

City of Fernie Beautification Services

Request for Proposals

Issue Date: February 7th, 2019

Proposals marked "*City of Fernie Beautification Services*" will be received at the City of Fernie, City Hall, PO Box 190, 501-3rd Avenue, Fernie, BC up to 2:00PM local time, **February 28th, 2019**

Please submit all inquiries to Brett Logan, Parks and Facilities Manager, PO Box 190, 501 – 3rd Avenue, Fernie BC V0B 1M0 by telephone to 250.423.2253 or by email to brett.logan@fernie.ca

The City of Fernie reserves the right to cancel this Request for Proposal for any reason whatsoever without any liability to the City of Fernie.

Closing Date: 2:00PM MDT, Thursday, February 28th

NOTE: It is the Proponent's responsibility to check the City's website or BC Bid for any addenda.

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1. INVITATION

1.1. Statement of Request for Bids

The Corporation of the City of Fernie (the City) is seeking proposals from qualified contractors to provide services in support of the City's summer beautification services for specified areas within the City as detailed in the Scope of Work. All proposals are required to identify the composition and arrangement of each planting location including the hanging baskets. The proposals should also specify maintenance schedules for all specified work and any provisions to ensure vitality and health of the proposed plantings.

The City believes that selection of a qualified vendor/supplier is critical to the success or failure of this project and interested firms are advised the intent of this Request for Proposal is to select the successful proponent based on criteria deemed most advantageous to the City. This document outlines the general scope of work and the basic requirements for the proposal document.

This RFP is a mere invitation to treat; it is a solicitation to vendors to come forward with competing offers regarding a Contract, and/or to compete for an opportunity to negotiate a Contract. This RFP itself does not constitute an offer in relation to the formation of any contract, including any bid contract, preliminary contract, collateral contract, or "contract A". No agreement of any kind (express or implied), including any contract A or implied terms (including any implied duty of fairness), shall result upon submission of a proposal (whether or not such proposal is Non-Compliant). Nevertheless, proposals submitted to the City containing signature pages signed by Proponents in relation to the formation of a performance Contract are offers capable of acceptance by the City (whether or not the proposal is Non-Compliant), with or without negotiations, in order to form one or more performance Contracts, as described in paragraphs 4.11 and elsewhere in this RFP. The City reserves the sole and exclusive right to accept a non-compliant proposal, despite any failure to comply with a mandatory term of this RFP. The City shall not have any legal duty or obligation to anyone in connection with this RFP except under performance Contracts, if any, created by the parties according to the process described in this RFP. The City is under no obligation to enter into any contract or other agreement with anyone in connection with this RFP and proposals received. All evaluation criteria and other evaluation related processes in this document are non-binding guidelines only, notwithstanding any obligatory language used herein. Thus, the evaluation process under this RFP is structured to be flexible and forgiving. This flexible and forgiving process is a fair and transparent one, because Proponents are made aware of the nature of the process in advance, and because all Proponents stand to benefit from its flexible and forgiving nature from the outset. Competition and value-for-money are enhanced, because attractive Proposals need not be disqualified. The sole remedy for any Proponent who finds the nature of this RFP unacceptable is to refrain from submitting a proposal.

1.2. Terminology

The following terms will apply to this Request for Proposal and to any subsequent Contract. Submission of a proposal in response to this Request for Proposal indicates acceptance of all the following terms:

“Best Value” means the value placed upon quality, service, past performance and price.

“Contract” means the written Master Municipal Construction Documents Client/Consultant Agreement resulting from the Request for Proposal executed by the City and the Successful Proponent.

“City” means the Corporation of the City of Fernie.

“City Representative” means the Representative or appointee engaged by the City to supervise the work.

“Must”, “mandatory” or “required” means a requirement that must be met in order for a PROPOSAL to receive consideration.

“Premises” shall mean building(s) or part of a building with its appurtenances.

“Proposal” shall mean the proponent’s submission in response to this RFP.

“Proponent” means a party submitting a proposal to this RFP.

“RFP” means this Request for Proposal.

“Request for Proposal “or “RFP” (RFP) includes the documents listed in the index and any modifications thereof or additions thereto incorporated by addenda before the close of this RFP.

“Should” or “desirable” means a requirement having a significant degree of importance to the objectives of this Request for Proposals.

“Special Conditions” means the special conditions, which are included in the RFP.

“Subcontractor” includes, inter alia, a person, firm or corporation having a contract with the Successful Proponent for the execution of a part or parts or furnishing to the Successful Proponent materials and/or equipment called for in the RFP.

“Successful Proponent” means the proponent submitting the most advantageous RFP as determined by the City.

“Work” means any labour, duty and/or efforts to accomplish the purpose of this project

1.3. Request for Proposal Documents

Copies of the Request for Proposal may be obtained from the City of Fernie:

City Hall Front Counter
501-3rd Avenue, Fernie BC V0B 1M0
Telephone: 250.423.6817

Website <http://www.fernief.ca/EN/main/business/bid-opportunities.html>
[Civic Info BC](#)
[BC Bid](#)

1.4. City Representative

The City's Representative will be:

Brett Logan, Parks and Facilities Manager
City of Fernie
501-3rd Avenue, PO Box 190, Fernie BC V0B 1M0
Telephone: 250.423.2253
Fax: 250.423.3109
Email: brett.logan@fernief.ca

All inquiries relating to the RFP shall be directed to the Representative.

1.5. Closing Date and Time

- RFP Closing Date: February 28th, 2019
- RFP Closing Time: 2:00 PM MDT

Proposals received after the Closing Date and Time for receipt of Proposals will be considered as "Late Proposals". Late proposals will not be accepted and will be returned unopened to the sender, or if delivered via email, the email will not be reviewed or evaluated.

1.6. Background

The City of Fernie is dedicated to ensuring our community is enhanced through the provision of key beautification features such as floral displays, general garden maintenance, and the care of perennial and annual flower beds.



2. SCOPE OF WORK

2.1. Scope of Work

The successful bidder will be responsible for:

- The installation, care, and maintenance of forty-six (46) hanging flower baskets downtown
- The installation, care, and maintenance of ten (10) large flower pots for City Hall, Library, Courthouse, Aquatic Centre and St. Margaret Cemetery
- The provision, installation, care, maintenance and removal of bedding plants for the flower beds at City Hall, Rotary Park, Chamber Grounds and the Court House.
- The provision, installation, care, maintenance and removal of bedding plants for nine (9) flower boxes that are inserted in the 2nd Avenue Planters.
- The care and maintenance of the nine (9) 2nd Avenue Planters including weeding, pruning of shrubs and trees as necessary.
- The provision of: soil, peat moss, growing medium, and fertilizer as required, for healthy plant growth.
- The provision of all equipment, supplies and labour required for care and maintenance of above.

2.2. Commencement, Prosecution and Completion of Work

The Beautification Contract is expected to commence on June 10, 2019 and be completed by September 27, 2019. Depending on weather conditions, all baskets, flower pots and flower beds should be in place within 7 days of June 10, 2019. All plants, pots and beds should be prepared for winter by September 27, 2019. Any extensions must be made, and approved in writing, by the Parks and Facilities Manager.

3. FORMAT OF PROPOSALS

The successful proponent shall be selected based on what is determined to be in the best interests of the City. The proponent's proposal must outline the expertise and full scope of services the proponent (and/or their subcontractors) are able to provide to the City and demonstrate their ability to provide innovative, timely, cost effective and flexible solutions to Fernie's unique requirements. The proponent should outline their approach to this assignment to meet the needs of the City as identified in this RFP.

Items to be addressed in the RFP include, but are not limited to:

3.1. Proposal Overview

The proposal shall include a cover page referencing the RFP title, a table of contents, and a cover letter.

The cover letter:

- Shall be signed by an authorized person to legally bind the Proponent to the statements made in the Response to this RFP;
- Provides a summary of the services to be provided;
- Provides a general overview of the company, its structure, size and capability to perform the work required;
- Includes the name, telephone, fax and email address of the contact person for the Proposal, the contact person should have the authority to answer questions regarding the Proposal; and
- Includes the name and phone number of a contact person to be notified regarding contractual issues.

Appendix A should also be included to form part of, the proponent's RFP submission.

To assist in receiving similar and relevant information, and to ensure your Proposal receives fair evaluation, the City asks that Proponents provide detailed information for the itemized list below and follow the same format.

Proponents are asked to provide a reply to each point throughout the RFP and the Proponent must identify any specific provisions with which it is unwilling or unable to comply.

A Proposal response submitted must be in enough detail to allow the City to determine the Proponent's position from the documents received. Every effort should be made to include

complete details of services you or your company would provide.

3.2. Project Understanding and Methodology

This section should address the Proponent's understanding of the City's needs and provide details of the proponent's approach to the Work of the RFP including the all services listed in Section 2. The proponent should outline their processes and systems used for planning, scheduling, installing and maintaining the baskets, flower pots and flower beds and how they intend to provide quality service. This section must address how the Proponent Plans to provide the service in Fernie.

3.3. Firm Experience & References

This section must specifically highlight the firm's past performance, experience and recent relevant projects that demonstrate the company's ability to provide the services required as outlined in this RFP. This section should be no more than two (2) pages in length. This section should include the firm's name and address, year it was established, primary office that will be performing the work of the RFP and number of employees in the firm. For any subcontractors, the same information listed above must be provided as well as the length of the working relationship between the Proponent and their Subcontractor. A minimum of three recent client references must be provided, including name and contact information and a brief description of the services provided.

3.4. Key Team Members Roles, Responsibilities & Related Experience

This section should address team structure, organization and availability of key team members. Clearly identify the roles and responsibilities of each team member and demonstrate requisite experience and skills to fulfill designated roles. The proposal shall clearly identify the proposed team lead and team members to perform the work and indicate the level of involvement of each team member in the proposed work. Identify all subcontractors on the project team, their roles and requisite experience.

3.5. Work Schedule

The Beautification Contract is expected to commence on June 10, 2019 and be completed by September 27, 2019. Depending on weather conditions, all baskets, flower pots and flower beds should be in place within 7 days of June 10, 2019. All plants, pots and beds should be prepared for winter by September 27, 2019. Any extensions must be made, and approved in writing, by the Parks and Facilities Manager. Provide a detailed schedule to procure, produce, assemble, deliver, and install the baskets, flower pots and flower beds. Also, provide a detailed schedule of daily and weekly care and maintenance of the above.

4. REQUEST FOR PROPOSAL PROCESS

4.1. Review and Interpretation of Proposals

Each Proponent will be solely responsible for examining all the RFP documents, including any Addenda issued during the RFP period and for independently informing itself with respect to any and all information contained therein, and any and all conditions that may in any way affect the Proposal, before the Proposal is submitted.

Each Proponent will review all RFP documents and will promptly report and request clarification of any discrepancy, deficiency, ambiguity, error, inconsistency or omission contained therein. Any such request must be submitted to the City's Representative in writing, electronically or otherwise, no later than 2:00 PM, five (5) days before the closing date.

Where such requests result in a change or a clarification to the requirements of the RFP, the City will prepare and issue an Addendum to this RFP.

4.2. Not a Tender Call

This RFP is not a Tender call and the submission of any response to this RFP does not create a tender process. This RFP is not an invitation for an offer to contract, and it is not an offer to contract made by the City.

4.3. Addenda

The City reserves the right to modify the terms of the RFP at any time at its sole discretion. Written addenda issued by the City will be the only means of varying, clarifying or otherwise changing any of the information contained in this RFP. The City reserves the right to issue Addenda up to the RFP Closing Date and Time. The date set for submitting Proposals may be changed if, in the City's opinion, more time is necessary to enable Proponents to revise their Proposals. Addenda will state any changes to the RFP Closing Date and Time. It is the Proponent's responsibility to ensure that they have all modifications. Proposals must acknowledge receipt of all addenda.

4.4. Preparation of Proposals

All proponents shall be solely liable for all costs incurred in the preparation of proposals in response to this RFP. This Request for Proposals does not commit the City to award a contract, to pay any costs incurred in the preparation of a proposal or to contract for the goods and/or services offered.

The Proposal submitted by each Proponent will be signed by an Authorized Representative of the Proponent. If a natural person makes the proposal, the Proponent must sign it with his/her name typed or clearly printed below the signature. If the Proponent is carrying on business under a firm name and NOT incorporated, the members of the firm must sign below the firm name and their names must be typed or clearly printed below the signature.

4.5. Proposal Submissions

The Proponent may submit a Proposal either by email or in a hard copy, as follows:

(a) Email

If the Proponent chooses to submit by email, the Proponent must submit the Proposal electronically in a single PDF file to the City by email at: cityhall@fernie.ca on or before the Closing Date and Time. Proponents, if submitting a Proposal electronically by email, must request a responding email from the City (not a read or delivery receipt) confirming that the Proposal has been received, and until such time as such email is sent by the City to a Proponent, the Proposal shall be deemed NOT to have been received by the City.

Note that the maximum file size the City can receive is 10Mb. If sending large email attachments, Proponents should phone to confirm receipt. A Proponent bears all risk that the City's equipment functions properly so that the City receives the Proposal on time.

(b) Hard Copy

If the Proponent chooses NOT to submit by email, the Proponent shall submit 3 bound copies of the proposal which must be delivered to:

City of Fernie, Attention: Brett Logan, Parks and Facilities Manager
501-3rd Avenue
PO Box 190
Fernie BC V0B 1M0

on or before the Closing Date and Time. *Proponents are advised that courier service to our location may take several days.*

4.6. Modification of Bids

Modifications to Proposals already submitted will only be allowed if submitted in writing prior to the Closing Date and Time unless requested by the City for purposes of clarification.

4.7. Withdrawal

Proposals may be withdrawn by written notice provided such notice of withdrawal is received prior to the Closing Date and Time.

4.8. Incomplete Proposals

No proposal shall be altered, amended, or withdrawn after the Closing Date and Time of the RFP. Negligence on the part of the Proponent in preparing the Proposal confers no right for withdrawal of the Proposal after it has been opened.

While the City has made considerable efforts to ensure an accurate representation of information in the RFP, the information contained in the RFP is supplied solely as a guideline for the Proponent and is not necessarily comprehensive or exhaustive. Nothing in a City RFP is intended to relieve the Proponent from forming their own opinions and conclusions in respect of the matters addressed in the RFP.

The City expressly reserves the right to reject or accept any Proposal whether or not completed properly and whether or not it contains all required information. Without prejudice to this right, the City may request clarification where, in the opinion of the City, the Proponent’s intent is unclear.

4.9. Opening of Proposals

Proposals will NOT be opened in public. Proposals may be opened by the City at any time after the submission deadline. All proposals satisfying the requirements of this Request for Proposal will be evaluated to establish which of the Proponents best fulfills the needs of the City and this assignment.

In the event that only one proposal is received, the City reserves the right to return the proposal unopened or unread in the case of submission via email.

4.10. Evaluation Criteria

The Proponents proposals will be evaluated using the following guidelines. The proponent receiving the highest score will not necessarily be invited to enter into a contract.

CATEGORY	WEIGHT OF EVALUTATION
Methodology	10%
Firm Experience & References	10%
Product Specifications, Layouts, Planting plan	10%
Project Fees and Delivery Schedule	70%

4.11. Acceptance of Proposals & Contract

Each Proposal must be valid and irrevocable for a period of sixty (60) days from the Closing Date and Time for receipt of Proposals.

Proponents must demonstrate in their Proposal that they have a clear understanding of the RFP requirements. Proponents need to articulate their proposals, intentions and expectations indicating how they will fulfill the requirements of the RFP and what services they will provide. Proposals must include the names, positions, and qualifications of staff members and any other resource staff pertinent to this proposal.

The acceptance of the proposal by the City shall be made only by notice in writing to the Successful Proponent. Such acceptance shall bind the Successful Proponent to execute in a manner satisfactory to the City.

The City shall not be obligated in any manner to any Proponent whatsoever until a contract has been duly executed relating to an approved Proposal.

4.12. Rejection of Proposals

The City of Fernie reserves the right to accept or reject any and all proposals and to waive irregularities and informalities at its discretion, including acceptance of non-compliant proposals. By submitting a proposal, the Proponents waive any right to contest, in any proceedings or action, the right of the City of Fernie to accept or reject any proposal in its sole and unfettered discretion.

The City also has the right to negotiate with all qualified Proponents or to cancel this Request for Proposals or accept the proposal that is deemed most advantageous to the City if it is in the best interests of the City to do so. The City reserves the right to award this Proposal in whole or part and retains sole discretion not to award at all. The decision of the City shall be final.

5. GENERAL INSTRUCTIONS

5.1. Instructions to Proponents

The following terms will apply to this RFP and to any subsequent Contract. Submission of a proposal in response to this RFP indicates acceptance of all the following terms:

- a. The law applicable to this RFP shall be the law in effect in the Province of British Columbia. Except for an appeal from a British Columbia Court to the Supreme Court of Canada, no action in respect to this RFP shall be brought or maintained in any court other than in a court of the appropriate jurisdiction of the Province of British Columbia.
- b. In carrying out its obligations hereunder, the Proponent shall familiarize itself and comply with all applicable laws, bylaws, regulations, ordinances, codes, specifications and requirements of all regulatory authorities, and shall obtain all necessary licenses, permits and registrations as may be required by law. Where there are two or more laws, ordinances, rules, regulations or codes applicable to the Services, the more restrictive shall apply.
- c. Applicability of law: All references in the RFP to statutes and regulations thereto and City bylaws shall be deemed to be the most recent amendments thereto or Replacements thereof.
- d. Copyright: All designs, drawings, concept drawings, specifications, digital, hard copies, web pages, internet pages, maps and plans commissioned by the City of Fernie, shall remain the property of the City of Fernie.
- e. In the case of any inconsistency or conflict between the provisions of the RFP, the provisions of such documents and addenda thereto will take precedence in governing in the following order: (1) Addenda; (2) RFP; (3) Special Conditions; (4) all other documents.
- f. Headings are for convenience only: Headings and titles in the RFP are for convenience only and are not explanatory of the clauses with which they appear.
- g. City policy as well as applicable Federal and Provincial laws govern method of payment.

5.2. Proponent's Responsibility

It is the responsibility of the Proponent to ensure that the terms of reference contained herein are fully understood and to obtain any further information required for this proposal call at their own initiative. The City reserves the Right to share, with all Proponents, all questions and answers related to this proposal call.

5.3. No Obligation to Proceed

Though the City fully intends at this time to proceed through the RFP to select the services, the City is under no obligation to proceed to the Contract, or any other stage. The receipt by the City of any information (including submissions, ideas, plans, drawings, models or other materials communicated or exhibited by any intended Proponent, or on its behalf) shall not impose any obligations on the City. There is no guarantee by the City, its officers, employers or Managers, that the process initiated by the issuance of this RFP will continue, or that this RFP process or any RFP process will result in a contract with the City for the purchase of goods or services.

5.4. No Collusion

Except as otherwise specified or as arising by reason of the provision of the Contract Documents, no person whether natural, or body corporate, other than the Proponent has or will have any interest or share in this proposal or in the proposed contract which may be completed in respect thereof. There is no collusion or arrangement between the Proponent and any other actual or prospective Proponents in connection with proposals submitted for this Request for Proposal and the Proponent has no knowledge of the contents of other proposals and has made no comparison of figures or agreement or arrangement, express or implied, with any other party in connection with the making of the proposal.

5.5. City Responsibility

The City will provide the Successful Proponent with City documents such as existing bylaws or plans that may be required to complete the scope of work and achieve the goals and objectives laid out herein.

5.6. Conflict of Interest

At no time during the Proposal stage, evaluation stage, after award, or during the preparation of the Scope of Work shall a City employee or Council Member or appointed Authority, Committees or Commissions be in any way connected with the Proponent. Proponents are to include, with their initial Proposal, and at any subsequent time where requested to do so by the City, full details of any employee, person, firm or corporation that could be considered at conflict with the City.

5.7. Confidentiality

The City will endeavor to keep all proposals confidential, subject to the provisions of the Freedom of Information and Protection of Privacy Act ("FIPPA"). The material contained in the Successful Proposal will be incorporated in a contract and may be subject to disclosure pursuant to FIPPA. Proponents who wish to ensure that certain parts of their proposal are protected from disclosure under this Act should specifically identify any information or records provided with their Proposals that constitute trade secrets, that are supplied in confidence and the release of which could significantly harm their competitive position.

5.8. Limitation of Damages

The Proponent, by submitting a Proposal agrees that it will not claim damages, for whatever reason, relating to or arising from the RFP, by reason of submitting a Proposal, in respect of the

competitive process, or in respect of any breach of any implied duty of fairness, including but not limited to any costs incurred by the Proponent in preparing its Proposal. The Proponent, by submitting a Proposal, waives any and all such claims.

5.9. Ownership of Documents

All documents and materials submitted in response to this RFP shall become the property of the City.

5.10. Gifts and Donations

Proponents will not offer entertainment, gifts, gratuities, discounts or special services, regardless of value to any employee of the City. The Successful Proponent shall report to the Chief Administrative Officer any attempt by City employees to obtain such favours.

5.11. Negotiation Delay

If a written Contract cannot be negotiated within thirty (30) days of notification of the Successful Proponent, the City may, at its sole discretion at any time thereafter, terminate negotiations with that proponent and either negotiate a Contract with the next qualified proponent or choose to terminate the RFP process and not enter into a Contract with any of the Proponents.

5.12. Execution of Contract

If the offer contained in this proposal is accepted, upon being advised that the Contract Documents are available, the Proponent will obtain the Contract Documents and Drawings, if any, and will execute and identify the documents and drawings in a form and manner acceptable to the City, and will deliver the same within Thirty (30) days from the time when the same are available, delivered or mailed to the Proponent.

6. ADDITIONAL TERMS

6.1. Sub-Contracting

Using a Subcontractor (who must be clearly identified in the proposal) is acceptable. This includes a joint submission by two Proponents having no formal corporate links. However, in this case, one of these proponents must be prepared to take overall responsibility for successful interconnection of the two product or service lines and this must be defined in the proposal.

Subcontracting to any firm or individual, whose current or past corporate or other interests may, in the City's opinion, give rise to a conflict of interest in connection with this project will not be permitted. This includes, but is not limited to, any firm or individual involved in the preparation of this proposal.

6.2. Project Team Replacements

The City reserves the right of approval prior to any and all team member or subconsultant replacements assigned to this Contract throughout the duration of this Contract. The City should be given advanced notification in any planned replacements and an opportunity to review and

6.3. Liability for Errors

While the City has used considerable efforts to ensure an accurate representation of information in this RFP, the information contained in this RFP is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the City, nor is it necessarily

comprehensive or exhaustive. Nothing in this RFP is intended to relieve Proponents from forming their own opinions and conclusions with respect to the matters addressed in this RFP.

6.4. Agreement with Terms

By submitting a proposal, the Proponent agrees to all the terms and conditions of this RFP. Proponents who have obtained the RFP electronically must not alter any portion of the document, with the exception of adding the information requested. To do otherwise will invalidate the proposal.

6.5. Use of Request for Proposal

This document or any portion thereof, may not be used for any purpose other than the submission of proposals.

APPENDIX A

PROPOSAL SUMMARY AND SIGNATORIES

I/We have read and understood, having carefully examined the Request for Proposal including any and all Addenda, for the above stated project.

Proponents Business Name: _____

Address: _____

Authorized Signature(s):

<u>Signature</u>	<u>Name</u>	<u>Title</u>

Date: _____

Telephone Number/Facsimile: _____

Email Address: _____

APPENDIX B

ITEMIZED PRICE PROPOSAL BY MONTH

Month: June 10-30, 2019

For the purpose of evaluation, the Proponent submits the following itemized price excluding applicable taxes:

Item	Description	Quantity	Material	Labour	Total
1		1 Lot	\$	\$	\$
Sum of Item Totals; excluding value added taxes.				\$	
GOODS AND SERVICES TAX (5%)				\$	
PROVINCIAL SALES TAX (7%)				\$	
TOTAL COST				\$	

*Billing to be completed once monthly.

Month: July 2019

For the purpose of evaluation, the Proponent submits the following itemized price excluding applicable taxes:

Item	Description	Quantity	Material	Labour	Total
1		1 Lot	\$	\$	\$
Sum of Item Totals; excluding value added taxes.				\$	
GOODS AND SERVICES TAX (5%)				\$	
PROVINCIAL SALES TAX (7%)				\$	
TOTAL COST				\$	

*Billing to be completed monthly.

Month: August 2019

For the purpose of evaluation, the Proponent submits the following itemized price excluding applicable taxes:

Item	Description	Quantity	Material	Labour	Total
1		1 Lot	\$	\$	\$
Sum of Item Totals; excluding value added taxes.				\$	
GOODS AND SERVICES TAX (5%)				\$	
PROVINCIAL SALES TAX (7%)				\$	
TOTAL COST				\$	

*Billing to be completed monthly.

Month: September 2019

For the purpose of evaluation, the Proponent submits the following itemized price excluding applicable taxes:

Item	Description	Quantity	Material	Labour	Total
1		1 Lot	\$	\$	\$
Sum of Item Totals; excluding value added taxes.				\$	
GOODS AND SERVICES TAX (5%)				\$	
PROVINCIAL SALES TAX (7%)				\$	
TOTAL COST				\$	

*Billing to be completed monthly.