptical Arm, 1.8m	5	each	na	\$ _____	\$ _____
EM2.5	617, EM2, A8	Elliptical Arm, 2.4m	5	each	na	\$ _____	\$ _____
EM2.6	615, EM2, A8	Pole, 9.0m, Concrete, Direct Buried as per NFS-E05.03 and NFS-E05.04	5	each	na	\$ _____	\$ _____
EM2.7	615, EM2, A8	Pole, 9.0m, Decorative, Metal, Base Mounted as per NFS-E06.01	5	each	na	\$ _____	\$ _____

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SCHEDULE OF QUANTITIES AND UNIT PRICES

City of Niagara Falls RFT23-2020

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ITEM NO.	SPEC NO.	DESCRIPTION	ESTIMATED QUANTITY *	UNIT	UNIT PRICE **		EXTENDED PRICE
					MATERIAL	LABOUR	
EM2.9	615, EM2, A8	Concrete Footing, 760mm dia., in Earth	5	each	na	\$ _____	\$ _____
EM2.10	603, EM2, A8	Duct 50mm dia., Rigid, in Open Trench	10	m	na	\$ _____	\$ _____
EM2.11	604, EM2, A8	Cable, #8AWG, Low Voltage in Duct	10	m	na	\$ _____	\$ _____
EM2.12	604, EM2, A8	Cable, #8AWG, Low Voltage Overhead	10	m	na	\$ _____	\$ _____
EM2.13	614, EM2, A8	Power Supply Pedestal, 120/240V as per NFS-E09.07 and NFS-E09.08 Standard Drawings	2	each	na	\$ _____	\$ _____
EM2.14	610, 615, EM2, A8	Temporary Wood Pole, as per NFS-E05.05, NFS-E05.06, NFS-E05.07 and NFS-E05.08 Standard Drawings	5	each	na	\$ _____	\$ _____
EM2.15	601, 602, 603, 604, 609, 610, 611, 614, 615, 616, 617, EM2, A8	The allowance carried in this tender is for bid and budget purposes only. Actual payment for materials not listed in this Schedule of Quantities and Unit Prices shall be paid based on the actual, submitted material invoice price plus a 5% markup.	12	month	\$ 5,000.00	na	\$ <u>60,000.00</u>

TOTAL SECTION 'EM2' - WORK ITEMS (INSTALLATION OF ELECTRICAL EQUIPMENT/MATERIAL) \$ _____

SECTION 'EM3' - WORK ITEMS (INSPECTION OF ELECTRICAL EQUIPMENT/MATERIAL AND GENERAL MAINTENANCE)							
EM3.1	601, 615, 616, 617, EM3, A8	Inspection - Pole, Luminaire and Associated Accessories as per Form #1	150	each	\$ _____		\$ _____

TOTAL SECTION 'EM3' - WORK ITEMS (INSPECTION OF ELECTRICAL EQUIPMENT/MATERIAL AND GENERAL MAINTENANCE) \$ _____

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					MATERIAL	LABOUR	
SECTION 'EM4' - MANAGEMENT							
EM4.1	601, EM4	Attend Preconstruction Meetings (one per year) Attend Safety Meetings (monthly) Completion of Form #2 and Form #3 as required	12	month	\$ _____		\$ _____

TOTAL SECTION 'EM4' - MANAGEMENT \$ _____

SECTION 'EM5' - HOURLY RATES							
EM5.1		EUSA Journeyman Power Lineman	1500	hour	na	\$ _____	\$ _____
EM5.2		EUSA Power Lineman Apprentice	100	hour	na	\$ _____	\$ _____
EM5.3		Journeyman Electrician	750	hour	na	\$ _____	\$ _____
EM5.4		Electrician Apprentice	25	hour	na	\$ _____	\$ _____
EM5.5		EUSA "Streetlight Maintainer"	25	hour	na	\$ _____	\$ _____
EM5.6		Shop time to strip or repair luminaires	250	hour	na	\$ _____	\$ _____
EM5.7		EUSA "Streetlight Relamper"	25	hour	na	\$ _____	\$ _____
EM5.8		EUSA Labour	300	hour	na	\$ _____	\$ _____
EM5.9		EUSA Equipment Operator	150	hour	na	\$ _____	\$ _____
EM5.10		Bucket Truck	1000	hour	na	\$ _____	\$ _____
EM5.11		Rotary Boom Digger Truck	75	hour	na	\$ _____	\$ _____

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ITEM NO.	SPEC NO.	DESCRIPTION	ESTIMATED QUANTITY *	UNIT	UNIT PRICE **		EXTENDED PRICE
					MATERIAL	LABOUR	
EM5.12		Backhoe	75	hour	na	\$ _____	\$ _____
EM5.13		Trencher	25	hour	na	\$ _____	\$ _____
EM5.14		Pick-up Truck/Service Van	750	hour	na	\$ _____	\$ _____
EM5.15		Single Axle Dump Truck	20	hour	na	\$ _____	\$ _____
EM5.16		Portable Generator	20	hour	na	\$ _____	\$ _____
EM5.17		Compressor c/w torpedo & jackhammer	50	hour	na	\$ _____	\$ _____
EM5.18		Technical service meetings including vehicle	25	hour	na	\$ _____	\$ _____
EM5.19		Technical service inspections including vehicle	200	hour	na	\$ _____	\$ _____
EM5.20		Emergency call out for bucket truck (two-man crew) - normal working hours	15	hour	na	\$ _____	\$ _____
EM5.21		Emergency call out for bucket truck (two-man crew) - after normal working hours	15	hour	na	\$ _____	\$ _____
EM5.22		Emergency call out utilizing an R.B.C. (three-man crew) - normal working hours	10	hour	na	\$ _____	\$ _____
EM5.23		Emergency call out utilizing an R.B.C. (three-man crew) - after normal working hours	10	hour	na	\$ _____	\$ _____
EM5.24		Hydro vac truck	100	hour	na	\$ _____	\$ _____

SECTION 'EM5' - HOURLY RATES \$

TENDER SUMMARY

SECTION 'A' - GENERAL	\$
SECTION 'B' - ROADS (RESTORATION)	\$
SECTION 'EM1' - WORK ITEMS (REMOVALS AND DISPOSAL)	\$
SECTION 'EM2' - WORK ITEMS (INSTALLATION OF ELECTRICAL EQUIPMENT/MATERIAL)	\$
SECTION 'EM3' - WORK ITEMS (INSPECTION OF ELECTRICAL EQUIPMENT/MATERIAL AND GENERAL MAINTENANCE)	\$
SECTION 'EM4' - MANAGEMENT	\$
SECTION 'EM5' - HOURLY RATES	\$
TOTAL TENDER:	\$

STATEMENT 'A'

TENDERER'S EXPERIENCE IN SIMILAR WORK

***UNLESS THIS LIST IS PROPERLY COMPLETED,
THE TENDER MAY BE DISQUALIFIED***

Year Completed	Description of Work	For Whom Work Performed	Value (\$)

STATEMENT 'B'

HARMONIZED SALES TAX

The Contractor shall **not** include any amount in his tender price for the Harmonized Sales Tax (H.S.T.). Any amount to be levied with respect to the H.S.T. will be included as a separate item on the payment certificate. The appropriate H.S.T. levy will be paid to the Contractor in addition to the amount approved by the Contract Administrator for work performed under the contract and will, therefore, not affect the amount of the contract. The Contractor will be required to make the appropriate remittance to Revenue Canada in accordance with the legislation.

- i) Total Tender Price \$ _____
- ii) Estimated Cost of the Harmonized Sales Tax (H.S.T.) \$ _____
- iii) Total Contract Amount [(i) + (ii)] \$ _____
- iv) H.S.T. Registration Number: _____

Company Name

Contractor's Signature

Address

Contractor's Seal

Witness

Witness

STATEMENT 'C'

CONFIRMATION FORM
ACCESSIBILITY REGULATIONS FOR CONTRACTED SERVICES

If the nature of your business with the City of Niagara Falls (the 'City') requires that any of your employees, sub-contractors or trades interact with the public on behalf of the Owner, it is necessary that the Owner ensure those providing service on our behalf have received 'Customer Service Training' in order that we retain our compliance with the requirements of the Accessibility for Ontarians with Disabilities Act 2005.

Please sign below to ensure you are the person able to bind your company. Companies, whose employee's role may require them to interact with the public on behalf of the Owner, shall receive the CUSTOMER SERVICE STANDARD TRAINING of the *ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT 2005*.

If you have any questions, please contact:

Jason MacLean, M.Ed., B.A., CSEP-CEP
Human Resources Specialist
City of Niagara Falls
Human Resources Department
Phone: 905-356-7521 ext. 4294

The successful Contractor will be required to sign and submit this sheet at the Preconstruction Review Meeting (see SPGS 30).

Dated this day of, _____, 20____.

Contracting Company

Signature of Authorized Person Signing for Company

Position

STATEMENT 'D'

LIST OF SUB-CONTRACTORS

The bidders shall list hereunder the names of all sub-contractors intended to be used in the execution of this work subject to the approval of the Contract Administrator.

All work not performed directly by the Contractor's forces shall be included in this list and any changes must be approved by the Contract Administrator.

Sub-Trade	Sub-Contractor Company Name	Sub-Contractor Company Address

STATEMENT 'E'

QUALIFICATIONS AND CERTIFICATIONS

It shall be a condition of this contract that the successful contractor be a member in good standing of the Electrical Utility Safety Association (EUSA) and the Infrastructure Health & Safety Association (IHSA), throughout the term of the contract. If at any time during the term of the contract the contractor's standing with EUSA changes, he shall notify the corporation immediately in writing.

Two (2) journeyman power linesmen must remain on the maintenance contractor's staff throughout the duration of this contract and a minimum of one person of a two man crew shall be classified as "Journeyman Power Linesman".

Other members of the contractor's staff can be EUSA Certified "Apprentice Power Lineman", "Street Light Maintainer", or "Street Light Relamper".

A "Journeyman Power Lineman", as required, shall supervise all electrical work.

The following additional documents shall be submitted with the bid:

- Proof of good standing with the IHSA and EUSA.
- Current MEA or Ontario Hydro certificates of qualification for "Journeyman Power Linesman" and "Journeyman Linemen".
- Proof of certification for EUSA trained "Streetlight Maintainer", "Streetlight Relamper" personnel.
- A list of all other personnel and their job functions as it relates to this project (i.e., management, drafting and technical or administrative staff).
- Current EUSA and MTO certification of all vehicles and equipment to be utilized on this project.

The successful Contractor shall also provide confirmation that they are a Pre-Approved Contractor with Niagara Peninsula Energy Inc. (NPEI). For additional information contact NPEI's Contractor Coordinator via email at contractor.info@npei.ca. A copy of the NPEI's Contractor's Prequalification Package has been included for information purposes.

All certification and approvals must be maintained throughout the life of the contract and renewal documentation must be submitted within ten (10) business days of expiry.

Failure to provide proof of certification or pre-approval with NPEI with the bid may result in disqualification of the bidder.



Dear Contractor,

Niagara Peninsula Energy has always held the highest regard for the Health and Safety of its employees and all its contractors as well.

This year, NPEI has decided to revise the Contractor Safety Program to include all current legislation and regulations. The goal for NPEI is to establish a consistency for all contractors and ensure that all parties are clear on their responsibilities along with ensuring our Due Diligence.

Please find attached a new list of *Required Documentation (Form NPECONTR-1)* along with a *Competency Profile (Form NPECONTR-2)*.

This profile is to be filled out completely and accurately, according to the type of service outlined in sections A - C. **All** Contractors are to complete **Section "A"** along with ***Either*** Section "B" **OR** "C" according to your specific discipline. We ask that you take the time to read through all materials carefully and completely. You can then forward your Pre-Qualification package to NPEI either by mail or by email.

When we receive your documentation, it will be reviewed by our Representatives and then the final section on the Competency Profile will be signed off by an NPEI designated Manager. At this time you will be sent confirmation either by mail or email that you are on the **Pre-Approved List**. If you are already on our Pre-Approved List and are currently performing work on behalf of NPEI, we will honor your present contract but please note that no further projects will be awarded until the new Safety Package is submitted.

We thank you for your continued support and diligence in helping to maintain a reliable and "Safe" work environment for all concerned.

Thank you in advance for your immediate attention to this matter.

Best Regards,

NPEI Contractor Coordinator
Encl.

Prequalification Document Request:

Please provide the following documents to NPEI contractor coordinator.

- Copy of Company's Health and Safety Policy showing commitment to health and safety of different parties. *
- Copy of your "Respect in the Workplace" policy addressing violence and harassment. *
- Copy of "Substance Use" policy addressing both prescribed / illicit drugs. *
- Copy of Liability Insurance naming NPEI as additional insured for minimum of \$5,000,000. Expiry date is to be recorded and tracked.
- Copy of company NEER or CAD 7 report from the WSIB
- Copy of WSIB Clearance Certificate. Expiry date is to be recorded and tracked.
- Provide a copy of your CVOR operator Level II abstract. (if applicable)
- Provide a copy of two references from prior companies you have provided services to.
- If IHSA COR certified, please provide proof of certification.
- Competency Profile (Form # NPECONTR-2 attached)

* ***Not required for employers who regularly employ five or fewer workers.***

NOTE: Contractors are responsible for collecting the documentation above (form # NPECONTR-1) for any *subcontractors* they intend to hire while working for NPEI. Please submit all required information along with your Pre-Qualification package. Also, all the Contractor and Subcontractor employees must receive the "Contractor Orientation" prior to commencing work for NPEI. **THIS IS A YEARLY REQUIREMENT.**

Please forward all requested documents to:

Mail to: Niagara Peninsula Energy Inc. or **EMAIL to :** contractor.info@npei.ca
7447 Pin Oak Dr., P.O. Box 120
Niagara Falls, ON
L2E 6S9

Attention: NPEI Contractor Coordinator

COMPETENCY PROFILE / LIST OF DISCIPLINES

Date: _____

Contractor Name: _____

Contractor Declaration: Employees conducting work for NPEI are competent in their respective disciplines and have received the proper training in accordance with the legislative requirements and / or NPEI requirements listed in the chart below.

"competent worker", in relation to specific work, means a worker who,

- (a) is qualified because of knowledge, training and experience to perform the work,
- (b) is familiar with the **Occupational Health and Safety Act** and with the provisions of the regulations that apply to the work, and
- (c) has knowledge of all potential or actual danger to health or safety in the work; (project sites require tailboard indicating hazards identified and control measures taken)

Note: In addition to the above definition a "competent supervisor" includes having the knowledge, training and experience to **organize** work for your workers .

FOR OFFICE USE ONLY		
NPEI Representative: _____	_____	Contact #: _____
Print Name	Signature	
<i>(Please be advised: The above will be signed off by an NPEI Representative after the contractor has been approved)</i>		

APPLICABLE TO ALL CONTRACTORS - Please complete (Please Initial appropriate box)

NOTE: Proof of training may be requested at anytime by your NPEI Designated Representative.				
SECTION A	Legislative reference	Completed	Not Completed	Not Applicable
General (applicable to all companies) (PLEASE INITIAL APPROPRIATE BOX)				
All supervisors have taken the mandatory basic safety awareness training -- MOL	Reg 297/13			
All workers have taken the mandatory basic safety awareness training – MOL	Reg 297/13			
All employees are trained in Workplace Hazardous Material Information System (WHMIS 2015)	Reg 860			
All employees have been trained in Workplace Violence & Harassment prevention.	OHSA Part III.0.1			
All employees have been trained in the proper use of applicable safety equipment (ex. fire extinguishers ,)	Reg 213/91 Section 52			
Required number of employees are trained in First Aid / CPR.	WSIB Reg 1101			
All employees have been trained in the proper use of applicable personal protective equipment (PPE)	OHSA			

Specific disciplines related to contractor work. Please initial completed / not completed / not applicable

NOTE: Proof of training may be requested at anytime by your NPEI designated representative.

SECTION B		Legislative reference	Completed	Not Completed	Not Applicable
Working in proximity to energized power lines. (re: overhead, underground, tree trimming) (PLEASE INITIAL APPROPRIATE BOX)					
Certified journeyman / lineman		Professional Designation			
Utility work protection code		Reg 213/91 Section 181			
Limits of Approach and dedicated observer		Reg 213/91 Section 188			
Working at Heights- Construction (OHSA)		Reg 213/91 Section 26.2			
Bucket Rescue training		In-house			
Working in the proximity to traffic including TCP training.		Reg 213/91 Section MTO Book 7			
Cranes, Hoisting and Rigging Safety		Reg 213/91 Section 150			
Electrical Utility Safety Rules		IHSA			
Chainsaw Safety		Reg 213/91 Section 112			
Competent operators – machinery / equipment for work being performed.		OHSA			
Utility work protection code		UWPC			
Excavation / Trenches		Reg 213/91 Section 222-242			
Confined Space		Reg 632/05			
SECTION C		Legislative reference	Completed	Not Completed	Not Applicable
Electrical / Maintenance / Facilities / Stations (PLEASE INITIAL APPROPRIATE BOX)					
Electrical Safety		Reg 213/91 Section 182-188			
Certified / Registered Contractor (ESA, TSSA, Etc.)					
Competency in specific machines/equipment operating (ex. mobile equip, power tools, elevating platforms landscaping .. etc)		OHSA and Reg 213/91			
Lockout / Tagout (low voltage)		Reg 851			
Fall protection / ladder use (Industrial Establishment)		Reg 851			
Working at Heights- Construction (OHSA)		Reg 213/91 Section 26.2			
Welding and Cutting		Reg 213/91 Section 122-124			
Transportation of Dangerous Goods		Dangerous Goods Transportation Act			
Waste Management Training (Waste manifests)		Environmental Protection Act Regulation			
Electrical Utility Safety Rules		IHSA			
Utility work protection Code		UPC			

I, the **Employer or Employer Representative**, understand that all equipment, materials and protective devices provided to our employees are maintained in good condition and follow prescribed safety standards.

Owner or Employer Representative: _____ **TITLE:** _____
(PLEASE PRINT)

NAME: _____ **SIGNATURE:** _____
(PLEASE PRINT)