



Township of Southgate Request for Proposals (RFP)

FOR THE PROVISION OF CONSULTING SERVICES to Undertake Building Condition Assessments and Facility Condition Indexes

Instructions to Bidders

1. Project Information

Sealed quotations clearly marked “**Southgate Building Condition Assessments Consultant Services RFP**” must be addressed to the following location and attention:

Township of Southgate
Attention: Southgate Building Condition Assessments
Consultant Services RFP
185667 Grey Rd 9
Dundalk, Ontario N0C 1B0

Submission closing date: **September 1, 2021 at 2:00 pm**

2. Scope of Project

The intent of this RFP document and the project is to select a consultant to provide the services of completing Building Condition Assessments, and assigning Facility Condition Index values, and preparation of a report, for the specified list of properties under the ownership of the Township of Southgate.

This report will assist Township staff to understand the physical condition and life expectancy of the building portfolio in order to explore funding options to sustain the physical integrity of the asset and plan for the future.

The Building Condition Assessment (BCA) is required to recognize all physical, operating and functional requirements of the property and cover all the divisions associated with major construction components, systems and equipment.

The Facility Condition Index (FCI) is to express the current condition of the buildings and their individual components using the FCI industry standard. FCI is defined as a ratio of the aggregated total cost of any needed or outstanding repairs, renewal or upgrade requirements for a given building or components to the current replacement value of the building or component. This FCI is to be calculated and presented for each entire building. To reduce subjectivity in the calculation of this ratio, the Township requests that the sum of the repair costs identified for the next 5 years be used for FCI consistency. The proposal is not requiring an FCI for each building component or building system.

Township of Southgate

Administration Office

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The Consultant must ensure that each of the following are addressed and included in the report for each building facility so that the Township has all the technical information required to include this information in the Township's Asset Management Plan:

- The current levels of service being provided.
- A summary of the assets in the building asset category.
- The replacement cost of the assets in the category.
- The average age of the assets in the category, determined by assessing the average age of the components of the assets where necessary.
- The condition of the assets in the category (i.e. FCI).
- A description of the consultant's approach to assessing the condition of the assets in the category, based on recognized and generally accepted good engineering practices where appropriate.
- The lifecycle activities that would need to be undertaken to maintain the current levels of service as described by the Consultant for each of the 20 years following the year for which the current levels of service are determined, and the costs of providing those activities based on an assessment of the following:
 - i. The full lifecycle of the assets.
 - ii. The options for which lifecycle activities could potentially be undertaken to maintain the current levels of service.
 - iii. The risks associated with the options referred to in subparagraph ii.

The Consultant will consult with the Township's Representative when issues arise. The Township's Representative will be the Asset Coordinator and/or the Facilities Manager, who will be the main contacts for this study. The Township's Representative will coordinate all activities and will review the draft and final reports.

The Consultant will be required to prepare a time schedule of each of their visits to enable the Township Representative to give timely notice to Building Supervisors. The schedule will be provided within five (5) working days of the contract award.

Access to properties will be provided during normal business hours, Monday through Friday. After hours and weekend access will not be permitted.

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3.0 Specifics of Project

3.1 Objective

The objective of this document is to receive Proposal Submissions for completing BCA's and FCI's, for all properties as listed in the attached Appendix A.

3.2 Scope of Work

With respect to the BCA's and FCI's, the Basic Services shall include:

The Consultant's review of the following documents and information, if available:

- All architectural drawings and specifications.
- All existing warranties, guarantees and service contracts.
- Records of capital repairs or replacement.
- Maintenance and inspection records and schedules.
- Records of capital items added since original construction.
- Any previous building studies and technical reports.
- Any compliance orders.
- Any current contractors' quotations for capital repairs or replacements.
- Records of any planned capital repairs or replacement, including capital budgets both past and present (if available).
- Any other information on known property problems.

Conduct a detailed, non-destructive assessment of each building element as described in this document, listing all building elements to provide information on current age, physical condition, remaining life expectancy, quantity estimate, unit cost estimate and total cost estimate.

Calculate and provide a prioritized list of required repairs, retrofits and replacement of existing building elements, and provide short- and long-term schedules outlining future replacement date and cost.

Include in all calculations the cost for future replacement, including asbestos remediation costs. Calculations are anticipated to include, if required, cost to remove and dispose of building elements.

Develop and incorporate 20-year cost projections, which list each of the identified elements that will require repairs, retrofits and replacement. Identify clearly all financial factors and assumptions to be used in the cost projections, such as inflationary estimates applied.

Calculate and provide a Facility Condition Index (FCI) for each building. This index will be calculated for the entire building including its individual components (see 3.8)

Photograph examples of deficiencies with a digital camera and include electronic copies with the report.

Interim reports to Township Representatives, as considered advisable by Consultant.

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3.3 Covid-19

With the ongoing Covid-19 pandemic and the guiding documents regularly being updated from <https://covid-19.ontario.ca> and [Grey Bruce Public Health](http://www.greybruce.ca/public-health), the Township anticipates that the successful respondent will remain current with required protocols and policies when entering any building as part of their proposed workplan and/or after any requests by Township staff to enter into any facilities listed within this Request for Proposal. Respondents are requested and encouraged to include in their proposal, any policies or procedures they have developed and undertaken in response to the Covid-19 pandemic.

3.4 Building Information

The specific buildings with a short description are provided in Appendix A – Building Information.

3.5 Elevators

As listed in Appendix A – Building Information.

3.6 Existing Drawings and Documentation

The Building Supervisors at each project site location will provide all available drawings, specifications, maintenance records and documentation for each property to the Consultant. The Township does not assume any responsibility as to the accuracy or completeness of the documentation. Check Hopeville basement plan rack, some of our building drawings will be there.

3.7 Project Planning Information Meeting

After the contract award and before the site visits, the Township's Representative will invite Building Supervisors and other Township staff to a virtual information meeting. The Consultant will prepare and deliver a presentation to these individuals detailing what a BCA is, what an FCI is, what to expect during the site visit, and the type of information that the Consultant will require from Township staff. The Consultant will deliver the presentation to the Township's Representative three (3) working days before the meeting.

The Consultant will arrange for the inspection visit dates with each Building Supervisor for each individual property.

3.8 Building Components to be Considered

In general, the following components are to be covered as they apply to any particular property, include, but are not limited to:

- 3.8.1 Site work
- 3.8.2 Structural Assessment
- 3.8.3 Building Exterior
- 3.8.4 Building Interior
- 3.8.6 Electrical Systems
- 3.8.7 Mechanical Systems

3.8.1 Site Work

Major components to be assessed are:

- Driveways, parking lots and sidewalks

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- Fencing
- Playground equipment, handrails, exterior stairs
- Accessory/Service buildings
- Surface Drainage
- Plantings and landscaping

The Consultant will conduct a visual review of the site utilities, where possible (i.e. water, sewers, gas, hydro, and telephone) to identify any areas of major concern/deficiencies. Underground testing/camera surveys and lifting of manhole covers is not included.

The Consultant will conduct a general visual condition survey of the surface driveways/roadways, parking areas, parking curbs, bollards, and electrical plugs, parking space layouts including proper handicap regulations and lighting levels, to identify any area of major concern/deficiencies.

The Consultant will conduct a general visual review of the exterior site elements (i.e. surface drainage, sidewalks, curbs, exterior lighting, retaining walls, garbage area/structure, maintenance/storage buildings, fencing, handicap ramps, and general landscaping) to identify any area of major concerns/deterioration.

3.8.2 Structural Assessment

The Consultant will review the project structure, its performance, look for signs of deterioration, possible future problems such as cracking of structural members, de-lamination of concrete, exposure of reinforcing steel, temperature and stress cracking etc. Major components to be assessed are:

- Columns
- Parapets
- Foundation Walls
- Shear Walls
- Floor Slabs

3.8.3 Building Exterior

The Consultant will review the project building envelope, and its performance, look for signs of deterioration, anticipate possible future problems such as water penetration, condensation, de-lamination of face brick, failure of caulking, etc. Major components to be assessed are:

- Roofing systems
- Building Cladding Systems
- Windows and Doors
- Caulking of control joints and penetrations

Visual Exterior Wall Survey: The Consultant is to conduct a visual review of the exterior walls for each property, including the cladding systems and finishes, glazing and windows, caulking and sealants. The visual survey of the building elevations of each property is required to encompass 100% of each elevation of each building. The Township is looking for patterns of damage or aging. The intent of this review is to identify the nature and extent of problems present, check for cracking, other damage and adequacy of jointing, control/expansion joints and caulking.

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Visual Roof Survey: The physical condition review of the roofing system on each property will be conducted by visual observations of all roof systems and roof levels. This includes roofing details, e.g. shingled, etc., gravel, insulation, caulking, flashing details, drainage, vent stack penetrations, and details around curbs/mechanical units, and reports prepared by others regarding conditions and/or repairs to the roofs.

The exterior roof surfaces of these roofs, typically sloped roofs; eaves, venting, and drainage are to be visually reviewed by the Consultant, from ground level, for 100% of all roof areas in each property.

3.8.4 Building Interior

The Consultant will conduct a visual review of the building elements from the interior, including corridors, washrooms, common areas/rooms, and stairways.

Major components to be assessed are:

- Ceiling, wall, and floor finishes
- Interior stairwells
- Interior doors
- Interior lighting fixtures
- Interior plumbing fixtures
- Cabinetry.

3.8.5 Electrical Systems

The Consultant's visual inspection of the electrical system will consist of identification and assessment of the condition of the power system from the Hydro vault, through the switch gear, to the distribution system, to each floor level electrical room(s) and 10% of suite panels. The visual inspection will also include emergency generator, security system, FOB entry system, site communication system (intercom etc.), telephone system and pipe tracing systems. The Consultant will examine lighting illumination in all common areas.

The Consultant will also report on:

- Whether the existing fire alarm is still in production
- The availability of parts
- The risks and costs associated with the equipment of the particular manufacturer should the system require repair or replacement in whole or in part

3.8.6 Mechanical Systems

Major components to be assessed are:

- Heating systems (it is requested that extra attention be considered when reviewing hot water heating systems - from boilers all the way to the thermostats in the rooms and the air relief valves)
- Air makeup systems
- Exhaust and ventilation systems
- Water supply and distribution systems
- Sanitary and septic systems

Visual Survey: The Consultant will conduct a visual review consisting of identification of the mechanical systems and equipment, a review of the maintenance records of this



equipment to identify areas of concern and visual examination of the equipment to assess its working condition.

The Consultant will note inefficiencies in the operation of mechanical equipment, which may cause unnecessary high-energy costs.

The Consultant will assess and report on the mechanical related fire systems for detection and suppression, including elements such as sprinklers, standpipes, fire pumps, fire extinguishers and cabinets, Siamese connections, fire hydrants, chemical suppression and duct fire protection where exposed to view.

3.9 Code Compliance

In the course of the evaluation the buildings, systems and components and services will be assessed, *in general* for code compliance, (i.e. Building Code Fire/Life Safety, Occupational Health & Safety Act). This general code compliance assessment does not mean a "Code Compliance Review".

The Consultant is required to determine, during the visual reviews if the building or property is generally, "in a global sense" in compliance with the current laws and regulations governing its operations. Comments provided will be detailed as to the nature of the non-conformance, indicating the section of the code or regulation with which it is non-compliant; the exact location and nature of the non-compliance; and include a description of what is required to rectify the situation.

3.10 Reporting

The data and information are to be stored electronically and in CSV or Microsoft Excel xls. format. The data should be structured so that it can be imported into multiple databases and software without modification.

There will be an individual report for each building as detailed in Appendix A – Building Information.

The individual report for each building is to be formatted as follows:

- Table of Contents
- Introduction: a brief statement of property location, property descriptions (i.e. in general terms, date of construction, type, size etc.; plus the purpose of the report, assumptions, assessments techniques, methodology, etc.)
- Relative compliance with current building codes and by-laws
- Building Condition Assessment: An evaluation of the condition of the existing property elements, using the prescribed building hierarchy system, with recommended capital repairs, replacements, upgrades or renovations required over the next 20 years. Costs for all recommended work must be included.
- Facility Condition Index (FCI): A current condition of all buildings and their individual components using the Facility Condition Index (FCI) industry standard.

FCI is defined as a ratio of the aggregated total cost of any needed or outstanding repairs, renewal or upgrade requirements for a given building or components to the current replacement value of the building or component. This ratio represents the repair needs or replacement value expressed in percentage terms.

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To reduce subjectivity in the calculation of this ratio, the Township requests that the sum of the repair costs for the next 5 years be used for consistency. Land values are not to be considered when calculating FCIs:

$$FCI = \frac{\text{Building or Component Renewal Needs (\$)}}{\text{Current Replacement Value of Building or Components (\$)}}$$

FCIs are to be further classified and expressed according to the following condition ratings for all buildings:

- a. **Good Condition (0-5% FCI):** asset in reasonable condition and does not require capital expenditure.
- b. **Fair Condition (6-10% FCI):** asset is deteriorating, requires capital expenditure and will likely become “poor” within a few years if not addressed.
- c. **Poor Condition (11-30%):** asset is deteriorated and requires immediate capital expenditure.

The Consultant is to provide a detailed description of the condition of all building elements inspected and details of the recommended repairs.

Digital photographs will be taken of the areas under consideration and of any noted major deficiencies or areas requiring repair. Digital photos must be clear and precise for photocopying. All photographs will be taken using a digital camera and be incorporated into the report in digital format.

The Consultant is required to submit one original unbound hardcopy, and two bound hard copies, and an electronic copy of each Final Report for all sites.

Property Assessment Conditions

The following definitions will be used in the text to describe the condition of each element reviewed:

- **Excellent Condition:** Item(s) collectively are in a condition indistinguishable from new. Individual life spans may vary.
- **Good Condition:** Item(s) are in a condition to have a collective life span in excess of five (5) years. Individual life spans may vary.
- **Fair Condition:** Item(s) collectively require some level of immediate attention within the short term (less 5 years), either repair, replacement, or upgrade. Individual life spans may vary.
- **Poor Condition:** Item(s) collectively require some level of immediate action, either repair, replacement, or upgrade. Individual life spans may vary.

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4. Project Timelines

The Township of Southgate approximate project timelines are as follows:

- RFP Close date: September 1, 2021 at 2:00 pm
- Commencement of RFP Evaluations: September 2, 2021
- Recommendation to Council for Approval: September 15, 2021
- Notification of Successful Bidder: September 16, 2021
- Project Commencement: ASAP after Notification
- Substantial Completion: January 31, 2022
- Presentation to Council: March 2, 2022

The Township of Southgate retains the flexibility to extend the Timeline for Substantial Completion should complications in facility access occur, due to Covid-19 or other restrictions.

5. Municipal Address and Contacts

Township of Southgate
185667 Grey Road 9
Dundalk, Ontario N0C 1B0

Any questions or concerns arising out of this RFP, should be addressed to:

Dave Milliner, CAO
Phone: (519) 923-2110 x210
dmilliner@southgate.ca

All questions and requests for interpretation or clarification are to be made in writing to dmilliner@southgate.ca and shall use the subject line "Southgate Building Condition Assessment Services RFP".

6. Proposal Opening

The opening of the submissions shall commence just after 2:00 p.m. on Wednesday September 1, 2021, unless the CAO or designate, acting reasonably, postpones the start to some later hour, but the opening shall continue once started, until the last bid is opened.

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General Conditions

The Consultant shall be liable for all costs of doing the work including labour, equipment and materials.

1. **Consultant's Responsibility**

Upon notification of acceptance of the contract and before the commencement of work, the consultant must provide the Township of Southgate with a Certificate of Insurance as per the following:

- a) The Consultant shall protect and indemnify and save harmless the Corporation of the Township of Southgate from any and all claims which may arise from the Consultant's operations where bodily injury, death or property damage is caused, and shall, without restricting the generality of the foregoing, maintain insurance acceptable to Southgate, subject to limits of liability of not less than \$2 million inclusive.
- b) All liability policies shall be written in such terms as to fully protect the Consultant, notwithstanding his assumption of liability and his indemnity covenants under the contract.
- c) All liability insurance policies shall be written in the names of the Consultant and the Corporation of the Township of Southgate shall be subject to a cross liability clause. The Consultant agrees to provide to Southgate a Certificate of Insurance in compliance with the above, including a warranty that the insurer will not cancel said policies without thirty days written notice of such cancellation provided to Southgate. Such certificate shall clearly indicate the amount deductible/applicable, if any.
- d) Certificate of such other insurance as Southgate may from time to time deem necessary.

2. **Applicable Legislation**

- a) The Consultant shall comply with all applicable **Provincial and Federal legislation and regulations, including the Occupational Health & Safety Act and pertinent Southgate by-laws.**
- b) **Municipal Freedom of Information and Protection of Privacy Act** – Any personal information provided in this document will be used for selection purposes only as per the Municipal Freedom of Information and Protection of Privacy Act.
- c) **Accessibility for Ontarians with Disabilities Act, 2005** – The successful consultant must be in compliance with the Township of Southgate Accessible Customer Service Policy under the AODA, 2005 and provide proof that training requirements have been met.

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3. **Director of Work**

The Asset Coordinator or Facilities Manager will be the contact for the Consultant during the project and reserve the right to inspect the Consultant's work and progress.

4. **Termination**

If, at the discretion of the Township of Southgate, there is default by the Consultant of any of the terms contained herein, Southgate shall have the right to terminate the contract upon giving the Consultant twenty-one (21) days notice to address the concerns or issues to successfully complete the project.

Upon termination of the contract, the balance of the contract price shall be forfeited.

5. **Acceptance or Rejections**

The lowest or any RFP is not necessarily accepted.

Southgate reserves the right to award the project to the consultant with the proposal considered best for the Township of Southgate. Southgate also reserves the right to reject any or all bids, or award the contract to other than the lowest bid received, if in Southgate's opinion, it is in the best interest of the Township.

6. **Project Progress Meetings with Consultant**

The successful bidder will be required to hold project progress meetings, if required by the Consultant or the Township's project management team.

7. **Proposals to Include:**

- a) Description of Firm - Firm's brief history with highlights of services provided.
- b) Curriculum Vitae/Expertise - An outline of qualifications and experience of the team members, including all sub-consultants, to be assigned to each phase of the project. Indicate the names of all personnel, and experience that will be involved in the site work and project management.
- c) Team Organization - The respective roles and responsibilities team members will take in the project team organization and in the performance of the project.
- d) Project Experience - Brief documentation on similar projects, with client references.
- e) Project Schedule - An outline of the approach proposed to meet the requested schedule(s) and what other resources will be made available by the proponent/sub-consultants to meet set end dates, if delays occur.
- f) Cost Control - An outline of the approach proposed to effect cost control, to maintain initial budget.

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Evaluation and Selection

Selection Process

Proposals will be assessed on the basis of information provided by the Respondent at the time of submission. The evaluation of Proposals will be conducted by an evaluation team comprised of staff members from the Township of Southgate. The Township of Southgate reserves the right to interview and facilitate presentations in order to gain additional detail outside of the proposals received.

Evaluation Criteria

Proposals will be assessed against the following criteria. The Township reserves the right to shortlist firms for further evaluation and interviews which may alter the final scoring results. Proposals will be scored based on meeting or exceeding the expectations of the established evaluation criteria.

	EVALUATION CRITERIA	Weight
1	Qualifications and Expertise	10
2	Experience with projects of similar size and complexity	20
3	Project Approach and Methods	20
4	References	10
5	Proposal Cost	40
		100

Selection of a proposal will be based on all the above criteria and any other relevant information provided by the Respondent(s). Final selection will be based upon the evaluation of proposals unless it is deemed necessary to conduct interviews with one or more of the consultants. The Consultant determined to be the best qualified to perform this project will be recommended as per the Township's Purchasing Policy for contract award.

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Contractor/ Consultant Health and Safety Agreement

It is our objective at the Township of Southgate to provide all persons within our workplace the opportunity to work in a safe environment. It is the Municipality's Policy to totally eliminate all accidents through Health and Safety Standards. All Employees, Contractors, Subcontractors, Suppliers and any other Service Providers to our projects must co-operate and make all reasonable efforts to ensure the maximum protection and minimum inconvenience to the general public, occupants, and the environment.

The Township of Southgate believes the following ideals must be accepted and followed in order to ensure safety on our projects:

1. Any Contractor hired by Southgate must ensure that their employees have safety training and certificates equal to or exceeding the requirements set forth in the current Occupational Health and Safety Act and current regulations.
2. The Contractor(s) on the project must work in conjunction with Southgate's appointed Health and Safety representatives. All Contractors must follow Health and Safety policies set forth by Southgate.
3. The Contractor must report and investigate all incidents, and near accidents to the Southgate's Public Works Manager, and Health and Safety representatives within 24 hours.
4. Health and Safety issues will always be given immediate attention by the Municipality, its representatives, contractors and subcontractors.
5. All applicable current and environmental legislation/regulation(s) are considered a minimum requirement;
6. All employees, contractors/sub-contractors, suppliers and visitors/residents must immediately report unsafe conditions, incidents, and accidents to Southgate's Project/Site Supervisor or the Township of Southgate's Occupational Health and Safety Committee;

All accidents will be investigated to determine the causes and corrective actions to prevent recurrence. Disciplinary Action in the form of:

Step 1 – verbal warning Step

Step 2 – written warning

Step 3 – notification to the Ministry of Labour re: Health and Safety Violations of the Legislation/regulation(s), and unsafe work practices.

Southgate takes pride in the commitment of our employees and contractors, and will take the necessary steps to ensure Health & Safety on all projects.

Note: A WSIB Certificate must be attached.

Bidder/ Contractor Approval: _____ **Phone Number:** _____

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Bid Checklist and Submissions Required

Contractor Responsibilities	Municipal Required	Bidder Submitted
Documentation: <ul style="list-style-type: none">• WSIB Certificate of Clearance (equivalent private)• Liability Insurance Certificates \$2,000,000 minimum• Health and Safety Policy Statement and Operating Procedures	<div><input type="checkbox"/></div> <div><input checked="" type="checkbox"/></div> <div><input type="checkbox"/></div>	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>
General Requirements: <ul style="list-style-type: none">• Comply with all Legislation, Regulations and Codes• Enforce compliance with Municipal issued safety violations• Preform regular safety inspections of project• Employ only qualified competent workers on project• Provide qualified competent on-site supervision• Provide copies of MOL reports, orders, charges related to the project within 24 hours of receipt• Provide accident reports for critical injuries related to this project to Municipality within 24 hours and all other accidents within 3 days	<div><input checked="" type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input checked="" type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>

Signature: _____ **Dated:** _____ **2021**

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Bid Form

Statement of Qualifications:

Experience – Statement of Company's expertise in this Business

Note: Attach a separate sheet if necessary, and any brochures and company profile that would support this section.

Contractor References

Company	Contact	Phone #
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

Note: Attach a separate sheet if necessary

RFP Submissions Inclusions

The RFP proposal submission shall include the following documents:

1. A copy of this RFP document as provided with all signature approvals;
2. Complete the Consultant Health & Safety Agreement form;
3. Complete the Bid Checklist and Submissions Required form;
4. Provide Bid Form responses (above);
5. Complete bid responses using the RFP Pricing Submission forms;
6. Complete the Contractor/ Bidder Acceptance form; and
7. Any other supporting documentation, materials, proposal explanations, project plans, etc. will be accepted and used as part of the selection process.

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RFP Pricing Submission

Pricing submission to include completing the project work inclusive of time, all materials, consultant costs and meetings as described in this RFP document.

Project Components

Price before Taxes

Consultant preparation of Building Condition Assessments Report
And Facility Condition Index measures

\$ _____

Other Project Costs

Please provide details of extra costs:

\$ _____

Sub-Total Project Cost

\$ _____

HST Taxes 13%

\$ _____

Total Project Cost

\$ _____

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Bidder Acceptance

I/we, the undersigned, have carefully examined and/or discussed the project site of the proposed work and, hereby agree to furnish all labour, materials, equipment and services necessary to complete the work in accordance with the attached Instructions to Bidders, General Conditions and Specifications for RFP Proposal as submitted:

Name of Contractor / Bidder _____

Address _____

Contact Person _____

Phone Number _____

Workers' Compensation Number _____

Contractors' Insurance Company _____

Address _____

Contractor Approval Signature

Dated

Bid Proposal Schedules:

A. SCHEDULE OF SOUTHGATE TOWNSHIP BUILDINGS



SCHEDULE A : LISTING OF SOUTHGATE BUILDINGS FOR BCA REVIEW					
	MUNICIPAL ADDRESS	Brief Description of Building	Size	Elev ator	Year Built
1	123273 SG Road 12	a) Holstein PW Garage	6,257 sq ft	N	1973
2		b) Holstein admin. office space	2,334 sq ft	N	1990
3		c) Holstein sand + salt dome	6,364 sq ft	N	1978
4	392057 Grey Road 109	a) Holstein Park assembly hall	3,480 sq ft	N	1967
4a		b) Two gazebos Holstein Park		N	'05, '17
5	413013 east side of SG Sideroad 41	Three sheds at active Landfill site (used by Hunt Club) Property is 42.5 ac	455&109 sf	N	1967
6	185450 Grey Road 9	Hopeville Ballpark assembly hall	1,344 sq ft	N	1967
7	185667 Grey Road 9	a) Hopeville admin. offices	4,090 sq ft	N	1968
8		b) Hopeville works garage + shop	4,900 sq ft	N	2011
9a 9b		c) Hopeville sand + salt dome d) Cold Shed behind dome	6,660 sq ft	N	1993
10	225579 SG Road 22	Rented farm property: SFD residence	2,534 sq ft	N	1880
10a		Type I, Type II and Type III barns, shed		N	
11	245308 SG Road 24	Swinton Park assembly hall	1,383 sq ft	N	1915
11a		Additional office space	408 sq ft	N	1991
12	West Back Line 752051 Ida St	Sewage treatment plant buildings (3) Filter Building	2,106 sq ft 2,106 sq ft 441 sq ft	N	1984 2000
13	180199 Grey Road 9	Maple Grove cemetery garage	720 sq ft	N	1996
13a		Maple Grove cemetery : Church w/bsmt. Mortuary.	610 sq ft	N	1954
14	550 Main St. (Grey Rd.9)	Dundalk arena, offices, commerc. space	19,949 sq ft	Y	1974
15	Main St @ Artemesia St	Olde Town Hall office bldg. rented space	3,182 sq ft	N	1880
15a		Olde Town Hall live theatre space	2,402 sq ft	N	1880
16	250 Owen Sound St.	Pool and change house	1,126 sq ft	N	1965
		Pool and change house	603 sq ft	N	2010
		Retail store/ Canteen	808 sq ft	N	1977
17	75 Dundalk St N	Dundalk PW garage + offices 1	1,612 sq ft	N	19xx
		Dundalk PW garage + offices 2	1,332 sq ft	N	19xx
		Dundalk PW garage + offices 3	3,780 sq ft	N	1995
18	85 Dundalk St N	Southgate Fire Hall offices + garage	6,525 sq ft	N	2003
19	80 Proton St N	Public Library	6,572 sq ft	N	2010
20	Dundalk Wells	Village Waterworks Well D3, D4 D5		N	
21	413020 west side of SG Sideroad 41	Rented SFD and garage Property size 12.6 ac	1,904 sq ft house	N	1966
	<i>Small sheds on Landfill sites, waste transfer stations, gravel pits are excluded</i>				
22	Playgrounds in Parks	Proton Station, Dromore, Lisanti parks	<i>Possible review</i>		