



Cape Breton Regional Municipality

A Community of Communities



REQUEST FOR TENDER

CBRM_T35-2022

SUPPLY 44 PERSON BLEACHER FRAMES-QTY OF 10

Closing: THURSDAY, AUGUST 11, 2022, at 3:00 PM local time

Cape Breton Regional Municipality

Procurement Section

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@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
- APPENDIX "A" – CONSULTANT, CONTRACTOR SUPPLIER HEALTH AND SAFETY QUESTIONNAIRE
- 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
- RECEIVED ADDENDA NO. _____ TO NO. _____ INCLUSIVE WERE CAREFULLY EXAMINED

DATED THIS _____ DAY OF _____, 2022.

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.**



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INSTRUCTIONS TO BIDDERS REQUEST FOR TENDER SUPPLY 44 PERSON BLEACHER FRAMES-QTY OF 10

Closing: Submit to the undersigned up to **3:00 P.M., THURSDAY, AUGUST 11, 2022.** the bid must be emailed to purchase@cbrm.ns.ca and must clearly designate **CBRM_T35-2022.**

NOTE: FAXED / PAPER 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), or for failure to include a required bid deposit.

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



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Accompanying Documents: All bids must include the following documents: : (*Please note that only what is listed on the Mandatory Check List is required for this particular solicitation*)

- “**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.

Daniel C. Colbourne

Daniel C. Colbourne, Procurement Officer

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



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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: _____



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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



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APPENDIX "A"

CAPE BRETON REGIONAL MUNICIPALITY

CONSULTANT, CONTRACTOR, SUPPLIER HEALTH & SAFETY QUESTIONNAIRE

Consultants, Contractors or Suppliers wishing to submit Proposal\Tender to the Cape Breton Regional Municipality must complete this questionnaire and submit it to CBRM Finance Department with their bid information.

PLEASE REVIEW - CBRM OCCUPATIONAL HEALTH & SAFETY POLICY AND PROCEDURE MANUAL - SECTION 12 - CONTRACTOR SAFETY MANUAL.PDF

GENERAL INFORMATION:

Company Name: _____

Company Address: _____

Telephone Number: _____

INSURANCE/WORKERS' COMPENSATION COVERAGE:

Is your company covered by general liability insurance, automotive insurance, umbrella policies, etc., that would cover the cost of damages to, and incidents involving third parties? * Yes * No

Is your company in good standing with the Workers' Compensation Board for the Province of Nova Scotia? * Yes * No

If no, please explain _____

SAFETY PERFORMANCE:

Does your company have any non-compliance or outstanding issues with the Nova Scotia Labour and Workforce Development, such as stop work orders, pending charges/prosecutions, or recent (within the last year) convictions or fines? * Yes * No

If yes, please attach a note explaining the details, including current status or resolution.

SAFETY PROGRAM:

Does your company have a written health and safety policy signed by management? * Yes * No

Does your company have written safety policies, procedures and safe work practices applicable to the scope of work to be performed, including clearly defined safety responsibility for managers, supervisors and workers? * Yes * No



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How do you communicate your safety policies and procedures?

How often do managers/ executive officers visit the worksite? _____

Please explain how you conduct on-site inspections, including how often they are conducted, what they cover and who conducts them?

Does your company have a risk assessment procedure? * Yes * No

Does your company have a procedure in place for investigating incidents, accidents and near misses? * Yes * No

Please attach a list and contact information of all supervisors you will be using on site, as well as any safety coordinator or persons responsible for job site safety.

Do you provide on the job training to all employees? * Yes * No

Please indicate how you inform your workers, other workers or persons at or near the workplace of any workplace hazards to which they may be exposed.

Do you have a disciplinary policy in place for anyone committing health and safety violations? * Yes * No

Please Describe:

Do you have a Joint Occupational Health and Safety Committee or Representative? * Yes * No

Do you have a preventative maintenance program for tools and machinery? * Yes * No



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Do you have a health and safety policy in place for incorporating sub-contractors into the workplace?

* Yes * No

Please provide any other information relating to other programs or activities that you believe demonstrate your company conducts their projects safely and in accordance with all health and safety requirements.

NOTE:

PLEASE BE ADVISED THAT DURING THE PROPOSAL\TENDERING PROCESS OR AT ANYTIME DURING THE CONTRACTED WORK, CBRM MAY REQUEST COPIES OF POLICIES, PROCEDURES, RECORDS OR DOCUMENTATION OF PROOF FOR ANY QUESTIONS ANSWERED ON THIS QUESTIONNAIRE.

DO YOU AGREE TO PROVIDE THIS INFORMATION IF REQUESTED?

***YES *NO**

Signature

Date

Position/ Title



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TENDER

TENDER #	DATE	CLOSING DATE	PROCUREMENT OFFICER
CBRM_T35-2022	JULY 26, 2022	AUG 11, 2022	Daniel C. Colbourne
DESCRIPTION			
SUPPLY 44 PERSONS BLEACHER FRAMES-QTY OF 10 <ul style="list-style-type: none">PLEASE SEE ATTACHED FOR SPECIFICATIONSFOB PLACE OF MANUFACTURE IF IN INDUSTRIAL CAPE BRETON OR FOB PARKS & GROUNDS CENTRAL, 11 INGLIS STREET, SYDNEY, NSWE CAN ACCEPT PRODUCTS THAT REQUIRE ASSEMBLY BUT NOT WELDING OR DRILLING OF HOLES IN METAL COMPONENTS. THEY MUST ESSENTIALLY COMPLETE AND READY FOR FINAL ASSEMBLY WITH ALL NECESSARY HARDWARE, NUTS, BOLTS, WASHERS, ETC. (OR COME FULLY ASSEMBLED).EXPECTED DELIVERY DATE: _____ DAYS \ WEEKS			\$ _____ PRICE PER UNIT
			\$ _____ SUBTOTAL OF 10
			HST \$ _____
			TOTAL \$ _____

Company Name: _____

Company Representative: _____

Phone: _____ Email: _____



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TENDER CBRM T35-2022 **SPECIFICATIONS**

HDG Channel 27 Beam Design Bleachers or Equivalent

Part 1 General

1.01 Section includes

- A. Design and fabrication of Channel beam design bleachers.
 - 1. Understructure: Steel - Hot Dipped Galvanized after fabrication.
 - 2. Seat Boards, Footboards and Riser Boards to be ACQ Treated Lumber (to be supplied by purchaser locally, not part of this tender).

1.02 Submittals

- A. Shop drawings: Submit shop drawings stamped/sealed by a "Registered Professional Engineer in Canada".
- B. Submit Manufacturers product data and literature with quotation.
- C. Provide a "Letter of Validation" from the Canadian Welding Bureau confirming the certified/qualified manufacturer of bleachers.

1.03 Quality Assurance

- A. Codes and Standards: Design, fabrication, and installation shall be in accordance with all applicable codes, regulations, and accessibility requirements, and the manufacturer must meet the minimum requirements of the latest edition of the National Building Code 1997 - O. Reg. 403/97 and the Canadian Standards Association CAN/CSA S16.1-94
- B. Welders: Certified companies shall employ welders properly ticketed and tested by the Canadian Welding Bureau.

1.04 Warranty

- A. Warranty bleachers to be satisfactory as to design, workmanship, and materials for **1 year** beginning after delivery to CBRM. This warranty excludes any results of abnormal use in service, intentional damage, vandalism, or accidental damage or other occurrences beyond the control of the manufacturer.

1.05 Maintenance



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An annual inspection and evaluation to be conducted by a qualified person retained by the owner.
Required maintenance of bleachers to insure safe conditions by owner.

PART 2 Products.

2.01 Channel Beam Design Bleachers – NON ELEVATED

Size: **4 Rows** (Non elevated) x **5 meters** long.

Gross Seat Capacity **44** spectators

Design: Shall be in accordance with the latest edition of the National Building Code 2010

Design Loads:

1. Live Load: 4.8 kPa (100 pounds per square foot) (psf) applied vertically over entire area (not applied concurrently),
2. Perpendicular Sway Load: 0.15 kN/m (10.5 plf) pounds per linear foot applied vertically to seat (not applied concurrently),
3. Lateral Sway Load: 0.3 k/m (21 plf) of seat plank, applied parallel to row (not applied concurrently),
4. Live Load for Seats and Tread Planks: 1.75 kN/m or 2.2 kN over 0.75m length (495 lbs over 2'6" length)

Shop Connections/Welding:

Fabricators and erectors responsible for making welds for structures fabricated or erected under CSA 16.1 shall be certified by the Canadian Welding Bureau to the requirements of CSA Standard W47.1 (Division 1 or 2.1), or CSA Standard W55.3, or both as applicable.

Framework:

Channel Beam Design - Main structure to be channel 5" @ 6.7#/foot

Bleacher frames at 5 foot (maximum) intervals and connected with Hot Dipped Galvanized 10 gauge backbone (see drawing)

- Seat uprights to be 3" x 2" x 3/16" H.R. Angles
- Seat angles to be 2 x 1 1/2 x 3/16" H.R. Angles
- Supporting Footboard angles to be 2" x 1 1/2" x 3/16" H.R. Angle,
- CB27 Backbone to be constructed of 10 Gauge (minimum)



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- CB27 Rear legs to be laser cut from 10 Gauge (minimum)
- CB 27 Front and Rear Feet to be 3/16" plate (minimum)

Rise and Run Dimensions:

Vertical Rise = 9 inches,
Horizontal Run = 27 inches,
Seat height above Foot boards = 17"

Seat planks: (1) Nominal 2" x 10" ACQ Treated Lumber.

Footboards: (2) Nominal 2" x 10" ACQ Treated Lumber.

Riser boards: (1) Sized as needed to meet code requirements, ACQ Treated Lumber.

H.D.G. Steel Materials

Frame work: Galvanized Steel: ASTM A36, A572 Gr 50, A992 Hot dipped galvanized after fabrication in accordance with ASTM A123.

Accessories:

Fasteners/Bolts, Lock washers and Nuts for "Steel to Steel Connections" all Hot dipped Galvanized after fabrication - Equal to or greater than SAE J429 Grade 5.

Fasteners/Bolts, Lock washers and Nuts for "Steel to ACQ Treated Lumber" all carriage type bolts, Hot dipped Galvanized after fabrication.

All structural connections are snug tight per RCSC 2000 Specification.

Questions can be addressed to:

Ken Heaton

Operations Supervisor Parks & Grounds CBRM

(902)565-5395