



**NORTH BEECH AVE RENEWAL PROJECT**

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INVITATION TO TENDERERS

Owner: CITY OF DUNCAN

( NAME OF OWNER )

Contract: NORTH BEECH AVE RENEWAL PROJECT

( TITLE OF CONTRACT )

Reference No. 221-01539-00

( OWNER'S CONTRACT REFERENCE NO. )

**The Owner invites tenders**

**for:** The removal, upgrade and installation of storm drain, water, sanitary sewer, sidewalks and roadway.

The project is located along Beech Avenue between Trunk Road and 495

Beech Ave in Duncan, BC.

( BRIEF DESCRIPTION OF THE WORK )

**Digital (PDF) copies of the Contract Documents are available for no charge:**

As posted on BC Bid or via contacting Owner's Representative noted below.

**The Contract Documents are available for viewing at:**

City Hall

200 Craig Street

Duncan, BC

( ADDRESS WHERE CONTRACT DOCUMENTS CAN BE VIEWED )

**Tenders are scheduled to close:**

**Tender Closing Time:** 2:00 pm local time

**Tender Closing Date:** September 9, 2022

**Address:** \_\_\_\_\_

( ADDRESS WHERE TENDERS MUST BE SUBMITTED )

**NAME OF OWNER'S REPRESENTATIVE**

John Pite, Manager of Engineering

(250) 746-5321

( PHONE )

**1.0 Introduction.....IT - 1**

**2.0 Tender Documents .....IT - 1**

**3.0 Submission of Tenders .....IT - 2**

**4.0 Additional Instructions to Tenderers.....IT - 3**

(TO BE READ WITH “INSTRUCTIONS TO TENDERERS - PART II”  
CONTAINED IN THE EDITION OF THE PUBLICATION  
“MASTER MUNICIPAL CONSTRUCTION DOCUMENTS” SPECIFIED IN ARTICLE 2.2 BELOW)

Owner: CITY OF DUNCAN  
(NAME OF OWNER)

Contract: NORTH BEECH AVE RENEWAL PROJECT  
(TITLE OF CONTRACT)

Reference No. 221-01539-00  
(OWNER'S CONTRACT REFERENCE NO.)

## 1.0 Introduction

1.1 These Instructions apply to and govern the preparation of tenders for this *Contract*. The *Contract* is generally for the following work:  
  
Removal, upgrade and installation of water, stormwater and sanitary underground infrastructure, and full replacement of roadway, sidewalk, curb and gutter. The project is located along Beech Avenue between Trunk Road and 495 Beech Ave in Duncan, BC.

1.2 Direct all inquiries regarding the *Contract*, to:  
WSP CANADA INC.

Ben Harms, P.Eng

(NAME AND POSITION OF INDIVIDUAL WHO WILL ANSWER INQUIRIES)

**Address:** 301 – 3600 Uptown Boulevard

Victoria, BC

V8Z 0B9

**Phone:** 250 – 389 - 8042

**Email:** Ben.harms@wsp.com

## 2.0 Tender Documents

2.1 The tender documents which a tenderer should review to prepare a tender consist of all of the *Contract Documents* listed in Schedule 1 entitled “Schedule of Contract Documents”. Schedule 1 is attached to the Agreement which is included as part of the tender package. The *Contract Documents* include the drawings listed in Schedule 2 to the Agreement, entitled “List of *Contract Drawings*”.

INSTRUCTIONS TO TENDERERS PART I

2.2 A portion of the *Contract Documents* are included by reference. Copies of these documents have not been included with the tender package. These documents are the Instructions to Tenderers - Part II, General Conditions, Specifications and Standard Detail Drawings. They are those contained in the publication entitled “Master Municipal Construction Documents - General Conditions, Specifications and Standard Detail Drawings”. Refer to Schedule 1 to the Agreement or, if not specified in Schedule 1, then the applicable edition shall be the most recent edition as of the date of the *Tender Closing Date*. All sections of this publication are by reference included in the *Contract Documents*.

2.3 Any additional information made available to tenderers prior to the *Tender Closing Time* by the *Owner* or representative of the *Owner*, such as geotechnical reports or as-built plans, which is not expressly included in Schedule 1 or Schedule 2 to the Agreement, is not included in the *Contract Documents*. Such additional information is made available only for the assistance of tenderers who must make their own judgment about its reliability, accuracy, completeness and relevance to the *Contract*, and neither the *Owner* nor any representative of the *Owner* gives any guarantee or representation that the additional information is reliable, accurate, complete or relevant.

**3.0 Submission of Tenders**

3.1 Tenders must be submitted in a sealed envelope, marked on the outside with the above *Contract* Title and Reference No., and must be received by the office of:

John Pite, Manager of Engineering (City of Duncan)

(TITLE OF POSITION)

on or before:

**Tender Closing Time:** 2:00 pm local time

**Tender Closing Date:** September 9, 2022

at

**Address:** City of Duncan

200 Craig Street

Duncan, BC, V9L 1W3

3.2 Late tenders will not be accepted or considered and will be returned unopened.

**4.0 Additional  
Instructions to  
Tenderers**

- 4.1 The tender opening will not be public. A summary of total bid prices submitted will be supplied to all Tenderers.
- 4.2 A tender meeting is scheduled for Wednesday, August 31, 2022 at 2:00pm. The meeting location will be 495 Beech Ave, Duncan BC.
- 4.3 Submit all questions to [ben.harms@wsp.com](mailto:ben.harms@wsp.com). Telephone or in-person inquiries will not be accepted. Answers to questions will be provided to all proponents. Questions via email will be received up to 2:00pm on September 7, 2022.
- 4.4 Bidders are required to submit a methodology about how the work will be staged and completed to meet the substantial performance deadline. The intent is for the bidder to describe in broad terms how they will deal with these items. If sketches are helpful to explain the methodology they may be included, however they are not required. The intent is for the bidders to provide an overall summary of the items below – extensive detail is not necessary. Items to discuss include:
- 4.4.1 Traffic Management concept plan, including a broad overview of detouring, vehicle/pedestrian/cyclist/ accommodations, school opening/closing times
  - 4.4.2 Procurement of long lead time items.
  - 4.4.3 Staging of the work, and what will be done to minimize impacts on parts of the work zone that are not actively being constructed.
  - 4.4.4 Coordination with subcontractors to ensure they arrive on site and perform work when required.
- 4.5 The lowest, or any bid, may not necessarily be accepted.
- 4.6 The required date to achieve construction completion is December 15, 2022.
- 4.7 The successful bidder will be considered the Prime Contractor for this contract, and all applicable WorkSafeBC requirements will apply.

FORM OF TENDER

Owner: CITY OF DUNCAN  
Contract: NORTH BEECH AVE RENEWAL PROJECT  
Reference No. 221-01539-00

To Owner:

WE, THE  
UNDERSIGNED:

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
; (ADDENDA, IF ANY)

ACCORDINGLY WE  
HEREBY OFFER

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

1.3 have complied with the Instructions to Tenderers; and

2.1 to perform and complete all of the *Work* and to provide all the labour, equipment and material all as set out in the *Contract Documents*, in strict compliance with the *Contract Documents*; and

2.2 to achieve Substantial Performance of the *Work* on or before \_\_\_\_\_; and  
(WORK DURATION OR DATE)

2.3 to do the *Work* for the price, which is the sum of the products of the actual quantities incorporated into the *Work* and the appropriate unit prices set out in Appendix 1, the "*Schedule of Quantities and Prices*", plus any lump sums or specific prices and adjustment amounts as provided by the *Contract Documents*. For the purposes of tender comparison, our offer is to complete the *Work* for the "*Tender Price*" as set out on Appendix 1 of this Form of Tender. Our *Tender Price* is based on the estimated quantities listed in the *Schedule of Quantities and Prices*, and excludes *GST*.

WE CONFIRM:

3.1 that we understand and agree that the quantities as listed in the *Schedule of Quantities and Prices* are estimated, and that the actual quantities will vary.

FORM OF TENDER

- WE CONFIRM:**
- 4.1 that the following appendices are attached to and form a part of this tender:
- 4.1.1 the appendices as required by paragraph 5.3 of the Instructions to Tenderers – Part II; and
- 4.1.2 the *Bid Security* as required by paragraph 5.2 of the Instructions to Tenderers – Part II.
- WE AGREE:**
- 5.1 that this tender will be irrevocable and open for acceptance by the *Owner* for a period of 60 calendar days from the day following the *Tender Closing Date and Time*, even if the tender of another tenderer is accepted by the *Owner*. If within this period the *Owner* delivers a written notice ("*Notice of Award*") by which the *Owner* accepts our tender we will:
- 5.1.1 within 15 *Days* of receipt of the written *Notice of Award* deliver to the *Owner*:
- .1 a Performance Bond and a Labour and Material Payment Bond, each in the amount of 50% of the Contract Price, covering the performance of the Work including the Contractor's obligations during the Maintenance Period, issued by a surety licensed to carry on the business of suretyship in the province of British Columbia, and in a form acceptable to the *Owner*;
- .2 a Baseline Construction Schedule, as provided by GC 4.6.1;
- .3 a "clearance letter" indicating that the tenderer is in WorkSafe BC compliance; and
- .4 a copy of the insurance policies as specified in GC 24 indicating that all such insurance coverage is in place and;
- 5.1.2 within 2 *Days* of receipt of written "*Notice to Proceed*", or such longer time as may be otherwise specified in the *Notice to Proceed*, commence the *Work*; and
- 5.1.3 sign the Contract Documents as required by GC 2.1.2.
- WE AGREE:**
- 6.1 that, if we receive written *Notice of Award* of this *Contract* and, contrary to paragraph 5 of this Form of Tender, we:
- 6.1.1 fail or refuse to deliver the documents as specified by paragraph 5.1.1 of this Form of Tender; or



FORM OF TENDER

6.1.2 fail or refuse to commence the *Work* as required by the *Notice to Proceed*,

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

6.1.3 the face value of the *Bid Security*; and

6.1.4 the amount by which our *Tender Price* is less than the amount for which the *Owner* contracts with another party to perform the *Work*.

**OUR ADDRESS IS AS  
FOLLOWS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email/Fax: \_\_\_\_\_

Attention: \_\_\_\_\_

This Tender is executed this  
\_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

*Contractor:*

\_\_\_\_\_  
(FULL LEGAL NAME OF CORPORATION, PARTNERSHIP OR INDIVIDUAL)

\_\_\_\_\_  
(AUTHORIZED SIGNATORY)

\_\_\_\_\_  
(AUTHORIZED SIGNATORY)

**CITY OF DUNCAN  
NORTH BEECH AVE RENEWAL PROJECT**

See paragraph 5.3.1 of the Instructions to Tenderers – Part II.

ITEM	PAYMENT CLAUSE	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>1.0</b>	<b>General</b>					
1.01	A1	Mob/Demob/Insurance/Temp Facilities/Survey Layout	LS	1		
1.02	A2	Environmental Protection	LS	1		
1.03	A3	Traffic Management	LS	1		
1.04	A4	Project Record Documents	LS	1		
<b>GENERAL SUBTOTAL</b>						
<b>2.0</b>	<b>Road and Sidewalk</b>					
2.01	B1	Remove existing asphalt	sq.m	1075		
2.02	B2	Remove existing curb and sidewalk	sq.m	250		
2.03	B3	50mm HMAC c/w base gravels	sq.m	1075		
2.04	B4	Curb c/w subgrade prep and base gravels	lm	140		
2.05	B5	100mm thick concrete sidewalk c/w base gravels	sq.m	115		
2.06	B5	150mm thick concrete sidewalk at drive drops c/w base gravels	sq.m	54		
2.07	B6	Line Painting	LS	1		
2.08	B7	Relocate signage	LS	1		
<b>ROAD AND SIDEWALK SUBTOTAL</b>						
<b>3.0</b>	<b>Water</b>					
3.01	C1	Cut/Cap existing water at main	ls	1		
3.02	C2	Close/remove valve box and fill riser with concrete	ea	4		

Tenderer's Initials \_\_\_\_\_

ITEM	PAYMENT CLAUSE	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>3.0</b>	<b>Water Cont'd</b>					
3.03	C3	150mm Tie-in	LS	1		
3.04	C4	Gate Valves at tie-in	ea	3		
3.05	C5	150mm DI Water Main	lm	115		
3.06	C6	Replace 19mm service to lot c/w re-connection to existing meter	ea	9		
3.07	C7	New domestic water meter (Lot 472)	ea	2		
3.08	C8	New Hydrant c/w lead and valve	ea	1		
3.09	C9	Water flushing, disinfection and testing	LS	1		
WATER SUBTOTAL						
<b>4.0</b>	<b>Storm Drain</b>					
4.01	D1	Remove existing 200mm CSP	lm	98		
4.02	D1	250mm PVC SDR35	lm	98		
4.03	D2	100mm PVC SDR28 Service to lot	ea	3		
4.04	D3	1050mm manhole, complete	ea	2		
4.05	D4	Remove and replace existing Catch basin with new c/w new lead	ea	4		
4.06	D5	Flushing, CCTV inspection and reporting	lm	98		
4.07	D6	Connect existing storm drain lateral to new main	LS	1		
STORM DRAIN SUBTOTAL						
<b>5.0</b>	<b>Sanitary Sewer</b>					
5.01	E1	Remove existing 150mm AC main	lm	99		
5.02	E1	200mm PVC SDR35	lm	99		
5.03	E2	100mm PVC SDR28 Service connection c/w inspection chamber	ea	10		
5.04	E3	1050mm Manhole, complete	ea	1		

Tenderer's Initials \_\_\_\_\_

ITEM	PAYMENT CLAUSE	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>5.0</b>	<b>Sanitary Sewer Cont'd</b>					
5.05	E4	Overbuild new manhole on existing storm	ea	1		
5.06	D5	Flushing, CCTV inspection and reporting	lm	99		
<b>SANITARY SEWER SUBTOTAL</b>						

<b>SUMMARY</b>	
General	
Road and Sidewalk	
Water	
Storm Drain	
Sanitary Sewer	
<b>Subtotal</b>	
5% GST	
<b>TOTAL TENDER PRICE</b>	

Tenderer's Initials \_\_\_\_\_

**CITY OF DUNCAN – NORTH BEECH AVE RENEWAL PROJECT**

See paragraph 5.3.2 of the Instructions to Tenderers – Part II.

Indicate schedule with bar chart with major item descriptions and time.

(Note: a print out of a schedule completed on project management software is an acceptable alternative to filing in the bar chart below)

MILESTONE DATES: \_\_\_\_\_

**Construction must be complete no later than December 15, 2022.**

ACTIVITY	CONSTRUCTION SCHEDULE (weeks following contract award)															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

Tenderer's Initials \_\_\_\_\_

APPENDIX 3 – EXPERIENCE OF SUPERINTENDENT

CITY OF DUNCAN  
NORTH BEECH AVE RENEWAL PROJECT

See paragraph 5.3.3 of the Instructions to Tenderers – Part II.

Superintendent  
Name: \_\_\_\_\_

Superintendent  
Years of  
Experience: \_\_\_\_\_

Project Name \_\_\_\_\_

Date: \_\_\_\_\_

Brief description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reference: \_\_\_\_\_  
\_\_\_\_\_

Project Name \_\_\_\_\_

Date: \_\_\_\_\_

Brief description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reference: \_\_\_\_\_  
\_\_\_\_\_

Project Name \_\_\_\_\_

Date: \_\_\_\_\_

Brief description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reference: \_\_\_\_\_  
\_\_\_\_\_

Tenderer's Initials \_\_\_\_\_

**CITY OF DUNCAN –  
NORTH BEECH AVE RENEWAL PROJECT**

(TITLE OF CONTRACT)

See paragraph 5.3.4 of the Instructions to Tenderers – Part II.

PROJECT	OWNER / CONTACT NAME PHONE and FAX	WORK DESCRIPTION	VALUE (\$)
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		
	Owner / Contract _____ Phone ( ) _____ Fax ( ) _____		

Tenderer's Initials \_\_\_\_\_

**APPENDIX 5 - SUBCONTRACTORS**

**CITY OF DUNCAN –  
NORTH BEECH AVE RENEWAL PROJECT**

See paragraph 5.3.5 of the Instructions to Tenderers – Part II.

TENDER ITEM	TRADE	SUBCONTRACTOR NAME	PHONE NUMBER

*Tenderer's Initials* \_\_\_\_\_



BETWEEN OWNER AND CONTRACTOR

This agreement made in duplicate this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

*Contract:* CITY OF DUNCAN – NORTH BEECH AVE RENEWAL PROJECT

Reference No. CONTRACT 221-01539-00

BETWEEN:

The THE CITY OF DUNCAN

\_\_\_\_\_  
( NAME OF OWNER )

(the "Owner")

AND:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
( NAME AND OFFICE ADDRESS OF CONTRACTOR )

(the "Contractor")

**The Owner and the Contractor agree as follows:**

**Article 1 The Work  
Start /  
Completion  
Dates**

1.1 The *Contractor* will perform all *Work* and provide all labour, equipment and material and do all things strictly as required by the *Contract Documents*.

1.2 The *Contractor* will commence the *Work* in accordance with the *Notice to Proceed*. The *Contractor* will proceed with the *Work* diligently, will perform the *Work* generally in accordance with the construction schedules as required by the *Contract Documents* and will achieve *Substantial Performance* of the *Work* on or before \_\_\_\_\_ subject to

(INSERT DATE OF SUBSTANTIAL PERFORMANCE )

the provisions of the *Contract Documents* for adjustments to the *Contract Time*

1.3 Time shall be of the essence of the *Contract*.

**Article 2 Contract Documents**

- 2.1 The “*Contract Documents*” consist of the documents listed or referred to in Schedule 1, entitled “Schedule of Contract Documents”, which is attached and forms a part of this Agreement, and includes any and all additional and amending documents issued in accordance with the provisions of the *Contract Documents*. All of the *Contract Documents* shall constitute the entire *Contract* between the *Owner* and the *Contractor*.
- 2.2 The *Contract* supersedes all prior negotiations, representations or agreements, whether written or oral, and the *Contract* may be amended only in strict accordance with the provisions of the *Contract Documents*.

**Article 3 Contract Price**

- 3.1 The price for the *Work* (“*Contract Price*”) shall be the sum in Canadian dollars of the following
- 3.1.1 the product of the actual quantities of the items of *Work* listed in the *Schedule of Quantities and Prices* which are incorporated into or made necessary by the *Work* and the unit prices listed in the *Schedule of Quantities and Prices*; plus
- 3.1.2 all lump sums, if any, as listed in the *Schedule of Quantities and Prices*, for items relating to or incorporated into the *Work*; plus
- 3.1.3 any adjustments, including any payments owing on account of *Changes* and agreed to *Extra Work*, approved in accordance with the provisions of the *Contract Documents*.
- 3.2 The *Contract Price* shall be the entire compensation owing to the *Contractor* for the *Work* and this compensation shall cover and include all profit and all costs of supervision, labour, material, equipment, overhead, financing, and all other costs and expenses whatsoever incurred in performing the *Work*.

**Article 4 Payment**

- 4.1 Subject to applicable legislation and the provisions of the *Contract Documents*, the *Owner* shall make payments to the *Contractor*.
- 4.2 If the *Owner* fails to make payments to the *Contractor* as they become due in accordance with the terms of the *Contract Documents* then interest calculated at 2% per annum over the prime commercial lending rate of the Royal Bank of Canada on such unpaid amounts shall also become due and payable until payment. Such interest shall be calculated and added to any unpaid amounts monthly.

**Article 5 Rights and Remedies**

- 5.1 The duties and obligations imposed by the *Contract Documents* and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law.

5.2 Except as specifically set out in the *Contract Documents*, no action or failure to act by the *Owner*, *Contract Administrator* or *Contractor* shall constitute a waiver of any of the parties' rights or duties afforded under the *Contract*, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach under the *Contract*.

**Article 6 Notices**

6.1 Communications among the *Owner*, the *Contract Administrator* and the *Contractor*, including all written notices required by the *Contract Documents*, may be delivered by hand, or by email, or by pre-paid registered mail to the addresses as set out below:

The *Owner*:

CITY OF DUNCAN

200 CRAIG STREET

DUNCAN, BC, V9L 1W3

email: john@duncan.ca chris@duncan.ca

Attention: JOHN PITE CHRIS DESAUTELS

The *Contractor*:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

email: \_\_\_\_\_

Attention: \_\_\_\_\_

The *Contract Administrator*:

WSP CANADA INC.

301-3600 Uptown Boulevard

Victoria, BC V8Z 0B9

email: ben.harms@wsp.com

Attention: Ben Harms

6.2 A communication or notice that is addressed as above shall be considered to have been received

6.2.1 immediately upon delivery, if delivered by hand; or

6.2.2 after 5 Days from date of posting if sent by registered mail.

6.3 The *Owner* or the *Contractor* may, at any time, change its address for notice by giving written notice to the other at the address then applicable. Similarly if the *Contract Administrator* changes its address for notice then the *Owner* will give or cause to be given

written notice to the *Contractor*.

**Article 7 General**

- 7.1 This *Contract* shall be construed according to the laws of British Columbia.
- 7.2 The *Contractor* shall not, without the express written consent of the *Owner*, assign this *Contract*, or any portion of this *Contract*.
- 7.3 The headings included in the *Contract Documents* are for convenience only and do not form part of this *Contract* and will not be used to interpret, define or limit the scope or intent of this *Contract* or any of the provisions of the *Contract Documents*.
- 7.4 A word in the *Contract Documents* in the singular includes the plural and, in each case, vice versa.
- 7.5 This agreement shall ensure to the benefit of and be binding upon the parties and their successors, executors, administrators and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first written above.

*Contractor:*

\_\_\_\_\_  
(FULL LEGAL NAME OF CORPORATION, PARTNERSHIP OR INDIVIDUAL)

\_\_\_\_\_  
(AUTHORIZED SIGNATORY)

\_\_\_\_\_  
(AUTHORIZED SIGNATORY)

*Owner:*

THE CITY OF DUNCAN  
\_\_\_\_\_  
(FULL LEGAL NAME OF CORPORATION, PARTNERSHIP OR INDIVIDUAL)

\_\_\_\_\_  
(AUTHORIZED SIGNATORY)

\_\_\_\_\_  
(AUTHORIZED SIGNATORY)

**Schedule 1 Schedule  
of Contract  
Documents**

The following is an exact and complete list of the *Contract Documents*, as referred to in Article 2.1 of the Agreement.

**NOTE:** The documents noted with “\*” are contained in the “Master Municipal Construction Documents - General Conditions, Specifications and Standard Detail Drawings”, edition dated 2009. All sections of this publication are included in the *Contract Documents*.

- 8.1 Agreement, including all Schedules;
- 8.2 General Conditions\*;
- 8.3 Supplementary Specifications (see Supplementary Specifications, Page SS-1)
  - MMCD Supplemental Update 2021-04-23
  - MMCD Supplemental Update 2020-08-04
  - MMCD Supplemental Update 2016-11-18
  - MMCD Supplemental Update 2015-11-02
  - MMCD Supplemental Update 2014-09-19
  - MMCD Supplemental Update 2014-07-15
  - MMCD Supplemental Update 2014-02-28
  - MMCD Supplemental Update 2013-06-13
  - MMCD Supplemental Update 2012-08-07
  - MMCD Supplemental Update 2012-06-08
  - MMCD Supplemental Update 2012-05-30
  - MMCD Supplemental Update 2011-08-08
  - MMCD Supplemental Update 2011-08-04
  - PVC C900 Pipe Specification Clarification
  - MMCD Supplemental Update 2010-05-18
  - MMCD Supplemental Update 2010-03-25
  - MMCD Supplemental Update 2009-11-19
- 8.4 Specifications\*;
- 8.5 City of Duncan Standard Detail Drawings (not included);
- 8.6 Standard Detail Drawings\*;
- 8.7 Executed Form of Tender, including all Appendices:
  - Appendix 1 - Schedule of Approximate Quantities and Unit Prices
  - Appendix 2 – Preliminary Construction Schedule
  - Appendix 3 – Experience of Superintendent
  - Appendix 4 – Comparable Work Experience
  - Appendix 5 - Subcontractors
- 8.8 *Contract Drawings* listed in Schedule 2 to the Agreement – “List of *Contract Drawings*”;
- 8.9 Instructions to Tenderers - Part I;

8.10 Instructions to Tenderers - Part II\*;

8.11 The following Addenda:

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( ADDENDA, IF ANY )

**Schedule 2 List of Contract Drawings**

TITLE	DRAWING NO.	SHEET NO.	DATE	REVISION NO.	REVISION DATE
<b>NORTH BEECH AVE RENEWAL PROJECT (WSP)</b>					
Cover Sheet and General Notes	G00	Sheet 1 of 4	2022-07-28	R2	2022-07-28
Sanitary and Storm Drain Plan Profile	C01	Sheet 2 of 4	2022-07-28	R2	2022-07-28
Water Main Plan Profile	C02	Sheet 3 of 4	2022-07-28	R2	2022-07-28
Surface Works and Details	C03	Sheet 4 of 4	2022-07-28	R2	2022-07-28

<b>Add the following Contract Specific Specifications:</b>		
Relevant specifications	City of Duncan Engineering Specifications and Standard Drawings, latest revision, take precedence over MMCD.  In the absence of relevant, City standards, and notwithstanding other Supplementary Specifications listed herein, MMCD is to be used.	
General	Drawing specifications and details take priority over City of Duncan or MMCD specifications if conflicts exist.	
Measurement and payment	Payment will be made at the units specified in Appendix 1 Schedule of Approximate Quantities and Unit Prices.	
03 30 20	1.4.3	Replace "Payment for machine placed or precast concrete curbs and gutters <i>excluding</i> granular subbase and base" with "Payment for machine placed concrete curbs and gutters <i>including</i> granular subbase and base"
31 23 17	1.7.1, Seismic survey monitoring	Replace "Contract Administrator" with "Contractor"
	1.7.2, Seismic survey monitoring	Replace "Owner" with "Contractor"
	2.1, Materials	Add to clause 2.1.1 "pavement markings to be thermoplastic for stop bars, crosswalks and turn arrows."
	1.5, Measurement and Payment	Add clause 1.5.5: "any flushing required for final CCTV inspection to be included in the CCTV unit rate"
<b>Additional Information:</b>		
<u>SS 1.0 - Schedule</u> Time is of the essence and all efforts are to be made by the Contractor to complete the work in a timely manner.		
<u>SS 2.0 – COVID 19</u> The Contractor shall provide a COVID-19 safety plan that meets all WorksafeBC regulations.		
<u>SS 3.0 – Survey</u> All survey, including construction layout; earthworks volume quantities; and records of construction, are to be supplied by the Contractor, with all data, truck slips, survey and CAD files sent to Owner for confirmation.  The Owner may employ their own surveyor to provide control points and for quality assurance to confirm rim elevations of all manholes, catchbasins, valves, junction boxes, etc. The Contract Administrator will confirm these elevations do not substantially deviate from design prior to acceptance of the work.		
<u>SS 4.0 – Environmental</u> The Contractor is to prepare and follow an erosion and sediment control plan, reviewed and accepted by the City of Duncan.		



SS 5.0 - Geotechnical

Geotechnical and materials testing, including any density tests; concrete compressive strength; asphalt mix, densities and thickness; constructed embankments, will be by the Contractor. The Contractor will be responsible for the costs associated with all materials testing. Results are to be forwarded to the Contract Administrator and Owner.

Materials testing requirements are as follows:

1. Sieve analysis of sands and aggregates to be supplied, or as provided by material supplier
2. Standard proctor density curves for backfill materials
3. Review and approval of sub-base and subgrade
4. Compaction for backfill and embankment material to be to a minimum of 95% MPD. Testing frequency as follows:
  - a. Trench backfill - once per every 25m of trench at 0.5m vertical lifts.
  - b. Granular base – once per 50 lineal metres along roadway centreline, with minimum one test for each area to be paved.
5. Concrete entrained air, slump and strength tests (minimum three specimen cylinders in accordance with CSA A23.1) for the following:
  - a. Concrete sidewalks - once per 100 square metres (minimum one per day during concrete placing).
  - b. Concrete curb and gutter - once per 150 lineal metres (minimum one per day during concrete placing).
  - c. Concrete driveway crossings – one per crossing.
6. Asphalt coring for thickness and density testing – frequency to be one set of three cores per 500 tonnes of asphalt placed (minimum of one set of three cores per day during asphalt placing).

SS 6.0 – Traffic Management Plan

The Contractor is to prepare and follow a Traffic Management Plan that meets the City of Duncan’s requirements, including allowances for pedestrian and cyclist movements. This plan is to be reviewed and accepted by the City of Duncan. Items to be addressed include but are not limited to:

- Pedestrian accommodations
- Cyclist accommodations
- Transit accommodations
- Emergency vehicle accommodations
- Days and hours of work
- Contractor laydown area and work zone access
- Detour routes
- Construction signage and temporary pavement markings
- Traffic control personnel
- Communications

As part of the tender submission, a brief concept plan of the Traffic Management methodology is to be provided.

SS 7.0 – Highway Use Permit

The Contractor is required to obtain a Highways Use Permit from the City of Duncan. The Contractor is responsible for all costs associated with the damage deposit and the fee.

SS 8.0 – CCTV Inspection

All costs for storm and sanitary flushing, CCTV inspection and reporting to be by the Contractor.

CCTV inspections are required for both initial construction and for the 1 year maintenance period review.

SS 9.0 – Superintendent

It is expected that the Superintendent(s) named in *Form of Tender, Appendix 3 – Experience of Superintendent* will in fact be the individuals leading the project, and that they will regularly be on site during the work.

SS 10.0 – Contractor's Works and Methods

The Contractor is responsible for all design and engineering costs associated with his works and methods, including but not limited to trench shoring, temporary retaining structures, and temporary roadways if required.

SS 11.0 – Laydown Area and Excess Material Stockpiling

A laydown area for the Contractor's use may be provided by the Owner adjacent to the work area along Beech Ave as required. It may be allowable for the contractor to arrange a laydown area located within school parking lot to the North however, the Contractor is to arrange this directly with the school contact. The Contractor shall restore any laydown areas to previous or better condition following completion of the Work.

SS 12.0 – Dust Control

All labour, equipment and materials, including the supply and costs of water, required for dust control are the responsibility of the Contractor and all costs are considered incidental to the work.

Supplemental Payment Descriptions

<p><b>A1: Mobilization, demobilization insurance and temporary facilities</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all works associated with mobilizing, demobilizing to the project site, including, but not limited to temporary facilities, equipment deliveries, preparation of lay down areas, survey layout and obtaining necessary permits, as well as any and all works associated with obtaining required insurance. See MMCD 01 52 01.</li> </ul> <p><u>Payment: Lump Sum</u></p> <ul style="list-style-type: none"> <li>- 50% paid with the first progress draw.</li> <li>- 50% paid on progress draw with or after Substantial Completion.</li> </ul>
<p><b>A2: Environmental Protection</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Meet all the requirements of MMCD Section 01 57 01, Contract Drawings and Specifications, and the requirements of the City of Duncan.</li> <li>- Provide dust control when creation of dust may be a problem. Use and apply products as set out in MMCD Section 31 15 60.</li> </ul> <p><u>Payment: Lump Sum</u></p> <ul style="list-style-type: none"> <li>- To be paid based on percentage of contract complete per progress draws.</li> </ul>
<p><b>A3: Traffic Management</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Meet all requirements of MMCD 01 55 00, Contract Drawings and Specifications, and the requirements of City of Duncan.</li> </ul> <p><u>Payment: Lump Sum</u></p> <ul style="list-style-type: none"> <li>- To be paid based on percentage of contract complete per progress draws.</li> </ul>
<p><b>A4: Project Record Documents</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Meet all requirements of MMCD 01 33 01, Contract Drawings and Specifications, and the requirements of the City of Duncan.</li> </ul> <p><u>Payment: Lump Sum</u></p> <ul style="list-style-type: none"> <li>- To be paid in a single lump sum once all record documents are submitted.</li> </ul>
<p><b>B1: Asphalt Removal</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all works associated with the milling, saw-cutting, removal, hauling and disposal of existing asphalt, to all depths, per MMCD 32 01 16.7.</li> </ul> <p><u>Payment: Square Meter</u></p> <ul style="list-style-type: none"> <li>- Paid per square meter of existing asphalt removed.</li> </ul>
<p><b>B2: Remove Existing Curb and Sidewalk,</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all works associated with the removal, hauling and disposal of existing curbs, gutter and sidewalk, per MMCD 31 23 01, section 1.3.4.</li> </ul> <p><u>Payment: Square Meter</u></p> <ul style="list-style-type: none"> <li>- To be paid in individual lump sums once all individual items have been removed.</li> </ul>
<p><b>B3: HMAC c/w base gravels</b></p>

<p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Supply and install HMAC to MMCD 32 12 16, including all preparation, compaction, adjusting castings, and all other related work.</li> </ul> <p><u>Payment: Square meter</u></p> <ul style="list-style-type: none"> <li>- To be paid per square meter of asphalt installed based on thickness and mix design shown in the Contract Drawings and Specifications</li> </ul>
<p><b>B4: Curb and Gutter c/w Base Gravels</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Supply and install concrete curb and gutter as per MMCD 03 30 20, Contract Drawings and Specifications, and the requirements of Duncan.</li> </ul> <p><u>Payment: Each</u></p> <ul style="list-style-type: none"> <li>- To be paid per lineal meter of curb installed</li> </ul>
<p><b>B5: Concrete Sidewalk c/w Base Gravels</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Supply and install sidewalk as per MMCD 03 30 20, Contract Drawings and Specifications, and the requirements of Duncan.</li> <li>- Includes re-instatement of wheelchair ramp at south end.</li> </ul> <p><u>Payment: Square meter</u></p> <ul style="list-style-type: none"> <li>- To be paid per square meter of sidewalk installed based on thickness of concrete</li> </ul>
<p><b>B6: Line Painting</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all works associated with completion of permanent pavement markings as per the Contract Drawings.</li> <li>- Per MMCD 32 17 23.</li> </ul> <p><u>Payment: Lump Sum</u></p> <ul style="list-style-type: none"> <li>- Paid upon completion of pavement markings.</li> </ul>
<p><b>B7: Relocate Existing Signage</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all works associated with the removal, storage, relocation and reinstallation of existing signage, posts and foundations as per the contract drawings. Includes any hardware or items that may require replacement due to existing pieces being unsuitable for reuse. All components are to be neatly stockpiled and protected at an onsite location as agreed upon with the Owner or appropriate authority if staging within school property.</li> </ul> <p><u>Payment: Lump Sum</u></p> <ul style="list-style-type: none"> <li>- 25% paid when all signs have been removed and safely stockpiled.</li> <li>- 75% paid when all signs have been relocated.</li> </ul>
<p><b>C1: Cut/Cap Existing Water Main</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Meet all requirements of MMCD 33 11 01, Contract Drawings and Specifications, and the requirements of VIHA and City of Duncan.</li> </ul> <p><u>Payment: Lump sum</u></p> <ul style="list-style-type: none"> <li>- To be paid as a lump sum after completion of main abandonment/capping.</li> </ul>

<p><b>C2: Remove Existing Valve Box and Fill With Concrete.</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Meet all requirements of MMCD 33 11 01, Contract Drawings and Specifications, and the requirements of VIHA and City of Duncan.</li> </ul> <p><u>Payment: Lump sum</u></p> <ul style="list-style-type: none"> <li>- To be per valve box removed and riser filled.</li> </ul>
<p><b>C3: Trunk Rd Tie-in</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Meet all requirements of MMCD 33 11 01, Contract Drawings and Specifications, and the requirements of VIHA and City of Duncan.</li> </ul> <p><u>Payment: Lump sum</u></p> <ul style="list-style-type: none"> <li>- To be paid as a lump sum after completion of tie-in.</li> </ul>
<p><b>C4: Watermain Valves</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Meet all requirements of MMCD 33 11 01, Contract Drawings and Specifications, and the requirements of VIHA and City of Duncan.</li> </ul> <p><u>Payment: Lump sum</u></p> <ul style="list-style-type: none"> <li>- Measurement and payment based on each valve installed.</li> </ul>
<p><b>C5: Watermain</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all works associated with the supply and install of watermain pipe per MMCD 33 11 01, Contract drawings and specifications.</li> <li>- Excavation of trench, supply and installation of pipe, fittings, bedding, pipe surround material, imported backfill, disposal of unsuitable materials, and temporary HMAC restoration as required.</li> <li>- Measured based on lineal meters of pipe installed, measured along the centerline of the installed pipe.</li> </ul> <p><u>Payment: lineal meter</u></p> <ul style="list-style-type: none"> <li>- To be paid per lineal meter of watermain installed.</li> </ul>
<p><b>C6: Water Service</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Meet all requirements of MMCD 33 11 01, Contract Drawings and Specifications, and the requirements of City of Duncan.</li> </ul> <p><u>Payment: Each</u></p> <ul style="list-style-type: none"> <li>- Measurement and payment based on each service installed.</li> </ul>
<p><b>C7: New Water Meter Installation (Lot 472)</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Meet all requirements of MMCD 33 11 01, Contract Drawings and Specifications, and the requirements of City of Duncan.</li> </ul> <p><u>Payment: Each</u></p> <ul style="list-style-type: none"> <li>- Measurement and payment based on each meter installed.</li> </ul>
<p><b>C8: Hydrant, Complete with Lead and Valve</b></p>

<p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all works associated the installation of a new fire hydrant as shown in the Contract Drawings as per MMCD 33 11 01, City Water specifications, and in coordination with the City of Duncan. Work to include removal of hard or soft surfacing, excavation, backfill and any other works.</li> </ul> <p><u>Payment: Each</u></p> <ul style="list-style-type: none"> <li>- To be paid per hydrant assembly fully installed.</li> </ul>
<p><b>C9: Water Flushing and Disinfecting</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all work associated with watermain flushing, disinfection, and testing. Includes furnishing all materials, equipment, supplies and chemicals required to disinfect watermains. Work includes all chlorination/dechlorination, temporary connections, flushing, erosion control, pumping, backflow prevention, water supply, and test equipment to complete the works.</li> </ul> <p><u>Payment: Lump sum</u></p> <ul style="list-style-type: none"> <li>- To be paid once flushing and disinfection have been successfully completed with satisfactory test results.</li> </ul>
<p><b>D1: Storm Main</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Remove, Supply and install gravity storm main per MMCD 33 40 01 specifications.</li> <li>- Excavation of trench, supply and installation of pipe, bedding, pipe surround material, backfill, disposal of unsuitable materials and temporary restoration as required.</li> <li>- Disposal of removed pipe per applicable regulations.</li> <li>- Measured based on lineal meters of pipe installed measured along the centerline of the pipe installed, from center of manhole to center of manhole.</li> </ul> <p><u>Payment: Lineal meter</u></p> <ul style="list-style-type: none"> <li>- Per lineal meter of specified pipe diameter and material installed or removed.</li> </ul>
<p><b>D2: Storm Service Connection c/w inspection chamber</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all works associated with the replacement of existing and construction of new storm service stubs, including inspection chambers, as shown in Contract Drawings.</li> <li>- Works to be per MMCD 33 40 01</li> <li>- Length and diameter as required to meet design drawings.</li> <li>- Supply and installation of brooks box.</li> </ul> <p><u>Payment: Each</u></p> <ul style="list-style-type: none"> <li>- To be paid per service installed.</li> </ul>
<p><b>D3: Manholes</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Supply and install manhole with traffic rated frame and cover to details and depths indicated in Contract Drawings per MMCD 33 44 01 specifications.</li> </ul> <p><u>Payment: Each</u></p> <ul style="list-style-type: none"> <li>- To be paid per each manhole installed, by diameter regardless of depth.</li> </ul>
<p><b>D4: Catch Basin</b></p> <p><u>Description / Measurement:</u></p>

<ul style="list-style-type: none"> <li>- Supply and install storm drain catch basin, frame, grate and lead per Contract Drawings and per MMCD 33 40 01 and 33 44 01 specifications.</li> </ul> <p><u>Payment: Each</u></p> <ul style="list-style-type: none"> <li>- To be paid per each catch basin installed and connected to main.</li> </ul>
<p><b>D5: CCTV Inspection</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- CCTV inspection to MMCD 33 01 30.1.</li> <li>- Flush pipe of debris prior to undertaking video inspections.</li> <li>- Video inspection to be on installed portions of gravity sanitary and storm drains prior to paving. Excludes service laterals.</li> <li>- Should defects with installed pipes require repairs, a subsequent video inspection may be required to the repaired area.</li> </ul> <p><u>Payment: Lineal Meter</u></p> <ul style="list-style-type: none"> <li>- Each inspection to be paid per linear meter of pipe inspected once inspection report is submitted.</li> <li>- Costs for reinspection of deficient or corrected work is considered incidental.</li> </ul>
<p><b>D6: Connect existing storm drain lateral to new main</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Remove, Supply and install gravity storm main per MMCD 33 40 01 specifications.</li> <li>- Excavation of trench, supply and installation of pipe, bedding, pipe surround material, backfill, disposal of unsuitable materials, temporary restoration as required and final restoration.</li> <li>- Disposal of removed pipe per applicable regulations.</li> <li>- Complete connection to new storm main.</li> </ul> <p><u>Payment: Lineal meter</u></p> <ul style="list-style-type: none"> <li>- To be paid after full connection to existing main.</li> </ul>
<p><b>E1: Sanitary Main</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Remove, Supply and install gravity sanitary mains per MMCD 33 30 01 specifications.</li> <li>- Excavation of trench, supply and installation of pipe, bedding, pipe surround material, backfill, disposal of unsuitable materials and temporary restoration as required.</li> <li>- Disposal of pipe removed per applicable regulations.</li> <li>- Measured based on lineal meters of pipe installed or removed measured along the centerline of the pipe installed, from center of manhole to center of manhole.</li> </ul> <p><u>Payment: Lineal meter</u></p> <ul style="list-style-type: none"> <li>- Per lineal meter of specified pipe diameter installed or removed.</li> </ul>
<p><b>E2: Sanitary Service Connection c/w inspection chamber</b></p> <p><u>Description / Measurement:</u></p> <ul style="list-style-type: none"> <li>- Any and all works associated with the replacement of existing and construction of new sanitary service stubs, including inspection chambers, as shown in Contract Drawings.</li> <li>- Works to be per MMCD 33 30 01</li> <li>- Length and diameter as required to meet design drawings.</li> <li>- Supply and installation of brooks box.</li> </ul> <p><u>Payment: Each</u></p> <ul style="list-style-type: none"> <li>- To be paid per service installed.</li> </ul>

**E3: Manholes**

Description / Measurement:

- Supply and install manhole with traffic rated frame and cover to details and depths indicated in Contract Drawings per MMCD 33 44 01 specifications.

Payment: Each

- To be paid per each manhole installed, by diameter regardless of depth.

**E4: Overbuild new manhole on existing storm**

Description / Measurement:

- Any and all works associated with installation of a new storm or sanitary manhole over existing mains.
- Installation of new manhole to meet new finished grades per MMCD 33 44 01.
- Supply and install new barrel/risers as required.
- Includes benching or grouting of connection.

Payment: Each

- To be paid per manhole installed on existing sanitary or storm mains, regardless of diameter.