

Form of Tender



FORM OF TENDER
Tender No. 21-042
Coquitlam Crunch Parking Lot

Summary

Name of **Contractor**: _____

Tender Price (exclude GST): \$ _____
(FROM APPENDIX 1 OF FORM OF TENDER)

Tender submitted must be accompanied by a copy of the original 10% Bid Bond and will be received:

On or before 2:00 pm (local time)
Wednesday, June 02 2021

Instructions for Tender Submission

Tender submissions are to be consolidated into one (1) .pdf file and uploaded electronically through QFile, the City's file transfer service accessed at website: qfile.coquitlam.ca/bid

1. In the "Subject Field" enter: Tender Number and Name
2. Add consolidated Tender file in PDF format, and Appendix 1 in XLS format, and Send (ensure your web browser remains open until you receive 2 emails from Qfile to confirm upload is complete and was sent to the correct email address: bid@coquitlam.ca)

Tenderers are responsible to allow ample time to complete the Tender submission process. If assistance is required, phone 604-927-3037 or fax 604-927-3035.

May 2021

THE CITY OF COQUITLAM
3000 Guildford Way
Coquitlam BC V3B 7N2

(FOR USE WHEN UNIT PRICES FORM THE BASIS OF PAYMENT - TO BE USED ONLY WITH THE GENERAL CONDITIONS AND OTHER STANDARD DOCUMENTS OF THE UNIT PRICE MASTER MUNICIPAL CONSTRUCTION DOCUMENTS.)

Contract Name: Coquitlam Crunch Parking Lot

Contract No. 21-042

TO OWNER:

1 WE, THE UNDERSIGNED:

- 1.1 have received and carefully reviewed all of the *Contract Documents*, including the Instructions to Tenderers, the City of Coquitlam Supplementary General Conditions, the City of Coquitlam Supplementary Contract Specifications, the specified edition of the "Master Municipal Construction Documents – General Conditions, Specifications and Standard Detail Drawings" and the following Addenda:

_____;
(ADDENDA, IF ANY)

- 1.2 shall fully disclose any actual or potential conflicts of interest and existing business relationships we may have with the City, their elected or appointed officials or employees;

- 1.3 have full knowledge of the *Place of the Work*, and the *Work* required; and

- 1.4 have complied with the Instructions to Tenderers; and

2 ACCORDINGLY, WE HEREBY OFFER:

- 2.1 to perform and complete all of the *Work* and to provide all the labour, equipment and material all as set out in the *Contract Documents*, in strict compliance with the *Contract Documents*; and
- 2.2 to achieve Substantial Performance of the *Work* on or before **August 06, 2021**; and.
- 2.3 to do the *Work* for the price, which is the sum of the products of the actual quantities incorporated into the *Work* and the appropriate unit prices set out in Appendix 1, the "*Schedule of Quantities and Prices*", plus any lump sums or specific prices and adjustment amounts as provided by the *Contract Documents*. For the purposes of tender comparison, our offer is to complete the *Work* for the "*Tender Price*" as set out on Appendix 1 of this Form of Tender. Our *Tender Price* is based on the estimated quantities listed in the *Schedule of Quantities and Prices*, and excludes *GST*.

3 WE CONFIRM:

- 3.1 that we understand and agree that the quantities as listed in the *Schedule of Quantities and Prices* are estimated, and that the actual quantities will vary.
- 3.2 that we understand and agree that the owner is in no way obliged to accept this Tender.

4 WE CONFIRM:

- 4.1 that the following Appendices are attached to and form a part of this tender:

- 4.1.1 the Appendices as required by paragraph 5.3 of the Instructions to Tenderers - Part II; and
- 4.1.2 the *Bid Security* as required by paragraph 5.2 of the Instructions to Tenderers - Part II.
- 4.1.3 the Certificate of Compliance on the form provided in Appendix 7 of this Form of Tender.

5 WE AGREE:

- 5.1 that this tender will be irrevocable and open for acceptance by the *Owner* for a period of **60** calendar days from the day following the *Tender Closing Date and Time*, even if the tender of another Tenderer is accepted by the *Owner*. If within this period the *Owner* delivers a written notice ("*Notice of Award*") by which the *Owner* accepts our tender we will:
 - 5.1.1 within **15 Days** of receipt of the written *Notice of Award* deliver to the *Owner*:
 - a) a Performance Bond and a Labour and Material Payment Bond, each in the amount of 50% of the *Contract Price*, issued by a surety licensed to carry on the business of suretyship in the province of British Columbia, and in a form acceptable to the *Owner*;
 - b) a "clearance letter" indicating that the Tenderer is in WCB compliance; and
 - c) a copy of the insurance policies as specified in SGC 24 indicating that all such insurance coverage is in place and;
 - d) a letter confirming the *Contractor* as "Prime Contractor" for the Contract as specified in SGC 21.2.1.
 - 5.1.2 within **2 Days** of receipt of written "*Notice to Proceed*", or such longer time as may be otherwise specified in the *Notice to Proceed*, commence the *Work*; and
 - 5.1.3 sign the Contract Documents as required by GC 2.1.

6 WE AGREE:

- 6.1 that, if we receive written *Notice of Award* of this *Contract* and, contrary to paragraph 5 of this Form of Tender, we:
 - 6.1.1 fail or refuse to deliver the documents as specified by paragraph 5.1.1 of this Form of Tender; or
 - 6.1.2 fail or refuse to commence the *Work* as required by the *Notice to Proceed*,

then such failure or refusal will be deemed to be a refusal by us to enter into the *Contract* and the *Owner* may, on written notice to us, award the *Contract* to another party. We further agree that, as full compensation on account of damages suffered by the *Owner* because of such failure or refusal, the *Bid Security* shall be forfeited to the *Owner*, in an amount equal to the lesser of:

- 6.1.3 the face value of the *Bid Security*; and
- 6.1.4 the amount by which our *Tender Price* is less than the amount for which the *Owner* contracts with another party to perform the *Work*.

7 OUR ADDRESS is as follows:

Phone: _____ - _____ - _____

Fax: _____ - _____ - _____

Email: _____

Attention: _____

This Tender is executed this _____ day of _____, 20 _____.

Contractor:

(FULL LEGAL NAME OF CORPORATION, PARTNERSHIP OR INDIVIDUAL)

(AUTHORIZED SIGNATORY)

(AUTHORIZED SIGNATORY)

8 WE CONFIRM:

8.1 our Goods and Services Tax (GST) registration status is as follows:

8.1.1 for information purposes, our GST Registration Number is:

(GST REGISTRATION NUMBER)

or;

8.1.2 by signature hereunder, we certify we are **not required** to provide a registration number:

(AUTHORIZED SIGNATORY)

(AUTHORIZED SIGNATORY)

APPENDIX 1						
FORM OF TENDER						
Contract 21-042						
Coquitlam Crunch Parking Lot						
SCHEDULE OF QUANTITIES AND PRICES						
(see paragraph 5.3.1 of the Instruction to Tenderers)						
(All Tender and Contract Prices shall NOT include GST. GST will apply upon payment)						
(Should there be any discrepancy in the information provided, the City's original file copy shall prevail)						
ITEM NO.	MMCD Ref. / (Supp. Specs)	DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENDED AMOUNT
1.00	DIV 01	GENERAL REQUIREMENTS				
	01 33 01S	PROJECT RECORD DOCUMENTS				
1.01	(1.8.1)	Project Record Documentation	l.s.	1		
	01 45 00S	QUALITY CONTROL				
1.02	1.9	Quality Control Testing			Incidental to Contract	
	01 55 00S	TRAFFIC CONTROL, VEHICLE ACCESS AND PARKING				
1.03	(1.5.1)	Traffic Control and Management	l.s.	1		
	01 57 01S	ENVIRONMENTAL PROTECTION				
1.04	(1.6.1)	ESC Supply & Installation, Monitoring, Maintenance and Removal	l.s.	1		
	01 58 01S	PROJECT IDENTIFICATION				
1.05	(1.3.1)	Construction Zone Information Signs	ea.	3		
2.00	DIV 02	EXISTING CONDITIONS				
	02 43 13	DEMOLITION AND STRUCTURE MOVING				
2.01	1.3.1	All miscellaneous removals as indicated on the Contract Drawings	l.s.	1		
3.00	DIV 03	CONCRETE				
	03 30 20S	CONCRETE WALKS, CURBS AND GUTTERS				
3.01	(1.4.3)	Concrete Curb & Gutter - Wide Base - MMCD C5	l.m.	220		
3.02	(1.4.3)	Keyed-in Extruded Concrete Curb	l.m.	210		
4.00	DIV 12	FURNISHINGS				
	12 93 00	SITE FURNISHINGS				
4.01	1.4	Supply & Install Removable Bollards Model R-7901(powder coated black) c/w granular base, receiver & lid.	ea.	3		
5.00	DIV 31	EARTHWORKS				
	31 11 01S	CLEARING AND GRUBBING				
5.01	(1.4.1)	Tree Removals, Clearing, Brushing and Grubbing	l.s.	1		
	31 24 13S	ROADWAY EXCAVATION, EMBANKMENT AND COMPACTION				
5.02	(1.8.5)	Common Excavation - Off-site Disposal, includes Stripping & Topsoil Removal	cu.m.	1,290		
5.03	(1.8.5)	Common Excavation - On-site Re-use, includes stockpiling & Compaction	cu.m.	400		
5.04	(1.8.10)	Over Excavation - c/w imported 19mm Minus gravel (Provisional)	cu.m.	40		
5.05	(1.8.4)	Removal and Off Site Disposal of Existing Asphalt (all Depths)	sq.m.	150		

	31 37 10	RIPRAP				
5.05	1.4	150mm Riprap	tonne	40		
6.00	DIV 32	ROAD AND SITE IMPROVEMENTS				
	32 11 16.1S	GRANULAR SUBBASE				
6.01	(1.4.3)	75mm Minus Granular Sub Base	tonne	2,620		
	32 11 23S	GRANULAR BASE				
6.02	(1.4.3)	19mm Minus Crushed Granular Base	tonne	770		
6.03	(1.4.3)	9mm Minus Crushed Granular Base	tonne	60		
	32 12 16S	HOT-MIX ASPHALT CONCRETE PAVING				
6.04	(1.5.1)	Asphaltic Concrete Paving - Upper Course #1 (75mm, 1 lift)	tonne	530		
6.05	(1.5.3)	Asphaltic Concrete Paving - Sidewalks - Upper Course #2 (50mm, 1 lift), c/w Granular Base	tonne	90		
	32 17 23S	PAINTED PAVEMENT MARKINGS				
6.06	(1.5.3)	Supply & Install Painted Pavement Markings	l.s.	1		
6.07	(1.5.4)	Remove and Reinstale existing Signage	l.s.	1		
6.08	(1.5.4)	Suppy and Install new Signage	l.s.	1		
	32 31 13	CHAIN LINK FENCES AND GATES				
6.09	1.5.3	Timber Fencing	l.m.	520		
	32 91 21S	TOP SOIL AND FINISH GRADING				
6.10	(1.4.1)	Growing Medium	cu.m.	140		
	32 92 19	HYDRAULIC SEEDING				
6.11	1.8	Hydraulic Seeding, including establishment to Total Performance	sq.m.	2,380		
7.00	DIV 33	UTILITIES				
	33 40 01S	STORM SEWERS				
7.01	(1.6.5)	150mm PVC Catch Basin Leads	l.m.	23		
7.02	(1.6.5)	200mm PVC Catch Basin/Lawn Drain Leads	l.m.	26		
7.03	(1.6.2)	300mm PVC Culvert	l.m.	42		
	33 44 01S	MANHOLES AND CATCHBASINS				
7.04	(1.5.2)	Top Inlet Catch Basin MMCD S11(excluding leads)	ea.	2		
7.05	(1.5.2)	Side Inlet Catch Basin - COQ-S11A(excluding leads)	ea.	1		
7.06	(1.5.2)	600mm Lawn Basin - MMCD S12, Type 2(excluding leads)	ea.	1		
7.07	(1.5.3)	1050 mm Concrete Storm Manhole (c/w base, frame, slab, cover, risers and adjustments)	ea.	1		
Total Tendered Price (exclude GST): \$						
(Transfer the amount to Form of Tender Summary Page 1)						
Name of Contractor :						

**APPENDIX 3
FORM OF TENDER**

**Contract 21-042
Coquitlam Crunch Parking Lot**

EXPERIENCE OF SUPERINTENDENT
(See paragraph 5.3.3 of the Instructions to Tenderers)

Proposed Project Superintendent _____

List of Project Experience

PROJECT:		Dates:	
Work Description:			
Responsibility:			
Owner/Reference:		Phone NO:	

PROJECT:		Dates:	
Work Description:			
Responsibility:			
Owner/Reference:		Phone NO:	

PROJECT:		Dates:	
Work Description:			
Responsibility:			
Owner/Reference:		Phone NO:	

**APPENDIX 4
FORM OF TENDER**

**Contract 21-042
Coquitlam Crunch Parking Lot**

CONTRACTOR'S COMPARABLE WORK EXPERIENCE
(See paragraph 5.3.4 of the Instructions to Tenderers)

PROJECT:		VALUE (\$):	
OWNER:		Phone Number:	
Work Description:			

PROJECT:		VALUE (\$):	
OWNER:		Phone Number:	
Work Description:			

PROJECT:		VALUE (\$):	
OWNER:		Phone Number:	
Work Description:			

PROJECT:		VALUE (\$):	
OWNER:		Phone Number:	
Work Description:			

**APPENDIX 5
FORM OF TENDER**

**Contract 21-042
Coquitlam Crunch Parking Lot**

SUBCONTRACTORS
(See paragraph 5.3.5 of the Instructions to Tenderers)

Trade:		Tender Item:	
Work Description:			
Subcontractor:		Phone No:	

Trade:		Tender Item:	
Work Description:			
Subcontractor:		Phone No:	

Trade:		Tender Item:	
Work Description:			
Subcontractor:		Phone No:	

Trade:		Tender Item:	
Work Description:			
Subcontractor:		Phone No:	

Trade:		Tender Item:	
Work Description:			
Subcontractor:		Phone No:	

**APPENDIX 6
FORM OF TENDER**

**Contract 21-042
Coquitlam Crunch Parking Lot**

BID BOND

NO. _____

\$ _____

KNOW ALL MEN BY THESE PRESENTS THAT

As Principal, hereinafter called the Principal, and

As Surety, hereinafter called the Surety, are held and firmly bound unto

As Obligee, hereinafter called the Obligee, in the amount of

_____ Dollars (\$ _____) lawful money of Canada, for the payment of which sum, well and truly to be made, the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a written Tender to the Obligee, dated the _____ day of _____, 2021 for Contract _____.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the aforesaid Principal shall have the Tender accepted within sixty (60) days from the Closing Date of Tender and the said Principal will, within the time required, enter into a formal contract and give good and sufficient bonds to secure the performance of the terms and conditions of the Contract, then this obligation shall be null and void; otherwise the Principal and Surety will pay unto the Obligee the difference in money between the amount of the bid of the said Principal and the amount for which the Obligee legally contracts with another party to perform the work if the latter amount be in excess of the former.

The Surety shall not be liable for a greater sum than the specified penalty of this Bond.

Any suit under this Bond must be instituted before the expiration of six (6) months from the date of this Bond.

IN TESTIMONY WHEREOF, the Principal has hereto set its hand and affixed its seal, and the Surety has caused these presents to be sealed with its corporate seal duly attested by the signature of its Attorney-In-Fact, this _____ day of _____, 2021.

SIGNED, SEALED AND DELIVERED
In the presence of:

_____)	_____
)	PRINCIPAL
)	
)	
)	_____
_____)	SURETY

**APPENDIX 7
FORM OF TENDER**

**Contract 21-042
Coquitlam Crunch Parking Lot**

CERTIFICATE OF COMPLIANCE for CONTRACT INSURANCE

This is to certify that the Tenderer does hereby undertake and agree to supply to the City of Coquitlam, upon demand, contract insurance listed below for the project requirements indicated:

Contract Number: 21-042

Contract Name: Coquitlam Crunch Parking Lot

Description of Work:

Contract 21-042 – Coquitlam Crunch Parking Lot generally consisting of the preparation of an existing aggregate gravel parking lot and access roadway for asphalt concrete paving as herein specified and as shown on the drawings. The Scope of Work consists of the following, but is not limited to:

- All site preparation, including site signage and secured construction safety/security fencing around the site perimeter as required.
- Installation, continuous monitoring and maintenance of all erosion and sediment control measures.
- All Traffic Control and Management, including vehicular and pedestrian.
- All temporary circulation control and signage to ensure public can move safely and freely around/through the work zone.
- All in-ground utilities including drainage infrastructure, and bollards.
- Coordinate with the City's Signage Sub-Contractor, their installation of electrical wiring (on the prepared road base) for an electronic parking sign advising patrons of parking stall availability, prior to the supply and installation of any asphalt paving.
- Re- grading and expansion of the existing aggregate gravel access roadway and parking lot and all remediation work where the proposed access roadway meets the existing City street.
- Asphalt concrete paving, including sub-base and base preparation, concrete curb, gutter and any remediation work where the proposed access road meets the existing City street.
- Pedestrian paths for enhanced connections to existing pathways.
- All pavement markings and street signage.
- All general landscape work including excavation, site preparation, tree protection, site grading, placement of growing medium, hydro seeding and permanent timber fencing.
- Complete site clean-up and remediation of all disturbed areas and existing structures.

and other miscellaneous and incidental works as further described in the Contract Documents.

Commercial General Liability: \$5,000,000 limit

Special Coverage Required: YES NO Special Coverage Description

- () (x) Shoring and Underpinning Hazard
- () (x) Pile Driving and Vibrations
- (x) () Excavation Hazard
- () (x) Demolition
- () (x) Blasting

We also certify that the insurance coverage will meet the requirements of the Supplementary General Conditions Section 24. Insurance included as part of the Contract Documents and that the proof of insurance will be provided on the City of Coquitlam Certificate of Insurance form, without amendments, except for the exclusions noted above.

Name of Tenderer (printed)

Authorized Signature

Date