



Cape Breton Regional Municipality

A Community of Communities



REQUEST FOR PROPOSAL

CBRM_P13-2021

**ENGINEERING SERVICES—BROWN STREET, SYDNEY MINES—
WATERLINE UPGRADE**

Closing: THURSDAY, JULY 22, 2021 at 3:00 PM local time

~~Cape Breton Regional Municipality~~

~~Procurement Section~~

~~Suite 102, 1st Floor~~

~~320 Esplanade~~

~~Sydney, NS B1P 7B9~~



Cape Breton Regional Municipality

PROCUREMENT SECTION, FINANCIAL SERVICES

320 ESPLANADE, SUITE 102

SYDNEY, NS B1P 7B9

PHONE: 902-563-5015 EMAIL: purchase@cbm.ns.ca

MANDATORY REQUIREMENT CHECK LIST

PRIOR TO SUBMISSION PLEASE CHECK THAT YOU HAVE SUBMITTED A COPY OF THE FOLLOWING DOCUMENTS

- SCHEDULE "A" – MUNICIPAL BY-LAW COMPLIANCE CERTIFICATE
- SCHEDULE "B" – TRADE AGREEMENTS ACKNOWLEDGEMENT
- DUE TO COVID-19 PRECAUTIONS, SUBMISSIONS FOR THIS TENDER WILL ONLY BE ACCEPTED BY EMAIL TO PURCHASE@CBRM.NS.CA & MUST INCLUDE ALL ITEMS LISTED UNDER THIS CHECK LIST
- THIS IS A 2 ENVELOPE SUBMISSION. DUE TO THE ABOVE WE REQUEST YOU ATTACH 2 SEPARATE PDF'S, ONE TITLED TECHNICAL AND ONE TITLED COSTING. THE PROCUREMENT DEPARTMENT WILL HOLD THE COSTING SUBMISSIONS UNTIL THE USER DEPARTMENT HAS COMPLETED THE EVALUATIONS OF THE TECHNICAL SUBMISSIONS.
- RECEIVED ADDENDA NO. _____ TO NO. _____ INCLUSIVE WERE CAREFULLY EXAMINED

DATED THIS _____ DAY OF _____, 2021.

COMPANY NAME: _____

ADDRESS: _____

CITY/ PROVINCE: _____ POSTAL CODE: _____

PHONE NO.: _____ FAX NO.: _____

EMAIL ADDRESS: _____

WEBSITE: _____

CONTACT NAME(please print): _____

TITLE (please print): _____ PHONE NO.: _____

**THE FOLLOWING INFORMATION MUST BE COMPLETED TO ENSURE ACCEPTANCE. FAILURE TO COMPLY WITH ABOVE
WILL RESULT IN DISQUALIFICATION OF YOUR BID.**



Cape Breton Regional Municipality

PROCUREMENT SECTION, FINANCIAL SERVICES

320 ESPLANADE, SUITE 102

SYDNEY, NS B1P 7B9

PHONE: 902-563-5015 EMAIL: purchase@cbrm.ns.ca

INSTRUCTIONS TO BIDDERS

REQUEST FOR PROPOSAL

ENGINEERING SERVICES—BROWN STREET, SYDNEY MINES—WATERLINE UPGRADE

Closing: Submit to the undersigned up to **3:00 P.M., THURSDAY, JULY 22, 2021**, the bid must be returned in a sealed envelope in **DUPLICATE(2) COPIES** and must clearly designate **CBRM_P13-2021** to the Procurement Section, Financial Services Suite 102, 320 Esplanade, Sydney, N. S. B1P 7B9.

NOTE: FAXED / ELECTRONIC submissions are NOT acceptable and will not be considered

Questions & Clarifications: Any clarification required by a proponent must be requested in writing to the responsible Buyer indicated in the Solicitation. Such requests must be provided in due time before the closing date in order to allow proper consideration and a reply. The response to a request for clarifications submitted by any Proponent will be posted on the Nova Scotia Government Website as an Addendum.

Withdrawal or Modification of Bid: Proponents may withdraw, replace or modify their bid up until the specified closing time, provided that this is done in writing. Any modification or replacement of a bid must be done in the same format as defined in the Solicitation. **NOTE: FAXED / ELECTRONIC modifications are acceptable**

Addenda: All addenda must be acknowledged in bid submission; proponents must monitor the Nova Scotia Government Tenders Website for any addenda that may be issued. CBRM staff no longer maintains plan takers lists, and no longer have knowledge of who has downloaded opportunities.

<http://www.novascotia.ca/tenders/tenders/ns-tenders.aspx>

Rectification Period: Procurement opens and reviews the Bids to determine if all mandatory submission requirements have been met in accordance with the Solicitation Document.

If the bid fails to meet the mandatory submission requirements, Procurement will notify the Bidders that there is a second opportunity to meet the mandatory submission requirements within the rectification period of two business days. Once the rectification period deadline passes, Bids still failing to meet the mandatory submission requirements are disqualified and will not be evaluated further. All bids satisfying the mandatory submission requirements are then passed along to the evaluation team for further evaluation. Exceptions to this are technical addenda, if a technical addendum is not acknowledged, the Bidder will be disqualified and there is no rectification allowance for incorrect submittal of a two envelope submission (two PDFs due to Covid-19).

Tenders requiring bid deposit: If a tender requires a non-refundable bid deposit only those companies who have complied with this request will be considered for acceptance.

TENDER CONTENTS:

(Section Applies to: Construction Contracts, Services & Sale of Municipal Property ONLY!)

Bid Security: Each tender must be accompanied by a certified cheque payable to the Cape Breton Regional Municipality or a Bid Bond on CCDC Form 220 for ten (10) percent of the tendered sum. *Any withdrawal of the successful tender shall constitute forfeiture of the bid deposit.*

Performance Security: A Performance Bond in the amount of fifty (50) percent contract price and Labour and Material Payment Bond in the amount of fifty (50) percent of the contract price will be required upon notification of award and before the signing date of the contract or issue of the Purchase Order.

Alternate Securities Acceptable: As an alternate to the Security Deposit and the Consent of Surety requirements stated herein, Contractors may submit a ten (10) percent bid security certified cheque, and



Cape Breton Regional Municipality

PROCUREMENT SECTION, FINANCIAL SERVICES

320 ESPLANADE, SUITE 102

SYDNEY, NS B1P 7B9

PHONE: 902-563-5015 EMAIL: purchase@cbrm.ns.ca

subsequently upon notification of award, an additional ten (10) percent contract security certified cheque, in lieu of contract stated bonding.

Accompanying Documents: *(Please note that only what is listed on the Mandatory Check List is required for this particular solicitation)*

All bids must include the following documents:

- **"Check List"** Completed in full /Signed /Dated(Including acknowledgement of addenda)
- The signed **Schedule "A"** Municipal By-Law Compliance form attached to the tender documents.
- The signed **Schedule "B"** Trade Agreement Acknowledgement form attached to the tender documents.
- A letter of Good Standing/Clearance from the Workers' Compensation Board of Nova Scotia
- Proof of current and valid Workplace Safety Certificate of Recognition (COR) from an authorized institution (East Coast Mobile Medical, HSE Integrated Limited, Nova Scotia Construction Safety Association (NSCSA), Nova Scotia Trucking Safety Association, Occupational Health and Educational; Services 2002 Inc, Safety Services Nova Scotia or equivalent)
- Completed/signed **Appendix "A"** Consultant, Contractor, Supplier Health & Safety Questionnaire.
- General liability insurance.

Prior to Contract Award – In accordance with section nine (9) of the CBRM Procurement Policy, the successful tenderer may be required to provide an approved Commercial Property Zoning Confirmation, issued by CBRM's Development Officer, prior to award of contract.

Following completion of the tendered work, letters of clearance from both organizations, dated no earlier than the final day worked on the project, must be submitted with the final invoice for the project. This will form a condition of the tender in addition to any other conditions within the contract documents and specifications.

POLICY:

- Canadian Free Trade Agreement (CFTA) and The Cape Breton Regional Municipality Procurement Policy are the governing documents used for all tenders. Copies of these documents are available from the Financial Services Department, Procurement Section, Suite 102, 320 Esplanade Sydney, N.S. or by phoning (902) 563-5015.
- Successful bidder will be required to follow CBRM protocol as designated by Purchasing Department for delivery and invoicing.
- Payment: Any supplier having an account due to the Cape Breton Regional Municipality, which is in arrears, will have such arrears deducted from payments being made to the supplier.

The Cape Breton Regional Municipality reserves the right to reject any or all tenders or to accept any tender or part thereof considered to be in its best interest.

Emily Neville

Emily Neville, Procurement Officer - Financial Services

(P) 902-563-5015 (E-Mail) purchase@cbrm.ns.ca



Cape Breton Regional Municipality

PROCUREMENT SECTION, FINANCIAL SERVICES

320 ESPLANADE, SUITE 102

SYDNEY, NS B1P 7B9

PHONE: 902-563-5015 EMAIL: purchase@cbrm.ns.ca

SCHEDULE "A"

MUNICIPAL BY-LAW COMPLIANCE CERTIFICATE

This document forms part of and is incorporated into the Tender. Bidders convicted of violations of any Cape Breton Regional Municipal By-Laws or found in contravention of the Dangerous and Unsightly Provision of the *Municipal Government Act*, S.N.S. 1998, c. 18 shall be precluded from bidding on the tender. Successful bidders who subsequently are found guilty of violation of any Cape Breton Regional Municipal By-Laws or are found to have contravened the Dangerous and Unsightly Provision of the *Municipal Government Act* S.N.S. 1998, c. 18 shall have the tenders revoked and shall be precluded from bidding on subsequent tenders for a period of thirty-six months.

_____ (hereinafter referred to as "The Bidder") does hereby certify that the Bidder has not been found guilty of violation of any Cape Breton Regional Municipal By-Laws and has not been found to have contravened the Dangerous and Unsightly Provision of the *Municipal Government Act* S.N.S. 1998, c. 18 and furthermore hereby agrees to comply with all Cape Breton Regional Municipal By-Laws and the Dangerous and Unsightly provision of the *Municipal Government Act*, S.N.S. 1998, c. 18. The Bidder understands and agrees that any finding of guilt or contravention of any Cape Breton Regional Municipal By-Laws and provisions will result in the Tender being revoked and the Bidder being precluded from bidding on any subsequent Tender for a period of thirty-six months.

Witness

Bidder

CBRM INTERNAL USE ONLY

Approved by: _____

Title: _____

Date: _____



Cape Breton Regional Municipality

PROCUREMENT SECTION, FINANCIAL SERVICES

320 ESPLANADE, SUITE 102

SYDNEY, NS B1P 7B9

PHONE: 902-563-5015 EMAIL: purchase@cbrm.ns.ca

SCHEDULE "B"

TRADE AGREEMENTS ACKNOWLEDGEMENT

All Public Sector Entities in Nova Scotia have trade agreement obligations under the Public Procurement Act. Trade agreements play a vital role in our economy. They create market access for our goods and services by reducing barriers to, among other things, labour mobility, investments, energy, agriculture, and government procurement. Agreements can be comprehensive, covering a number of different issues, or more concentrated, covering individual issues. Each agreement has unique language, exemptions, rules, and requirements.

Municipalities, Academic Institutions, School Boards, Health Authorities (MASH) and Crown Corporations that have their own procurement groups and policies must ensure they are consistent with the principles of the Province of Nova Scotia Procurement Policy, and the obligations of the Public Procurement Act.

Trade Agreements that impact government procurement in Nova Scotia include the Canadian Free Trade Agreement (CFTA) and the Comprehensive Economic Trade Agreement with the European Union (CETA). The CFTA and CETA includes all provinces, Northwest Territories, Yukon, and the Federal Government as well as their respective MASH sectors and Crown Corporations.

The key to being compliant with multiple trade agreements is to ensure you are meeting the obligations of the one with the lowest thresholds, which in this case is the CFTA. Table A outlines the thresholds for these two agreements.

TABLE A – Domestic Agreement

Agreement	Coverage	MASH
Canadian Free Trade Agreement	Equal access to Canadian suppliers. Includes all CDN Provinces, NWT, YUK, their respective MASH and Crowns, and the Federal Government	Goods: \$105,700+ Services: \$105,700+ Construction: 264,200+
Comprehensive Economic Trade Agreement with the European Union	Equal access to EU suppliers – includes: Federal Government, Provinces, Territories, MASH, Provincial/Federal Crowns & Public Utilities (many exceptions)	Goods: \$365,700+ Services: \$365,700+ Construction: \$9.1M+

_____ (hereinafter referred to as "The Bidder") does hereby acknowledges the understanding that this tender falls under the Domestic Trade Agreements. As part of these agreements and under the Nova Scotia Public Procurement Act, CBRM is included as part of the MASH Sector. This document forms part of and is incorporated into the Tender.

Witness

Bidder



Cape Breton Regional Municipality

COVID-19 Protocol for Contractors and Suppliers

Date: April 20, 2020

Any contractor or supplier hired by Cape Breton Regional Municipality (CBRM) must adhere to the following protocols while working within and CBRM owned facility, or any CBRM owned property:

- Contractors and Suppliers must have their own COVID-19 Pandemic Plans prior to starting any work for CBRM. It must be available upon request.
- Contractors or suppliers must seek approval prior to visiting and CBRM owned facility or property. Approval will be granted by the Manager/Director responsible for the specific site.
- Contractors and suppliers shall only carry out work in approved areas during approved times. Any changes to work scope, schedule or location of work must be pre-approved by CBRM.
- Anyone who has travelled outside of Canada or Atlantic Canada cannot carry out work at a CBRM facility or property until they have completed 14 days of self-isolation, measured from the date of their return to the Province. Any exemptions will have to be granted by Public Health.
- When carrying out work within a CBRM facility, the Supplier or Contractor may only utilize up to 5 individuals to carry out the work. Outdoor construction sites are exempt from this requirement.
- Supplier and Contractors **must** practice physical distancing of 2 meters(6 feet).
- Number of in person meetings should be limited. If required, they should be 5 people or fewer, while maintaining physical distancing protocol. Use of teleconference and videoconference for meetings is encouraged.
- The Supplier or Contractor must supply all employees with necessary materials to carry out regular disinfections of tools, equipment, and work areas. Where work is being carried out in a facility or area or worksite that does not have a washroom, the contractor or Supplier must provide the necessary equipment to allow for regular handwashing.
- Suppliers and Contractors shall follow all guidance/requirements as issued by the Nova Scotia Medical Officer of Health and Public Health.
- All Contractors and Suppliers must, to the best of their ability, closely self-monitor their health, and if their status changes then they must follow Public Health protocols. (e.g. contact 811)

- Should any contractor or supplier exhibit any symptoms of COVID-19 during the period they are providing services to CBRM, or within the 2 weeks following, they must advise CBRM immediately.



Company Name:

Date:

Work Location:

Name(s) of Employee(s):

2020 novel coronavirus (COVID-19) self-assessment

1. Are feeling unwell with any of the following symptoms:

- Fever, new cough or difficulty breathing (or a combination of these symptoms)?
- Muscle aches, fatigue, headache, sore throat, runny nose or diarrhea?

2. And have experienced any of the following:

- Have you travelled outside of Canada or Nova Scotia in the last 14 days?
- Have you been in close contact (within 2 meters) with someone with a confirmed case of COVID-19?
- Have you been in close contact (within 2 metres) with someone who has returned from another country in the past 14 days and who has a fever higher than 38°C, a new cough or a cough that's getting worse?

If you answered Yes to any of the following, contact 811. CBRM will have to restrict you from entering our buildings to provide service at this time.

If you answered no to all questions above, CBRM requests you to practice the following on our sites:

- Wash your hand with soap and water or hand sanitizer upon entry to our facilities
- Practice social distancing (2m or 6 feet)
- Practice good hygiene practices (coughing into sleeves, etc)

**Cape Breton Regional
Municipality CBRM_P13-2021
Request for Engineering Services**



Cape Breton Regional Municipality

**Terms of Reference – Request for
Proposals CBRM_P13-2021**

July 13, 2021

REQUEST FOR ENGINEERING SERVICES

Brown Street, Sydney Mines - Waterline Upgrades

Introduction:

As part of the Cape Breton Regional Municipality (CBRM) “Capital Infrastructure Program”, the CBRM is presently contemplating a waterline upgrade project for the 2021 construction season.

The CBRM is in need of an engineering consultant (Engineer) to provide engineering consulting services throughout the delivery of the project. The successful proponent shall have the knowledge, skills, and capacity to fulfill the requirements identified in the scope of services herein.

The project is located in the North Division of CBRM and involves Brown Street from Fraser Avenue to Archibald Street in Sydney Mines, Nova Scotia.

Scope of Services:

The project delivery method will utilize a Design-Bid-Build format and the Engineer will provide expert assistance to the CBRM throughout all phases of the work. This project should be referenced as “*Brown Street, Sydney Mines - Waterline Upgrades*” in all future correspondence.

The details outlined in this section describe the minimum scope of services required of the Engineer throughout the project duration and is not an all-inclusive list. In the response, proponents shall identify and provide detail on how they plan to meet the following deliverables.

**Cape Breton Regional
Municipality CBRM_P13-2021
Request for Engineering Services**

Design Phase

- Detailed Project Description and Scope
- Background Information Gathering
- Project Requirements/Constraints/Schedule
- Design Brief
- Detailed Engineering Survey
- Detailed Engineering Design
- Assistance in Obtaining Required Approvals, Permits, etc.
- Capital Cost Estimate
- Management System Requirements (QA/QC, Environmental, Safety)
- Preparation of a Detailed Construction Services Tender Package

Tender Phase

- Supply tender package c/w drawings and specifications including 1 PDF version and up to 5 hardcopies as required
- Evaluation/Selection of Successful Contractor
- Prepare and Supply Construction Drawings including 1 PDF version and up to 5 hardcopies as required
- Prepare and Supply Contract Documents including 1 PDF version and up to 3 sets of hardcopies as required

Construction Phase

- Review of shop drawings
- Construction Administration and Project Management
- Field Inspection Services estimated at 50hrs/week
- QA/QC review of construction work in addition to verification of construction and approval of all associated testing in accordance with the latest version of the “Standard Specification for Municipal Services
- Bi-Weekly project update reports
- Monthly progress reports & recommendation for payment
- Preparation & Provision of sealed “Record” Drawings in standard paper hardcopy plus pdf. & AutoCad-Dwg. formats
- Preparation & Provision of QA/QC Report c/w Copies of all Field Testing & Laboratory Testing Conducted.

**Cape Breton Regional
Municipality CBRM_P13-2021
Request for Engineering Services**

Project:

1) Brown Street (Fraser Avenue to Archibald Street)

The project involves the replacement of approximately 320m of existing 150mm diameter Asbestos Concrete waterline with new 150mm diameter PVC waterline (c/w tracer line), approx. 21 small diameter residential services, 1 new hydrant, 2 new 150mm diameter gate valves and 2 connections to existing PVC watermain (Fraser Avenue & Archibald Street). Trench to be reinstated with 200mm of Type 2 and 100mm of Type 1 Gravels.

Timeframe:

All components of the Design and Tender Package Preparation shall be completed by August 17th, 2021. All construction will be completed during the 2021 Construction Season, with all work completed and invoiced prior to end of October 2021.

Below are the proposed dates for moving through the delivery of the project:

- | | |
|---|--------------------------|
| • Selection of Owner's Engineer | July 2021 |
| • Design Brief and Tender Package Preparation | July – August 2021 |
| • Construction Services Tender Call | August 2021 |
| • Select Contractor | August 2021 |
| • Construction Phase | September - October 2021 |
| • Substantial Completion/Takeover | October 2021 |

**Cape Breton Regional
Municipality CBRM_P13-2021
Request for Engineering Services**

Contact:

The CBRM Engineering Services Department will be the primary contact for the projects. All correspondence and questions shall be directed to the representative below via the CBRM Purchasing Department:

Blaise Currie
Maintenance Co-Ordinator, Public Works North
CBRM, 85 Hartigan Drive, North Sydney, Nova Scotia
Phone: (902) 794-5692

CBRM Purchasing Department
320 Esplanade, Nova Scotia, B1P 7B9
Phone: (902) 563-5015
Email: purchase@cbrm.ns.ca

Proponent Response

Each proponent must be prepared to provide a concise delineation of the proponent capabilities to satisfy the requirements of the Request for Proposal. Emphasis in each submission should be on completeness and clarity of content. Proposals submitted must include the following:

- A. A detailed outline of approach to the proposal
- B. Proposed milestone and reporting protocols.
- C. A summary of the firms experience in this field.
- D. Description of similar projects completed including contact names of clients and references.
- E. Profile of the individuals to be engaged on the project.
- F. Price submitted shall be total “lump sum” costs to provide services as outlined in “Scope of Services”.
- G. Costs “breakdown” shall be provided for
 - i) Design & Tender Package Preparation
 - ii) Project Management
 - iii) Field Inspection
 - iv) Record Drawing Preparation & Submittal

**Cape Breton Regional
Municipality CBRM_P13-2021
Request for Engineering Services**

Task	Unit	Cost	Quantity	Total
Design & Tender Package Preparation	LS		1	
Project Management	LS/Week		4 (weeks)	
Field Inspection	LS/Week		4 (weeks)	
Record Drawing Preparation & Submittal	LS		1	
			Total	

Proposal Evaluation

Proposals will be evaluated using a **two-envelope** procurement process whereby the Technical and Cost of Services responses will be submitted in two separate PDF documents. Each proponent will be evaluated on the Technical proposal prior to the opening and evaluation of the Cost of Services component.

The Technical evaluation will use the criteria and weight factors below to evaluate the proposal. A mandatory requirement of at least 60% of the points must be achieved in the Technical evaluation.

Weight Factor Description	Weight
Excellent. Fully exceeds requirements	5.0
Very Good. Exceeds some requirements	4.0
Good. Fully meets basic requirements	3.0
Fair. Meets most requirements	2.0
Poor. Does not meet requirements	1.0

**Cape Breton Regional
Municipality CBRM_P13-2021
Request for Engineering Services**

Evaluation Criteria	Raw Weight	Maximum Weighted Score
Technical Evaluation		
1. Relevant Skills Possessed by Consulting Firm	20	100
2. Recent Experience Related to Client Problem/Need	15	75
3. Comprehension of Project Objectives	20	100
4. Proposal Approach/Methodology	20	100
5. Overall Impression	15	75
Sub-Total Technical Evaluation		
Financial Evaluation		
Cost of Service (Provided in a separate sealed envelope)	10	50
Total of Technical & Cost of Service		500

The Cost of Service component will be given a value relative to the Technical Score based on the following formula.

$$\text{Value} = (\text{Proposal Cost} / \text{Proposal Technical Score})$$

These values will then be ranked from lowest to highest with the lowest value receiving the highest weight factor. Each Weight factor will then be multiplied by the Raw Weight to calculate the weighted score.

Following both the Technical and Cost of Services evaluation, a combined score will be totaled. CBRM reserves the following rights:

**Cape Breton Regional
Municipality CBRM_P13-2021
Request for Engineering Services**

Contract Award

Response Date – To CBRM Procurement Department no later than 3 pm local time July 22, 2021.

Contract Award – The successful proponent will be selected no later than 2 weeks from the response date.

Once selected, the successful proponent will be required to enter into a standard form of agreement using the ACEC Document No. 31 – 2010 Engineering Agreement Between Client and Engineer. The agreement will be reviewed and approved by both the CBRM (Client) and the Proponent (Engineer).

Administrative Requirements

Acceptance:

- CBRM reserves the right to accept or reject any or all proposals.
- CBRM reserves the right to reject proposals not meeting the mandatory requirements.
- CBRM reserves the right to select a proposal on the basis other than lowest price.
- All costs incurred in the preparation and delivery of the proposal shall be borne by the proponent.

Delivery:

- This is a two-envelope submission. Due to the above we request you attach **two separate PDF's**, one titled **Technical** and one titled **Costing**. The procurement department will hold the costing submissions until the user department has completed the evaluations of the technical submissions.
- PDF's will be required to be emailed to purchase@cbrm.ns.ca by Thursday, July 22, 2021 at 3:00pm. Proposals should be clearly designated **CBRM_P13-2021**. The documents required include the following:
 - Technical Response
 - Cost of Services Response

**Cape Breton Regional
Municipality CBRM_P13-2021
Request for Engineering Services**

Disclaimer

While every attempt has been made to provide interested parties with detailed and comprehensive information on which to prepare their proposal, the CBRM accepts no responsibility for any omissions or errors of content within the request. It is the responsibility of each interested party to satisfy themselves that they have sufficient and adequate information upon which to prepare and submit a proposal.

The interested party shall be deemed to have fully acquainted themselves with all conditions likely to affect the services required to be performed and to have visited the sites to satisfy themselves of the nature and extent of the services required. No claim by any interested party for additional payment or adjustment of terms or conditions will be accepted or allowed by the CBRM on the grounds of any misunderstanding or misrepresentation due to lack of knowledge of any of these conditions or any regulations or requirements.

The CBRM reserves the sole and exclusive right to accept or reject all or any proposals which may be received as result of this call. No contract is hereby intended or offered by the request for proposals.

Confidentiality

The CBRM shall make every effort to safe-guard the confidentiality of each proposal. However, all proposals may be subject to the provisions of the Freedom of Information and Protection of Privacy Act of Nova Scotia, as amended to date.