



Invitation to Tender
For
Barrie City Hall – Fourth Floor Renovation

Invitation to Tender No.: **FIN2026-152T**

Issued: **May 14, 2026**

Submission Deadline: **June 17, 2026, 2:00 PM local time**

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PART 1 – INVITATION AND SUBMISSION INSTRUCTIONS

1.1 Invitation to Bidders

This Invitation to Tender (the “ITT”) is an invitation by the City of Barrie (the “City”) to the prequalified suppliers identified on the pre-qualified supplier list established through the Request for Supplier Pre-Qualifications # FIN2025-200PQ General Contractors for the Interior Fit-out of City Hall, to submit bids for **Barrie City Hall – Fourth Floor Renovation**, as further described in Section A of the ITT Particulars (Appendix D) (the “Deliverables”).

The City will only accept bids from the pre-qualified suppliers identified on the pre-qualified supplier list established through FIN2025-200PQ General Contractors for the Interior Fit-Out of City Hall. The following firms make up the City’s Pre-Qualified Supplier List:

- Frontier Group of Companies Inc.
- Gordon Busch Inc.
- Magil Construction Canada Inc.
- M.J. Dixon Construction Limited
- Cornerstone Building and Property Services Inc.
- Chandos Construction LP
- Elite Construction

1.2 Type of Contract for Deliverables

The selected bidder will be required to enter into an agreement with the City for the provision of the Deliverables in the form attached as Appendix A to the ITT (the “Agreement”). It is the City’s intention to enter into the Agreement with only one (1) legal entity. The selected bidder will be required to execute the agreement by way of digital signature via DocuSign.

1.3 ITT Timetable

Issue Date of ITT	May 14, 2026
Site Visit	May 28, 2026, 10:30 AM local time
Deadline for Questions / Request for Equivalencies	June 10, 2026, 2:00 PM local time
Deadline for Issuing Addenda	June 15, 2026, 2:00 PM local time
Submission Deadline	June 17, 2026, 2:00 PM local time
Anticipated Execution Date for Agreement	The week of July 13, 2026
Irrevocability Period	90 calendar days

The ITT timetable is tentative only, and may be changed by the City at any time.

1.3.1 Pre-Bid Meeting

A pre-bid meeting to review the terms, conditions and specifications of the bid documents will be held for the benefit of all pre-qualified bidders at the location, date, and time shown below. Attendance at the pre-bid meeting is strongly encouraged.

Location: City Hall, 70 Collier St, Barrie, ON L4M 4T9 (City Hall, Fourth Floor)
Bidders are to meet City staff and the Consultant at the first floor rotunda / north and east entrance.

Date: May 28, 2026

Time 10:30 AM to 11:30 AM local time

It is the bidder's responsibility to be on time for the pre-bid meeting. Late bidders will be permitted to join the pre-bid meeting, but the City will not revisit areas that have been missed due to late arrival.

Attendees will be required to sign-in before the start of the pre-bid meeting and sign-out before they leave.

A site walkthrough of the Fourth Floor is also scheduled as part of this pre-bid meeting. Bidders should come prepared to gather all on-site information necessary to prepare their bid, including measurements, photographs, and observations of existing conditions. It is the responsibility of each bidder to thoroughly familiarize themselves with all existing conditions, limitations, access constraints, and all other matters that may in any way affect the work or cost thereof. No allowance shall be made on behalf of any contractor or subcontractor for errors or omissions due to their failure to familiarize themselves with existing site and project conditions.

Attendees are recommended to bring and wear Personal Protective Equipment (PPE) such as CSA steel-toed safety boots and a hard hat. All attendees are advised to exercise caution when on site.

Minor hazards may be present due to the vacant condition of the space. Attendees must exercise caution and follow City staff direction.

Any information shared at the pre-bid meeting shall not amend or waive the requirements of this ITT in any way unless the amendment or waiver is issued by an addendum in accordance with section 1.6.3 Acknowledgement of Addenda. Under no circumstances shall a bidder rely upon any information at this site visit unless the information is provided in writing in the form of an addendum.

Bidders not attending the pre-bid meeting will not be precluded from submitting a bid; however, those who do not attend acknowledge that they are deemed to know all latent and material facts that they would have gained by attending.

The City reserves the right to (i) extend, delay, or change the date and/or time of the pre-bid meeting, or (ii) not proceed with the pre-bid meeting.

1.4 Bidding System Registration

The City will only consider bids received from bidders who have registered with the City's electronic bidding system at [Bids and Tenders](#) (the "Bidding System") and have obtained the ITT directly from the Bidding System.

All bidders must establish a Bidding System account and be registered as a Plan Taker for the bid opportunity, which will enable the bidder to download the ITT, to receive addenda email notifications, download addenda and to submit their bid electronically through the Bidding System.

1.5 ITT Contact and Bidders' Questions

1.5.1 ITT Contact

For the purposes of this procurement process, all communications in relation to this ITT must be made to the ITT contact through the Bidding System at [Bids and Tenders](#), unless specifically instructed within the ITT document. Post bid closing communications in relation to this ITT may be made through purchasing@barrie.ca.

Bidders and their representatives are not permitted to contact any employees, officers, agents, elected or appointed officials or other representatives of the City, other than the ITT Contact. Failure to adhere to this rule may result in the disqualification of the bidder and the rejection of the bidder's bid.

1.5.2 Bidders' Questions

Prior to the Deadline for Questions, bidders may ask questions or seek additional information in relation to this ITT through the Bidding System using the "Submit a Question" link associated with this bid opportunity. The City will not accept any bidder's questions or requests for information by any other means, except as specifically stated in this ITT.

1.6 Submission of Bids

1.6.1 Electronic Submission Only

Bids must be submitted electronically through the Bidding System. The City will not accept bids submitted by any other method.

1.6.2 Bids must be Received on Time

Bids will only be accepted if they are received by the Bidding System by no later than the Submission Deadline.

The Submission Deadline will be determined by the Bidding System clock. The timing of the bid submission is based on when the bid is **received** by the Bidding System, regardless of when the bidder began the submission process. Onus and responsibility rest solely with the bidder to ensure its bid is received by the Bidding System by no later than the Submission Deadline.

Bidders are advised that transmission of bids can be delayed due to file transfer size, transmission speed and other issues. Bidders are strongly encouraged to allow sufficient time to upload their bid submission and attachment(s), if applicable, and to resolve any issues that may arise. Bidders making submissions near the Submission Deadline do so at their own risk.

The Bidding System will send a confirmation email to the bidder advising that their bid was successfully received.

1.6.3 Acknowledgement of Addenda

It is the responsibility of the bidder to have received all addenda to this ITT that have been issued by the City through the Bidding System. Bidders will be required to check a box for each addendum and any applicable attachments that have been issued before a bidder can submit their bid in the Bidding System.

Addenda will typically be issued through the Bidding System at least forty-eight (48) hours prior to the Submission Deadline. However, in some cases it may be necessary for the City to issue an addendum within the forty-eight (48) hours prior to the Submission Deadline. In such cases, the addendum will include an extension of the Submission Deadline.

Bidders must check the Bidding System for any addenda up until the Submission Deadline.

If a bid is submitted before an addendum is issued, the Bidding System will automatically withdraw the bid and identify the status of the bid as incomplete (not accepted by the City). The withdrawn bid can be viewed by the bidder in the “MY BIDS” section of the Bidding System. The bidder is solely responsible for:

- (a) reviewing the status of their bid;
- (b) making any required adjustments to their bid;
- (c) acknowledging the addendum; and
- (d) ensuring the bid is re-submitted and received by the Bidding System by no later than the Submission Deadline.

The City will not be responsible for the withdrawal of a bid due to the bidder’s failure to acknowledge any addenda issued prior to the Submission Deadline.

1.6.4 Withdrawal or Amendment of Bids

Bidders may withdraw their bids prior to the Submission Deadline through the Bidding System.

If a bidder wishes to amend an already submitted bid prior to the Submission Deadline, the bidder may withdraw the submitted bid and submit a revised bid prior to the Submission Deadline through the Bidding System. The bidder is solely responsible for ensuring that the revised bid is received by the Bidding System by no later than the Submission Deadline.

1.6.5 Bids Irrevocable after Submission Deadline

Bids shall be irrevocable for a period of 90 calendar days running from the moment that the Submission Deadline passes.

[End of Part 1]

PART 2 – EVALUATION AND AWARD

2.1 Stages of Evaluation

The City will conduct the evaluation of bids in the following stages:

2.2 Stage I – Mandatory Submission Requirements

Stage I will consist of a review to determine which bids comply with all of the mandatory submission requirements. Bids that do not comply with all of the mandatory submission requirements as of the Submission Deadline will, subject to the express and implied rights of the City, be disqualified and not evaluated further. The mandatory submission requirements are listed in Section C of the ITT Particulars (Appendix D).

2.2.1 No Amendment to Forms

Other than inserting the information requested on the mandatory submission forms set out in the ITT, a bidder may not make any changes to any of the forms. Any bid containing any such changes, whether on the face of the form or elsewhere in the bid, may be disqualified.

2.3 Stage II – Mandatory Technical Requirements

Stage II will consist of a review to determine which bids comply with all of the mandatory technical requirements. Bids that do not comply with all of the mandatory technical requirements as of the Submission Deadline will, subject to the express and implied rights of the City, be rejected. The mandatory technical requirements are listed in Section D of the ITT Particulars (Appendix D).

2.4 Stage III – Pricing

Stage III will consist of a scoring of the submitted pricing of each compliant bid in accordance with the 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 Lowest Compliant Bidder

Subject to the City's reserved rights, the compliant bidder with the lowest pricing will be selected to enter into the Agreement in accordance with the following section. In the event of a tie, the selected bidder will be determined by way of a coin toss.

2.6 Notice to Bidder and Execution of Agreement

Notice of selection by the City to the selected bidder shall be in writing. The selected bidder shall execute the Agreement in the form attached as Appendix A to this ITT and satisfy any other applicable conditions of this ITT, including the pre-conditions of award listed in Section E of the ITT Particulars (Appendix D), within seven (7) days of notice of selection. This provision is solely for the benefit of the City and may be waived by the City.

2.7 Failure to Enter into Agreement

If a selected bidder fails to execute the Agreement or satisfy any applicable conditions within seven (7) days of notice of selection, the City may, without incurring any liability, proceed with the selection of another bidder and pursue all other remedies available to the City.

[End of Part 2]

PART 3 – TERMS AND CONDITIONS OF THE ITT PROCESS

3.1 General Information and Instructions

3.1.1 ITT Incorporated into Bid

All of the provisions of this ITT are deemed to be accepted by each bidder and incorporated into each bidder's bid. A bidder who submits conditions, options, variations or contingent statements to the terms as set out in this ITT, including the terms of the Agreement in Appendix A, either as part of its bid or after receiving notice of selection, may be disqualified. If a bidder is not disqualified despite such changes or qualifications, the provisions of this ITT, including the Agreement set out in Appendix A, will prevail over any such changes or qualifications in the bid.

3.1.2 Bidders to Follow Instructions

Bidders should structure their bids in accordance with the instructions in this ITT. Where information is requested in this ITT, any response made in a bid should reference the applicable section numbers of this ITT.

3.1.3 Bids in English

All bids are to be in English only.

3.1.4 No Incorporation by Reference

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

3.1.5 Past Performance

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

3.1.6 Information in ITT Only an Estimate

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

3.1.7 Bidders to Bear Their Own Costs

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

3.1.8 Bid to be Retained by the City

The City will not return the bid or any accompanying documentation submitted by a bidder.

3.1.9 No Guarantee of Volume of Work or Exclusivity of Contract

The City makes no guarantee of the value or volume of work to be assigned to the successful bidder. The Agreement will not be an exclusive contract for the provision of the described Deliverables. the City 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 ITT

3.2.1 Bidders to Review ITT

Bidders shall promptly examine all of the documents comprising this ITT, and

- (a) shall report any errors, omissions or ambiguities; and
- (b) may direct questions or seek additional information

through the Bidding System prior the Deadline for Questions. The City is under no obligation to provide additional information, and the City is not responsible for any information provided by or obtained from any source other than by addenda issued by the ITT Contact through the Bidding System. It is the responsibility of the bidder to seek clarification from the ITT Contact on any matter it considers to be unclear. The City shall not be responsible for any misunderstanding on the part of the bidder concerning this ITT or its process.

3.2.2 All New Information to Bidders by Way of Addenda

This ITT may be amended only by addendum. If the City, for any reason, determines that it is necessary to provide additional information relating to this ITT, such information will be communicated to all bidders by addenda through the Bidding System. Each addendum forms an integral part of this ITT.

3.2.3 Post-Deadline Addenda and Extension of Submission Deadline

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

3.2.4 Verify, Clarify and Supplement

When evaluating bids, the City may request further information from the bidder or third parties in order to verify, clarify or supplement the information provided in the bidder's bid. The response received by the City shall, if accepted by the City, form an integral part of the bidder's bid.

3.3 Notification and Debriefing

3.3.1 Notification to Other Bidders

Once the Agreement is executed by the City and a bidder, the other bidders may be notified directly in writing and shall be notified by public posting in the same manner that this ITT was originally posted of the outcome of the procurement process.

3.3.2 Debriefing

In accordance with the City's Procurement By-law, bidders may request a debriefing after receipt of a notification of the outcome of the procurement process. All requests must be in writing to the ITT Contact and must be made within thirty (30) days of such notification. The intent of the debriefing information session is to aid the bidder in presenting a better bid in subsequent procurement opportunities. Any debriefing provided is not for the purpose of providing an opportunity to challenge the procurement process or its outcome.

3.3.3 Procurement Protest Procedure

If a bidder wishes to challenge the ITT process, it should provide written notice to the ITT Contact in accordance with the City's Procurement By-law and procurement protest procedures. The notice must provide a detailed explanation of the bidder'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 ITT, the term "Conflict of Interest" includes, but is not limited to, any situation or circumstance where:

- (a) in relation to the ITT process, the bidder 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 City in the preparation of its bid that is not available to other bidders, (ii) communicating with any person with a view to influencing preferred treatment in the ITT process (including but not limited to the lobbying of decision makers involved in the ITT process), or (iii) engaging in conduct that compromises, or could be seen to compromise, the integrity of the open and competitive ITT process or render that process non-competitive or unfair; or
- (b) in relation to the performance of its contractual obligations contemplated under a contract for the Deliverables, the bidder'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 City may disqualify a bidder for any conduct, situation or circumstances, determined by the City, in its sole and absolute discretion, to constitute a Conflict of Interest as defined above.

3.4.3 Disqualification for Prohibited Conduct

The City may disqualify a bidder, rescind a notification of selection or terminate a contract subsequently entered into if the City determines that the bidder has engaged in any conduct prohibited by this ITT.

3.4.4 Prohibited Bidder Communications

Bidders 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 Bidder Not to Communicate with Media

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

3.4.6 No Lobbying

Bidders must not, in relation to this ITT 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 bidder(s).

3.4.7 Illegal or Unethical Conduct

Bidders must not engage in any illegal business practices, including activities such as bid-rigging, price-fixing, bribery, fraud, coercion or collusion. Bidders 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 City; deceitfulness; submitting bids 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 ITT.

3.4.8 Past Performance or Past Conduct

The City 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 submitted pricing or other commitments; or

- (c) any conduct, situation or circumstance determined by the City, in its sole and absolute discretion, to have constituted a Conflict of Interest.

3.5 Confidential Information

3.5.1 Confidential Information of the City

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

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

3.5.2 Confidential Information of Bidder

Bidders are advised that the City is governed by Ontario's *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA") and information submitted to the City in bid to this ITT may be subject to disclosure under MFIPPA. A bidder should identify any information in its bid or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the City and is advised to consult with their own legal advisors regarding the appropriate way to identify such information. The City will make reasonable efforts to safeguard confidential information, subject to its disclosure requirements under MFIPPA or any disclosure requirements imposed by law or by order of a court or tribunal. Bidders are advised that their bids will, as necessary, be disclosed, on a confidential basis, to advisers retained by the City to advise or assist with the ITT process, including the evaluation of bids. If a bidder has any questions about the collection and use of information pursuant to this ITT, questions are to be submitted to the ITT Contact.

3.6 Reserved Rights and Limitation of Liability

3.6.1 Reserved Rights of the City

The City reserves the right to

- (a) make public the names of any or all bidders;
- (b) make changes, including substantial changes, to this ITT provided that those changes are issued by way of addendum in the manner set out in this ITT;
- (c) request written clarification or the submission of supplementary written information in relation to the clarification request from any bidder and incorporate a bidder's response to that request for clarification into the bidder's bid;

- (d) assess a bidder's bid on the basis of: (i) a financial analysis determining the actual cost of the bid when considering factors including quality, service, price and transition costs arising from the replacement of existing goods, services, practices, methodologies and infrastructure (howsoever originally established); and (ii) in addition to any other evaluation criteria or considerations set out in this ITT, consider any other relevant information that arises during this ITT process;
- (e) waive formalities and accept bids that substantially comply with the requirements of this ITT;
- (f) verify with any bidder or with a third party any information set out in a bid;
- (g) check references other than those provided by any bidder;
- (h) disqualify a bidder, rescind a notice of selection or terminate a contract subsequently entered into if the bidder has engaged in any conduct that breaches the process rules or otherwise compromises or may be seen to compromise the competitive process;
- (i) select a bidder other than the bidder whose bid reflects the lowest cost to the City;
- (j) cancel this ITT process at any stage;
- (k) cancel this ITT process at any stage and issue a new ITT for the same or similar deliverables;
- (l) accept any bid in whole or in part; or
- (m) reject any or all bids;

and these reserved rights are in addition to any other express rights or any other rights that may be implied in the circumstances.

3.6.2 Limitation of Liability

By submitting a bid, each bidder agrees that

- (a) neither the City nor any of its employees, officers, agents, elected or appointed officials, advisors or representatives will be liable, under any circumstances, for any claim arising out of this ITT process including but not limited to costs of preparation of the bid, loss of profits, loss of opportunity or for any other claim; and
- (b) the bidder waives any right to or claim for any compensation of any kind whatsoever, including claims for costs of preparation of the bid, loss of profit or loss of opportunity by reason of the City's decision not to accept the bid submitted by the bidder, to enter into an agreement with any other bidder or to cancel this bidding process, and the bidder shall be deemed to have agreed to waive such right or claim.

3.7 Governing Law and Interpretation

The terms and conditions of the ITT process

- (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 shall not be construed as intending to limit the pre-existing rights of the City; and
- (c) are to be governed by and construed in accordance with the City of Barrie Procurement By-law 2024-075 and all associated procedures and protocols, as amended, the laws of the province of Ontario and the federal laws of Canada applicable therein.

[End of Part 3]

APPENDIX A – FORM OF AGREEMENT

SUPPLEMENTARY CONDITIONS TO CCDC 2-2020, stipulated price contract

The Supplementary Conditions have been developed by The Corporation of the City of Barrie (the "*Owner*").

The Canadian Construction Documents Committee ("*CCDC*") for a stipulated price contract between the *Owner* and *Contractor*, CCDC 2-2020 consisting of the Agreement, Definitions, General Conditions Parts 1 to 13 inclusive is hereby amended as set out in the Supplementary Conditions that have been included as Attachment 5 – Supplementary Conditions to CCDC 2-2020 to this ITT document.

Supplementary Conditions shall be read in conjunction with, and in case of conflict, take precedence over, the Agreement, Definitions and General Conditions. Amendments to any provisions of the Agreement, Definitions and General Conditions shall be considered as superseding the affected provision thereof.

Where a General Condition or paragraph of the General Conditions of the contract is deleted by the Supplementary Conditions, the numbering of the remaining General Conditions or paragraphs shall remain unchanged, and the numbering of the deleted item will be retained, unused.

The Contractor shall be responsible for printing out a hard copy of the CCDC 2-2020 for their use and applying the official copyright seal to each copy printed after full execution.

APPENDIX B – SUBMISSION FORM

(to be completed in the Bidding System)

1. Offer

The bidder has carefully examined the ITT documents and has a clear and comprehensive knowledge of the Deliverables required under the ITT. By submitting a bid, the bidder agrees and consents to the terms, conditions and provisions of the ITT, including the Form of Agreement, and offers to provide the Deliverables in accordance therewith at the rates set out in its bid.

2. Rates

The bidder has submitted its rates in accordance with the instructions in the ITT and in Pricing (Appendix C) in particular. The bidder confirms that it has factored all of the provisions of Appendix A, including insurance and indemnity requirements, into its pricing assumptions and calculations.

3. No Prohibited Conduct

The bidder declares that it has not engaged in any conduct prohibited by this ITT.

4. Conflict of Interest

The bidder must declare all potential Conflicts of Interest, as defined in section 3.4.1 of the ITT. 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 bid; **AND** (b) were employees of the City within twelve (12) months prior to the Submission Deadline.

If the box in the Bidding System is left blank, the bidder will be deemed to declare that (a) there was no Conflict of Interest in preparing its bid; and (b) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the ITT.

Otherwise, if the statement below applies, the bidder shall check the box in the Bidding System and must set out the details of the actual or potential Conflict of Interest in the Bidding System where indicated.

- The bidder declares that there is an actual or potential Conflict of Interest relating to the preparation of its bid, and/or the bidder foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the ITT.

5. Disclosure of Information

The bidder hereby agrees that any information provided in this bid, 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 bidder hereby consents to the disclosure, on a confidential basis, of this bid by the City to the advisers retained by the City to advise or assist with the ITT process, including with respect to the evaluation this bid.

6. Bid Irrevocable

The bidder agrees that its tender shall be irrevocable for a period of 90 calendar days following the Submission Deadline.

7. Execution of Agreement

The bidder agrees that in the event its bid is selected by the City, in whole or in part, it will finalize and execute the Agreement in the form set out in Appendix A to this ITT in accordance with the terms of this ITT.

8. AODA Compliance

The bidder acknowledges that should they be awarded the contract, as a vendor of the City they shall be bound to comply with all requirements outlined in the *Accessibility for Ontarians with Disabilities Act (AODA), 2005* as amended from time to time, and that they shall undertake to ensure all employees, agents, volunteers and sub-contractors hired by the City in completion of the City's work have been trained in and will also comply with the above standards, including any new employees in the future. One option for training is available through the Province of Ontario at <https://accessforward.ca/>

APPENDIX C – PRICING

1. Instructions on How to Provide Pricing

- (a) Bidders should provide the information requested under section 3 below (“Required Pricing Information”).
- (b) Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST.
- (c) Rates quoted by the bidder must be all-inclusive and must include all labour and material costs, all travel and carriage costs, all insurance costs, all costs of delivery to the City, 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 by the bidder shall not be subject to adjustment for any reason except as otherwise set out in the Contract.
- (e) **Pricing Form 1 – Base Bid:** Bidders shall provide an all-inclusive lump sum price to complete the Base Bid, which shall include the complete scope of Work as described in the Contract Documents, exclusive of provisional prices (Pricing Form 2), alternate prices (Pricing Form 3), and the cash allowances (Pricing Form 4).
- (f) **Pricing Form 2 – Provisional Prices:** Bidders shall provide an all-inclusive price for each provisional item listed below. Refer to Attachment 2 – Specifications, Section 01 23 00 – Alternatives and the Drawings for full scope details.
 - Provisional Item B: Provide an all-inclusive lump sum price for the supply and installation of demountable partition systems, Type **DW-1 (single glazed, minimum STC 36)**, including all components and accessories in accordance with Attachment 1 – Drawings and Attachment 2 – Specifications, Section 10 22 19.
 - Provisional Item C: Provide an all-inclusive lump sum price for custom millwork booth benches, complete as per Attachment 1 – Drawings.
 - Provisional Item D: Provide an all-inclusive lump sum price for custom linear millwork bench, complete as per Attachment 1 – Drawings.
 - Provisional Item E: Provide an all-inclusive unit price per Window Roller Blind in accordance with Attachment 2 – Specifications, Section 12 24 13. The unit price submitted shall be held for each Window Roller Blind to the maximum quantity indicated in the Attachment 1 – Drawings. Refer to Attachment 1 – Drawings for maximum unit quantity.
- (g) **Pricing Form 3 – Alternate Prices:** Alternate Prices represent changes to the Base Bid (Pricing Form 1) scope. For each alternate, bidders are to enter the net dollar value change to the Base Bid if that alternate is selected for the following items. Refer to Attachment 2 – Specifications, Section 01 23 00 – Alternatives for full scope details.

- Alternate Price A: Provide the alternate price for Gypsum Board Perimeter Ceiling in Lieu of Acoustic Ceiling Tiles (“ACT”) with Attachment 2 – Specifications, Section 09 21 16 and Attachment 1 – Drawings. The net price adjustment including credit will be for ACT ceiling system not being installed and cost for gypsum board ceiling system being installed at perimeter areas. Refer to Attachment 2 – Specifications, Section 09 21 16 – Gypsum Board Assemblies and Drawings.
- Alternate Price F: Provide the alternate price for ACT Ceiling Type Upgrade in accordance with Attachment 2 – Specifications, Section 09 51 13 and Attachment 1 – Drawings. The net price adjustment will be to upgrade from the base bid ACT ceiling type to the alternative specified ACT ceiling type. Refer to Attachment 2 – Specifications, Section 09 51 13 – Acoustical Panel Ceilings.
- Alternate Price G: Provide the alternate price, as an all-inclusive lump sum, for the supply and installation of upgraded demountable partition systems, Type **DW-2 (double glazed, minimum STC 44)**, including all components and accessories in accordance with Attachment 1 – Drawings and Attachment 2 – Specifications, Section 10 22 19.

- (h) **Demountable Partitions – Base Scope:** The City will provide demountable wall system through its furniture contract. The demountable partition system provided by the City shall include all accessories, components, hardware, and installation, including cylinder locks, floor stops, door pulls, and related door hardware.

The Contractor will be responsible for the following:

- Glazing decals
- Integration of power and data
- Coordination of flooring material joints at partition locations
- All related coordination required to complete the space

The City and Consultant will provide shop drawings to the Contractor during construction for coordination.

Do not include demountable partition supply and installation in the Base Bid. Refer to Provisional Price B and Alternate Price G for contractor supply and installation options.

- (i) The quantities indicated in this ITT are approximate estimates only are subject to change based on budget availability and operational requirements. The City has exercised reasonable care in the preparation of estimated quantities but shall not be responsible for fluctuations in the estimated quantities.

The estimated quantities to be supplied under the contract shall be used as the basis for calculation upon which the award of the contract will be made. The actual amount paid to the successful bidder will be the unit price multiplied by the actual quantities supplied during the contract.

The City reserves the right to increase or decrease quantities based on the City's approved budget at the rates quoted in the Schedule of Prices. The successful bidder shall have no claim for any compensation against the City if the successful bidder's actual quantities are above or below the estimated quantities provided in the Schedule of Prices.

2. Evaluation of Pricing

Pricing will be evaluated based on the lowest total price inclusive of the provisional items and cash allowances, excluding Alternate Items and HST, for the Bidder who is compliant to all deliverables as stated within this ITT.

3. Required Pricing Information

Bidders shall complete the Bidding System Schedule of Prices.

4. Provisional Items

Provisional Items will be included as part of the Evaluation of Pricing (section 2).

The City reserves the right to award none, or all of the provisional items listed on the Pricing Form. The award of provisional items, if any, will be determined at the time of award based on the City's budget availability and will be at the sole discretion of the City. No guarantee is made that any provisional items will be awarded.

5. Alternate Items

Alternate Items will not be included as part of the Evaluation of Pricing (section 2).

Bidders must provide the change to the total bid price in Pricing Form 1 if the alternate item is selected. Bidders are to provide the change to the total bid price in Pricing Form 1 using one of the following three options:

1. Insert the additional cost to the total bid price if the alternate item results in an increase to the total bid price.
2. Insert a negative (-) symbol BEFORE the cost difference if the alternate item results in cost savings to the total bid price. (For example: -15.00)
3. Insert 0.00 if there is no change to the total bid price to use the alternate item.

6. Cash Allowances

Cash allowances have been included in Pricing Form 4 for the following items:

- Allowance 1 – Firestopping Repairs to Existing Conditions
- Allowance 2 – Abatement and Remediation
- Allowance 3 – Unknown Electrical Requirements for Owner-Coordinated Systems

Cash allowances are preset amounts specified in Section 01 21 00 – Allowances. Please also see Attachment 5 – CCDC2-2020 Supplementary Conditions for cash allowance process in the

supplemental conditions. Pricing shall be submitted and reviewed for approval before any work can proceed.

The use of the cash allowance must be approved by the City in writing before the work commences. Cash allowance payment shall be made based on the actual invoice for the work completed, if approved by the City. The Contractor shall not be entitled to any markup, administrative fees, overhead and profit. The cash allowance shall be carried by the Contractor, not individual subcontractors. The cash allowance is deemed to be all inclusive, but not to include HST.

APPENDIX D – ITT PARTICULARS

A. THE DELIVERABLES

This appendix shall be read in conjunction with the Contract Documents attached to this ITT, including Attachment 1 – Drawings and Attachment 2 – Specifications.

1. Definitions

Terms capitalized in this appendix are defined as per the General Conditions and Definitions of the CCDC 2 – 2020 Stipulated Price Contract, as amended by the Supplementary Conditions.

2. Introduction

The purpose of this ITT is to obtain bids from the pre-qualified suppliers list established through the Request for Supplier Pre-Qualifications, FIN2025-200PQ General Contractors for the Interior Fit-out of City Hall. The City will only accept bids from suppliers on the pre-qualified suppliers list. The selected bidder will be required to provide all labour, materials, equipment, and services necessary for the complete construction of the City Hall Fourth Floor Renovation, in accordance with the Contract Documents.

The following firms make up the City's Pre-Qualified Supplier List:

- Frontier Group of Companies Inc.
- Gordon Busch Inc.
- Magil Construction Canada Inc.
- M.J. Dixon Construction Limited
- Cornerstone Building and Property Services Inc.
- Chandos Construction LP
- Elite Construction

3. Background

City Hall, located at 70 Collier Street, Barrie, Ontario, L4M 4T5 is a nine-storey facility housing over 420 employees. The fourth floor renovation introduces an Activity-Based Working ("ABW") model, building on the third floor renovation completed in 2019, with subsequent floors subject to future City Council approval.

4. Scope of Work

The Contractor shall supply all labour, materials, and equipment necessary to complete the Work as defined in the Contract Documents, including Attachment 1 – Drawings and Attachment 2 – Specifications. Bidders are responsible for reviewing all Contract Documents to fully understand the scope. The scope includes, but is not limited to:

- Selective interior demolition of existing partitions, doors, flooring, ceilings, millwork, lighting, and decommissioned cabling, as indicated in Attachment 1 – Drawings and Attachment 2 – Specifications.
- Construction and installation of new interior elements and finishes, including partitions, ceilings, millwork, doors, glazing, acoustic treatments, flooring, and painting.
- Upgrades to existing washroom fixtures and finishes.
- Modification and installation of building systems, including HVAC, electrical, technology infrastructure, and fire protection, in compliance with applicable codes and standards.
- Removal of furniture, fixtures, and equipment as indicated in the Attachment 1 – Drawings or directed by the City's Project Manager.
- Phased coordination to permit the City's other contractors to install furniture, information technology, and audio-visual equipment into completed spaces during construction. Where demountable partitions are Owner-furnished, the Contractor shall accommodate phased access for the furniture contractor's installation during construction.
- Testing, commissioning, and start-up of all installed systems, including operator training.
- Full project close-out, including record drawings in AutoCAD/Revit format, equipment manuals, and warranties. Refer to Specification Sections 01 77 00 – Closeout Procedures and 01 78 00 – Closeout Submittals.
- One (1) year guaranteed maintenance and warranty period commencing at Ready-for-Takeover as defined in CCDC 2 – 2020 Stipulated Price Contract.

Provisional and alternative prices are set out in Appendix C – Pricing and Attachment 2 – Specifications, Section 01 23 00 – Alternatives.

5. Project Conditions

The following project specific conditions apply to the Work:

a) Occupied Building

City Hall will remain fully occupied and operational for the duration of the Work. The Contractor shall execute the Work with the least possible interference or disturbance to City operations, staff, and the public. Refer to Attachment 2 – Specifications, Sections 01 11 00 – Summary of Work and 01 14 00 – Work Restrictions.

b) Hours of Work

Regular working hours shall be Monday to Friday from 07:00 to 17:00.

Any Work proposed outside of regular working hours (07:00 to 17:00, Monday to Friday) must receive prior approval from the City. Preferred after-hours work hours, subject to approval, are Monday to Friday from 17:00 to 23:00. Work between 23:00 and 07:00 (Monday to Friday), as well as any work on weekends and holidays, require prior City approval.

No Work shall be permitted during Council meetings (typically Wednesday evenings) unless otherwise approved by the City.

Noise-generating and otherwise disruptive work (including demolition, coring, grinding, sawing, and similar activities) shall not be performed during regular working hours (07:00 to 17:00, Monday to Friday) and must be scheduled for approved after-hours periods in coordination with the City.

The Contractor shall not be entitled to a Change Order for costs arising from compliance with these working hour restrictions.

Refer to Attachment 2 – Specifications, Section 01 14 00 – Work Restrictions, 1.06.

c) Fire Watch / Hot Work

An hourly fire watch shall be provided whenever hot work is performed or when any life safety systems are impaired or shut down to facilitate the Work, in accordance with applicable regulations and City protocols.

The Contractor is responsible for fire watch coverage on the fourth floor at all times.

The City may provide fire watch coverage on other floors during regular business hours up to 23:00 (Monday to Friday). **Outside of these hours (23:00 to 07:00, weekends, and statutory holidays), the Contractor shall retain the City's security company Garda Canada Security Corporation established through the RFP FIN2023-113P Uniformed Security Guard Services to provide required fire watch coverage.**

The Contractor is responsible for obtaining all hot work permits, coordinating required system overrides, and obtaining City approval prior to commencing hot work.

All fire watch protocols and applicable rates shall be followed as directed by the City. All associated costs shall be included in the Contract Price.

d) Service Interruptions

Where Work involves breaking into or connecting to existing services, the Contractor shall give the Owner and Consultant a minimum of 48 hours' written notice prior to any interruption of mechanical, electrical, fire alarm, or other building systems or services. Interruptions shall be minimized in duration and, where possible, carried out after normal working hours. Temporary services shall be provided where directed to maintain critical building systems. Refer to Attachment 2 – Specifications, Section 01 14 00, 1.05.

e) Elevators and Material Handling

Workers and materials shall use only existing building elevators. Elevator walls shall be padded and protected prior to use to the satisfaction of the Owner and Consultant; the Contractor accepts liability for damage and overloading. Dedicated elevator booking during normal business hours requires 48 hours' advance notice to the City's Project Manager. Large equipment and heavy materials shall be handled outside normal business hours. Refer to Attachment 2 – Specifications, Section 01 14 00, 1.03.

f) Site Access and Storage

The Contractor shall confine Work, personnel, and materials to areas designated in the Drawings or approved by the City's Project Manager. Materials shall not be stored in corridors, loading areas, or public spaces.

There is no contractor parking available on site; however, paid public parking is available nearby. The City will identify a designated delivery and staging area at construction kickoff; space will be limited.

Refer to Attachment 2 – Specifications, Sections 01 14 00 and 01 52 00 – Construction Facilities.

g) Sanitary Facilities

Existing washroom facilities on the fourth floor and public ground floor are available for Contractor use during construction. The Contractor shall maintain these facilities in a clean and sanitary condition at all times.

Refer to Attachment 2 – Specifications, Section 01 52 00 – Construction Facilities.

h) Security Systems (Camera)

Where existing security camera (elevator lobby) require removal and reinstatement to facilitate the Work, the Contractor shall arrange for this work to be performed by a Tyco-approved contractor or using the City's vendor, Wallwin Voice & Data Ltd, from the standing agreement established through the Request ("RFQ") # FIN2025-264Q Quotation Supply and Delivery of Surveillance Cameras and Equipment.

The Contractor shall not undertake this Work directly or engage non-approved parties.

The Contractor shall coordinate all required activities with the City's Project Manager and Tyco, and shall carry all associated costs in the Contract Price.

i) Cutting and Core Drilling

Prior to any cutting, coring, or penetration into structural elements, the Contractor shall submit a written request with structural details prepared and sealed by a Professional Engineer licensed in Ontario. Existing reinforcement and embedded services must be located prior to any cutting or coring.

X-ray scanning shall be completed on weekends only and requires prior City approval. All cutting and coring activities are subject to structural review and stamp prior to Work.

All associated costs, including scanning or X-Ray services and the Professional Engineer's review, are to be included in the Contract Price.

Refer to Attachment 2 – Specifications, Section 02 41 19– Selective Interior Demolition.

6. Schedule and Milestones

The following tentative timelines use terminology defined in CCDC 2–2020 Stipulated Price Contract. Dates preceded by "~" are estimates only.

Milestones	Estimated Date
Anticipated Contract Execution	~July 2026
Kickoff Meeting	Upon Notice to Proceed
Ready-for-Takeover	~November 2026
Substantial Performance of the Work	~November 2026, or upon certification
Targeted Space Launch / Full Occupancy	~December 2026
Total Performance of the Work	~January 2027

The Contractor shall allow for the City's other contractors to complete their work as areas of the Work are progressively completed and shall maintain space and time separation between all parties concurrently on site, as Constructor under the Occupational Health and Safety Act (Ontario).

The Contractor shall prepare and maintain the project schedule in accordance with Specification Section 01 32 16 – Construction Progress Schedule (Critical Path Method) and submit bi-weekly progress reports, including construction progress photographs, in accordance with Attachment 2 – Specifications, Section 01 31 19 – Project Meetings.

7. Consultant and City Project Manager

The City has retained Fabrik Architects Inc. as the Prime Consultant to provide design and contract administration services. Once in contract, the Contractor shall direct all technical and contractual communications through the Consultant in accordance with CCDC 2 – 2020 Stipulated Price Contract.

Bidders are not permitted to contact the Consultant or any subconsultants at any time to discuss this ITT. If a bidder attempts or has attempted to contact the consultant or subconsultants for the purpose of retaining information on this ITT, the bidder may be disqualified from any and all bid opportunities relating to this project.

A City Project Manager will serve as the Owner's authorized representative throughout the course of the project. The Contractor shall coordinate all phases of work at the respective facility with the City's Project Manager.

8. Personnel and Supervision

The Contractor shall maintain a competent Site Supervisor at the Place of the Work at all times during construction. The Site Supervisor must be one of the individuals identified in the Contractor's submission to FIN2025-200PQ General Contractors for the Interior Fit-out of City Hall, unless otherwise approved in writing by the City. Refer to Attachment 2 – Specifications, Section 01 43 00 – Quality Assurance for additional personnel qualification requirements.

9. Coordination with Owner's Contractors

The Contractor shall coordinate with the City's Project Manager throughout the project and shall accommodate the City's other contractors and suppliers as they deliver and install City-furnished items, including furniture, information technology and cabling, audio-visual equipment, and

security systems. As areas of the Work are progressively completed, the Contractor shall permit the City's other contractors access to carry out their work. The Contractor is responsible for all coordination with the City's Project Manager and the City's other contractors; coordination activities reasonably foreseeable from the Contract Documents are included in the Contract Price and are not grounds for a Change Order.

Where the demountable partition system is supplied by the City's furniture contractor, the Contractor shall incorporate the furniture contractor's installation schedule into the project schedule and allow access to completed areas before the Contractor's overall Work is complete. Where the demountable partition system is carried by the Contractor (Provisional Price B or Alternate Price G), coordination requirements are as set out in the Specifications. In either case, the Contractor shall sequence and schedule its own work and that of the City's other contractors to avoid conflicts, including where City contractor activities interface with the Contractor's scope items. Refer to Attachment 2 – Specifications, Sections 10 22 19 – Demountable Partitions, 08 80 00 – Glazing, and 08 71 00 – Door Hardware for scope delineation and coordination requirements. The Contractor, as Constructor under the OHSA, is responsible for maintaining space and time separation between its own trades and the City's other contractors working on site concurrently, and shall manage site access, sequencing, and safety protocols to ensure all parties can work safely and without interference.

The Contractor is responsible for testing, commissioning, and start-up of all installed systems as required by the Contract Documents. Separately, the City will arrange for independent commissioning verification of mechanical and electrical systems by a City representative. The Contractor shall provide advance notice to the City's Project Manager prior to commissioning-related milestones and facilitate City representative access as required. Refer to Attachment 2 – Specifications, Section 01 45 00 – Quality Control.

10. Health and Safety

The City of Barrie's health and safety goal is a healthy and safe work environment. Health and safety programs are considered key to the development and maintenance of this environment. The City expects its employees and contractors to work safely.

The selected bidder must have an Occupational Health and Safety Policy as per the *Occupational Health and Safety Act*. The Contractor must supply the elements of their program to implement that policy that are specific to the hazards of the work being bid upon and submitted prior to commencement of work. The Contractor is to supply for review and consideration, evidence of worker training in health and safety, including but not limited to Ministry of Labour mandatory training (work and supervisor), and any training that may relate to hazards associated with the work, prior to any work commencement.

Unless explicitly referenced elsewhere in contract documentation, the Contractor will be designated as the Constructor, as defined by the *Occupational Health and Safety Act*, for the purpose of this work. As Constructor, the Contractor shall assume all of the responsibilities of the Constructor as set out in the *Occupational Health and Safety Act* and its regulations and enforce strict compliance therewith.

The Contractor shall ensure that this work is conducted in a safe manner consistent with the intent of the *Occupational Health and Safety Act*, *regulations relevant to the work being conducted*, , and any other pertinent legislation. Violations of any such legislation may result in the Contractor being removed from the project.

The Contractor shall appoint a competent person as defined by the *Occupational Health and Safety Act* to supervise this work. The Contractor shall provide to the City's project manager (a) certificate(s) of training through a recognized industry organization as evidence of the individual's competence, prior to any work commencement.

Where required by the Occupational Health and Safety Act and its regulations, the Contractor shall register the project with the Ministry of Labour's Construction Health and Safety Branch within thirty (30) days of undertaking the project and prior to starting work on the site. The Contractor shall pay all registration fees. A copy of the registration must be posted in a visible location at the site and submitted to the City's project manager before starting work on site (Notice of Project).

The Contractor shall provide a written emergency plan, which includes a process for addressing a critical injury, accident or incident as defined by the *Occupational Health and Safety Act*, to the City's project manager for review. It shall be posted on site prior to any work commencement.

Where required, the Contractor shall provide a telephone, appropriate first aid facilities, eye wash stations, Automated External Defibrillator (AED), naloxone, and any other measures required for emergency use as identified in the emergency plan prior to any work commencement.

The Contractor shall provide to the City's project manager, throughout the course of the work, copies of all inspection reports, including any preventative or corrective measures taken to uphold site safety when requested.

The Contractor shall provide to the City's project manager, throughout the course of the work, all accident/incident reports and associated documentation when requested.

The City's project manager will stop the work immediately for any major violation of the Occupational Health and Safety Act or its regulations. The Contractor shall not resume the work until any such violation has been rectified.

The Contractor shall be responsible for any delay in the progress of the work due to a violation of legislated requirements or City health and safety requirements of which they have been advised and shall take the necessary steps to avoid delay in the final completion of the work without additional cost to the City.

11. Laws, Regulations, Permits, Fees and Licences

The Contractor shall ensure all work is being performed in accordance with, and under authorization of all applicable authorities, including Municipal, Provincial and Federal legislation. The Contractor shall be responsible for ensuring compliance by its suppliers and subcontractors.

The Contractor shall also abide by all Ontario's Occupational Health and Safety Act and respective Regulations, including Regulations for Construction Projects.

The Contractor shall apply and obtain necessary permits, pay all fees, all inspection fees and furnish all necessary certificates to conform to Federal, Provincial, Municipal and Local laws, rules, and regulations which, in any way, affect the work. Where permits and/or licences are not required to carry out the work, the Contractor shall provide written confirmation to the consultant and/or City that applicable jurisdiction was consulted regarding permits/licences relating to work specified in the ITT and that jurisdiction does not require permits or licences to complete the contract in its entirety.

B. MATERIAL DISCLOSURES

The material disclosures that apply to this ITT, if any, are set out below.

1. Substitutes or Equivalents

The City may have specified products, manufacturers, and brand names throughout this document and its attachments. The City is willing to consider an equivalent to the specified items, however determination of the item to be an acceptable equivalent will be at the sole discretion of the City.

If a bidder wishes to include a substitute or equivalent in its bid pricing, the bidder must complete the following steps:

- a) Bidders who wish to bid a substitute or equivalent products, must submit the substitute or equivalent request through the Bidding System using the "Submit a Question" link associated with this bid opportunity prior to the Deadline for Questions / Request for Equivalency. Requests submitted after the deadline may not be considered.
- b) Bidders shall submit information and documentation regarding the proposed substitution or equivalent to the City by no later than three (3) Business Days after the City's request, including the reason for the change, the benefit to the City, identification of current product lead time (from shop drawing approval) and confirmation that it will not extend the project timelines beyond the identified project schedule, full submittal package including manufacturer data sheets, shop drawings (including physical dimensions, weights, power requirements, performance data, etc.), independent test reports, and performance differences compared with the specifications.
- c) It is at the discretion of the City and its representatives whether the proposed substitution or equivalent is acceptable and meets the City's performance objectives.
- d) Bidders will receive notification of acceptable products in the form of an Addendum posted in the Bidding System.

2. Hazardous Materials

The City has completed a Designated Substances and Hazardous Materials Survey of City Hall (Attachment 3 – Designated Substances and Hazardous Materials Survey). Bidders shall review this survey prior to bidding. A cash allowance for abatement and remediation is included in Attachment 2 – Specifications, Section 01 21 00 – Allowances (Allowance 2: \$10,000.00). The following requirements apply:

- a) WHMIS: The Contractor shall comply with all WHMIS requirements. Containers for hazardous materials or products shall be labelled in accordance with the Ontario WHMIS regulation. Safety Data Sheets (SDS) for all WHMIS-controlled products shall be submitted prior to commencement of work and maintained on site in an accessible location at all times. Refer to Specification Section 01 35 29, 1.12.
- b) Designated Substances: Where the Work involves potential worker exposure to a Designated Substance, the Contractor shall propose a work plan to limit worker exposure within applicable limits, review the plan with the City's representative and subcontractors prior to commencing affected work, and perform regular inspections to monitor compliance. Inspection results shall be documented and provided to the City's representative.
- c) Hazardous Waste: Where waste designated as "hazardous waste" under O. Reg. 347 (Environmental Protection Act) is generated, the Contractor shall register the project as a hazardous waste site prior to starting work, ensure all hazardous waste is removed by a licensed carrier to a licensed facility, and retain all waste manifests on site for the duration of the contract. Copies shall be provided to the City's representative upon request.

3. Electrical Systems Requirements

Design, construction, applicable permits/fees for any and all electrical work must conform to the following codes and standards:

- ESA – Electrical Safety Authority
- CSA – Canadian Standards Association
- EEMAC – Electrical & Electronics Manufacturers Association of Canada
- NFPA – National Fire Protection Association
- OBC- Ontario Building Code
- MLITSD/MOL - Ministry of Labour, Immigration, Training and Skills Development

The City has a Health and Safety Notice to any contractor(s) performing any electrical work on any of its facilities.

The Contractor shall adhere to the below items. Non-compliance will result in a stop work order and the ESA and MLITSD notified:

- Any worker found performing work on or around live electrical equipment shall adhere to the most current and stringent regulations for Ontario, Occupational Health & Safety Act (OHSA) and its respective regulations CSA Z462 Workplace electrical safety standard,

Control of Hazardous Energy (LOTO), Ontario Electrical Safety Code and applicable and shared City of Barrie policies.

- The City has a firm **NO LIVE WORK** policy. The City requires that **ALL WORK** involving connection into existing distribution be coordinated with the City prior to work commencing. In addition, the City requires that **ALL WORKERS** completing or supervising electrical work on City sites shall submit the following training certificates at the project kickoff meeting, Control of Hazardous Energy (LOTO) and Z462 Workplace electrical safety training.
- The successful bidder shall file a notification with the Electrical Safety Authority of any work on an electrical installation:
 - prior to commencement of the work whether or not electrical power or energy has been previously supplied to the land, building, or premises on which the work is performed; or
 - within 48 hours after commencement of the work where compliance with (a) is not practicable.
 - Copy of such permit to be provided to the City once available.

4. Work Restrictions – Occupied Building

City Hall will remain occupied and fully operational throughout this contract. Bidders must carefully review Attachment 2 – Specifications, Section 01 14 00 – Work Restrictions, which governs the Contractor's use of the site. Key requirements are as follows:

- Hours of work: Noise-generating work (demolition, coring, grinding, and other disruptive activities) shall be carried out Monday to Friday between 17:00 and 07:00 hours, and on Saturdays, Sundays, and statutory holidays. Bidders shall price all after-hours work requirements into the Contract Price.
- Service interruptions: 48 hours' advance written notice to the Owner and Consultant is required for any interruption of mechanical, electrical, fire alarm, or other building systems or services. Interruptions shall be minimized in duration and carried out after normal working hours where possible.
- Elevator use: Workers and materials shall use only existing building elevators with walls padded prior to use. Dedicated elevator time during normal business hours requires 48 hours' advance notice to the City's Project Manager.
- Smoking: Smoking and vaping is not permitted anywhere on City property (Attachment 2 – Specifications, Section 01 14 00, 1.07).

The Contractor is responsible for pricing all work restrictions, including after-hours requirements, into the Contract Price.

Waste disposal: All construction waste shall be disposed of in accordance with applicable regulations (Attachment 2 – Specifications, Section 01 74 19 – Waste Management and Disposal). The Contractor shall make its own arrangements for waste bins and removal; use of City waste bins is not permitted.

5. Insurance

The successful bidder will be responsible for submitting a Certificate of Insurance that demonstrates the required insurance to the City as a Pre-Condition of Award and prior to the expiry date of any required insurance policy. Where possible, the successful bidder shall use the link to the Bidding System to upload their Certificates of Insurance.

6. Accessibility for Ontarians with Disabilities Act (AODA) Compliance

All information and documents provided to the City which are to be publicly available, as determined by the City in its sole discretion, must be made accessible according to the Accessibility for Ontarians with Disabilities Act (AODA). All material must meet the Website Content Accessibility Guidelines (WCAG) 2.0 Level AA standard, with all PDF documents meeting the PDF U/A standard. To ensure that WCAG and PDF U/A standards are met, a PAC report, Common Look report or equivalent is required to be provided for all public-facing materials.

7. Personnel Changes

Throughout the full duration of the project, the Contractor shall not be permitted to substitute personnel named in their submission to the FIN2025-200PQ General Contractors for the Interior Fit-out of City Hall without the City's prior written approval. If a named individual ceases to be employed by the Contractor or is unable to perform their function, the proposed substitute must have equal or greater qualifications and experience as determined by the City. The City retains the right to refuse any proposed substitution.

C. MANDATORY SUBMISSION REQUIREMENTS

1. Submission Form (Appendix B)

Each bidder shall complete Appendix B Submission Form (Appendix B) in the Bidding System.

2. Pricing (Appendix C)

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

3. Bonding

3.1 Digital Bid Bond

Each bidder shall provide with their submission a Digital Bid Bond in the amount of one hundred and fifty thousand dollars (\$150,000). The Digital Bid Bond shall be issued by a surety company authorized by law to do business in the Province of Ontario.

The Digital Bid Bond shall be forfeited should the selected bidder fail to execute a contract with the City within seven (7) calendar days.

Bidders shall upload the Digital Bid Bond in the Documents & Bonding section of Bidding System in the upload file labelled “Digital Bid Bond”.

3.2 Digital Agreement to Bond

Each bidder shall provide with their submission a Digital Agreement to Bond in the form as available for download in the Bidding System Bid Details Documents section, or other form used by a surety company authorized by law to do business in the Province of Ontario. The Digital Agreement to Bond shall be issued by a surety company authorized by law to do business in the Province of Ontario.

The Digital Agreement to Bond shall state that the bidder has:

- a) bonding capacity to provide a 50% Labour and Materials Payment Bond in the form as prescribed in the Construction Act (Form 31 - Labour and Material Payment Bond).
- b) bonding capacity to provide a 50% Performance Bond in the form as prescribed in the Construction Act (Form 32 - Performance Bond).

Bidders shall upload the Digital Agreement to Bond in the Documents & Bonding section of Bidding System in the upload file labelled “Digital Agreement to Bond”.

3.3 Digital Bonds (Digital Bid Bond & Digital Agreement to Bond)

The digital bonds shall include:

- i. assurances that the document was duly executed by the parties identified and that it is enforceable by law (this requires the use of a third-party digital service provider);
- ii. digital signatures and digital seals (**a scanned copy of a paper bond is NOT acceptable**); and,
- iii. a method of authentication that confirms “Integrity of Content”. The bond shall include assurances that the document received is the true document executed and the content has not been changed or altered (all instructions for accessing authentication shall be included with the uploaded bonds).

Failure to comply with the above requirements shall result in rejection of your bid.

Note: If bidders receive the digital “Digital Bid Bond” and “Digital Agreement to Bond” in one .pdf document, bidders should upload the completed document in both the Digital Bid Bond and the Digital Agreement to Bond upload files on the Documents & Bonding section of the Bidding System. DO NOT split the document into two separate documents.

4. List of Subcontractors Form

Bidders shall complete the List of Subcontractors form in the Bidding System. At minimum, bidders must provide the following information:

- Name of Subcontractor
- Work Type to be Subcontracted; and
- Approximate Value of Subcontracted Work

Any change in Subcontractors from those listed shall have equal or better qualification and/or experience as determined by the City of Barrie. The selected bidder must also have approval by the City of Barrie prior to the replacement Subcontractor starting work on the project.

Failure on the part of the bidder to declare in their submission all Subcontractors or to advise the City of a change in Subcontractor may result in disqualification in accordance with Section 3.4.3. Disqualification for Prohibited Conduct.

5. Non-US Based Vendor Confirmation

Bidders shall complete the Non-US Based Vendor Confirmation form in the Bidding System and be in compliance with the Mayoral Directive issued March 4, 2025.

D. MANDATORY TECHNICAL REQUIREMENTS

The mandatory technical requirements that apply to this ITT, if any, are set out below.

1. Non-US Based Vendor Confirmation

In compliance with the Mayoral Directive issued March 4, 2025:

That notwithstanding the Procurement By-law, in response to the tariffs in the amount of 10%-25% being imposed by the United States on Canadian products starting on March 4, 2025 that threaten our sovereignty, our security or our rights to self-determination and freedoms, jobs and daily lives of our residents, the City of Barrie supports the Team Canada approach instituted by the Federal and Provincial Governments by:

- banning any new procurement of US based vendors; and
- removing any US based vendors from the City's preferred vendor list for municipal projects

as determined by the CAO until either the Federal and/or Provincial Governments provide direction to remove such bans or the tariffs are rescinded.

E. PRE-CONDITIONS OF AWARD

The pre-conditions of award that apply to this ITT, if any, are set out below.

- **WSIB Certificate** - Upon selection and prior to award, the selected Bidder must provide a current Certificate of Clearance from the Workplace Safety and Insurance Board.
- **Insurance Certificate** – Upon selection and prior to award, the selected bidder must provide a current Certificate of Insurance as per the ITT requirements with the Corporation of the City of Barrie listed as an additional insured.
- **Bonding** – Upon selection and prior to award, the selected bidder must provide a bonds as per the ITT requirements.
- **Health and Safety** – Upon selection and prior to award the selected Bidder must provide an acceptable accident experience documents in the form of a WSIR along with their Occupational Health and Safety plan as described above.
- **Contract** – The selected bidder will be required to execute the Agreement by way of digital signature via DocuSign as coordinated by the City.
- **Electronic Funds Transfer (EFT)** – The selected bidder will be required to submit a completed EFT Authorization Agreement Form if not already on file.

F. PREVIEW OF ON-LINE BIDDING SYSTEM SCHEDULES

Please find below a **preview only** of certain schedules (collectively, “**Schedules**”) that will need to be **completed online only** through the Bidding System by the bidder as part of your Bid submission.

The bidder acknowledges that the preview below is provided as a courtesy only (to assist the bidder in determining the size and scope of the project, etc.) and shall not be relied upon in any way.

Please note that the Schedules shown below are **subject to change/addition/deletion by addendum(s)** issued by the City. Following the issuance of each addendum, such changes may be reflected in the electronic Schedules to be completed, but will not be reflected in this document. It is the bidder’s responsibility to review all addendums and ensure that the Bid is submitted based on the current requirements.

For greater certainty, the bidder shall submit their Bid by completing all Schedules and fields in the online Bidding System. Any Bid submitted on the basis of the preview Schedules below may in the City’s sole discretion, be disqualified and rejected on the basis of being incomplete.

FIN2026-152T - Barrie City Hall – Fourth Floor Renovation

Opening Date: May 14, 2026 4:00 PM

Closing Date: June 17, 2026 2:00 PM

Schedule of Prices

* Denotes a "**MANDATORY**" field

Do not enter \$0.00 dollars unless you are providing the line item at zero dollars to the City of Barrie (unless otherwise specified in the Pricing Form).

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.

Pricing Form 1 - Base Bid

1. Instructions on How to Complete Pricing Form

(a) Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST.

(b) Rates quoted by the Bidder must be all-inclusive and must include all labour and material costs, all licensing/registration 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.

(c) Rates quoted by the bidder shall not be subject to adjustment for any reason except as otherwise set out in the Contract.

(d) **Pricing Form 1 – Base Bid:** Bidders shall provide an all-inclusive lump sum price to complete the Base Bid, which shall include the complete scope of Work as described in the Contract Documents, exclusive of provisional prices (Pricing Form 2), alternate prices (Pricing Form 3), and the cash allowances (Pricing Form 4).

(e) **Demountable Partitions – Base Scope:** The City will provide demountable wall system through its furniture contract. The demountable partition system provided by the City shall include all accessories, components, hardware, and installation, including cylinder locks, floor stops, door pulls, and related door hardware.

The Contractor will be responsible for the following:

- Glazing decals
- Integration of power and data
- Coordination of flooring material joints at partition locations
- All related coordination required to complete the space

The City and Consultant will provide shop drawings to the Contractor during construction for coordination.

Do not include demountable partition supply and installation in the Base Bid.

Refer to Provisional Price B and Alternate Price G for contractor supply and installation options.

(f) The quantities indicated in this ITT are approximate estimates only are subject to change based on budget availability and operational requirements. The City has exercised reasonable care in the preparation of estimated quantities but shall not be responsible for fluctuations in the estimated quantities.

The estimated quantities to be supplied under the contract shall be used as the basis for calculation upon which the award of the contract will be made. The actual amount paid to the successful bidder will be the unit price multiplied by the actual quantities supplied during the contract.

The City reserves the right to increase or decrease quantities based on the City's approved budget at the rates quoted in the Schedule of Prices. The successful bidder shall have no claim for any compensation against the City if the successful bidder's actual quantities are above or below the estimated quantities provided in the Schedule of Prices.

2. Evaluation of Pricing

Pricing will be evaluated based on the lowest total price inclusive of the Provisional Items and Cash Allowances, excluding Alternate Items and HST, for the Bidder who is compliant to all deliverables as stated within this ITT.

#	Description	Unit of Measure	Estimated Quantity	Unit Price *	Total
1	Base Bid: Provide an all inclusive lump sum price to complete all Work in accordance with the Contract Documents.	Lump Sum	1		
Subtotal:					

Pricing Form 2 - Provisional Prices

1. Instructions on How to Complete Pricing Form

(a) Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST.

(b) Rates quoted by the Bidder must be all-inclusive and must include all labour and material costs, all licensing/registration 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.

(c) Rates quoted by the bidder shall not be subject to adjustment for any reason except as otherwise set out in the Contract.

(d) **Pricing Form 2 – Provisional Prices:** Bidders shall provide an all-inclusive price for each provisional item listed below. Refer to Attachment 2 – Specifications, Section 01 23 00 – Alternatives and the Drawings for full scope details.

- Provisional Item B: Provide an all-inclusive lump sum price for the supply and installation of demountable partition systems, Type **DW-1 (single glazed, minimum STC 36)**, including all components and accessories in accordance with Attachment 1 – Drawings and Attachment 2 – Specifications, Section 10 22 19.
- Provisional Item C: Provide an all-inclusive lump sum price for custom millwork booth benches, complete as per Attachment 1 – Drawings.
- Provisional Item D: Provide an all-inclusive lump sum price for custom linear millwork bench, complete as per Attachment 1 – Drawings.
- Provisional Item E: Provide an all-inclusive unit price per Window Roller Blind in accordance with Attachment 2 – Specifications, Section 12 24 13. The unit price submitted shall be held for each Window Roller Blind to the maximum quantity indicated in the Attachment 1 – Drawings. Refer to Attachment 1 – Drawings for maximum unit quantity.

(e) **Demountable Partitions – Base Scope:** The City will provide demountable wall system through its furniture contract. The demountable partition system provided by the City shall include all accessories, components, hardware, and installation, including cylinder locks, floor stops, door pulls, and related door hardware.

The Contractor will be responsible for the following:

- Glazing decals
- Integration of power and data
- Coordination of flooring material joints at partition locations
- All related coordination required to complete the space

The City and Consultant will provide shop drawings to the Contractor during construction for coordination.

Do not include demountable partition supply and installation in the Base Bid.

Refer to Provisional Price B and Alternate Price G for contractor supply and installation options.

(f) The quantities indicated in this ITT are approximate estimates only are subject to change based on budget availability and operational requirements. The City has exercised reasonable care in the preparation of estimated quantities but shall not be responsible for fluctuations in the estimated quantities.

The estimated quantities to be supplied under the contract shall be used as the basis for calculation upon which the award of the contract will be made. The actual amount paid to the successful bidder will be the unit price multiplied by the actual quantities supplied during the contract.

The City reserves the right to increase or decrease quantities based on the City's approved budget at the rates quoted in the Schedule of Prices. The successful bidder shall have no claim for any compensation against the City if the successful bidder's actual quantities are above or below the estimated quantities provided in the Schedule of Prices.

2. Evaluation of Pricing

Pricing will be evaluated based on the lowest total price inclusive of the Provisional Items and Cash Allowances, excluding Alternate Items and HST, for the Bidder who is compliant to all deliverables as stated within this ITT.

3. Provisional Items

Provisional Items will be included as part of the Evaluation of Pricing (section 2).

The City reserves the right to award none, or all of the provisional items listed on the Pricing Form. The award of provisional items, if any, will be determined at the time of award based on the City's budget availability and will be at the sole discretion of the City. No guarantee is made that any provisional items will be awarded.

#	Description	Unit of Measure	Estimated Quantity	Unit Price *	Total
1	Provisional Item B: Supply and installation of all demountable partition systems in accordance with Attachment 1 – Drawings, DW-1, single glazed,	Lump Sum	1		

	minimum STC 36				
2	Provisional Item C: Custom millwork booth benches	Lump Sum	1		
3	Provisional Item D: Custom linear millwork bench	Lump Sum	1		
4	Provisional Item E: Unit price per Window Roller Blinds replacement	each	10		
Subtotal:					

Pricing Form 3 - Alternate Prices

1. Instructions on How to Complete Pricing Form

(a) Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST.

(b) Rates quoted by the Bidder must be all-inclusive and must include all labour and material costs, all licensing/registration 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.

(c) Rates quoted by the bidder shall not be subject to adjustment for any reason except as otherwise set out in the Contract.

(d) **Pricing Form 3 – Alternate Prices:** Alternate Prices represent changes to the Base Bid (Pricing Form 1) scope. For each alternate, bidders are to enter the net dollar value change to the Base Bid if that alternate is selected for the following items. Refer to Attachment 2 – Specifications, Section 01 23 00 – Alternatives for full scope details.

- Alternate Price A: Provide the alternate price for Gypsum Board Perimeter Ceiling in Lieu of Acoustic Ceiling Tiles (“ACT”) with Attachment 2 – Specifications, Section 09 21 16 and Attachment 1 – Drawings. The net price adjustment including credit will be for ACT ceiling system not being installed and cost for gypsum board ceiling system being installed at perimeter areas. Refer to Attachment 2 – Specifications, Section 09 21 16 – Gypsum Board Assemblies and Drawings.
- Alternate Price F: Provide the alternate price for ACT Ceiling Type Upgrade in accordance with Attachment 2 – Specifications, Section 09 51 13 and Attachment 1 – Drawings. The net price adjustment will be to upgrade from the base bid ACT ceiling type to the alternative specified ACT ceiling type. Refer to Attachment 2 – Specifications, Section 09 51 13 – Acoustical Panel Ceilings.
- Alternate Price G: Provide the alternate price, as an all-inclusive lump sum, for the supply and installation of upgraded demountable partition systems, Type **DW-2 (double glazed, minimum STC 44)**, including all components and accessories in accordance with Attachment 1 – Drawings and Attachment 2 – Specifications, Section 10 22 19.

(e) **Demountable Partitions – Base Scope:** The City will provide demountable wall system through its furniture contract. The demountable partition system provided by the City shall include all accessories, components, hardware, and installation, including cylinder locks, floor stops, door pulls, and related door hardware.

The Contractor will be responsible for the following:

- Glazing decals
- Integration of power and data
- Coordination of flooring material joints at partition locations
- All related coordination required to complete the space

The City and Consultant will provide shop drawings to the Contractor during construction for coordination.

Do not include demountable partition supply and installation in the Base Bid.

Refer to Provisional Price B and Alternate Price G for contractor supply and installation options.

(f) The quantities indicated in this ITT are approximate estimates only are subject to change based on budget availability and operational requirements. The City has exercised reasonable care in the preparation of estimated quantities but shall not be responsible for fluctuations in the estimated quantities.

The estimated quantities to be supplied under the contract shall be used as the basis for calculation upon which the award of the contract will be made. The actual amount paid to the successful bidder will be the unit price multiplied by the actual quantities supplied during the contract.

The City reserves the right to increase or decrease quantities based on the City’s approved budget at the rates quoted in the Schedule of Prices. The successful bidder shall have no claim for any compensation against the City if the successful bidder’s actual quantities are above or below the estimated quantities provided in the Schedule of Prices.

2. Evaluation of Pricing

Not applicable.

3. Alternate Items

Alternate Items will not be included as part of the Evaluation of Pricing (section 2).

Bidders must provide the change to the total bid price in Pricing Form 1 if the alternate item is selected. Bidders are to provide the change to the total bid price in Pricing Form 1 using one of the following three options:

1. Insert the additional cost to the total bid price if the alternate item results in an increase to the total bid price.
2. Insert a negative (-) symbol BEFORE the cost difference if the alternate item results in cost savings to the total bid price. (For example: -15.00)
3. Insert 0.00 if there is no change to the total bid price to use the alternate item.

#	Description	Unit of Measure	Unit Price *
1	Alternate Price A – Ceiling Gypsum Board Perimeter	Net price adjustment (+/-)	
2	Alternate Price F – ACT Ceiling Type	Net price adjustment (+/-)	
3	Alternate Price G – Demountable Partition Systems in accordance with Attachment 1 – Drawings, DW-2, double glazed, minimum STC 44	Net price adjustment (+/-)	

Pricing Form 4 - Cash Allowances

1. Instructions on How to Complete Pricing Form

(a) Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST.

(b) Rates quoted by the bidder must be all-inclusive and must include all labour and material costs, all travel and carriage costs, all insurance costs, all costs of delivery to the City, 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.

2. Evaluation of Pricing

Pricing will be evaluated based on the lowest total price inclusive of the Provisional Items and Cash Allowances, excluding Alternate Items and HST, for the Bidder who is compliant to all deliverables as stated within this ITT.

3. Cash Allowance

Cash allowances have been included in Pricing Form 4 for the following items:

- Allowance 1 – Firestopping Repairs to Existing Conditions
- Allowance 2 – Abatement and Remediation
- Allowance 3 – Unknown Electrical Requirements for Owner-Coordinated Systems

Cash allowances are preset amounts specified in Section 01 21 00 – Allowances. Please also see Attachment 5 – CCDC2-2020 Supplementary Conditions for cash allowance process in the supplemental conditions. Pricing shall be submitted and reviewed for approval before any work can proceed.

The use of the cash allowance must be approved by the City in writing before the work commences. Cash allowance payment shall be made based on the actual invoice for the work completed, if approved by the City. The Contractor shall not be entitled to any markup, administrative fees, overhead and profit. The cash allowance shall be carried by the Contractor, not individual subcontractors. The cash allowance is deemed to be all inclusive, but not to include HST.

#	Description	Unit of Measure	Estimated Quantity	Unit Price	Total
1	Firestopping Repairs to Existing Conditions	C.A.	1	\$8,000.0000	\$ 8,000.0000
2	Abatement and Remediation	C.A.	1	\$10,000.0000	\$ 10,000.0000
3	Unknown Electrical Requirements for Owner-Coordinated Systems	C.A.	1	\$10,000.0000	\$ 10,000.0000
Subtotal:					\$ 28,000.0000

Summary Table

Bid Form	Amount
Pricing Form 1 - Base Bid	
Pricing Form 2 - Provisional Prices	
Pricing Form 4 - Cash Allowances	\$ 28,000.0000
Subtotal Contract Amount:	

Specifications

Specifications are defined in the Bid document.

Bidder Information

Description	Bidder's Response	
Contact Name:		*
Contact Title:		*
Contact Phone:		*
Contact Fax:		
Contact Email:		*
HST Registration Number:		
Business Identification Number (BIN):		
Legal Company Name (as per HST Registration Number):		*
Name(s), Title(s) and email address(s) of the person(s) that have the authority to bind the organization for execution of the contract, if awarded:		*

Non US-based Vendor Confirmation

Description	Acknowledgement *
<p>The bidder confirms that they are a non-US based vendor in compliance with the Mayoral Directive issued March 4, 2025:</p> <p>That notwithstanding the Procurement By-law, in response to the tariffs in the amount of 10%-25% being imposed by the United States on Canadian products starting on March 4, 2025 that threaten our sovereignty, our security or our rights to self-determination and freedoms, jobs and daily lives of our residents, the City of Barrie supports the Team Canada approach instituted by the Federal and Provincial Governments by:</p> <ul style="list-style-type: none">• banning any new procurement of US based vendors; and• removing any US based vendors from the City's preferred vendor list for municipal projects <p>as determined by the CAO until either the Federal and/or Provincial Governments provide direction to remove such bans or the tariffs are rescinded.</p>	

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.

List of Subcontractors

Bidders shall complete the List of Subcontractors table below. At minimum, bidders must provide the following information:

- Name of Subcontractor
- Work Type to be Subcontracted; and
- Approximate Value of Subcontracted Work

Any change in Subcontractors from those listed below shall have equal or better qualification and/or experience as determined by the City of Barrie. The selected bidder must also have approval by the City of Barrie prior to the replacement Subcontractor starting work on the project.

Failure on the part of the bidder to declare in the table below all Subcontractors or to advise the City of a change in Subcontractor may result in disqualification in accordance with Section 3.4.3. Disqualification for Prohibited Conduct.

☐ By clicking here I confirm that there are no Subcontractor(s) and the Bidder shall perform the project with their **"OWN FORCES"**.

#	Name of Subcontractor	Work Type to be Subcontracted	Approximate Value of Subcontracted Work (if available)	
1				*
2				
3				
4				
5				

Documents

It is your responsibility to make sure the uploaded file(s) is/are not defective or corrupted and are able to be opened and viewed by the Owner. If the attached file(s) cannot be opened or viewed, your Bid Call Document may be rejected.

BONDING UPLOAD SECTION

Bidders shall submit with their on-line bid Digital Bond(s) as specified in the bid document.

The City of Barrie **ONLY accepts digital bonds**. Scanned bonds (Bid Bond & Agreement to Bond) will not be accepted. Vendors are encouraged to contact their surety provider **well in advance** of submitting a bid as the process may take several weeks. More information about digital bonds can be found on the [Surety Association of Canada \(SAC\) website](#).

Note: If bidders receive the digital “Digital Bid Bond” and “Digital Agreement to Bond” in one .pdf document, bidders should upload the completed document in both the Digital Bid Bond and the Digital Agreement to Bond upload files on the Documents & Bonding section of the Bidding System. DO NOT split the document into two separate documents.

- Digital Bid Bond * (mandatory)
- Digital Agreement to Bond * (mandatory)

Appendix B Submission Form

1. Offer

The bidder has carefully examined the ITT documents and has a clear and comprehensive knowledge of the Deliverables required under the ITT. By submitting a bid, the bidder agrees and consents to the terms, conditions and provisions of the ITT, including the Form of Agreement, and offers to provide the Deliverables in accordance therewith at the rates set out in its bid.

2. Rates

The bidder has submitted its rates in accordance with the instructions in the ITT and in Pricing (Appendix C) in particular. The bidder confirms that it has factored all of the provisions of Appendix A, including insurance and indemnity requirements, into its pricing assumptions and calculations.

3. No Prohibited Conduct

The bidder declares that it has not engaged in any conduct prohibited by this ITT.

4. Disclosure of Information

The bidder hereby agrees that any information provided in this bid, 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 bidder hereby consents to the disclosure, on a confidential basis, of this bid by the City to the advisers retained by the City to advise or assist with the ITT process, including with respect to the evaluation this bid.

5. Bid Irrevocable

The bidder agrees that its tender shall be irrevocable for a period of 90 calendar days following the Submission Deadline.

6. Execution of Agreement

The bidder agrees that in the event its bid is selected by the City, in whole or in part, it will finalize and execute the Agreement in the form set out in Appendix A to this ITT in accordance with the terms of this ITT.

7. AODA Compliance

The bidder acknowledges that should they be awarded the contract, as a vendor of the City they shall be bound to comply with all requirements outlined in the *Accessibility for Ontarians with Disabilities Act (AODA), 2005* as amended from time to time, and that they shall undertake to ensure all employees, agents, volunteers and sub-contractors hired by the City in completion of the City's work have been trained in and will also comply with the above standards, including any new employees in the future. One option for training is available through the Province of Ontario at <https://accessforward.ca/>

☐ 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.

The bidder/proponent/respondent must declare all potential Conflicts of Interest, as defined in the solicitation 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 bid/proposal/response; **AND** (b) were employees of the City within twelve (12) months prior to the Submission Deadline.

If the bidder/proponent/respondent clicks "No", the bidder/proponent/respondent will be deemed to declare that (a) there was no Conflict of Interest in preparing its submission; and (b) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the solicitation document.

Do you have any actual or potential Conflict of Interest to declare?

☐ **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.		