



Purchasing Department

REQUEST FOR QUOTATIONS NO. 202600204

FOR

ROOF REPLACEMENT

AT

ERNESTOWN SECONDARY SCHOOL

50 Main Street
Odessa, Ontario



**We're Putting
Wellness First**



**We're Turning
Innovation into Action**



**We're Committed
to Collaboration**

SEE YOURSELF IN LIMESTONE

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PART 1 – INVITATION AND SUBMISSION INSTRUCTIONS

1.1 Invitation to Respondents

This Request for Quotations (the “RFQ”) is an invitation by the Limestone District School Board (the “Board”) to prospective respondents to submit non-binding quotations for RFQ 202600204 at Ernestown Secondary School, as further described in Section A of the RFQ Particulars (Appendix D) (the “Deliverables”).

This project includes the replacement of the existing roofing on Roof Areas F and J

1.1.1 Prequalified Respondents Only

Quotations will only be accepted from General Contractors who have pre-qualified as per the Board’s Request for Supplier Qualifications 26-05 General Contractor Services.

1.2 Bidding Opportunity

All Respondents shall have a Bid & Tenders Vendor account and be registered as a Plan Taker for this bid opportunity, which will enable the Respondent to download the Bid Documents, to receive Addenda email notifications and download all documents without the watermark “PREVIEW” on them and to submit their response electronically through the bidding system.

1.3 RFQ Contact

All questions related to this RFQ are to be submitted to the RFQ Contact through the bidding system only by clicking on the “Submit a Question” button for this specific bid opportunity.

Respondents and their representatives are not permitted to contact any employees, officers, agents, elected or appointed officials or other representatives of the Board, other than the RFQ Contact, concerning matters regarding this RFQ. Failure to adhere to this rule may result in the disqualification of the respondent and the rejection of the respondent’s quotation.

1.4 Type of Contract for Deliverables

The selected respondent will be requested to enter into a contract for the provision of the Deliverables on the terms and conditions set out in the Form of Agreement (Appendix A) (the “Agreement”). It is the Board’s intention to enter into a contract with only one (1) legal entity.

1.4.1 Term of Contract

NA

1.5 RFQ Timetable

Issue Date of RFQ	June 26, 2026
Site Visit Sign-in	Before 10:30:00 AM EST on Monday, July 6, 2026
Deadline for Questions	July 9, 2026 at 4:00 PM EST
Deadline for Issuing Addenda	July 16, 2026 at 4:00 PM EST
Submission Deadline	Before 2:00:00 PM EST on July 21, 2026
Anticipated Execution of Agreement	July 27, 2026

The RFQ timetable is tentative only and may be changed by the Board at any time.

1.5.1 Site Visit or Pre-bid Meeting

A mandatory site visit will be held on July 6, 2026, at Ernestown Secondary School located at 50 Main Street, Odessa, ON at 10:30 AM EST. Respondents are to meet at the front entrance.

Respondents must be on site and signed in before 10:30:00 AM EST. For that reason, the Board recommends that respondents allow sufficient time to get to the site. Respondents arriving near the deadline do so at their own risk.

Attendance is mandatory for the full length of the meeting and respondents must sign out when the site visit has concluded.

Failure to meet any of the above will result in automatic disqualification from the tender process.

Respondents shall attend the site meeting at their own risk and hold the Board harmless for any issues or damages arising out of their attendance of the site meeting.

The Board will not consider any claims for additional payments during the execution of the Work for extra work or difficulties encountered resulting from conditions which were either visible or could be reasonably inferred from an examination of the Place of the Work and the available project information prior to the submission of Proposals.

The contractors should refer to specifications, drawings, and photos for the other site details.

1.5.2 Secondary Site Examination

Respondents not in attendance at the Site Visit Pre-bid Meeting will not be provided with an opportunity for a secondary site examination visit.

Respondents may request a secondary site examination visit through the Bidding System by clicking on the "Submit a Question" button found within the bid details page of that Procurement. Include the contact's name and email address of the person who will visit the site. The Board reserves the right to refuse a secondary site examination visit.

Respondents shall attend the secondary site examination visit at their own risk and hold the Board harmless for any issues or damages arising out of their attendance of the site meeting.

The Board will not consider any claims for additional payments during the execution of the Work for extra work or difficulties encountered resulting from conditions which were either visible or

could be reasonably inferred from an examination of the Place of the Work and the available project information prior to the submission of Proposals.

Proponents are encouraged to bring their own measuring tape, camera, or other portable tools as required to the site meeting. Respondents are solely responsible for making their own assessment of the site.

1.6 Submission of Quotations

1.6.1 Quotations to be Submitted to Prescribed Location

Quotations must be submitted to:

<https://ldsb.bidsandtenders.ca/Module/Tenders/en>

1.6.2 Quotations to be Submitted on Time

Quotations must be submitted on or before the Submission Deadline. Quotations submitted after the Submission Deadline will not be accepted. Respondents are advised to make submissions well before the deadline. Respondents making submissions near the deadline do so at their own risk.

1.6.3 Quotations to be Submitted in Prescribed Format

All respondents shall have a bidding system vendor account and be registered as a plan taker for this opportunity, which will enable the respondent to download the solicitation document, to receive addenda email notifications, download addenda and submit their quotations electronically through the bidding system.

Respondents are cautioned that the timing of their submission is based on when the quotation is received by the bidding system, not when a quotation is submitted by a respondent, as transmission can be delayed due to file transfer size, transmission speed or other technical factors.

For the above reasons, the Board recommends that respondents allow sufficient time to upload their submission and attachment(s) (if applicable) and to resolve any issues that may arise. The closing date and time shall be determined by the Board's bidding system web clock.

Respondents should contact technical support at bids&tenders™ via telephone at 1-800-594-4798, or email to support@bidsandtenders.ca at least twenty-four hours prior to deadline if they encounter any problems. The bidding system will send a confirmation email to the respondent advising when the quotation was submitted successfully. If you do not receive a confirmation email, contact technical support immediately at bids&tenders™ via telephone at 1-800-594-4798, or email to support@bidsandtenders.ca.

To ensure receipt of the latest information and updates via email regarding this opportunity, or if a respondent has obtained this solicitation document from a third party, the onus is on the respondent to create a bidding system vendor account and register as a plan taker for the opportunity at <https://ldsb.bidsandtenders.ca/Module/Tenders/en>

1.6.4 Amendment of Quotation

Respondents may amend their quotations prior to the Submission Deadline. However, the respondent is solely responsible for ensuring that the amended quotation is received by the bidding system by the Submission Deadline.

1.6.5 Withdrawal of Quotation

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

[End of Part 1]

PART 2 – EVALUATION AND AWARD

2.1 Stages of Evaluation

The Board will conduct the evaluation of quotations in the following stages:

2.2 Stage I – Mandatory Submission Requirements

Stage I will consist of a review to determine which quotations comply with all of the mandatory submission requirements. Quotations that fail to satisfy the mandatory submission requirements will be rejected. The mandatory submission requirements are listed in Section C of the RFQ Particulars (Appendix D).

2.3 Stage II – Mandatory Technical Requirements

The Board will review the quotations to determine whether the mandatory technical requirements as set out in Section D of the RFQ Particulars (Appendix D) have been met. Questions or queries on the part of the Board as to whether a quotation has met the mandatory technical requirements will be subject to the verification and clarification process set out in Part 3.

2.4 Stage III – Pricing

Stage III will consist of an evaluation of the submitted pricing in each qualified quotation in accordance with the price evaluation method set out in Pricing (Appendix C). The evaluation of price will be undertaken after the evaluation of mandatory requirements has been completed.

2.5 Selection of Top-Ranked Respondent

After the completion of Stage III, compliant respondents will be ranked based on the price evaluation. Subject to the process rules contained in the Terms and Conditions of the RFQ Process (Part 3), the top-ranked respondent will be invited to enter into the Agreement in accordance with Part 3. In the event of a tie, the selected respondent will be determined by way of coin toss. The selected respondent will be notified in writing and will be expected to satisfy any applicable conditions of this RFQ, including the pre-conditions of award listed in Section E of the RFQ Particulars (Appendix D), and enter into the Agreement within the period specified in the selection notice. Failure to do so may result in the disqualification of the respondent and the selection of another respondent or the cancellation of the RFQ.

[End of Part 2]

PART 3 – TERMS AND CONDITIONS OF THE RFQ PROCESS

3.1 General Information and Instructions

3.1.1 Respondents to Follow Instructions

Respondents should structure their quotations in accordance with the instructions in this RFQ. Where information is requested in this RFQ, any response made in a quotation should reference the applicable section numbers of this RFQ.

3.1.2 Quotations in English

All quotations are to be in English only.

3.1.3 No Incorporation by Reference

The entire content of the respondent's quotation should be submitted in a fixed form, and the content of websites or other external documents referred to in the respondent's quotation but not attached will not be considered to form part of its quotation.

3.1.4 Past Performance

In the evaluation process, the Board may consider the respondent's past performance or conduct on previous contracts with the Board or other institutions.

3.1.5 Information in RFQ Only an Estimate

The Board and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in this RFQ or issued by way of addenda. Any quantities shown or data contained in this RFQ or provided by way of addenda are estimates only, and are for the sole purpose of indicating to respondents the general scale and scope of the Deliverables. It is the respondent's responsibility to obtain all the information necessary to prepare a quotation in response to this RFQ.

3.1.6 Respondents to Bear Their Own Costs

The respondent will bear all costs associated with or incurred in the preparation and presentation of its quotation, including, if applicable, costs incurred for interviews or demonstrations.

3.1.7 Quotation to be Retained by the Board

The Board will not return the quotation or any accompanying documentation submitted by a respondent.

3.1.8 No Guarantee of Volume of Work or Exclusivity of Contract

The Board makes no guarantee of the value or volume of work to be assigned to the successful respondent. The contract with the selected respondent will not be an exclusive contract for the provision of the described Deliverables. The Board may contract with others for goods and services the same as or similar to the Deliverables or may obtain such goods and services internally.

3.2 Communication after Issuance of RFQ

3.2.1 Respondents to Review RFQ

Respondents should promptly examine all of the documents comprising this RFQ, and may direct questions or seek additional information in writing to the bidding system question and answer function on or before the Deadline for Questions. No such communications are to be directed to anyone or by any other means than submission through the bidding system and the Board shall not be responsible for any information provided by or obtained from any source other than the RFQ Contact or the bidding system. It is the responsibility of the respondent to seek clarification through the bidding system on any matter it considers to be unclear. The Board is not responsible for any misunderstanding on the part of the respondent concerning this RFQ or its process.

3.2.2 All New Information to Respondents by Way of Addenda

This RFQ may be amended only by addendum in accordance with this section. If the Board, for any reason, determines that it is necessary to provide additional information relating to this RFQ, such information will be communicated to all respondents by addendum. Each addendum forms an integral part of this RFQ and may contain important information, including significant changes to this RFQ. Respondents are responsible for obtaining all addenda issued by the Board through the bidding system. Respondents will be required to check a box for acceptance of addenda before submitting their quotation through the bidding system.

3.2.3 Post-Deadline Addenda and Extension of Submission Deadline

If the Board determines that it is necessary to issue an addendum after the Deadline for Issuing Addenda, the Board may extend the Submission Deadline for a reasonable period of time.

3.2.4 Verify, Clarify and Supplement

When evaluating quotations, the Board may request further information from the respondent or third parties in order to verify, clarify or supplement the information provided in the respondent's quotation, including but not limited to clarification with respect to whether a quotation meets the mandatory technical requirements set out in Section D of the RFQ Particulars (Appendix D). The Board may revisit, re-evaluate and rescore the respondent's response or ranking on the basis of any such information.

3.3 Notification and Debriefing

3.3.1 Notification to Other Respondents

Once an agreement is executed by the Board and a respondent, the other respondents may be notified directly in writing and will be notified by public posting in the same manner that this RFQ was originally posted of the outcome of the procurement process.

3.3.2 Debriefing

Respondents may request a debriefing after receipt of a notification of the outcome of the procurement process. All requests must be in writing to the RFQ Contact and must be made within sixty (60) days of such notification.

3.3.3 Procurement Protest Procedure

If a respondent wishes to challenge the RFQ process, it should provide written notice to the RFQ Contact in accordance with the Board's procurement protest procedures and any applicable trade agreement or other applicable bid protest procedures. The notice must provide a detailed explanation of the respondent's concerns with the procurement process or its outcome.

3.4 Conflict of Interest and Prohibited Conduct

3.4.1 Conflict of Interest

For the purposes of this RFQ, the term "Conflict of Interest" includes, but is not limited to, any situation or circumstance where:

- (a) in relation to the RFQ process, the respondent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage, including but not limited to (i) having, or having access to, confidential information of the Board in the preparation of its quotation that is not available to other respondents, (ii) communicating with any person with a view to influencing preferred treatment in the RFQ process (including but not limited to the lobbying of decision makers involved in the RFQ process), or (iii) engaging in conduct that compromises, or could be seen to compromise, the integrity of the open and competitive RFQ process or render that process non-competitive or unfair; or
- (b) in relation to the performance of its contractual obligations under a contract for the Deliverables, the respondent's other commitments, relationships or financial interests (i) could, or could be seen to, exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgement, or (ii) could, or could be seen to, compromise, impair or be incompatible with the effective performance of its contractual obligations.

3.4.2 Disqualification for Conflict of Interest

The Board may disqualify a respondent for any conduct, situation or circumstances, determined by the Board, in its sole and absolute discretion, to constitute a Conflict of Interest as defined above.

3.4.3 Disqualification for Prohibited Conduct

The Board may disqualify a respondent, rescind notice of selection or terminate a contract subsequently entered into if the Board determines that the respondent has engaged in any conduct prohibited by this RFQ.

3.4.4 Prohibited Respondent Communications

Respondents must not engage in any communications that could constitute a Conflict of Interest and should take note of the Conflict of Interest declaration set out in the Submission Form (Appendix B).

3.4.5 Respondent Not to Communicate with Media

Respondents must not at any time directly or indirectly communicate with the media in relation to this RFQ or any agreement entered into pursuant to this RFQ without first obtaining the written permission of the RFQ Contact.

3.4.6 No Lobbying

Respondents must not, in relation to this RFQ or the evaluation and selection process, engage directly or indirectly in any form of political or other lobbying whatsoever to influence the selection of the successful respondent(s).

3.4.7 Illegal or Unethical Conduct

Respondents must not engage in any illegal business practices, including activities such as bid-rigging, price-fixing, bribery, fraud, coercion or collusion. Respondents must not engage in any unethical conduct, including lobbying, as described above, or other inappropriate communications; offering gifts to any employees, officers, agents, elected or appointed officials or other representatives of the Board; deceitfulness; submitting quotations containing misrepresentations or other misleading or inaccurate information; or any other conduct that compromises or may be seen to compromise the competitive process provided for in this RFQ.

3.4.8 Past Performance or Past Conduct

The Board may prohibit a supplier from participating in a procurement process based on past performance or based on inappropriate conduct in a prior procurement process, including but not limited to the following:

- (a) illegal or unethical conduct as described above;
- (b) the refusal of the supplier to honour its submitted pricing or other commitments; or
- (c) any conduct, situation or circumstance determined by the Board, in its sole and absolute discretion, to have constituted an undisclosed Conflict of Interest.

3.5 Confidential Information

3.5.1 Confidential Information of the Board

All information provided by or obtained from the Board in any form in connection with this RFQ either before or after the issuance of this RFQ

- (a) is the sole property of the Board and must be treated as confidential;
- (b) is not to be used for any purpose other than replying to this RFQ and the performance of any subsequent contract for the Deliverables;
- (c) must not be disclosed without prior written authorization from the Board; and
- (d) must be returned by the respondent to the Board immediately upon the request of the Board.

3.5.2 Confidential Information of Respondent

A respondent should identify any information in its quotation or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the Board. The confidentiality of such information will be maintained by the Board, except as otherwise required by law or by order of a court or tribunal. Respondents are advised that their quotations will, as necessary, be disclosed, on a confidential basis, to advisers retained by the Board to advise or assist with the RFQ process, including the evaluation of quotations. If a respondent has any questions about the collection and use of personal information pursuant to this RFQ, questions are to be submitted to the RFQ Contact.

3.6 Procurement Process Non-Binding

3.6.1 No Contract A and No Claims

This procurement process is not intended to create and will not create a formal, legally binding bidding process and will instead be governed by the law applicable to direct commercial negotiations. For greater certainty and without limitation:

- (a) this RFQ will not give rise to any Contract A–based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and
- (b) neither the respondent nor the Board will have the right to make any claims (in contract, tort, or otherwise) against the other with respect to the award of a contract, failure to award a contract or failure to honour a quotation submitted in response to this RFQ.

3.6.2 No Contract until Execution of Written Agreement

This RFQ process is intended to solicit non-binding quotations for consideration by the Board and may result in an invitation by the Board to a respondent to enter into the Agreement. No legal relationship or obligation regarding the procurement of any good or service will be created between the respondent and the Board by this RFQ process until the execution of a written agreement for the acquisition of such goods and/or services.

3.6.3 Non-Binding Price Estimates

While the pricing information provided in quotations will be non-binding prior to the execution of a written agreement, such information will be assessed during the evaluation of the quotations and the ranking of the respondents. Any inaccurate, misleading or incomplete information, including withdrawn or altered pricing, could adversely impact any such evaluation or ranking or the decision of the Board to enter into an agreement for the Deliverables.

3.6.4 Cancellation

The Board may cancel or amend the RFQ process without liability at any time.

3.7 Governing Law and Interpretation

These Terms and Conditions of the RFQ Process (Part 3):

- (a) are intended to be interpreted broadly and independently (with no particular provision intended to limit the scope of any other provision);
- (b) are non-exhaustive and must not be construed as intending to limit the pre-existing rights of the parties to engage in pre-contractual discussions in accordance with the common law governing direct commercial negotiations; and
- (c) are to be governed by and construed in accordance with the laws of the province of Ontario and the federal laws of Canada applicable therein.

[End of Part 3]

APPENDIX A – FORM OF AGREEMENT

The form of contract between the Owner and the Contractor will be CCDC 2 – 2020.

[END OF APPENDIX A]

APPENDIX B – SUBMISSION FORM (ONLINE ACKNOWLEDGEMENT)

Respondents should refer to the online Appendix B – Submission form for the acknowledgement requirements and provide that information in accordance with the instructions provided in the bidding system.

[END OF APPENDIX B]

APPENDIX C – PRICING (ONLINE FORM)

1. Instructions on How to Provide Pricing

- (a) Respondents should submit their pricing information electronically within the bidding system.
- (b) Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST, which should be itemized separately.
- (c) Rates quoted by the respondent must be all-inclusive and must include all labour and material costs, all travel and carriage costs, all insurance costs, all costs of delivery, all costs of installation and set-up, including any pre-delivery inspection charges, and all other overhead, including any fees or other charges required by law.
- (d) Rates quoted must represent any explicitly defined product and/or warranty where no substitutions are permitted.

2. Required Pricing Information

2.1 Total Lump Sum Pricing

The pricing will be evaluated to be the lowest stipulated lumpsum price including contingency allowance.

2.2 Cash Allowance

NA

2.3 Contingency Allowance

A contingency allowance of 10% will be automatically added by the bidding system as part of the total quotation price for unknown costs (such as unexpected site conditions, design errors or omissions, or unforeseen changes in market conditions, or a sudden increase in material costs) in the project to ensure timely scheduling and quality commitments. Contingency allowance will be addressed via change order. Unexpended amounts will be deducted from the contract price. If there are changes in excess of the contingency allowance, the Contract Price will be increased accordingly.

2.4 Alternative Prices

- 1. the Board may accept any of the alternatives and corresponding alternative prices in any order or combination, including all or none,
- 2. the lowest quotation will be determined solely from the base quotation, without taking any alternative prices into account,
- 3. the work of the Contract and the Contract Price will reflect the alternatives and alternative prices, if any, accepted by the Owner at the time of contract award, and

4. acceptance of any alternatives will not affect the base quotation contract completion time, unless we have specifically indicated an increase or decrease in time, in number of days, on account of a particular alternative.

[END OF APPENDIX C]

APPENDIX D – RFQ PARTICULARS

A. THE DELIVERABLES

The Contractor will be responsible for supplying all labor, material, and equipment necessary to complete the work at Frontenac Secondary School as outlined and described in the project specifications by Fishburn Sheridan.

Please see the below documents list uploaded separately on Bids & Tenders.

- RFQ 202600204_25272DK_Tender Drawings_22Jun2026
- RFQ 202600204_25272DK_Tender Specification_22Jun2026
- RFQ 202600204_Asbestos Reassessment_ESS_2025-26

Project Schedule:

This project is to commence on August 4, 2026. Substantial performance of the contract shall be achieved no later than October 30, 2026.

Contract Administration

The Board's designated Consultant for the project is Douglas Ault of Fishburn Sheridan.

B. MATERIAL DISCLOSURES

Contract Performance

Respondents are advised that contract performance will be monitored and evaluated.

C. MANDATORY SUBMISSION REQUIREMENTS

1.0 Submission Form (Appendix B) (Online Acknowledgement)

Each quotation must include a Submission Form (Appendix B) completed and electronically signed by an authorized representative of the respondent.

2.0 Pricing (Appendix C) (Online Form)

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

A Contingency Allowance of 10% will be automatically added by the bidding system as part of the total Quotation price for unknown costs (such as unexpected site conditions, design errors or omissions, or unforeseen changes in market conditions, or a sudden increase in material costs) in the project to ensure timely scheduling and quality commitments. Contingency allowance will be addressed via change order. Unexpended amounts will be deducted from the Contract Price. If there are changes in excess of the contingency allowance, the Contract Price will be increased accordingly.

3.0 Other Mandatory Submission Requirements

3.1 Subcontractors (Appendix D) (Online Form)

Submit a complete list of subcontractors to be used on this project through the bidding system. The Board must approve any changes to this list before work occurs.

The bidder shall not indicate NA, TBD, or TBA, or similar wording. Entering NA, TBD, or TBA, or similar wording will result in the bid being rejected.

The bidder shall not indicate multiple choices of subcontractor names for any subcontractor category in their list of subcontractors. The bidder shall state only one (1) subcontractor for each type of work. If the bidder submits multiple choices, the bid will be rejected.

The bidder shall, at the request of the Board, produce a list of references for all or any proposed subcontractors within three (3) business days.

3.2 Building Ontario Businesses Initiative Act, 2022 (Appendix D) (Online Form)

As per BOBiA 2022, the bidder must be a Canadian business.

Definition of a Canadian Business:

Under this policy, a US business is a supplier, manufacturer, or distributor of any business structure that:

1. has its headquarters or main office located in the US; **and**
2. has fewer than 250 full-time employees in Canada at the time of the applicable procurement process.

3.3 Bill S-211 Fighting Against Forced Labour and Child Labour in Supply Chains Act (Appendix D) (Online Form)

Bill S-211 - This enactment enacts the Fighting Against Forced Labour and Child Labour in Supply Chains Act, which imposes an obligation on certain government institutions entities to ensure measures are taken to prevent and reduce the risk that forced labour or child labour is used by suppliers or in their supply chains. The Board principles align with Bill S- 211.

3.4 CPIC

Contractors and their sub-contractors must have a Level 1 Criminal Background Check if they regularly or directly interact with students, as specified by Regulation 521/01 as amended by Regulation 322/03.

D. MANDATORY TECHNICAL REQUIREMENTS

1. Site meeting attendance.
2. Any proposed alternative materials/products must be approved prior to submission deadline.

E. PRE-CONDITIONS OF AWARD

As a pre-condition of award, the selected bidder must provide the following – for each contract - before the contract can be awarded (note, for further clarity, these items are not required as part of the RFQ submission):

Performance Bond

- in an amount of not less than 50% of the contract amount including HST
- provided by a licensed Canadian surety company
- eBonds must have “Verify Document” link in a format as approved by the Canadian Construction Association
- price of such bond shall be included in the bid price

Materials and Labour Bond

- in an amount of not less than 50% of the contract amount including HST
- provided by a licensed Canadian surety company
- eBonds must have “Verify Document” link a format as approved by the Canadian Construction Association
- price of such bond shall be included in the bid price

Insurance Requirements

- provide proof of insurance coverage, in the form of a valid certificate of insurance
- list the board as certificate holder:

Limestone District School Board
220 Portsmouth Avenue
Kingston, ON
K7M 0G2

- list “Limestone District School Board” as additional insured
- allow for a minimum of \$5M in commercial general liability
- and in accordance with all other insurance requirements set out in the contract documents.

Workplace Safety Insurance

Provide a signed and dated Clearance Certificate issued by the provincial or territorial jurisdiction having authority, confirming that, at the date of contract award, the bidder maintains an account, and is in good standing.

[END OF APPENDIX D]



Limestone

DISTRICT SCHOOL B

Roof Replacement at Ernestown Secondary School

RFQ 202600204

Schedule of Prices

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

* Denotes a "MANDATORY" field

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

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

Contingency Allowance Acknowledgement

A contingency allowance of 10% has been automatically added by the bidding system as part of the total quotation price for unknown costs in the project to ensure timely scheduling and quality commitments.

Contingency allowance will be addressed and tracked via change order.

Unexpended amounts will be deducted from the Contract Price. If there are changes more than the contingency allowance, the Contract Price will be increased accordingly

Acknowledgement	Yes - No *
We, the bidder, acknowledge that a 10% contingency allowance has been added by the bidding system to our submitted bid. This contingency allowance will be used for unforeseen circumstances during the construction process. Unexpended amounts will be deducted from the Contract Price. If there are changes more than the contingency allowance, the Contract Price will be increased accordingly. By answering No, we acknowledge that we will be disqualified from the process.	☐ Yes ☐ No

Submitted Pricing - Lump sum by category with contingency

The undersigned, having carefully examined the request for quotation and project documents for the Deliverables and having visited the place of the work (if required to do so), and taken into account all of the conditions affecting the Deliverables, hereby offer to furnish all necessary labour, materials and equipment required to perform expeditiously, and complete in a satisfactory manner the above-mentioned project in accordance with the documents for the stipulated price of:

Form of work	Stipulated price *	Stipulated price with Contingency Allowance Included
Roof Area F		
Roof Area J		
Ladder		
Miscellaneous mechanical		
Miscellaneous electrical (including solar)		
Subtotal:		

Alternative Prices

We, the above named Respondent, offer the alternative prices requested below. The amount to be added to, or deducted from, our base bid price (as entered in the Quotation Form) is entered for each alternative requested. All alternative prices exclude Harmonized Sales Taxes. If there is no change to the base Quotation price for an alternative, we have so indicated. It is understood that:

1. the Board may accept any of the alternatives and corresponding alternative prices in any order or combination, including all or none,
2. the lowest quotation will be determined solely from the base quotation, without taking any alternative prices into account,
3. the work of the Contract and the Contract Price will reflect the alternatives and alternative prices, if any, accepted by the Owner at the time of contract award, and
4. acceptance of any alternatives will not affect the base quotation contract completion time, unless we have specifically indicated an increase or decrease in time, in number of days, on account of a particular alternative.

Line no	Description of Alternative	Effect on Stipulated Price *	Addition/Deduction *
1	ADHESIVE-APPLIED MOD. BIT. BASE SHEET & CAP SHEET MEMBRANE		

Substantial Completion

Project Description	Agree *	
The contractor will be responsible for supplying all labour, material, and equipment necessary to complete the work as per the RFQ document.	☐ Yes ☐ No	*

Summary Table

Bid Form	Amount
Submitted Pricing - Lump sum by category with contingency	
HST (13%)	\$ 0.00
Total Contract Amount:	

Specifications

Bill S-211 Fighting Against Forced Labour and Child Labour in Supply Chains Act

Question	Yes - No *
Bill S-211 - This enactment enacts the Fighting Against Forced Labour and Child Labour in Supply Chains Act, which imposes an obligation on certain government institutions entities to ensure measures are taken to prevent and reduce the risk that forced labour or child labour is used by suppliers or in their supply chains. The Board principles align with Bill S-211. Please confirm that your organization will comply with this Act.	☐ Yes ☐ No

Building Ontario Businesses Initiative Act, 2022 - Canadian Business

As per BOBiA 2022, the bidder must be an Canadian business.

Question	Yes - No *
Is the bidder a Canadian business?	☐ Yes ☐ No

Police Record Check

Requirement	Acknowledgement *
Contractors and their sub-contractors must have a Level 1 Criminal Background Check if they regularly or directly interact with students, as specified by Regulation 521/01 as amended by Regulation 322/03. Please select Yes in the box in the column Acknowledgement to acknowledge bidder compliance.	☐ Yes ☐ No

Respondent Information

Respondent Contact Name *	Respondent Contact Title *	Respondent Contact Phone *	Respondent Contact Email *

Sub-Contractors

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

The Bidder shall state only one (1) subcontractor for each type of work

Bidder(s) shall upon request by the Owner produce a list of references for all or any proposed Subcontractors within three (3) business days.

Subcontractors

The Board must approve any changes to this list before work occurs.

Entering NA, TBD, or TBA, or similar wording will result in the bid being rejected.

Entering multiple subcontractors for one type of work will result in the bid being rejected.

The bidder shall, at the request of the Board, produce a list of references for all or any proposed subcontractors within three (3) business days.

Form of work	Own Forces *	(Contractor or) Sub-contractor Company Name *	(Contractor or) Sub-contractor Company Address *
Roofing	☐ Yes ☐ No		
Sheet metal	☐ Yes ☐ No		
Ladders	☐ Yes ☐ No		

Subcontractor - Electrical

The Board must approve any changes to this list before work occurs.

Entering NA, TBD, or TBA, or similar wording will result in the bid being rejected.

Entering multiple subcontractors for one type of work will result in the bid being rejected.

The bidder shall, at the request of the Board, produce a list of references for all or any proposed subcontractors within three (3) business days.

Form of work	Own Forces *	(Contractor or) Sub-contractor Company Name *	ESA Number *
Electrical	☐ Yes ☐ No		

Subcontractor - Mechanical

The Board must approve any changes to this list before work occurs.

Entering NA, TBD, or TBA, or similar wording will result in the bid being rejected.

Entering multiple subcontractors for one type of work will result in the bid being rejected.

The bidder shall, at the request of the Board, produce a list of references for all or any proposed subcontractors within three (3) business days.

Form of work	Own Forces *	(Contractor or) Sub-contractor Company Name *	TSSA Number *
Mechanical	☐ Yes ☐ No		

Apdx B - Submission Form

1. Acknowledgment of Non-Binding Procurement Process

The respondent acknowledges that the RFQ process will be governed by the terms and conditions of the RFQ, and that, among other things, such terms and conditions confirm that this procurement process does not constitute a formal, legally binding bidding process (and for greater certainty, does not give rise to a Contract A bidding process contract), and that no legal relationship or obligation regarding the procurement of any good or service will be created between the Board and the respondent unless and until the Board and the respondent execute a written agreement for the Deliverables.

2. Ability to Provide Deliverables

The respondent has carefully examined the RFQ documents and has a clear and comprehensive knowledge of the Deliverables required. The respondent represents and warrants its ability to provide the Deliverables in accordance with the requirements of the RFQ for the rates set out in its quotation.

3. Non-Binding Pricing

The respondent has submitted its pricing in accordance with the instructions in the RFQ and in Pricing (Appendix C) in particular. The respondent confirms that the pricing information provided is accurate. The respondent acknowledges that any inaccurate, misleading or incomplete information, including withdrawn or altered pricing, could adversely impact the acceptance of its quotation or its eligibility for future work.

4. Addenda

The respondent is deemed to have read and taken into account all addenda issued by the Board prior to the Deadline for Issuing Addenda. The respondent is requested to confirm that it has received all addenda by checking the box below. Respondents who fail to complete this section will be deemed to have received all posted addenda.

5. No Prohibited Conduct

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

6. Disclosure of Information

The respondent hereby agrees that any information provided in this quotation, even if it is identified as being supplied in confidence, may be disclosed where required by law or by order of a court or tribunal. The respondent hereby consents to the disclosure, on a confidential basis, of this quotation by the Board to the advisers retained by the Board to advise or assist with the RFQ process, including with respect to the evaluation this quotation.

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

Conflict of Interest

The respondent must declare all potential Conflicts of Interest, as defined in section 3.4.1 of the bid document. This includes disclosing the names and all pertinent details of all individuals (employees, advisers, or individuals acting in any other capacity) who (a) participated in the preparation of the quotation; **AND** (b) were employees of the Board within twelve (12) months prior to the Submission Deadline.

By selecting "No" in the box below the respondent will be deemed to declare that (a) there was no Conflict of Interest in preparing its quotation; and (b) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the bid.

Otherwise, if the statement above applies, check the box "yes".

☐ **Yes** ☐ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document

Please check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
There have not been any addenda issued for this bid.		