Part 1 – Information to Tenderer

The Municipality of the County of Kings (Municipality) invites tenders for the construction of a building addition (including associated mechanical and electrical work) to the Headworks Building at the Regional Sewer Treatment Plant (STP), located at 405 Jones Road, New Minas, Nova Scotia.

Part 2 – Tender Submission

2.1 Tender Closing and Delivery

i. Tenders will be received up to 2:00 p.m., local time, May 16, 2019, in a sealed opaque envelope plainly marked “Contract No. 19-15 – Regional STP Headworks Building Addition”.

ii. If delivered by mail address to: Engineering and Public Works, Municipality of the County of Kings, Attn: Tim Bouter, P. Eng. Supervisor of Engineering Services, 87 Cornwallis St., P.O. Box 100, Kentville, Nova Scotia, B4N 3W3.

iii. If delivered by hand, deliver to Financial Services reception area, Municipal Offices at 87 Cornwallis Street, Kentville, Nova Scotia for deposit in the Tender Box until the tender opening.

iv. Tenders will be opened on Thursday, May 16, 2019 in the Boardroom of the Municipality, immediately following the Tender closing. Opening will be public.

v. Late tenders shall be returned unopened.

vi. All tenders shall be and remain valid for acceptance for 90 days from the time of Tender Closing, unless withdrawn prior to the designated closing time.

vii. Provide Tender Security in amount of 10% of the Total Amount Payable with Tender in the form of a Certified Cheque or Money Order payable to the Owner, or a Bid Bond on CCDC Form 220.

viii. The Contractor shall, prior to commencement of the Work, provide the Owner a Performance Bond and a Labour and Material Payment Bond, each in the amount of 50% of the Estimated Contract Price, or alternatively, provide an Irrevocable Letter of Credit in the amount of 20% of the Estimated Contract price. Include the cost of providing security in Contract Price. Should it become apparent that the final cost of the project will exceed the Estimate Contract Price by more than 10%, the Contractor shall arrange to have the security reissued, based on the projected final cost.

ix. Submit within 72 hours, if requested by the Municipality, a copy of Tenderer’s current and valid Certificate of Registration issued by a Worker’s Compensation Board approved audit company.

x. Submit within 72 hours, if requested by the Municipality, a copy of Tenderer’s current valid clearance letter, issued by the Worker’s Compensation Board of Nova Scotia.

2.2 Clarification and Addenda

i. All questions concerning this Tender shall be directed to the following: Tim Bouter, P. Eng.; Manager of Engineering Services (690-2219). Any attempt by the Proponent or any of its employees, agents, contractors, or representatives to contact members of Municipal Council or Municipal staff not identified in this clause may lead to disqualification.

ii. Notify Engineer not less than 4 working days before Tender Closing of omissions, errors or ambiguities found in Contract Documents. If Engineer considers that correction, explanation or interpretation is necessary; a written addendum will be posted on the Municipality’s procurement website — http://www.county.kings.ns.ca/business/tenders.aspx — no later than 48 hours before Tender Closing. The Municipality will not maintain a plan takers’ list; prospective bidders shall be responsible to review the website for any addenda that have been issued.

iii. All addenda will form part of the Contract Documents.
iv. Any changes to this tender shall be stated in writing by Addenda. Verbal statements made by Municipal staff or their representatives shall not be binding.
v. Confirm in Tender Form that all addenda have been received.

2.3 Tender Site Meeting
i. A non-mandatory site meeting will be held on May 10 at 10:00 a.m. at the project site (Regional STP, 405 Jones Road, New Minas, Nova Scotia).

2.4 Tender Form
i. Part 1 – Information to Tenderers through Part 5 – Specifications inclusive form part of the Tender.
ii. Tenderers shall complete Part 4 – Tender Form provided in ink or by typewriter.
iii. Tenderers shall fill in all blanks and have corrections initialled by person signing Tender.

2.5 Tender price
i. Price shall be in Canadian dollars and include labor, freight, duty and all applicable taxes, rates and charges in force at the time of award for the Work outlined in Part 5 - Specifications. Prices quoted shall be F.O.B. 200 Avon Street, Hants Border, Nova Scotia.
ii. The successful Tenderer will be issued a Purchase Order following the Municipality’s decision to proceed with the project. The purchase order will define the terms and conditions of payment by the Municipality.

2.6 Notices
i. By submitting a Tender the bidder agrees to public disclosure of its contents subject to the provisions of the Municipal Government Act relating to Freedom of Information and Protection of Privacy. Anything submitted in the Bid the bidder considers “personal information” or “confidential information” of a proprietary nature should be marked confidential and will be subject to appropriate consideration under the Municipal Government Act as noted above.
ii. The Municipality reserves the right to hold payment per the Builders’ Lien Act.

2.7 Amendment or Withdrawal of Tender
i. Tenders may only be amended or withdrawn by using the same method as tender submission prior to the time of Tender Closing. E-mail and fax amendments or withdrawals shall not be accepted.
ii. Amendment of individual unit prices is the only acceptable price amendment. Amendments shall not disclose either original or revised total price.
iii. Head amendment or withdrawal as follows:
“(Amendment)/(Withdrawal) of Tender for Regional STP Headworks Building Addition, Contract No. 19-15.” Sign as required for Tender, and submit at address given for receipt of Tenders prior to time of Tender Closing. All submissions must be received prior to Tender Closing.

Part 3 – Tender Evaluation and Acceptance

3.1 Rejection of Tenders
i. The Municipality reserves the right to suspend or cancel this tender at any time for any reason without penalty.
ii. The Municipality reserves the right to reject any and all bids or accept any bid or part thereof and may award all or a portion of the work to one or more contractors.
iii. The Municipality reserves the right to waive any formalities or informalities, or to reject any or all tenders based on the Tenderer's lack of proven experience, performance on similar projects, or the suitability of proceeding with the execution of the work.

iv. In the event that a number of suppliers submits bids in substantially the same amount, the Municipality may, at its discretion, call upon those Tenderers to submit further bids.

v. No term or condition shall be implied, based upon any industry or trade practice or custom, any practice or policy of the Municipality or otherwise, which are inconsistent with the provisions contained herein.

3.2 Municipality of Kings Preference

i. The Municipality of the County of Kings recognizes the importance of buying locally and using local suppliers as much as possible. This factor will always be taken into account when evaluating effectiveness and efficiency. For details on the Municipality of Kings Preference, refer to Section 16 of the Municipality's Procurement Policy, which is located on the Municipality’s website:

http://www.county.kings.ns.ca/business/tenders.asp
Part 4 – Tender Form

1. SALUTATION:
   
   .1 To: Municipality of the County of Kings (the "Municipality")
   87 Cornwallis Street, P.O. Box 100
   Kentville, Nova Scotia B4N 3W3
   
   .2 For: Regional STP Headworks Building Addition
   Contract No. 19-15
   
   .3 From: _____________________________ (the “Tenderer”)
   _______________________________
   _______________________________

2. TENDERER DECLARES:
   
   .1 That this tender was made without collusion or fraud.
   .2 That the proposed work was carefully examined.
   .3 That the Tenderer is familiar with local conditions, including labour conditions.
   .4 That Part 1 – Information to Tenderers through Part 6 – Drawings inclusive and
      Addenda No. ____ to ____ inclusive were carefully examined.
   .5 That all the above were taken into consideration in preparation of this Tender.

3. TENDERER AGREES:
   
   .1 To complete the Work as described and specified herein for the price stated in
      Subsection 4 hereunder, Schedule of Quantities.
   .2 That the estimated Contract Price shall be the sum of the products of the
      tendered unit prices times the estimated quantities in Subsection 4 hereunder.
   .3 The tenderer shall submit a detailed breakdown of lump sum tender prices within
      24 hours, if requested.
   .4 That this Tender is valid for acceptance for 60 days from the time of Tender
      Closing.
   .5 That measurement and payment for items listed in Subsection 4 hereunder shall
      be in accordance with corresponding items in Part 5 – Specifications.
   .6 Part 1 – Information to Tenderers through Part 6 – Drawings inclusive form part
      of the Tender.
4. **SCHEDULE OF QUANTITIES**

   .1 Regional STP Headworks Building Addition

<table>
<thead>
<tr>
<th>ITEM No</th>
<th>ITEM DESCRIPTION</th>
<th>UNIT OF MEASURE</th>
<th>ESTIMATED QUANTITY</th>
<th>UNIT PRICE</th>
<th>TOTAL PRICE</th>
</tr>
</thead>
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<tr>
<td>1</td>
<td>Building Addition</td>
<td>L.S.</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contingency</td>
<td></td>
<td></td>
<td>$7,500.00</td>
<td></td>
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<td></td>
<td>Subtotal (no HST)</td>
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<td>Add HST (15%)</td>
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<tr>
<td></td>
<td>Total Price</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Tenderer’s HST Registration Number</td>
<td></td>
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</tr>
</tbody>
</table>

5. **COMPLETION TIME**

   .1 Tenderer agrees to complete the work within _______ weeks of written notification of award.
6. SIGNATURE*:

DATED THIS ___ DAY OF ____________, 20__.

______________________________________________________________________________
Name of Firm Tendering

Witness __________________________________________________________
Signature of Signing Officer

______________________________________________________________________________
Name and Title (Printed)

Witness __________________________________________________________
Signature of Signing Officer

______________________________________________________________________________
Name and Title (Printed)

Company Address

______________________________________________________________________________
Telephone No.

______________________________________________________________________________
Fax No.

*NOTE: Tenders submitted by or on behalf of any Corporation must be signed in the name of such Corporation by a duly authorized officer or agent.
Part 5 – Specifications

1. Building Addition
   Unit of measure: L.S.
   Method of measurement: Physical Count

This item includes all work required for the construction of the building addition (including associated electrical and mechanical work) as shown on the contract drawings. Construction must be completed according to the specifications noted on the contract drawings and the National Building Code of Canada. This item also includes coordination with the Municipality’s Building Inspection Department and Nova Scotia Power for all the required inspections.
Part 6 – Drawings
1. **CONSTRUCTION** 
   - The design and construction shall be in accordance with the structural drawings and specifications provided by the engineer.

2. **CONSTRUCTION METHODS** 
   - Methods, means, techniques, and procedures for construction shall be in accordance with the structural drawings and specifications provided by the engineer.

3. **CONSTRUCTION GUARD RAILING** 
   - Guard railing shall be installed on all open sides of the construction site to prevent accidents.

4. **CONSTRUCTION SUPPORTS** 
   - All construction supports shall be installed to ensure the stability of the structure during construction.

5. **CONSTRUCTION LOADS** 
   - All construction loads including operating conditions and loading conditions shall be considered.

6. **CONSTRUCTION SAFETY** 
   - The contractor shall assume responsibility for construction safety at all times.

7. **ANCHOR BOLT LOCATIONS** 
   - Anchor bolt locations shall be confirmed before and after concrete pour.

8. **REINFORCEMENT** 
   - Reinforcement shall have class B tension splices.

9. **CONSTRUCTION SAFETY** 
   - The contractor shall be held responsible for construction safety at all times.

10. **CRACK CONTROL JOINTS** 
    - Crack control joints to be placed at spacing not exceeding 4500mm. Contractor to locate and mark.

11. **CONCRETE SPECIFICATIONS** 
    - Concrete specifications shall be in accordance with the structural drawings and specifications provided by the engineer.

### Concrete Notes:

- Interior slab - N - CF - 25 MPa (at 28 days, slump 75mm ± 25mm, non-air entrained)
- Foundation - F2 - 25 MPa (at 28 days, slump 75mm ± 25mm, air 6% ± 1%)

### Structural Plan and Details

- Headworks Building
- Pump Relocation and Building Addition
- Kentville, Nova Scotia
- Municipality of the County of Kings
- Structural Plan and Details

---

**Revision:**

- Revision
- Project No.
- Scale
- Permit/Seal
- Notes
- Issued
- File Name: 133347958

---

**Client/Project Information:**

- Headworks Building
- Kentville, Nova Scotia
- Municipality of the County of Kings
- Structural Plan and Details

---

**Legend:**

- NEW ADDITION PLAN
- SITE PLAN

---

**Scale:**

- 1:25

---

**Drawing Title:**

- STRUCTURAL PLAN AND DETAILS

---

**Drawing Number:**

- S-101
The Contractor shall verify and be responsible for all dimensions. DO NOT scale the drawing - any errors or omissions shall be reported to Stantec without delay.

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**Structural Details**

**Details:**

- **Foundation Wall Reinforcement**
- **Foundation Wall Connection**
- **Housekeeping Pad**
- **Wall Assembly**
  - Vinyl Siding to Match Existing
  - 13mm Exterior Grade Plywood Sheathing
  - SPF Stud Wall 38 x 140mm @ 400mm O/C, Typ.
  - R24 Batt Insulation
  - Vapor Barrier
  - 13mm Fire-Rated GWB
  - SPF Stud 38x140mm, Typ.

**Roof Assembly:**

- Asphalt Shingles
- Roofguard Underlay (OAE)
- 16mm Exterior Grade plywood Sheathing
- Roof Joists 38x140mm @ 400mm O/C, Typ.
- typ. building section

**Typology:**

- **Foundation Wall**
- **Concrete Floor**
- **Existing Foundation Wall**
- **Existing Concrete Slab**
- **New Concrete Foundation Wall**
- **New Concrete Slab**

**Notes:**

-［A］AS NOTED

Project No. Scale Revision Drawing No. Sheet

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Issued Revision Notes:

By Appd YYYY.MM.DD

Stantec
Street Address
City, Province/State, Postal/Zip Code

Tel: +1.555.555.1234

[www.stantec.com](http://www.stantec.com)
MECHANICAL AND ELECTRICAL PLAN - DEMOLITION

MECHANICAL AND ELECTRICAL PLAN - NEW

GENERAL WORK KEYNOTES

- EXISTING PUMP TO REMAIN UNHARMED
- EXISTING PUMP CONTROLLER TO REMAIN AT EXISTING LOCATION. PROVIDE NEW CONTROL CIRCUIT ELECTRICAL SCHEDULE AS PER 2/M-101. EXISTING PUMP CONTROLLER TO REMAIN AT EXISTING LOCATION. PROVIDE NEW CONTROL CIRCUIT ELECTRICAL SCHEDULE AS PER 2/M-101.
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- EXISTING W/A/M TIRES TO REMAIN
- EXISTING WALL/CEILING TIRES TO REMAIN
- CONFIRM LOCATION OF U/G PIPING PRIOR TO ANY DIGGING.
- EXISTING WATER SUPPLY BELOW GROUND TO REMAIN.
- EXISTING 760x1900mm CONCRETE SLAB TO REMAIN.
- EXISTING PUMP TO BE REMOVED FOR RELOCATION.
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