



REQUEST FOR TENDER
RFT-2022-INF-003
RAMORE HALL FLAT ROOF UPGRADES

CLOSING DATE: Wednesday July 20, 2022 at 2:00 P.M Local Time

The Corporation of the Township of Black River- Matheson
Department of Public Works and Operations
429 Park Lane, PO Box #601
Matheson, ON P0K 1N0
Phone: 705-273-2313

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PART 1: TENDERING INFORMATION

Definitions

Addendum - means a written order issued from the Township that clarifies, changes the scope or specifications of the Work/ Commodity prior to commencement and during the solicitation process.

Agreement - A negotiated and usually legally enforceable understanding between two or more legally competent parties. An agreement typically documents in writing the give-and-take of a negotiated settlement.

A.O.D.A. – Accessibility for Ontarians with Disabilities Act

Approval Authority – means the authority delegated by the Township to a person designated to occupy a position to approve on its behalf one or more procurement functions within the plan-to-pay cycle up to specified dollar limits subject to applicable legislation, regulations and procedures in effect at such time.

Award - means the notification to a Proponent of acceptance of a Proposal or Tender that brings a contract into existence.

Bid – means a Proposal, Quotation or Tender submitted in response to a solicitation from a providing authority. A Bid covers the response to any of the three principal methods of soliciting Bids, i.e., Request for Proposal, Request for Tender and Request for Quotation.

Bid Document – a Tender, Proposal, Quotation or other document that states the Township’s desire to procure and Proponent’s offer to provide to the Township the goods or services defined in the specifications or scope of work.

Bid Price - a price offered for a good or service by a potential Buyer or a price offered by a potential Provider to perform/ provide a specific job or commodity.

Bid Protest – means the dispute raised against the methods employed or decisions made by a contracting authority in the administration of a Proposal, Tender or Quotation process.

Budget - means an amount approved by Council for operating expenses or capital projects.

Certificate of Insurance - means a certified document issued by an insurance company licensed to operate by the Province of Ontario, certifying that the Bidder, Respondent or Proponent is insured in accordance with the Township’s requirements.

Change Order - means a written order issued from the Township that changes the scope or specifications of the Work.

Competitive Procurement – means a set of procedures for developing a procurement contract through a Bidding or Proposal process. The intent is to solicit fair, impartial, competitive Bids.

Conflict of Interest – means a situation in which financial or other personal considerations have the potential to compromise or bias professional judgment and objectivity. An apparent conflict of interest is one in which a reasonable person would think that the professional’s judgment is likely to be compromised.

Contract - means an obligation, such as an accepted offer, between competent parties upon a legal consideration, to do or abstain from doing some act. It is essential to the creation of a contract that the parties intend that their agreement shall have legal consequences and be legally enforceable. The essential elements of a contract are an offer and an acceptance of that offer; the capacity of the parties to contract; consideration to support the contract; a mutual identity of consent or consensus ad idem; legality of purpose; and sufficient certainty of terms.

Contract Documents - means the Request for Bid document (RFP, RFQ, RFT), any addenda, the Contract as issued by the Township and the successful Proponent’s submission.

Evaluation Criteria - means a benchmark, standard or yardstick against which accomplishment, conformance, performance and suitability of an individual, alternative, activity, product or plan is measured to select the best supplier through a competitive process. Criteria may be qualitative or quantitative in nature.

Goods and/or Services - set out in the Bid document, including goods, services or equipment, where applicable, and defined in the specifications or scope of work.

L.S. – means Lump Sum

Global Harmonized System (formerly Material Safety Data Sheets (MSDS) - means Material Safety Data Sheets that must be submitted by the Successful Bidder/Proponent/ Vendor for all hazardous materials, including an index of chemical compounds, with details of properties, handling details, precautions and first-aid procedures.

O. H. & S. – means Occupational Health & Safety Act. 2019

Proponent/ Vendor/ Contractor - means a person or Company that submits a Bid.

Rate - the monetary remuneration requested as compensation for all equipment, labor, apparatus, operating costs including permits, and insurance, operation required for the successful completion of requirements specified.

Request for Proposal (RFP) - means a document used to request suppliers to supply solutions for the delivery of complex products or services or to provide alternative options or solutions. It is a process that uses predefined evaluation criteria in which price is not the only factor.

Request for Tender (RFT) – means a written submission and offer, received from a Bidder in response to a public invitation to provide goods and/or services based on an approved Tender format of the Township, and containing terms and conditions.

Request for Quotation (RFQ) - means a written submission and offer, received from a Bidder in response to a public invitation to provide goods and/or services based on an approved Quotation format of the Township, and containing terms and conditions.

Specifications – detailed and exact non-restrictive written descriptions, instructions and drawings defining the Goods or Services requested in the Bid Document.

Submission - means information submitted by a Proponent in response to this Request.

Successful Proponent/Bidder/Vendor/Contractor - means the person, partnership or corporation, (e.g., a Contractor/Consultant/Vendor) and any employee, agent, representative or officer, or sub-contractor/supplier/sub-consultant thereof, that has been successful in the award of a Request for Bids/ Proposal and thereby agrees to supply the goods and/or services under the terms of the Request and is undertaking the Work as identified in the Agreement.

Township– The Corporation of the Township of Black River- Matheson

WHMIS - means Workplace Hazardous Materials Information System.

Work/Project - means the goods and/or services supplied by the Successful Proponent pursuant to the Contract, and includes all labour, materials, equipment, and any other items, which are required to execute the Contract.

W.S.I.B. – means Workplace Safety and Insurance Board

General description

The Township is soliciting a Request for Tender to retain a competent and qualified contractor to provide and install new roof trusses, metal roof cladding, and associated works on the existing flat roof of the Ramore Hall. Refer to the engineered drawings for the define scope of work.

Clarification

It is the Bidder's responsibility to clarify any details in question before submitting a Tender. All official correspondence in regards to the specifications should be directed to and will be issued by the designated representative of the Township of Black River-Matheson as outlined below. The Township will assume no responsibility for oral instruction or suggestion. Errors, omissions or ambiguities discovered in the contents of this Tender should be submitted, in detail to:

Julie Couture

Senior Architectural Project Manager
J.L. Richards & Associates Limited
834 Mountjoy Street South PO Box 10, Timmins, ON P4N 7C5
Direct: 705-360-5211
Email: jcouture@jlrichards.ca

Notification to bidders

Any notice that the Township may be required or desired to give to the Bidder shall for all purposes be deemed to have been sufficiently and properly given if forwarded by registered mail, courier or email and addressed to the Bidder at the address shown for the Bidder on his/her submission, and shall irrefutably be presumed to have been received by the Bidder on the third day following such delivery of notice.

Change/amendment

At any time prior to the closing date and time, The Township reserves the right to alter, delete, amend or add to, in whole or in part, any of the terms, conditions, procedures, requirements and provisions of this Tender, in which case, a formal Addendum specifying the same in detail will be issued.

Error & correction

The Township will make all necessary corrections to any Tender which is in error through addition or extension; the corrected value prevailing. Any erasures, alterations or cross-outs must be initialed in ink by the Bidder. Failure to do so may result in the rejection of the Bidder's Tender by the Township.

Examination of site

- 1- The Tenderer shall visit the site of the work before submitting his Tender and shall by personal examination satisfy him/herself as to the local conditions that may be encountered during construction of the work. He/she shall make their own estimate of the facilities and difficulties that may be encountered.

- 2- The Tenderer shall not claim at any time after submission of the Tender that there was any misunderstanding of the terms and conditions of the Contract relating to site conditions, except as hereinafter expressed provided the municipality makes no representation or warranties as to local conditions.

Tender preparation costs

The Township shall not be responsible for the costs incurred by any Bidder to prepare and submit a Tender or any subsequent documents relating to a Tender.

Original tender documents

It is to be understood that all terms and conditions, specifications, drawings, plans, all Tender clauses, and the complete Tender containing all documents as originally issued by the Public Works Division of the Township shall constitute the Tender request. Any Tenders received that have clauses or any wording or figures, statistics, numbers, quantities or any other items that have been changed or altered in any way shall be rejected and not accepted by the Township.

Tender pickup/download

Each Proponent physically picking up the Tender documents or download thereof, are to email the undersigned to ensure an accurate Tender list. Failing to do so may result in missing information, and the Township shall not be held responsible.

Christopher D Ciarrocca C.E.T, CMM III

Director- Public Works and Operations
Corporation of the Township of Black River- Matheson
Email: cciarrocca@twpbrm.ca
Phone: 705-273-2313 Ext: 318

Firm prices

Tenders submitted and prices offered shall be irrevocable and open for acceptance for a period of not less than sixty (60) days.

All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs which should be known but net of taxes. Taxes on the total costs should be shown separately.

All prices shall be F.O.B. delivered and applied to various job locations as specified in this document and upon commencement.

Any or all tenders exceed approved budget

In the event that any or all Tenders exceed the approved budget, and staff are not prepared to seek additional funding, the Approval Authority may, opt for one of the following:

- a) Approach the lowest Bidder to seek options to change the requirements and obtain a corresponding price change for the reduced requirements;

- b) Approach the top three Bidders to seek options to change the requirements and obtain a corresponding price change from each for the reduced requirements; or
- c) Advise all Bidders that the Bid solicitation process will be cancelled, and a review of the requirements will be undertaken and that a new Bid solicitation may be issued later.

Tender

- 1- Submit the Tendering Information, Form of Tender (signed), and Contract (unsigned) in a sealed Tender Envelope.
- 2- Tenders, sealed in an envelope, which shall be clearly marked with the contract title, the Contract number, Bidding organization's name, address, and contact details, will be received by the Clerk or designated representative, at the time and place designated for receipt of tenders. Before being placed in the tender box, the tender envelope will be marked by the Clerk or the authorized representative with the time and date that the envelope was received in the office. The use of any means of delivery of a tender shall be at the risk of the Tenderer and delivery before the above-mentioned closing time to any employee of the Owner, concerned with the reception or distribution of mail, will not be regarded as delivery to the Contract Officer unless the envelope comes into the possession of the Clerk or the said representative before the designated closing time.
- 3- The Form of Tender must be signed in the space provided on the form, with the signature of the Bidder or responsible official of the firm bidding. If a joint Bid is submitted, it must be signed and addressed on behalf of both of the Bidders.
- 4- Line items and total contract price must be clearly indicated. The Bid must not be restricted by a statement added to the Tender form or by a covering letter, or by alterations to the Tender form, as supplied by the Township unless otherwise provided herein.
- 5- The tender envelopes will be opened and the tenders read and recorded publicly at the time and place designated in the Tender Documents.
- 6- Tenders received after the specified time and date for tender closings will not be considered.
- 7- Sealed Tenders, marked with the name of the project, will be received by –

Christopher D Ciarrocca C.E.T, CMM III; Director-Public Works and Operations

Corporation of the Township of Black River- Matheson
367 Fourth Avenue, Box 601(New Administration Building)
Matheson, ON P0K 1N0

up to 2:00 P.M., local time – Wednesday July 20, 2022

Tender deposit

- 1- The tender shall be accompanied either by a tender deposit or by a bid bond.
- 2- Tender deposit shall be a certified cheque payable to the Owner in the amount as follows:

<u>TOTAL TENDER AMOUNT</u>	<u>DEPOSIT REQUIRED</u>
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\$10,000.00	or	less	\$500.00
10,000.01	to	20,000.00	1,500.00
20,000.01	to	50,000.00	3,500.00
50,000.01	to	100,000.00	7,500.00
100,000.01	to	250,000.00	15,000.00
250,000.01	to	500,000.00	20,000.00
500,000.01	to	1,000,000.00	40,000.00
1,000,000.01	to	2,000,000.00	75,000.00
2,000,000.01	And	over	150,000.00

- 3- Bid Bond shall be in an amount equal to the above table and shall be on C.C.A. Document (S) 20.
- 4- The Tenderer shall keep their tender open for acceptance for sixty days after the closing date. Withdrawal during this period will result in forfeiture of the deposit or enforcement of the Bid Bond.
- 5- Upon being notified that their tender has been accepted, the Contractor shall execute copies of the agreement and insurance documents as specified, and start work as specified.
- 6- Failure to execute the copies of the agreement, or to supply required documents, all within two weeks of the date of acceptance of the tender, or to start work as specified, will automatically mean the forfeiture or enforcement of the Bid Bond.

Acceptance or rejection of tenders

The submission of Bids does not obligate the Township to accept any Bid or to proceed further with the acquisition. The Township may, in its sole discretion, elect not to proceed with the acquisition in whole or in part and may elect not to accept any or all Bids for any reason or to cancel the acquisition without any obligation whatsoever to Bidders. Should the Township not receive any Bids satisfactory to it for any reason, it may, in its sole and absolute discretion, revise the Bid documents or negotiate a Contract for the whole or any part of the acquisition with any of the Bidders or the lowest compliant.

Bids which are informal, incomplete, contain qualifying conditions or otherwise fail to comply with the requirements of the Bid documents or are otherwise irregular in anyway, may at the sole and absolute discretion of the Township, be declared invalid and rejected.

The Township retains the right to accept or waive irregularities if, in the Township's sole discretion, such irregularities are of a minor or technical nature or, where practicable to do so, the Township may, as a condition of Bid acceptance, request a Bidder to correct a minor or technical irregularity with no change to the Bid price.

The determination of what is, or is not, a minor or technical irregularity, the determination of whether to accept, waive, or require correction of an irregularity, and the final determination of the validity of a Bid, shall be at the Township's sole and absolute discretion.

Bidders expressly waive any and all rights to make any claim against the Township for any matter arising from the Township exercising its rights as stated in these General Terms and Conditions.

The Township reserves the right to review and discuss with any Bidder, the Tender submitted by that Bidder. The Township reserves the right to negotiate with the Bidder, any reasonable changes or additions to the Agreement that the Bidder may propose. Negotiated changes or additions to the Agreement proposed by the Bidder will be included in the Agreement in the form of an Addendum, and will take precedence over the Tender document and the Agreement proposed by the Bidder.

If such changes or additions cannot be negotiated, the Township in its sole discretion may approach another Bidder for the supply of equipment, commodities, or services.

Release of tender deposit

- 1- The tender deposits other than a Bid Bond of all Tenderers except the low and second low Tenderers will be returned within 10 business days of the tender opening.
- 2- The tender deposit other than a Bid Bond of the second low Tenderer will be returned when the successful Tenderer has returned the executed Agreement and other applicable documents to the Owner.
- 3- Where either of the low or second low Tenderers has not been notified within 60 days after tender opening, that their tenders have been accepted application may be made to the Owner for the return of the deposit.
- 4- The Successful Tenderer will have their deposit cheque returned after they have returned the executed Agreement and other applicable documents.

- 5- The tender deposit cheque or security shall be forfeited if the successful Tenderer fails to return to the Owner, within ten days of receipt of the acceptance of tender, the executed Agreement and other required documents.
- 6- The Owner may at its discretion return a tender deposit at an earlier time than provided herein; or return a tender deposit on receipt of an alternative security acceptable to the Owner, and no such action shall prejudice the validity of the tender to which such tender deposit relates.
- 7- Bid Bonds will be returned only upon application being made by the Contractor.

Insurance Requirements

- Certificate of Insurance – adding the “Corporation of the Township of Black River-Matheson” as additional insured
- Commercial General Liability – Minimum \$ 2 million
- Waiver of subrogation
- Automobile Liability
- Commercial umbrella liability

Ministry of Labour Requirements

The successful proponent will require to provide a Notice of Project through the Ministry of Labour.

Bonding Requirements

According to the Construction Act.

Award

Tenders that comply with the terms, conditions and specifications as outlined in this request will be evaluated on the basis of:

- Total contract price (within allocated budget)
- Suitability of experience (to carry out the required work)
- Previous performance evaluations

The Township reserves the right to reject any or all Tenders for reasonable cause and to accept any Tender if considered in the best interest of the Township. The lowest or any Tender not necessarily accepted.

The Township reserves the right to review and discuss with any Bidder, the Tender submitted by that Bidder. The Township reserves the right to negotiate with the Bidder, any reasonable changes or additions to the Agreement that the Bidder may propose.

Negotiated changes or additions to the Agreement proposed by the Bidder will be included in the Agreement in the form of an Addendum, and will take precedence over the Tender document and the Agreement proposed by the Bidder. If such changes or additions cannot be negotiated, the Township in its sole discretion may approach another Bidder for the supply of equipment.

Any award on this Tender is conditional upon the Successful Bidder entering into an agreement to perform the goods and/or services as required by this Tender, within such time period as is satisfactory to the Township. Failing this, the Township reserves the right to cancel the award and then re- award this Tender in whole or in part to any other Bidder, without any liability to the Successful Bidder, or to cancel this Tender in its entirety.

The Successful Bidder shall execute any documentation, drafted in accordance with the terms of the Successful Bidder's Tender and any subsequent negotiations, within ten (10) days of the date of notification of the Successful Bidders selection.

Respondents not initially selected as the Successful Bidder hereby commit themselves, subject to notification by the Township to execute documentation as aforesaid up to sixty (60) days following the date of opening of their Tenders.

This request for Tender is without any guarantee respecting the volume of business to be obtained from the Township.

Legal claims and damages

The Township of Black River- Matheson reserves the right not to accept a response from any person or corporation which includes any non-arm's length corporation and all related corporations thereto who, or which, has a claim or instituted a legal proceeding against the Township or against whom the Township has a claim or instituted a legal proceeding with respect to any previous contracts, Bid submissions or business transactions who is listed as either the Proponent or Subcontractor or any vendor within the submitted responses.

Also, a Bidder, by submitting a Bid, agrees that it will not claim damages, by any means, in respect to any matter relating to the Tender, the Bidding and evaluation process or any subsequent procurement process, if any, resulting from this Bid.

Liquidated Damages

- Should the Contractor fail to complete the work in accordance with the Contract and to the satisfaction of the Contract Administrator, within the time specified, the Contractor shall pay to the Owner the sum of **\$300.00 for each working day** that the work shall remain unfinished after the specified time.

- Such payments are agreed upon and fixed as Liquidated Damages that the Owner will suffer by reason of delay and default, and not as a penalty. The Owner may deduct and retain the amounts of such Liquidated Damages out of the monies which may be due or become due to the Contractor under the Contract.
- 10% holdback on each progress payment will be retained by the Township. Release of holdback will be in accordance with Construction Act.
- Notwithstanding the General Conditions of the Contract, the Owner may retain any portion of payments due to the Contractor that is deemed necessary for its protection against claims for liabilities or for protection against claims that the Owner may have against the Contractor.

Removal from bidders list

The Township reserves the right to remove from its list of Bidders, for a period of 2 years, the name of any Bidder who fails to execute or accept a contract or purchase order or for unsatisfactory performance on any previous or current contract held with the Township.

Time is of the essence

The Township shall have the right to cancel at any time any contract or any part of any contract resulting from this Tender in respect to the goods, materials, articles, equipment, work or services, covered thereby, not delivered or performed by the specified time in the written document, without incurring any liability whatsoever in respect hereto.

Agreement in writing only

No verbal arrangement or agreement, relating to the goods, materials, articles, equipment, work or services, specified or called for under this Tender, will be considered binding, and every notice, advice or other communication pertaining thereto, must be in writing and signed by a duly authorized person.

Standards and legislation

The Successful Bidder may be required to provide written documentation that all materials or equipment offered in a Bidder's Tender meet all applicable Municipal, Provincial and Federal Government standards, legislation and laws.

Municipal conflict of interest act

Contracts in which a member of Council has an interest of which disclosure is required under the Municipal Conflict of Interest Act R.S.O. 1990, as amended, are voidable at the instance of the Township before the expiration of two years from the date of authorization if such member fails to make such disclosure at the prescribed time.

Lobbying restrictions

Suppliers, Contractors, their staff members, or anyone involved in preparing Bids shall not engage in any form of political or other lobbying whatsoever or seek to influence the outcome of the purchasing process or subsequent Award. This restriction extends to all of the Township's staff and members of Council. The Township may reject any Bid by a Supplier or Contractor that engages in such lobbying, without further consideration, and may terminate that Supplier/ Contractors right to continue in the purchasing process. During a Bid Solicitation process, all communications shall be made through the named party within the competition document. No Supplier/ Contractor or person acting on behalf of a Supplier/Contractors or group thereof, shall contact any elected official, consultant or any employee of the Township to attempt to seek information or to influence the Award. Elected officials shall refer any inquiries about a Bid Solicitation process to the named party within the competition document.

Accessibility for Ontarians with disabilities act. (aoda) compliance

The Bidder shall comply with the provisions of the Accessibility for Ontarians with Disabilities Act, 2005, and the Regulations thereunder with regard to the provision of its goods or services contemplated herein to persons with disabilities. Without limitation, if applicable, pursuant to section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service, made under the Accessibility for Ontarians with Disabilities Act, 2005, the Bidder shall ensure that all of its employees, agents, volunteers, or others for whom it is at law responsible, receive training about the provision of its goods and services to persons with disabilities. The Bidder acknowledges that pursuant to the Accessibility for Ontarians with Disabilities Act, 2005, the Township must, in deciding to purchase goods or services through its procurement process, consider the accessibility for persons with disabilities to such goods or services. The Bidder shall submit the accessibility form within the Contract documents as proof of compliance (see attached).

Health & safety requirements (o.h. & s.)

The Contractor's attention is drawn to the provisions of the Occupational Health & Safety Act 2019. The Contractor shall be considered the "Constructor" under the terms and conditions of this Act.

Workplace safety and insurance board (wsib)

Note: Effective January 01, 2013 The Province of Ontario introduced and passed legislative Bill 119 as an amendment to the Workplace Safety and Insurance Act, 1997 - S.O. 1997, CHAPTER 16, Schedule A The new rules state the Contractor must register with WSIB and obtain a clearance certificate prior to any work. If they do not have a clearance certificate, the principal

may refuse entry to the job site until they have one. It will be an offence for a contractor to perform construction work for a principal without a valid clearance in place. A copy of the required clearance certificate must be attached to the Contractors submission. Failure to do so may result in non-award of the contract. The Township retains the right to hire any additional equipment and Operators as is deemed necessary at its sole discretion for such cause. The Contractor shall have no right of appeal whatsoever due to non-compliance. Clarification and more information can be obtained at Workplace Safety and Insurance Board at 1-800-387-0750 or 416-344-1000 or www.BeRegisteredBeReady.ca

The onus is on the Contractor to comply with all applicable local and territorial standards and regulations, in effect and applicable by law in Ontario, Canada.

The Contractor must remain in good standing with the Worker's Compensation Board throughout the duration of the Contract. The Contractor clearly understands and agrees that neither he/she or anyone hired by him/her is covered by the Township under the Workers Compensation Act, and the Contractor shall be responsible for and pay all dues and assessments payable under the Worker's Compensation Act., the Unemployment Insurance Act, or any other Act, whether Provincial or Federal, in respect of himself/herself, his/her employees and operations, and shall furnish the Township with satisfactory evidence that he/she has complied with the provisions of such Act. If the Contractor shall fail to do so, the Township shall have the right to withhold payment for such sum or sums of money due to the Contractor as may be required to cover such default and the Township shall have the right to make such payment.

Municipal freedom of information and protection of privacy act

This information is being collected pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act and will only be used to make a decision concerning the acceptance of this Tender. The name of the Successful Bidder and total price will be made public. All other information contained in this document will be confidentially viewed by Council if necessary and appropriate staff. the Successful Tender will be made public and will form part of the accepting by-law and/or Tender.

Failure to comply with all tender terms

Failure to comply with all terms, specifications, requirements, conditions and general provisions of this Tender, to the satisfaction of the Township, shall be just cause for the cancellation of the contract award. The Township shall then have the right to award this contract to any other Bidder or to re-issue the Tender. The Township shall assess against the defaulting Bidder any damages whatsoever as a result of failure to comply.

Goods, materials, and equipment suitable for use

The Bidder warrants that any goods, materials, articles or equipment to be supplied under or pursuant to any official order or contract based on this Tender, that is or are to be made or used for a particular purpose, will be fit and suitable for that purpose.

Payment terms

The normal payment terms offered by the Township is net 28 days. Payment terms shall only be modified at the sole discretion of the Township to take advantage of discounts for prompt payment or for other terms that shall be deemed to be in the best interests of the Township. The Bidder agrees that the Township shall be entitled to the discount stated herein if payment of invoices for the goods specified or called for in or under this Tender, is made within the period specified herein after receipt and acceptance of such goods or services by the Township.

Payments shall be made to the Contractor on a progress monthly basis including HST.

10% holdback on each progress payment will be retained by the Township. Release of holdback will be in accordance with Construction Act.

Invoices are payable in Canadian Funds at the Township of Black River-Matheson, Matheson, Ontario, Canada, and includes Harmonized Sales Tax or any other applicable taxes.

Harmonized sales tax

Pricing shall exclude Harmonized Sales Tax or any other applicable taxes but will be considered extra.

Influence

No person, company, corporation or organization shall attempt in any way, either in private or in public, to influence the outcome of any Township purchasing or disposal process. The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any Township purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension. The Bidder shall submit the "Conflict of Interest" form (see attached)

Protection of the township

The Successful Bidder shall at all times well and truly save, defend, keep harmless and fully indemnify the Township and its servants, employees and agents, from and against all actions, suits, claims, demands, loss, costs, charges, damages and expense, brought or made against or incurred by the Township, its servants, employees or agents, in any way relating to goods, materials, articles or equipment, supplied pursuant to this Tender.

Adherence to requirements

The Bidder is requested to adhere strictly to all requirements and complete all sections of this Tender Request including all appendices and Addendums. Failure to do so may be sufficient cause for rejection of the Bidder's submission.

Unenforceable provisions

Should any provision of this document be deemed unenforceable by a court of law, all other provisions shall remain in effect.

Subcontractors

The Contractor hereby understands and agrees that any or all Subcontractors hired to perform within the scope of this Tender are subject to all terms and conditions stated within, and the Principle Contractor shall be held accountable. The Contractor shall submit a list of their proposed Subcontractors (see attached) of all of the Subcontractors which the Bidder proposes to use to perform work under the Agreement and the division or section of Contract Work to be completed by each Subcontractor.

The Contractor shall ensure that all Subcontractors selected and named have experience in the subcontracted work described within the Tender documents, and that they will execute their work with competence and within the required time frame.

The Contractor shall ensure that all Subcontractors shall be actively engaged in work of the type described and shall be able to show proof upon request by the Township, of previous work of similar nature performed by them.

The Contractor shall not show "Own Forces" in their list of proposed Subcontractors, except where the Bidder's intent is to employ the Bidder's own qualified on-staff personnel to perform such work.

The Contractor shall not indicate "TBD" (To Be Determined) or "TBA" (To Be Announced) or similar wording and shall not indicate multiple choices of Subcontractor names for any Subcontractor category in their list of proposed Subcontractors. One Subcontractor name shall be indicated for each Subcontractor category.

No names, either of Subcontractors or "Own Forces" may be changed after submission of the list of proposed Subcontractors unless prior written approval is received from the Township. Such approval will only be considered after receipt by the Owner of a written request for the change by the Bidder with a full explanation of the reasons for the requested change and a letter from the previously named Subcontractor agreeing to withdraw its bid with no consequences to the Township.

The Township reserves the right to reject a proposed Subcontractor for reasonable cause. Upon such rejection, the Bidder will be required to propose an alternate Subcontractor and to identify any resulting change to the Bid Price. This change can affect the status of the low Bid, and may result in a different Bid becoming low.

Within the “Contract documents” (attached), should the Bidder indicate “N/A” (not applicable), “None”, “Own Forces” or imply by either non completion or omission of this form, that no Sub Contractor will be used in the execution of this agreement, It is then understood that the Township will make no allowance for, nor shall any Sub-Contractors be allowed to perform any part of this agreement.

Force majeure

It is understood and agreed that the contractor shall not be held liable for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any other cause not within the control of the Provider and which by the exercise of reasonable diligence, the Provider is unable to prevent. Should the performance of any contract be delayed or prevented herein set forth, the Provider agrees to give immediate written notice and explanation of the cause and probable duration of any such delay and to provide written notice as to when Contract obligations resume. In any case such delay shall not exceed the length of time of the interruption/disruption.

Conflict resolution

This Agreement is based upon mutual obligation of good faith and fair dealing between the parties in its performance and enforcement. Accordingly, both parties, with a commitment to honesty and integrity, agree to the following:

- That each will function within the laws and statutes that apply to its duties and responsibilities; that each will assist in the other’s performance; that each will avoid hindering the other’s performance; that each will work diligently to fulfill its obligations; and that each will cooperate in the common endeavor of the contract.
- All Parties to this Agreement shall attempt to resolve all claims, disputes and other matters in question arising out of or relating to this Agreement or breach thereof first through negotiations between the Contractor or representative and the Member or representative by means of discussions built around mutual understanding and respect.
- Failing resolution by negotiations, all claims, disputes and other matters in question shall attempt to be resolved through mediation, under the guidance of a qualified mediator.
- Failing resolution by mediation, all claims, disputes and other matters in question shall be referred to arbitration.
- No person shall be appointed to act as mediator or arbitrator who is in any way interested, financially or otherwise, in the conduct of the work on the Project or in the business or other affairs of either the Township or the Vendor.

- The Award of the arbitrator shall be final and binding upon the parties.
- The provisions of the *Arbitration Act, 1991 S.O. 1991, Chapter 17* shall apply.

PART 2: FORM OF TENDER

Tender Price

OFFER BY:

ADDRESS:

DATE:

TO - Corporation of the Township of Black River- Matheson
367 Fourth Avenue, Box 601
Matheson, ON P0K 1N0

We, the undersigned, having examined the site of work, having carefully investigated the conditions pertaining to the work and having secured all the information necessary to enable us to submit a bona fide tender, and having inspected all the Contract Documents, hereby agree to enter into a Contract and to perform all the work in a good and workmanlike manner in accordance with the Contract Documents to the satisfaction of the Township for the total tender price of:

Dollars (\$ _____)

Contingencies and Allowances

Contingency financial amounts are private information to the municipality, no part of any contingency allowance shall be expended without the written direction of the Township.

Special Provisions

- The contractor shall follow the Construction Act for this project.

Addenda

We agree that we have received Addenda _____ to _____ inclusive, and the tender price includes the provisions set out in such addenda.

Schedule

Tender advertising period: July 5, 2022 – July 20, 2022

Tender Closing: July 20, 2022 @ 2:00 pm Local Time

Tender Opening: July 20, 2022 @ 3:20pm Local Time

Contract Award: August 11, 2022

Required Documentation Submission (WSIB, Insurance, notice of project, etc): August 18, 2022

Mobilization and Work Commencement: August 29, 2022

Completion

We agree to commence work as specified, to proceed continuously to the completion and to complete all work within eight (8) weeks from the date of issue of the written order to start work.

Sub-Contractors

Submit with the Tender the names and addresses of sub-contractors on the 'List of Proposed Sub-Contractors'.

Proof of Ability

The Tenderer shall be competent and capable of performing the various items of work. The Tenderer shall complete the following statement sheets, which shall form a part of the Contract Documents

- List of Tenderer's Senior Staff to be employed in the Contract
- Tenderer's Equipment
- The Tenderer may be required to furnish additional statements covering other matters, including financial resources.

Tender Documents

The Tenderer declares that the Tender Documents listed herewith have been carefully examined and understands and accepts the conditions set out therein.

Tender Deposit

Included with this Tender is a certified cheque or Bid Bond made payable to the Owner and in the amount set out in the Tendering information. This deposit is subject to the conditions set out in the information for Tenderers.

Schedule of Tender Prices

ITEM No.	DESCRIPTION	TOTAL
1.1	General Expenses	\$
1.2	Permits	\$
1.3	Securities & Insurance	\$
1.4	Maintenance Manuals & As-Builts	\$ 1,000.00
1.5	Site Supervision	\$
1.6	Demolition & Removals	\$
1.7	Rough Carpentry	\$
1.8	Wood Trusses	\$
1.9	Prefinished Metal Cladding	\$
1.10	Metal Flashings and Trim	\$
1.11	Snow Guards	\$
	Total:	\$

Total: \$
HST: \$
Total Contract Price: \$

List of Proposed Subcontractors

Sub-Trade	Name of Proposed Sub-Contractor	Address of Proposed Sub-Contractor
Demolition & Removals		
Rough Carpentry		
Wood Trusses		
Prefinished Metal Cladding		
Metal Flashing & Trims		
Snow Guards		

Tenderer's Experience in Similar Work

Year Completed	Description of Work	For Whom Work Was Performed	Value

List of Tenderer’s Senior Staff to be Employed in the Contract

Name	Position	Qualifications/Expertise

Evaluation Criteria

The Township shall evaluate the Tender on the following:

No	Criteria	Points
1	The firm’s knowledge, familiarity and/or previous work within a similar project in municipal work.	20
2	Qualifications and relevant experience of the team personnel, and the time assigned to the work	30
3	The firm’s work schedule and organizational chart	10
4	References of clients, complete with contact names and numbers	10
5	Pricing	30

Total 100

Accessibility for Ontarians With Disabilities Act, 2005 Compliance Agreement

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the Accessibility for Ontarians with Disabilities Act, 2005. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Corporate Name: _____

Corporate Signing Authority Name: _____

Address: _____ Phone #: (_____) _____

I, _____, declare that I and my company, are in full compliance with section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act 2005.

I, _____, declare that I, or my company, are not in full compliance with section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act 2005, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, the Town has provided a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service.

www.gov.on.ca/mcss/serve-ability/splash.html

Date: _____

Non-Collusion Affidavit

I/ We _____ the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Township of Black River- Matheson or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any Township purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at _____ this _____ day of _____, 2022

Corporate Name: _____

Authorized Corporate Signature: _____

Title: _____

Conflict of Interest Declaration

Please check appropriate response:

I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.

The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company’s quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this Tender submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the Township (other than confidential information which may have been disclosed by the Township in the normal course of the Tender process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at _____ this _____ day of _____, 2022.

Corporate Name: _____

Bidder’s Authorization Name: _____

Title: _____

Signature _____

OFFERED ON BEHALF OF THE CONTRACTOR

.....
Corporate Name

.....
Address

(1).....
Signing Officer: Print Name and Title

(1).....
Signing Officer: Signature

(2).....
Signing Officer: print Name and Title (if applicable)

(2).....
Signing Officer: Signature (if applicable)

CONTRACTOR'S SEAL

.....
Witness

.....
Witness Signature

END OF SECTION

NOTE: THE AGREEMENT IS NOT TO BE SIGNED WHEN SUBMITTING THE TENDER PACKAGE; THIS IS FOR INFORMATION ONLY AND SHALL ONLY BE SIGNED AND EXECUTED BY THE SUCCESSFUL PROPONENT.

AGREEMENT
CORPORATION OF THE TOWNSHIP OF BLACK RIVER- MATHESON
PROJECT NO. RFT-2022-INF-003- Ramore hall Flat Roof upgrades

This Agreement made in duplicate this _____ day of _____ **2022**, between
 “ _____ ” hereinafter called "The Contractor",
and
The Corporation of the Township of Black River-Matheson hereinafter called "The Owner".

WITNESSETH, that the Contractor agrees with the Owner to perform all the work in accordance with the Form of Tender and Contract Documents referred to in the Tender submission of the Contractor dated the _____ day of _____ **2022** (which shall be deemed to form part of this Agreement) to the satisfaction of the Township for the total Tender price of \$ _____ + **HST** which Contract Documents are attached hereto and which are hereby expressly made part of this Agreement.

The Owner hereby agrees with the Contractor, that in consideration of the work being performed by the Contractor as specified, the Owner shall pay the Contractor for said work in accordance with the prices set out in the Tender submission attached hereto, and in accordance with the provisions set out in the Contract Documents.

IN WITNESS WHEREOF the parties hereto have executed this Agreement under their respective corporate seals and by the hands of their proper officers thereunto duly authorized.

SIGNED, SEALED AND DELIVERED in the presence of:

EXECUTION BY OWNER

EXECUTION BY CONTRACTOR

<u>Corporation of the Township Of Black River- Matheson</u>	_____.
<u>Office (print):</u> _____.	<u>Officer (print):</u> _____.
<u>Signature:</u> _____.	<u>Signature:</u> _____.
<u>Date:</u> _____.	<u>Date:</u> _____.
<u>Witness (print):</u> _____.	<u>Witness (print):</u> _____.
<u>Signature:</u> _____.	<u>Signature:</u> _____.
<u>Date:</u> _____.	<u>Date:</u> _____.

Corporate Seal

Corporate Seal



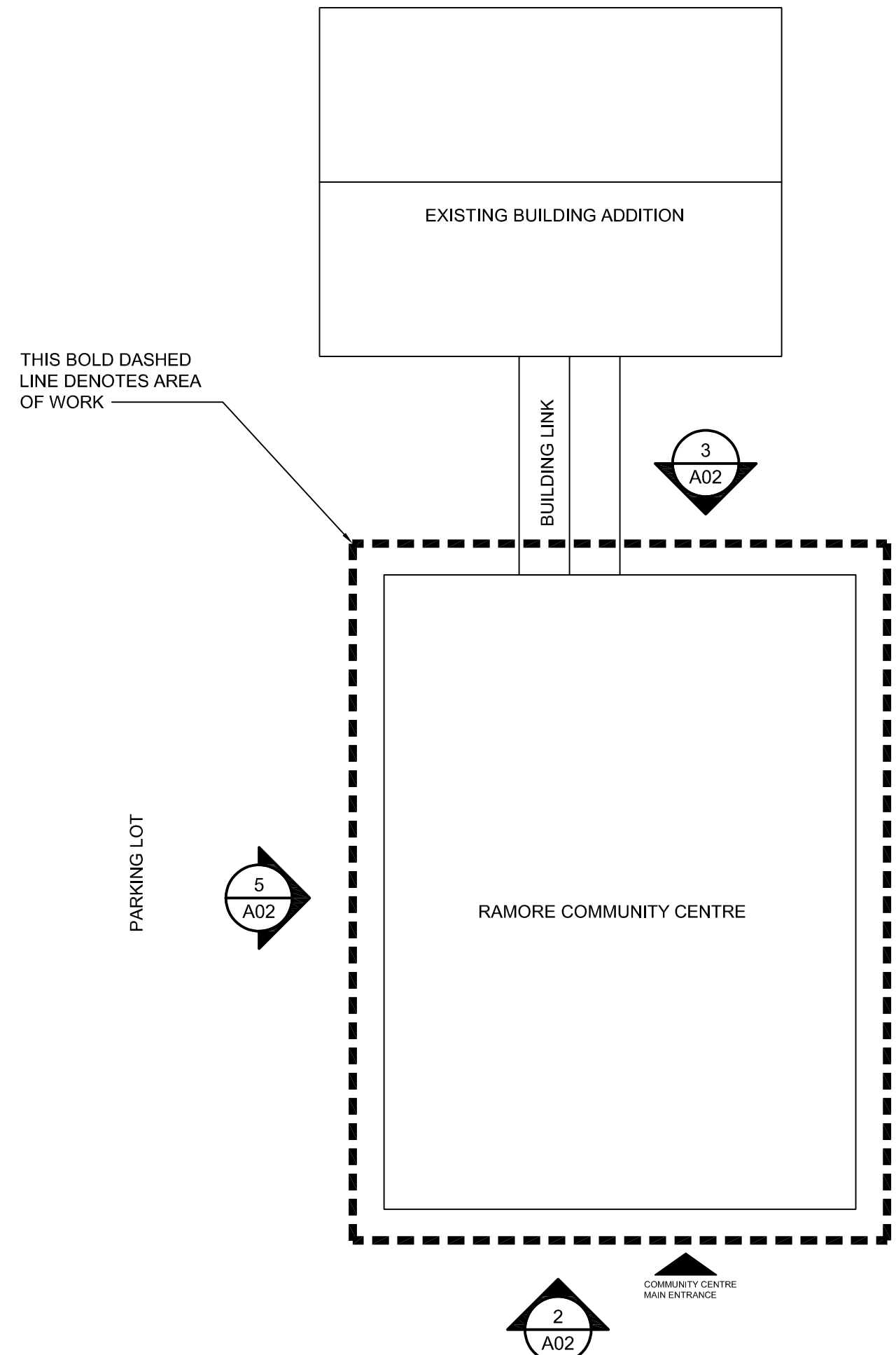
TOWNSHIP OF BLACK RIVER
- MATHESON

RAMORE HALL FLAT ROOF UPGRADES

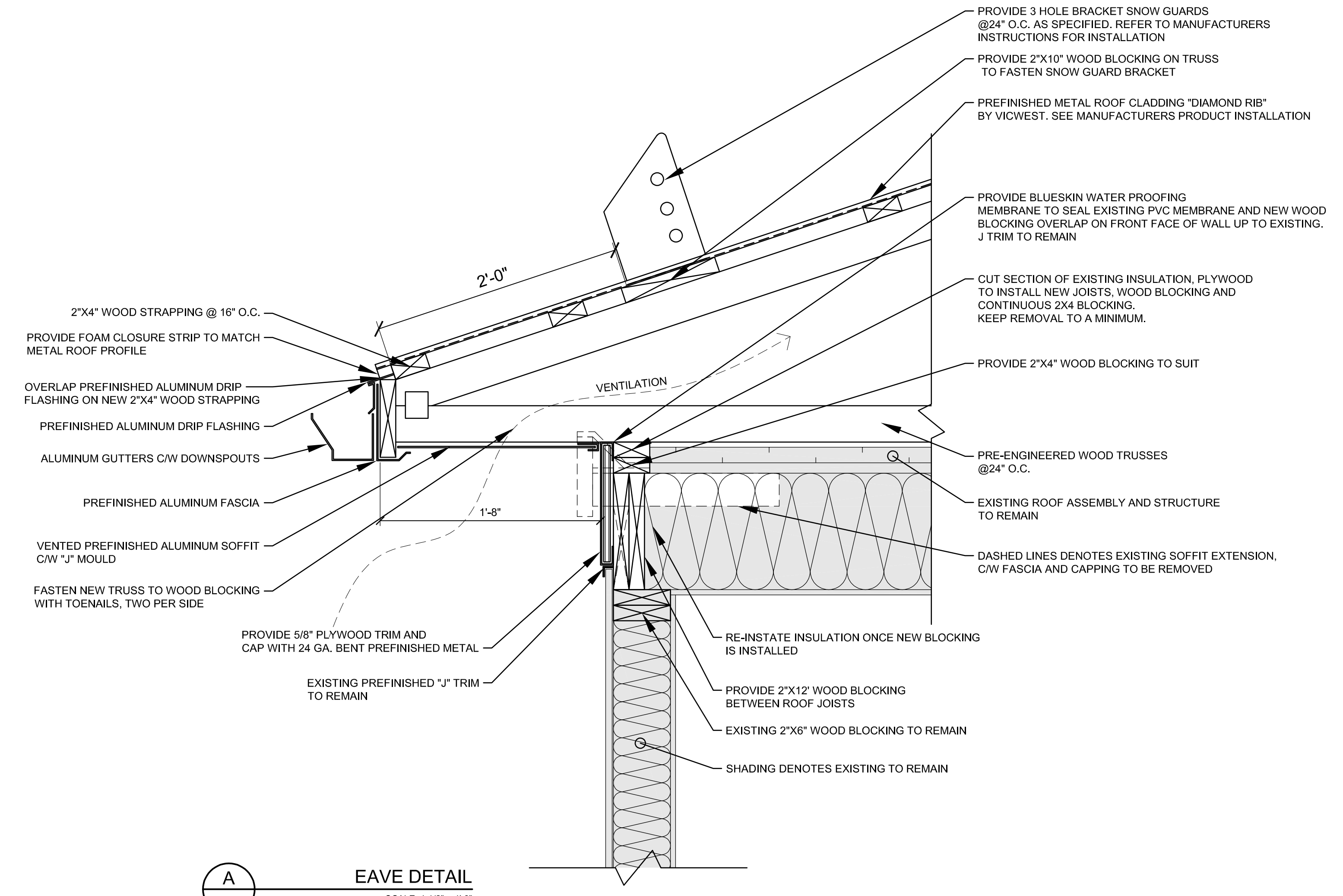
835 FERGUSON AVE. RAMORE, ON.

JLR JOB NO. 31010-000
ISSUED FOR TENDER AND CONSTRUCTION
JUNE 28TH 2022

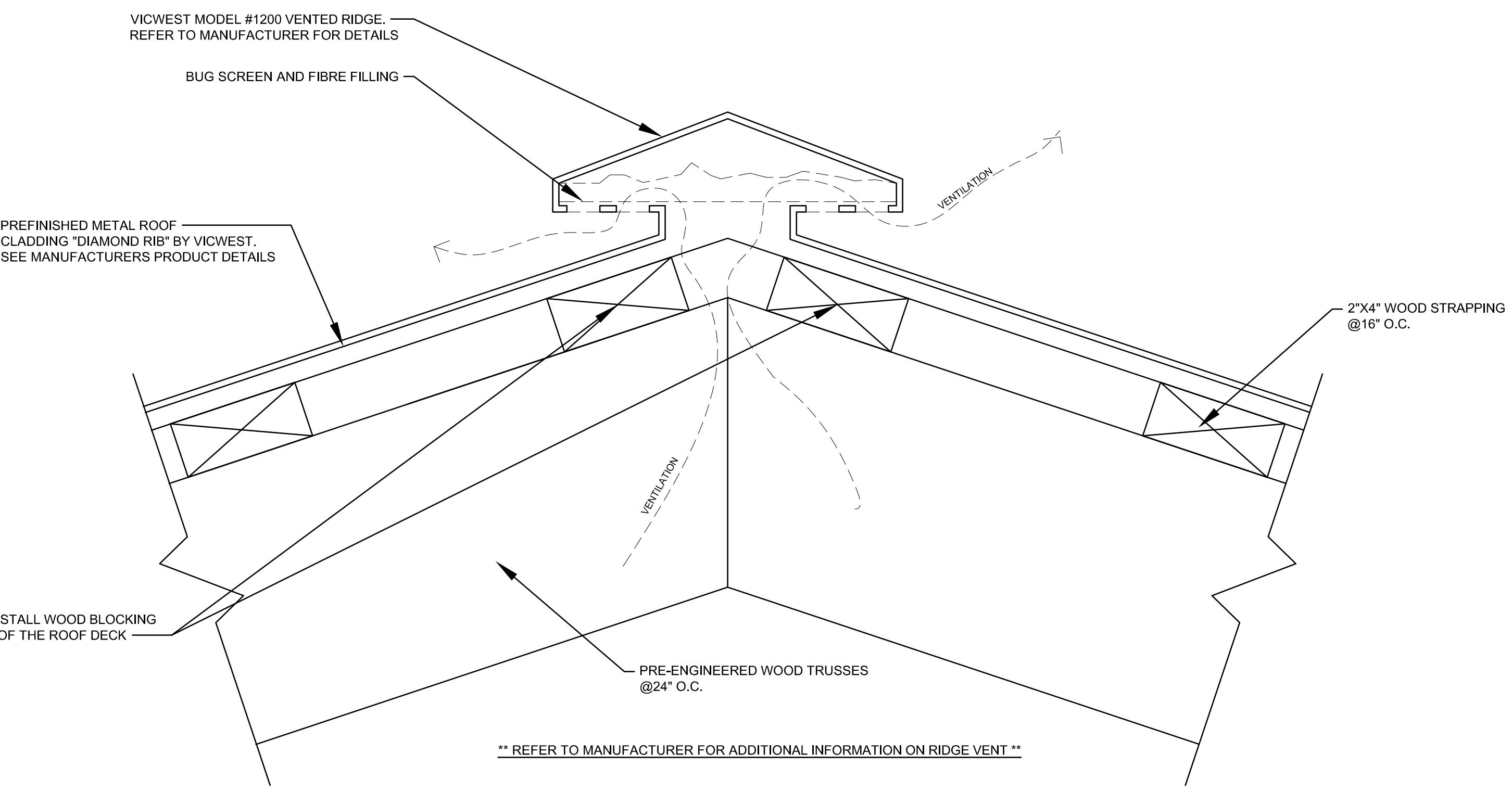
Architectural	
Sheet Number	Sheet Title
A01	KEYPLAN AND BUILDING DETAILS
A02	GENERAL NOTES, ELEVATIONS AND ROOF PLAN
A03	SPECIFICATIONS AND OBC MATRIX



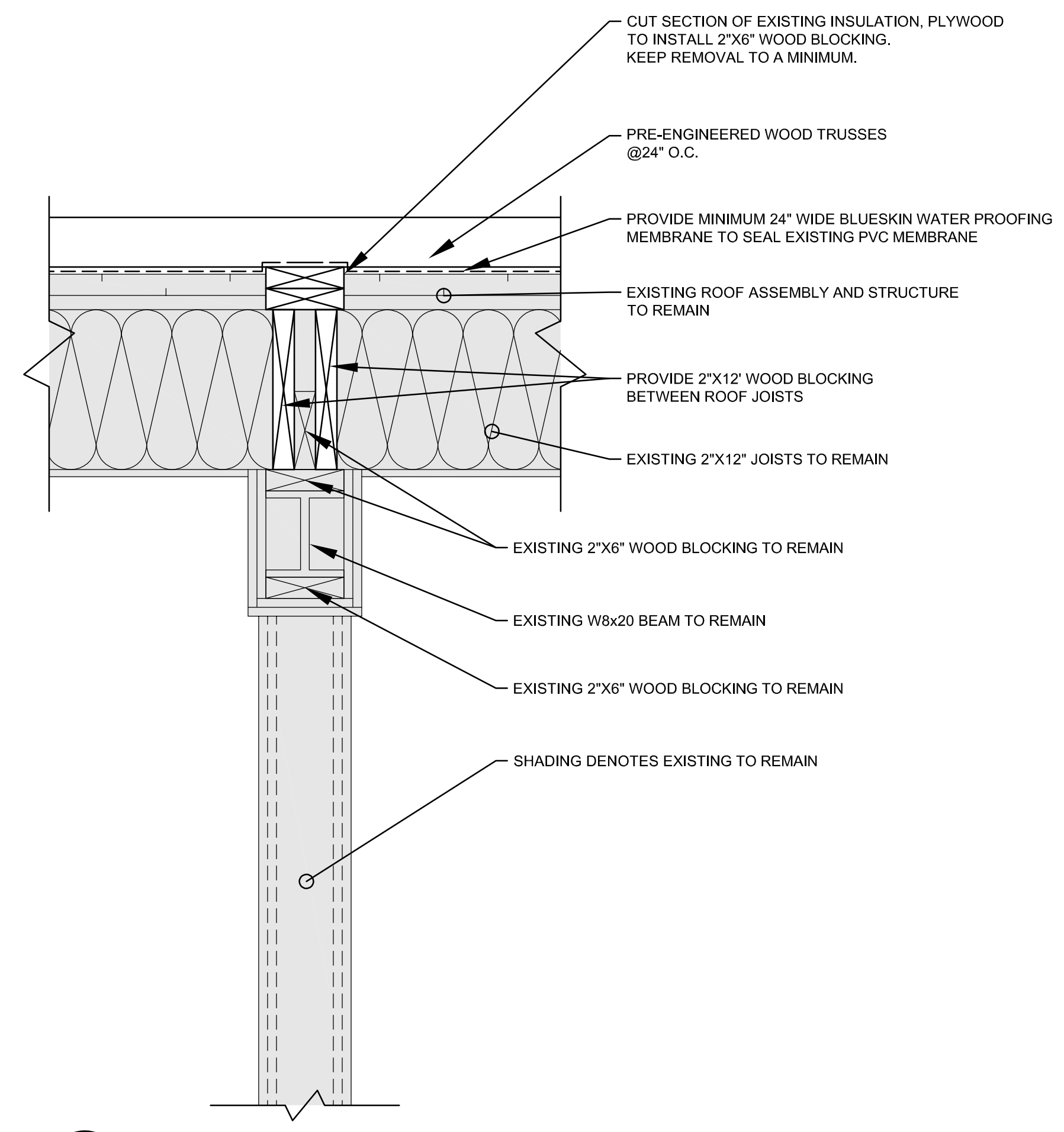
1
A01
KEYPLAN
SCALE: 1/16" = 1'-0"



A
A01
EAVE DETAIL
SCALE: 1 1/2" = 1'-0"



B
A01
RIDGE VENT DETAIL
SCALE: 6" = 1'-0"



C
A01
BEAM DETAIL
SCALE: 1 1/2" = 1'-0"

No.	ISSUE / REVISION	DDMMYY
B	ISSUED FOR TENDER AND CONSTRUCTION	28/06/22
A	ISSUED FOR 90% CLIENT REVIEW	01/06/22

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VERIFY SHEET SIZE AND SCALES. BAR TO THE RIGHT IS 1" IF THIS IS A FULL SIZE DRAWING.

SCALE: 0 1'

CLIENT:



TOWNSHIP OF BLACK RIVER
-MATHESON

CONSULTANT:

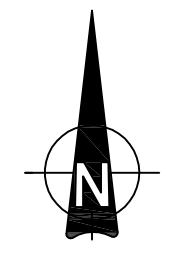


J.L. Richards
ENGINEERS - ARCHITECTS - PLANNERS

CONSULTANT:

PROFESSIONAL STAMP

PROJECT NORTH



PROJECT:

RAMORE HALL FLAT ROOF UPGRADES

835 FERGUSON AVE. RAMORE, ON.

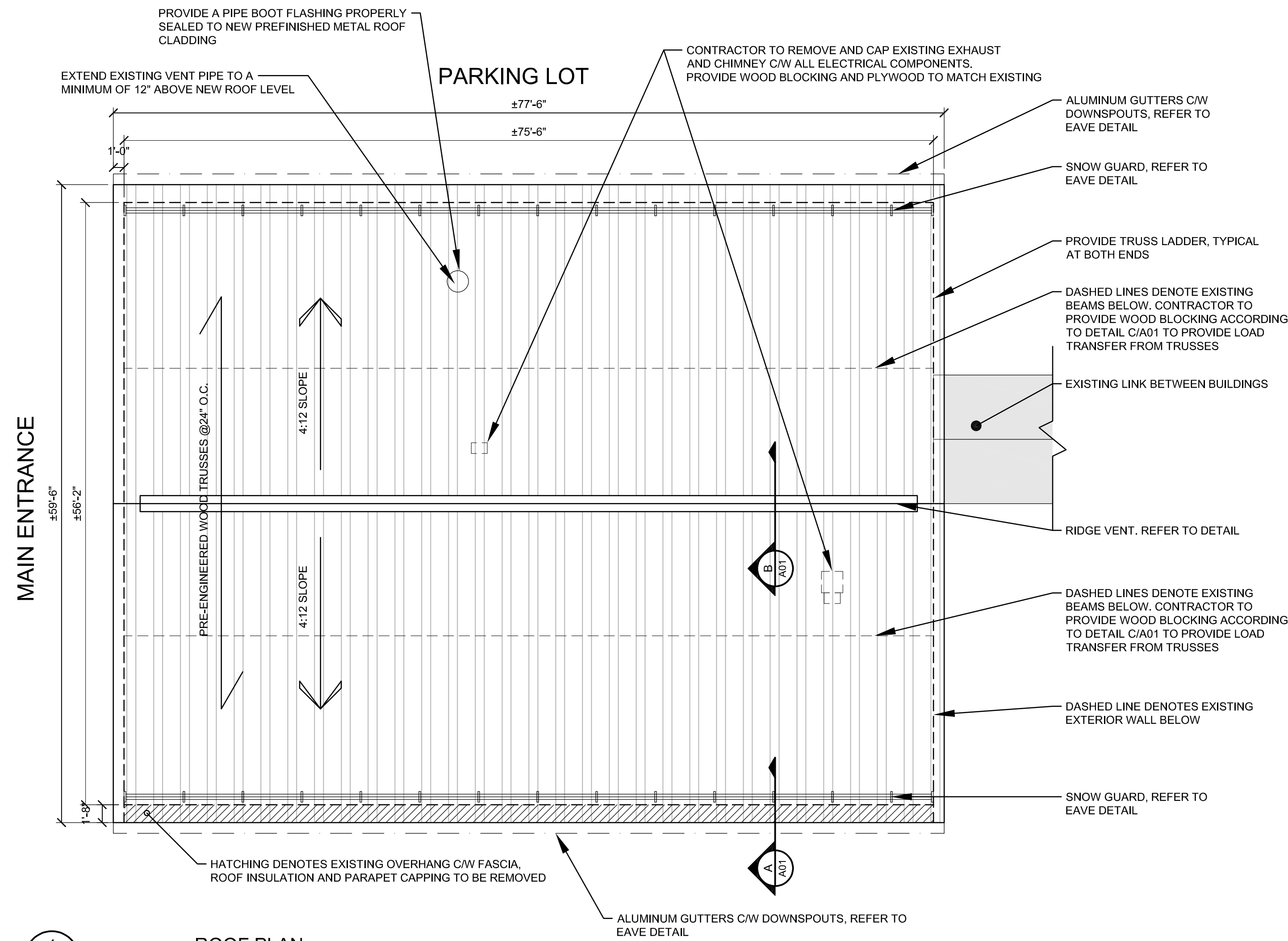
DRAWING:

KEYPLAN AND BUILDING DETAILS

DESIGN: JC	DRAWING #:
DRAWN: BB	A01
CHECKED: RC	
JLR #: 31010-000	

File Location: P:\31000\31010-000 - Ramore Hall Flat Roof Upgrades\3-Production\2-Arch\A01 - GENERAL NOTES, DEMOLITION NOTES, KEYPLAN, AND GBC MATRIX.dwg

PLOT DATE: June 27, 2022 11:32:15 AM



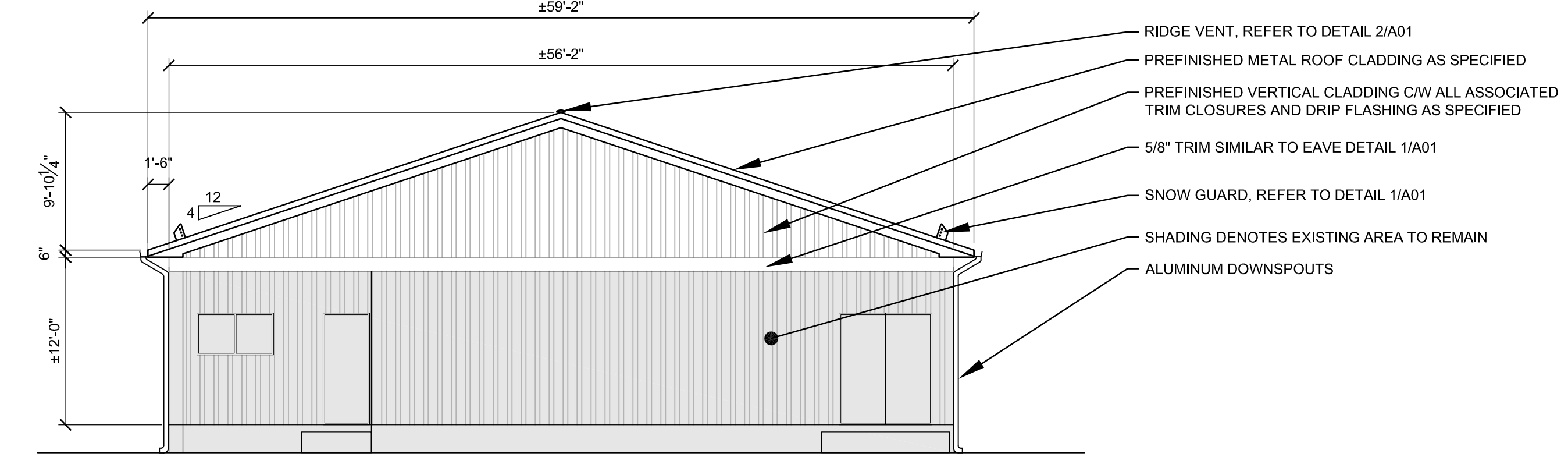
1 ROOF PLAN
SCALE: 1/8" = 1'-0"

GENERAL NOTES

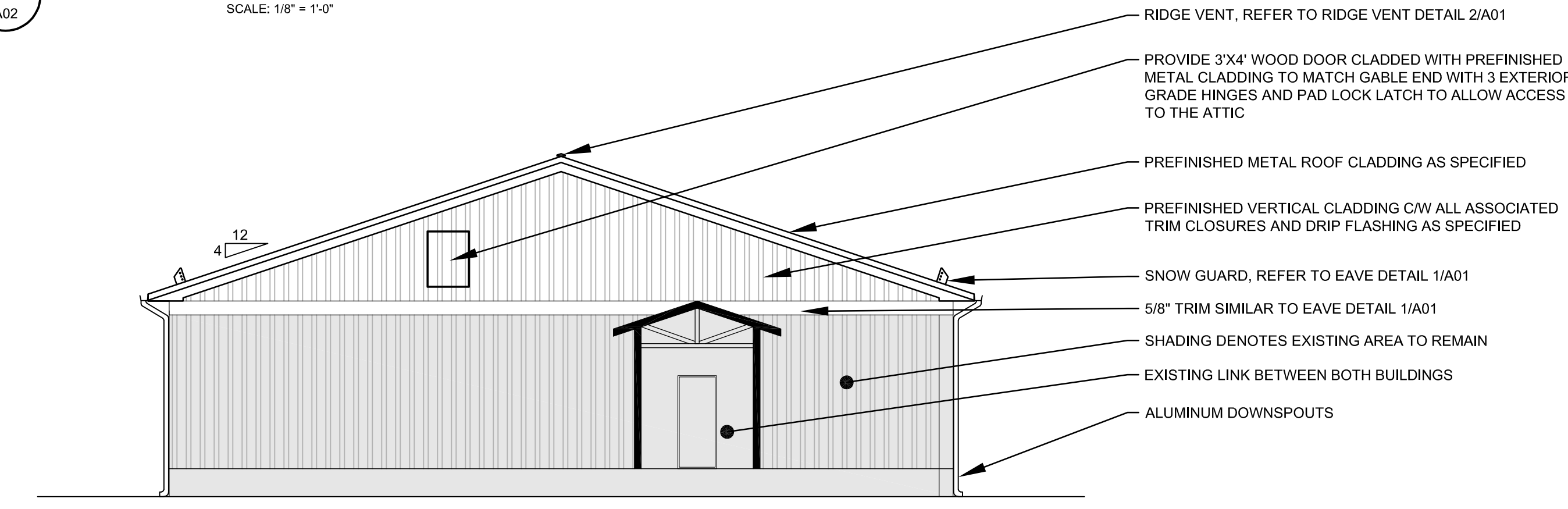
- ALL WORK TO COMPLY WITH THE 2012 ONTARIO BUILDING CODE AND APPLICABLE MUNICIPAL BY-LAWS
- ALL MATERIALS ARE TO BE ORDERED WHEN THE CONSTRUCTION CONTRACT IS AWARDED. AT THIS TIME THE CONTRACTOR IS TO CONFIRM THAT ALL DELIVERIES WILL MEET CONSTRUCTION SCHEDULE. SUBSTITUTIONS WILL NOT BE ACCEPTED DUE TO LATE ORDERING. IN THE EVENT THAT MATERIALS ARE NOT AVAILABLE IN TIME TO MEET SCHEDULE COMPLETION DATES, THE CONTRACTOR SHALL PROVIDE PROOF OF DATE OF ORDER OF MATERIALS PRIOR TO REQUESTING SUBSTITUTIONS.
- VERIFY ALL DIMENSIONS ON SITE. REPORT ANY DISCREPANCIES TO THE CONSULTANT BEFORE PROCEEDING WITH THE WORK.
- DRAWINGS ARE NOT TO BE SCALED.
- NOTIFY CONSULTANT IMMEDIATELY WHEREVER DIMENSIONS SHOWN ARE UNCLEAR OR WHERE CONFLICTS ARISE.
- DIMENSIONS INDICATED ON PLAN ARE FROM FACE OF STUDS OR FROM FACE OF EXISTING WALL FINISHES.
- REFER TO DEMOLITION NOTES.
- AT ALL ± SYMBOL LOCATIONS, CONTRACTOR TO CONFIRM EXACT DIMENSIONS ON SITE.
- CONTRACTOR TO PROVIDE 1"X2" WOOD STRAPPING @ 24" O.C. TO FASTEN NEW PREFINISHED CLADDING AT GABLE END

DEMOLITION NOTES

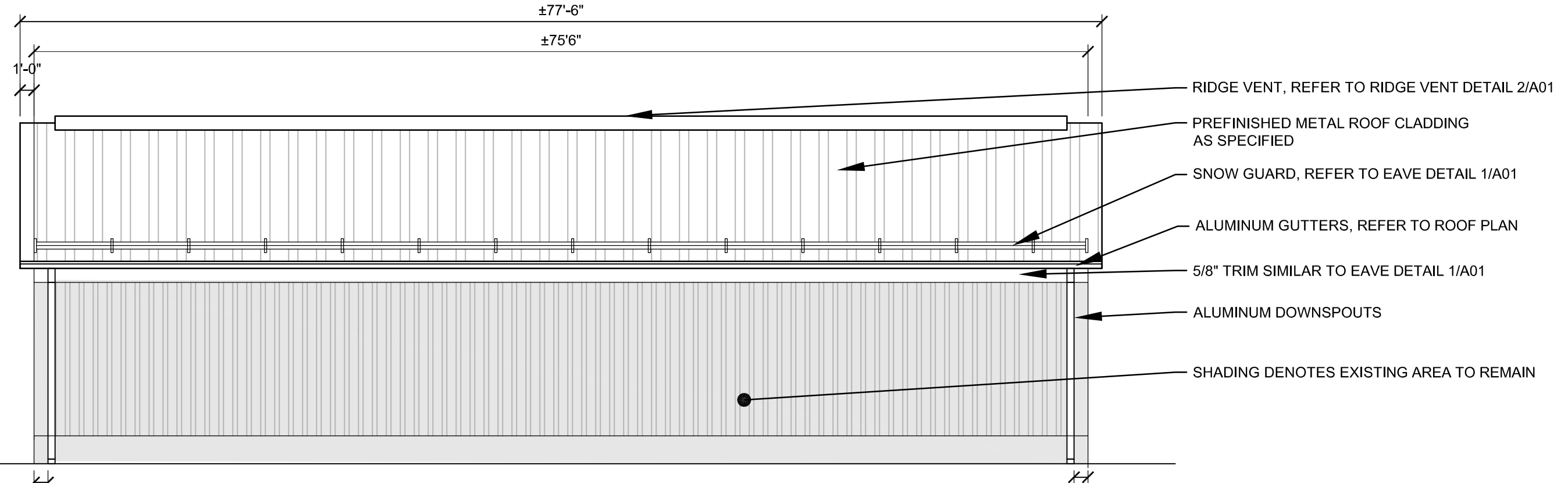
- CAREFULLY EXAMINE ALL EXISTING SITE CONDITIONS AND BUILDING COMPONENTS ALONG WITH ALL DIMENSIONS WHICH MAY AFFECT THE PROPER EXECUTION OF THE WORK, SO THAT A CLEAR AND COMPREHENSIVE UNDERSTANDING OF THE SCOPE OF WORK IS ACHIEVED.
- CONTRACTOR TO NOTE WHERE EXISTING SITE CONDITIONS WHICH ARE TO REMAIN ARE DAMAGED BY A CONTRACTOR'S WORK, THIS CONTRACTOR MUST REPAIR DAMAGES TO MATCH EXISTING AS IT'S OWN EXPENSE.
- THE CONTRACTOR SHALL BE HELD TO HAVE VISITED THE SITE PRIOR TO BID SUBMISSION AND TO HAVE EXAMINED ALL CONDITIONS AFFECTING THE WORK. NO CLAIMS FOR EXTRA WORK RELATED TO EXISTING CONDITIONS THAT WERE VISIBLE OR REASONABLE INFERABLE PRIOR TO THE START OF THE RENOVATION WORK WILL BE ACCEPTED.
- PROVIDE TEMPORARILY CONTROLS IN ORDER TO EXECUTE WORK EXPEDITIOUSLY. REMOVE FROM SITE ALL SUCH WORK AFTER USE.
- PROVIDE PROTECTION FOR FINISHED AND PARTIALLY FINISHED BUILDING FINISHES AND EQUIPMENT DURING PERFORMANCE OF WORK. PROVIDE NECESSARY SCREENS, COVERS AND HOARDING AS REQUIRED. BE RESPONSIBLE FOR DAMAGE INCURRED DUE TO LACK OF IMPROPER PROTECTION.
- MAINTAIN THE WORK IN TIDY CONDITION, FREE FROM ACCUMULATION OF WASTE PRODUCTS AND DEBRIS, OTHER THAN THAT CAUSED BY THE DEMOLITION PROCESS DURING EACH DAY. REMOVE WASTE MATERIALS AND DEBRIS FROM THE SITE AND DEPOSIT IN WASTE CONTAINER AT THE END OF EACH WORKING DAY.
- REFER TO GENERAL NOTES.
- REFER TO STRUCTURAL, MECHANICAL AND ELECTRICAL DRAWINGS FOR EXTENT OF STRUCTURAL AND M&E REMOVALS.
- CONTRACTOR TO REMOVE ALL EXISTING PARAPET CAP FLASHING, CANT STRIP, WOOD BLOCKING, AND 16mm PLYWOOD FASHIA BOARD C/W PREFINISH METAL CAPPING



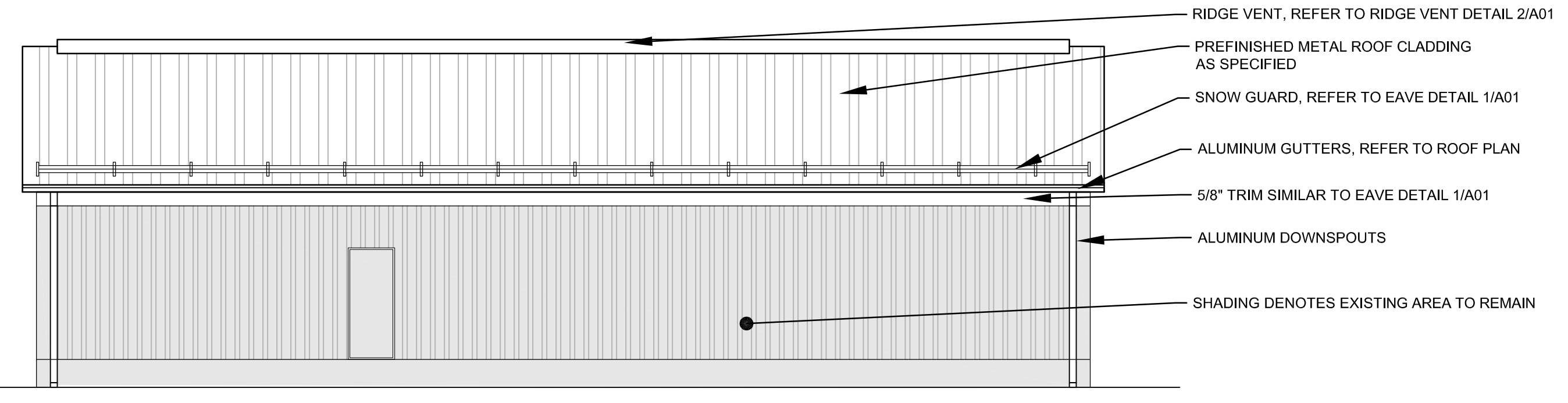
2 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



3 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



4 EAST ELEVATION
SCALE: 1/8" = 1'-0"

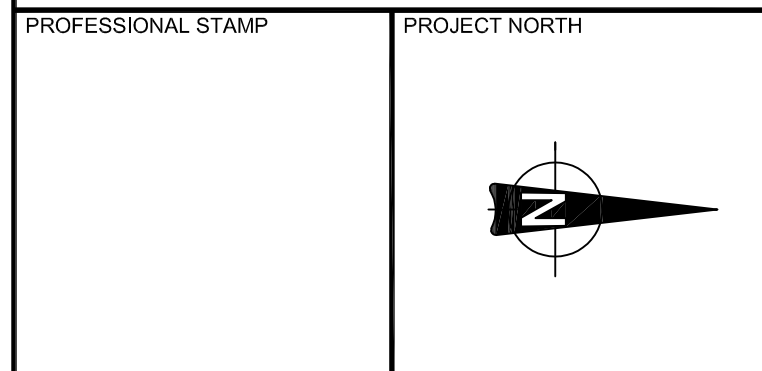
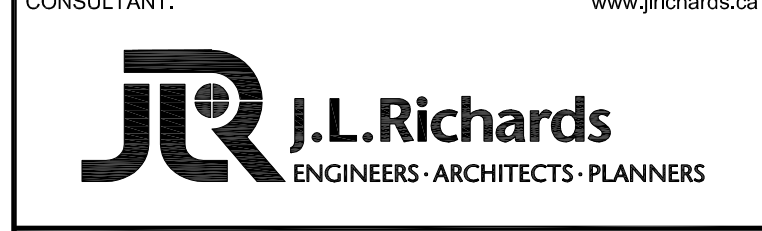
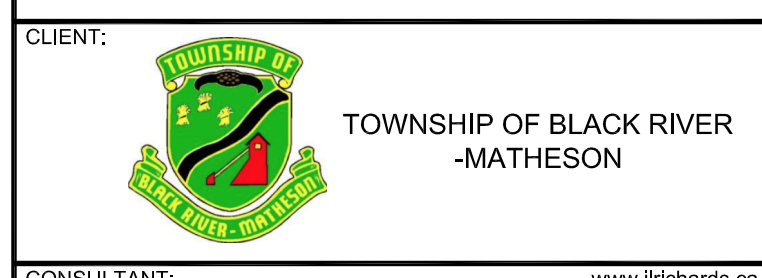


5 WEST ELEVATION
SCALE: 1/8" = 1'-0"

B	ISSUED FOR TENDER AND CONSTRUCTION	28/06/22
A	ISSUED FOR 90% CLIENT REVIEW	01/06/22
No.	ISSUE / REVISION	DDMMYY

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VERIFY SHEET SIZE AND SCALES. BAR TO THE RIGHT IS 1" IF THIS IS A FULL SIZE DRAWING.



PROJECT:
RAMORE HALL FLAT ROOF UPGRADES
835 FERGUSON AVE. RAMORE, ON.

DRAWING:
GENERAL NOTES, ELEVATIONS AND ROOF PLAN

DESIGN: JC	DRAWING #:
DRAWN: BB	A02
CHECKED: RC	
JLR #: 31010-000	

DEMOLITION:

- .1 SITE CONDITIONS:
.1 REVIEW DESIGNATED SUBSTANCE REPORT AND TAKE PRECAUTIONS TO PROTECT ENVIRONMENT, WORKERS AND BUILDING OCCUPANTS.
.2 PROTECTION:
.1 PREVENT MOVEMENT, SETTLEMENT, OR DAMAGE TO ADJACENT STRUCTURES, UTILITIES, AND PARTS OF BUILDING TO REMAIN IN PLACE. PROVIDE BRACING AND SHORING REQUIRED.
.2 KEEP NOISE, DUST, AND INCONVENIENCE TO OCCUPANTS TO MINIMUM.
.3 PROTECT BUILDING SYSTEMS, SERVICES AND EQUIPMENT SCHEDULED TO REMAIN.
.4 DISCONNECT AND RE-ROUTE ELECTRICAL, TELEPHONE AND COMMUNICATION SERVICE LINES. POST WARNING SIGNS ON ELECTRICAL LINES AND EQUIPMENT WHICH MUST REMAIN ENERGIZED TO SERVE OTHER PRODUCTS DURING PERIOD OF DEMOLITION.
.5 LOCATE AND PROTECT UTILITY LINES. DO NOT DISRUPT ACTIVE OR ENERGIZED UTILITIES TRAVERSING PREMISES.
.3 DEMOLITION SALVAGE AND DISPOSAL:
.1 REMOVE PARTS OF EXISTING ROOF TO PERMIT NEW CONSTRUCTION.
.2 TRIM EDGES OF PARTIALLY DEMOLISHED BUILDING ELEMENTS TO TOLERANCES AS INDICATED AND/OR DEFINED BY CONSULTANT TO SUIT FUTURE USE.
.4 CLEANING AND RESTORATION:
.1 UPON COMPLETION OF PROJECT, REINSTATE AREAS OF PARKING SURFACES AFFECTED BY WORK TO CONDITION WHICH EXISTED PRIOR TO BEGINNING OF WORK.
.2 DISPOSE OF WASTE MATERIALS AND DEBRIS, AT DESIGNATED DUMPING AREAS OFF SITE, IN ACCORDANCE WITH AUTHORITIES HAVING JURISDICTION. CONTRACTOR TO PAY ALL DISPOSAL FEES

ALTERATION PROCEDURES:

- .1 QUALITY ASSURANCE:
.1 COMPLY WITH THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, ONTARIO OCCUPATIONAL HEALTH AND SAFETY ACT AND ALL OTHER STANDARDS AND REGULATIONS NOTED.
.2 ALL WORK PERFORMED AND MATERIALS USED SHALL BE OF THE SAME STANDARD OF QUALITY AS THAT OF THE EXISTING FINISHED BUILDING AS A MINIMUM.
.3 PATCH, EXTEND AND FINISH WORK USING ONLY SKILLED MECHANICS CAPABLE OF MATCHING THE EXISTING QUALITY OR WORKMANSHIP, OR AS OTHERWISE INDICATED. THE QUALITY OF PATCHED OR EXTENDED WORK TO BE PERFORMED AS SPECIFIED IN THE FOLLOWING PRODUCT AND EXECUTION SPECIFICATIONS.
.2 ALTERATIONS, CUTTING AND PATCHING:
.1 EXTENT:
.1 PERFORM CUTTING AND REMOVAL WORK SO AS NOT TO CUT OR REMOVE MORE THAN IS NECESSARY AND SO AS NOT TO DAMAGE ADJACENT WORK.
.2 ASSIGN WORK OF MOVING, REMOVAL, CUTTING AND PATCHING AND REPAIR TO TRADES UNDER HIS/HER SUPERVISION SO AS TO CAUSE THE LEAST DAMAGE TO EACH TYPE OF WORK ENCOUNTERED, AND SO AS TO RETURN THE BUILDING AS MUCH AS POSSIBLE TO THE APPEARANCE OF NEW WORK.
.2 PROTECTION:
.1 PROTECT REMAINING FINISHES, AND ADJACENT WORK FROM DAMAGE CAUSED BY CUTTING, MOVING, REMOVAL AND PATCHING OPERATIONS. PROTECT SURFACES TO REMAIN AS PART OF THE FINISHED WORK.
.3 PATCHING, EXTENDING AND MATCHING:
.1 PATCHING:
.1 IN AREAS WHERE ANY PORTION OF AN EXISTING FINISHED SURFACE IS DAMAGED, LIFTED, STAINED, PEELING, CRACKED, OR OTHERWISE MADE OR FOUND TO BE IMPERFECT, PATCH OR REPLACE IMPERFECT SURFACES WITH MATCHING MATERIAL.
.2 DO NOT INCORPORATE SALVAGED MATERIAL IN NEW WORK UNLESS OTHERWISE NOTED OR APPROVED BY CONSULTANT IN WRITING.
.3 PROVIDE ADEQUATE SUPPORT OR SUBSTRATE FOR PATCHING AND FINISHING.
.4 QUALITY:
.1 THE QUALITY OF THE PRODUCTS THAT EXIST IN THE BUILDING, AS APPARENT DURING PRE-BID SITE VISITS, SHALL SERVE AS THE MINIMUM SPECIFICATION REQUIREMENT FOR STRENGTH, APPEARANCE AND OTHER CHARACTERISTICS.
.5 TRANSITIONS:
.1 WHERE NEW WORK ABUTS OR FINISHES FLUSH WITH EXISTING WORK, MAKE THE TRANSITION AS SMOOTH AND WORKMANLIKE AS POSSIBLE. PERFORM PATCHING WORK TO MATCH EXISTING ADJACENT WORK IN TEXTURE AND APPEARANCE SO AS TO MAKE THE PATCH OR TRANSITION INVISIBLE TO THE EYE AT A DISTANCE OF 3'.
.6 MATCHING:
.1 RESTORE EXISTING WORK THAT IS DAMAGED DURING CONSTRUCTION TO A CONDITION EQUAL TO ITS CONDITION AT THE TIME OF THE START OF SUCH WORK.
.2 THESE SPECIFICATIONS ARE NOT INTENDED TO DESCRIBE EXISTING PRODUCTS OR STANDARDS OF EXECUTION, NOR WILL THEY ENUMERATE PRODUCTS, WHICH ARE NOT PART OF THE NEW CONSTRUCTION. THE EXISTING PRODUCT IS ITS OWN SPECIFICATION.
.3 THE PRESENCE OF ANY PRODUCT OR TYPE OF CONSTRUCTION IN OLD WORK SHALL CAUSE ITS PATCHING, EXTENDING OR MATCHING TO BE PERFORMED AS NECESSARY TO MAKE NEW WORK COMPLETE AND CONSISTENT, TO IDENTICAL STANDARDS OF QUALITY.

PERFORMED METAL SIDING AND ROOFING:

- .1 SHOP DRAWINGS:
.1 SHOP DRAWINGS FOR WORK OF THIS SECTION SHALL BEAR THE STAMP AND SIGNATURE OF A PROFESSIONAL ENGINEER REGISTERED IN THE PROVINCE OF ONTARIO.
.2 INCLUDE IN THE DESIGN, ANCHORAGE DETAILS FOR EACH METAL CLADDING WALL, INCLUDING BUT NOT LIMITED TO: FRAMING SYSTEM, FRAMING MEMBER SIZES, SPACING, MATERIAL THICKNESS EXCLUSIVE OF COATINGS AND WIND LOADING / UPLIFT.
.2 METAL CLADDING ROOFING: PREFINISHED, TO CAN/CGSB 93.4, TYPE A VERTICAL, CLASS PLAIN.
.1 FINISH COATING:
.1 PREFINISHED, AS NOTED:
.2 'DIAMOND RIB', BY VICWEST, APPROVED EQUIVALENT BY AGWAY.
.2 CLADDING TYPES:
.1 BASE METAL THICKNESS:
.2 ALL METAL CLADDING: 26 GAUGE, BASE METAL THICKNESS.
.3 ACCEPTABLE PRODUCT:
.1 'DIAMOND RIB', BY VICWEST, APPROVED EQUIVALENT BY AGWAY.
.4 COLOUR:
.1 COLOURS TO BE SELECTED BY CONSULTANT FROM MANUFACTURER'S STANDARD COLOUR RANGE. COLOUR: COLOURS MAY INCLUDE 'AZ-100, GALVALUME PLUS', BY VICWEST.
.3 SNOW AND ICE RETENTION SYSTEM:
.1 MANUFACTURE: '3 HOLE, IDEAL GUARD' SYSTEM BY IDEAL ROOFING, TELEPHONE NO (613)-746-3206 (WEB SITE WWW.IDEALROOFING.CA), OR APPROVED ALTERNATE.
.2 COLOUR: PREFINISHED METAL TO MATCH METAL ROOF SYSTEM.
.3 DESIGN SUBSTRATE OF EACH ROOF SECTION TO RECEIVE A SNOW AND ICE RETENTION SYSTEM TO WITHSTAND SNOW LOAD CALCULATIONS IN ACCORDANCE WITH OBC.
.4 DESIGN AND SIZE SNOW AND ICE RETENTION SYSTEM COMPONENTS TO WITHSTAND SNOW AND ICE LIVE LOAD RATINGS AS CALCULATED IN ACCORDANCE WITH OBC.
.4 ALUMINUM VENTED SOFFIT: PURPOSED MADE, PERFORATED, HEAVY DUTY, PREFINISHED C/W ALL ACCESSORIES FOR A COMPLETE INSTALLATION.
.5 ACCESSORIES:
.1 EXPOSED TRIM: INSIDE CORNERS, OUTSIDE CORNERS, CAP STRIP, DRIP CAP, TRIM, STARTER STRIP AND RIDGE VENT TRIM OF SAME MATERIAL, COLOUR AND GLOSS AS CLADDING, WITH FASTENER HOLES PRE-PUNCHED.
.1 IN ADDITION TO MANUFACTURER'S STANDARD, PROVIDE CUSTOM SHAPES AS SHOWN.
.6 INSTALLATION:
.1 INSTALL PERFORMED METAL SIDING AND ROOFING AS INDICATED AND IN ACCORDANCE TO MANUFACTURER'S RECOMMENDATIONS AND REVIEWED SHOP DRAWINGS WITH STAMP AND SIGNATURE OF A PROFESSIONAL ENGINEER REGISTERED IN THE PROVINCE OF ONTARIO

SHEET METAL FLASHING AND TRIM:

- .1 PRODUCTS:
.1 PRE-FINISHED METAL FLASHINGS: CLASS F1S, GALVANIZED STEEL, MINIMUM TEMPER ROLLED ACCORDANCE WITH ASTM A446, TYPE, COLOUR AND THICKNESS TO MATCH METAL CLADDING. FACTORY APPLIED SILICONE MODIFIED POLYESTER FINISH SHALL BE SERIES 5000 PRECOATING BY DOMINION FOUNDARIES AND STEEL LIMITED OR THE STEEL COMPANY OF CANADA LIMITED.
.1 PREFINISHED 'STANDARD' AND 'EXTENDED' COLOUR RANGES SERIES WITH COATING THICKNESS NOT LESS THAN 20 MICROMETERS.
.1 ACCEPTABLE PRODUCT: 'COLORITE' BY VICWEST.
.2 PREFINISHED METAL SILLS, FULL LENGTH, OF TYPE AND SIZE AND PROFILE INDICATED, 22 GAUGE METAL C/W DRIP, CHAIRS, ANCHORING DEVICES AND END DAMNS.
.3 SHAPE AND SIZE: AS DETAILED ON DRAWINGS, WITH MINIMUM 2% DRAINAGE SLOPE TO EXTERIOR.
.2 PREFINISHED METAL EAVESTROUGHES C/W INTEGRAL SCUPPER AND DOWNPIPE:
.1 FORM EAVES TROUGHES C/W INTEGRAL SCUPPERS AND DOWNPIPES FROM 0.91 MM / 20 GAUGE, PREFINISHED SHEET METAL.
.2 FORM 'U' BRACKET FROM 14 GAUGE, PREFINISHED SHEET METAL.
.3 ACCESSORIES:
.1 SEALANTS: REFER TO SECTION 07 92 00, SEALANTS.
.2 FASTENERS: OF SAME MATERIAL AS SHEET METAL, TO CSA B111, RING THREAD FLAT HEAD ROOFING NAILS OF LENGTH AND THICKNESS SUITABLE FOR METAL FLASHING APPLICATION.
.3 WASHERS: OF SAME MATERIAL AS SHEET METAL, 0.039" THICK WITH RUBBER PACKINGS.
.4 TOUCH-UP PAINT: AS RECOMMENDED BY PREFINISHED MATERIAL MANUFACTURER.
.4 FABRICATION:
.1 FORM FLASHINGS, COPINGS AND FASCIAS TO SIZES AND PROFILES INDICATED.
.2 FORM PIECES IN 8'-0" MINIMUM LENGTHS. MAKE ALLOWANCE FOR EXPANSION AT JOINTS.
.3 HEM EXPOSED EDGES ON UNDERSIDE 1/2". MITRE AND SEAL CORNERS WITH SEALANT.
.4 FORM SECTIONS SQUARE, TRUE AND ACCURATE TO SIZE, FREE FROM DISTORTION AND OTHER DEFECTS DETRIMENTAL TO APPEARANCE OR PERFORMANCE.

JOINT SEALANTS:

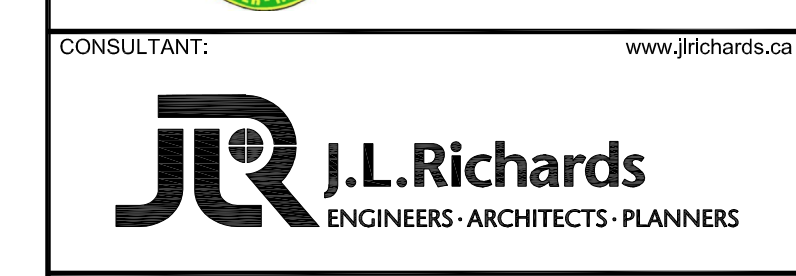
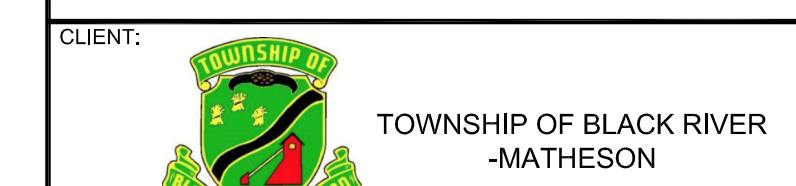
- .1 EXTERIOR USE:
.1 PREFINISHED METAL TO PREFINISHED METAL: ONE PART BLEND OF SYNTHETIC RUBBER AND RESIN, SELF LEVELING TO CAN/CGSB 7.1:
.2 SEALANT COLOURS: COLOURS OF EXPOSED SEALANTS AS LATER SELECTED BY CONSULTANT FROM MANUFACTURER'S STANDARD COLOUR RANGE.
.3 INSTALLATION: COMPLY WITH MANUFACTURER'S WRITTEN DATA, INCLUDING PRODUCT TECHNICAL BULLETINS, PRODUCT CATALOGUE INSTALLATION INSTRUCTIONS, PRODUCT CARTON INSTALLATION INSTRUCTIONS, AND DATA SHEETS.

ONTARIO BUILDING CODE DATA MATRIX
PART 11 - RENOVATION OF EXISTING BUILDING
Name of Practice: J.L.RICHARDS & ASSOCIATES LIMITED
Address 1: 834 Mounjoy Street South
Address 2:
Contact: Raimondo Oute
Name of Project: 31010 - RAMORE HALL FLAT ROOF UPGRADES
Local address: 835 FERGUSON AVE. RAMORE, ON
Date: 2022-08-22
Seal & Signature:
11.00 BUILDING CODE VERSION: O.Reg. 332/12 LAST AMENDMENT: O.Reg. 191/14
11.01 PROJECT TYPE: Renovation [A] 1.1.2. CONVERTING FLAT ROOF TO PITCHED ROOF
11.02 MAJOR OCCUPANCY CLASSIFICATION: OCCUPANCY: USE: 3.1.2.1.(1)
A2 Other assembly occupancies Community Hall
11.03 SUPERIMPOSED MAJOR OCCUPANCIES: NO 3.2.2.7.
11.04 BUILDING AREA (m²): DESCRIPTION EXISTING NEW TOTAL [A] 1.4.1.2.
MAIN FLOOR 393.00 0.00 393.0
TOTAL 393.0 - 393.0
11.05 BUILDING HEIGHT: 1 STOREYS ABOVE GRADE 3.06 (m) ABOVE GRADE [A] 1.4.1.2. & 3.2.1.1.
0 STOREYS BELOW GRADE
11.06 NUMBER OF STREETS/ FIRE FIGHTER ACCESS: 2 STREETS(S) 3.2.2.10. & 3.2.5.
11.07 BUILDING SIZE: SMALL T.11.2.1.1.B.-N
11.08 EXISTING BUILDING CLASSIFICATION: CHANGE IN MAJOR OCCUPANCY: NO 11.2.1.1.
CONSTRUCTION INDEX: 1 T.11.2.1.1.A.
HAZARD INDEX: 2 T.11.2.1.1.B.-N
IMPORTANCE CATEGORY: Normal
11.09 RENOVATION TYPE: BASIC RENOVATION 11.3.3.1. & 11.3.3.2.
11.10 OCCUPANT LOAD: FLOOR LEVEL/AREA OCCUPANCY TYPE BASED ON OCCUPANT LOAD (PERSONS) 3.1.7.
Existing -
TOTAL -
11.11 PLUMBING FIXTURE REQUIREMENTS: RATIO: MALE/FEMALE = 50/50 EXCEPT AS NOTED OTHERWISE 3.7.4.
FLOOR LEVEL/AREA OCCUPANT OBC REFERENCE FIXTURES REQUIRED FIXTURES PROVIDED
Existing -
11.12 BARRIER-FREE DESIGN: No [Provide explanation here] 11.3.3.2.(2)
11.13 REDUCTION IN PERFORMANCE LEVEL: STRUCTURAL NO 11.4.2.1.
INCREASE IN OCCUPANT LOAD NO 11.4.2.2.
CHANGE OF MAJOR OCCUPANCY NO 11.4.2.3.
PLUMBING NO 11.4.2.4.
SEWAGE SYSTEM NO 11.4.2.5.
11.14 COMPENSATING CONSTRUCTION: STRUCTURAL NO 11.4.3.2.
INCREASE IN OCCUPANT LOAD NO 11.4.3.3.
CHANGE OF MAJOR OCCUPANCY NO 11.4.3.4.
PLUMBING NO 11.4.3.5.
SEWAGE SYSTEM NO 11.4.3.6.
11.15 COMPLIANCE ALTERNATIVES PROPOSED: NO 11.5.1.1.
11.16 NOTES:
1 ALL REFERENCES ARE TO DIVISION B OF THE OBC UNLESS PRECEDED BY [A] FOR DIVISION A AND [C] FOR DIVISION C
October 2016
Ontario Building Code Data Matrix, Part 11
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Table with 3 columns: No., ISSUE / REVISION, DD/MM/YY. Row B: ISSUED FOR TENDER AND CONSTRUCTION 28/06/22. Row A: ISSUED FOR 90% CLIENT REVIEW 01/06/22.

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VERIFY SHEET SIZE AND SCALES. BAR TO THE RIGHT IS 1" IF THIS IS A FULL SIZE DRAWING. SCALE: 0 1"



PROFESSIONAL STAMP PROJECT NORTH

PROJECT: RAMORE HALL FLAT ROOF UPGRADES 835 FERGUSON AVE. RAMORE, ON.

DRAWING: SPECIFICATIONS AND OBC MATRIX

Table with 2 columns: DESIGN: JC, DRAWN: BB, CHECKED: RC, JLR #: 31010-000. DRAWING #: A03

File Location: P:\3100031010-000 - Ramore Hall Flat Roof Upgrades\3-Production\2-Arch\A03 SPECIFICATIONS.dwg

PLOT DATE: June 27, 2022 11:33:36 AM