



Request for Proposal (RFP) (Ref # 2021-002)

Summer Site Maintenance

Issue Date:

Request for Proposal will be released to the public on:
Monday, 22 November, 2021

Mandatory Information Meeting:

Will be held at the Peterborough Housing Corporations office
At 10:00 am on Monday, December 06, 2021

Questions & Inquiries are to be sent to:

John Goss, Building Services Manager, Email: jgoss@ptbohousingcorp.ca
Before 4:30 pm on Friday, January 07, 2022

Closing Date and Time:

Proposals must be received at the Peterborough Housing Corporation prior to:
3:00 pm Monday, January 17, 2022

Closing Location:

Peterborough Housing Corporation
526 McDonnell Street
Peterborough, ON K9H 0A6

Inquires and answers will be recorded and sent to all prospective bidders by email.
Proponents are solely responsible for ensuring that they have all the information available on this RFP.

All times stated in this RFP are Eastern Standard Time (EST).



November 22, 2021

Re: Invitation to Tender RFP-2021-002

The Peterborough Housing Corporation invites sealed tenders for Summer Site Maintenance at our communities located at nineteen separate properties throughout the city of Peterborough. Details about each property are located in the full RFP document. The duration of this Contract is for three years, commencing on May 1, 2022. With an option to extend for two, one-year extensions. Work will be completed between May 1 and October 31 in each contract year.

Enclosed please find copies of the Short Form Tender Submission Form, Appendices "C" and "E", Specifications, Scope of Work, Short Form Tender General Conditions and Peterborough Housing Corporation Policies.

Bidders are advised to carefully review the enclosed package. Please note that attendance at the Tender Review and Information Meeting is mandatory in order for any bid to be accepted. This meeting is scheduled for Monday, December 6, 2021, at 10:00 a.m. at Peterborough Housing Corporation office in the meeting room.

Please complete the Tender Submission Form and return with all applicable documents in a sealed envelope to the Peterborough Housing Corporation, 526 McDonnel Street, Office Suite, Peterborough, Ontario K9H 0A6.

In order to be considered, all Tenders must be received at our office not later than 3:00 p.m., Local Time, Monday, January 17, 2022, at which time the Tenders will be opened.

The lowest or any tender not necessarily accepted.

Yours truly,

John Goss
Building Services Manager

Encls.

Office Suite, 526 McDonnel Street, Peterborough, Ontario K9H 0A6
Tel: (705) 742-0439 Fax: (705) 742-1404 Maintenance: (705) 742-3973
Website: www.ptbohousingcorp.ca

Peterborough Housing Corporation

Summer Site Maintenance

Short Form Tender **RFP-2021-002**

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Short Form Tender Submission

Tender Closing Date: Monday, January 17, 2022		Tender Closing Time at 3:00 p.m. Local Time	
Short Form Tender No. RFP-2021-002		Tender Submission to be made to: (Street/City/Town/Municipality/Postal Code)	
Description of work: Summer Site Maintenance		Peterborough Housing Corporation Office Suite 526 McDonnell St. Peterborough, Ontario, K9H 0A6	
Location of Work: Nineteen properties as per the RFP document			
City/town: Peterborough, Ontario			
<p>Scope of Work</p> <p>To supply labour, materials, equipment and transportation necessary for Summer Site Maintenance at the above-mentioned locations in accordance with the attached Scope of the Work (general description of work), Specifications and General Conditions. Copies attached hereto and forming part hereof. Term of contract May 1, 2022 to October 31, 2025.</p> <p>Proponents are reminded that failure to enclose Appendix "C" and "E" with their submission shall render the Tender null and void at the sole discretion of the Peterborough Housing Corporation.</p>			
<p>We hereby offer to supply all labour, materials, plant equipment and services necessary for the proper and expeditious completion of the work, in accordance with plans and/or specifications attached or as described above.</p> <p>for the sum of _____/100 dollars (\$ _____)</p> <p>which includes HST in the amount of \$ _____. All Sales Tax to be included in above quotation.</p> <p>This offer shall be open for acceptance by the PETERBOROUGH HOUSING CORPORATION for a period of fourteen (14) days from Tender Closing.</p> <p>We agree to comply with the conditions attached hereto and forming part hereof and to commence work immediately when authorized to proceed and to carry it forward in such a manner as to ensure proper completion within the time specified, or if no date has been specified, then at the earliest possible date. Time is of the essence.</p> <p>I/We have received and allowed for Addenda numbered as follows _____ in preparing my/our Tender Prices for the work of this contract.</p> <p>In submitting this Tender, I/We certify that all workers employed by under mentioned firms during life of this Contract will be covered by Worker's Compensation under below listed Worker's Compensation Number.</p> <p>In submitting this Tender, I/We certify that with the exception of the under mentioned firms, I/We have no financial interest in any other firms, businesses or enterprises which to the best of my/our knowledge, either presently or in the past, are or have rendered goods or services to the Corporation which are also bidding on the present job.</p>			
Business Name			
Street Address		City/Town	Postal Code
E-mail		Telephone Number	Fax Number
Public Liability and Property Damage Insurance in the amount of		\$	WSIB No.
Insurance Company		Insurance Policy No.	Insurance Agency (if applicable)
Name and Title of Authorizing Representative (Please Print)			
Signature			
Dated at _____			
this _____ day of _____ 2022			

APPENDIX "C"

**Peterborough Housing Corporation
Tender RFP-2021-002
Contractor's Qualification Statement & Reference**

Name of Company: _____

Address: _____

Telephone No. _____ Fax No. _____

Financial References

Bank Name: _____

Location: _____

Contact Person(s): _____

Phone: _____ Fax: _____ E-Mail _____

Bonding Company _____

Location: _____

Contact Person(s): _____

Phone: _____ Fax: _____ E-Mail _____

Annual value of construction work for the past five years

Year	Value
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

I declare that the information provided is true and correct to the best of my knowledge.

Name & Title

Signature

Date

APPENDIX “C”

Peterborough Housing Corporation Tender RFP-2021-002 Contractor’s Qualification Statement & Reference

Work Performance Reference

Projects completed in the past five years

Project Title and Location:

Description: _____ Project Value: \$ _____

Owner: _____ Date Completed: _____

Refer to: _____ Phone: _____ Fax: _____

Project Title and Location:

Description: _____ Project Value: \$ _____

Owner: _____ Date Completed: _____

Refer to: _____ Phone: _____ Fax: _____

Project Title and Location:

Description: _____ Project Value: \$ _____

Owner: _____ Date Completed: _____

Refer to: _____ Phone: _____ Fax: _____

PETERBOROUGH HOUSING CORPORATION
Summer Site Maintenance
RFP-2021-002
APPENDIX E

The following communities are included in this contract:

Building address and description :	Price Per Month
30 Alexander St.: 47 Town House Units - Resource Centre Unit #42	\$
101-121 Anson St.: 11 Town House Units	\$
117 Herbert St: 16 Town House Units	\$
169 Lake St: 13 Storey Highrise Seniors Residence , 125 Apartments	\$
193 Parkhill West: 2 Storey House - 2 Units	\$
220 Edinburgh St: 4 Unit Building	\$
290 Parkhill Rd East: 28 Town House Units	\$
372-386 Parkhill Rd West: 8 Town House Units	\$
486 Donegal St: 10 Storey Highrise Seniors Residence , 100 Apartments	\$
572 Crystal Dr: 110 Unit Complex	\$
611 Rogers St: Two 2 Storey Buildings, Seniors Residence, 90 Apartments	\$
665 Crawford Dr: 50 Town House Units	\$
808 Sherbrooke St: 2 Storey House- 2 Units	\$
835 Cameron St: 46 Town House Units - Resource Centre Unit #39	\$
850 Fairbairn St: 48 Town House Units	\$

900 Dutton Rd: 40 Town House Units	\$
953 Clonsilla St: 3 Unit Building	\$
999 Hilliard St: 34 Town House Units	\$
1190 Hilliard St: 28 Town House Units	\$
Total Monthly Cost for all sites included in this contract	\$
HST on total Monthly Cost	\$
Total Monthly Cost plus HST	\$
Grand Total <i>(Total Monthly Cost plus HST times 6 months (May to October)</i> Enter this total on Short Form Tender Submission Form	\$

Contractor Name (please print):

Contractor Signature:

Date:

Peterborough Housing Corporation
Specifications for Summer Site Maintenance Contract
Tender # RFP-2021-002

Specifications

1. Purpose

To perform landscape service for Peterborough Housing Corporation (PHC) to maintain the condition of grounds at the communities listed on the attached **Appendix E** in a manner which is acceptable to the PHC.

2. Terms

The Contractor shall furnish all labour, materials, equipment, transportation, taxes, storage of tools, trucks, etc. and any other incidentals required for landscape and site maintenance work.

The Contractor shall possess all licenses required by law for their operation and provide PHC with:

- (a) Proof of Liability Insurance Coverage in the amount of \$2,000,000 for the duration of the Contract.
- (b) Proof of WSIB coverage including a Clearance Certificate.

3. Method Of Quotation

Bidders shall submit prices to provide all materials, labour and equipment necessary to complete the work as described herein in accordance with the General Conditions, Scope of Work and Specifications on the Tender Submission Form as provided with tender documents.

4. Quality Of Work

Contractors must demonstrate skills and knowledge to produce results satisfactory to Peterborough Housing Corporation.

Peterborough Housing Corporation staff will conduct work performance inspections throughout term of Contract. Unsatisfactory Performance reports may impact the Contractors' eligibility to bid on future projects and may result in termination of Contract.

Peterborough Housing Corporation
Specifications for Summer Site Maintenance Contract
Tender # RFP-2021-002

Scope Of Work

5 Maintenance Of Lawns And Grassed Areas

- 5.1 Mow all public space lawn and grassed areas including boulevards regularly to maintain a height of 6 to 7½ cm (2 ½ to 3 inches). Maintain mower blades at proper height and sharpness to ensure a clean even cut. Remove excess grass clippings from sidewalks immediately following mowing operation.
- 5.2 Mow all tenant lawn and grass areas. Tenants are responsible for removing personal items to allow mowing operation. Report to PHC any issues with personal property obstructing mowing operation.
Tenant yards enclosed by fencing are not part of this contract.
- 5.3 Contractor to mow frequently during growing season with a minimum of 1 cut per week. Mow frequently as required to maintain plant vigor and reduce clippings throughout term of the Contract. In order to reduce tenant disruption, work shall not start before 7am and shall not proceed past 5pm , Monday – Friday.
- 5.4 Remove all debris prior to mowing. Use mulching mowers to break down grass clippings and leaves. Remove clippings if still visible after 24 hours to inhibit thatch accumulation as well as the harboring of disease and insects.
- 5.5 Trim grass adjacent to sidewalks, along parking lot curbs, fences, trees, flower beds, benches, houses, light standards, hydrants, playground equipment, out buildings, resource centre backyards, etc. at the time of each mowing operation.
During the slower growing season, when mowing is required less frequently, continue to trim grass adjacent to sidewalks, parking lot curbs, fences, trees, flower beds, benches, houses, light standards, hydrants, playground equipment, etc. on a regular basis to maintain a neat appearance of grounds. Trimming may be required at times when mowing is not required.
- 5.6 Trim around trees or shrubs by hand. The use of string line weed whippers is prohibited when trimming around trees or shrubs.
- 5.7 At commencement of each season, Contractor to rake all tenant and public lawn and grassed areas to remove leaves, litter and dead debris throughout entire community. **To be completed no later than May 15.**
- 5.8 Check all catch basins on a weekly basis and remove any debris or obstructions from grate covers to ensure proper drainage. Contractor to report to PHC if extensive cleaning of Catch Basin is required due to conditions of basin.
- 5.9 All plant growth to be kept trimmed and maintain clean and tidy appearance of property along all chain link fencing and wooden fencing around perimeter of property including parking lots.

6 Maintenance Of Plant And Planting Beds

- 6.1 Trim and prune all plant material and shrubs within all public planting beds to promote growth and maintain a neat and clean-cut appearance. Continue trimming and pruning throughout duration of contract.
- 6.2 Trim and prune all shrubs adjacent to buildings including tenant lawns, **Tenant yards enclosed by fencing are not part of this contract.**

Peterborough Housing Corporation
Specifications for Summer Site Maintenance Contract
Tender # RFP-2021-002

- 6.3 Cultivate plant/shrub beds and remove all weeds, grasses, litter and debris etc. and dispose off site throughout duration of contract on a **weekly** basis.
- 6.4 All shrub/planting beds to be kept trimmed and maintain a clean, tidy appearance at all times.
- 6.5 At commencement of each season, prune and re-tie all young trees (up to 20 feet in height) as required. Remove all stakes and ties from existing plant materials as required.
- 6.6 Trim all saplings from trees at time of mowing. Trees located on front lawns of occupied units are included in this contract. **Tenant yards enclosed by fencing are not part of this contract.**
- 6.7 Trim tree branches to maintain a clearance of seven (7) feet above all public walkways. Remove all dead or broken limbs to prevent safety hazards.

7. Fall Clean Up -Grassed Areas, Sidewalks, And Power Sweeping

- 7.1 Contractor to complete fall clean up between **OCTOBER 15TH and OCTOBER 31ST**. Contractor must provide a written work schedule to PHC for all Fall clean-up work. Schedule must include dates and time for each property.
- 7.2 Contractor to rake all tenant and public lawn and grassed areas to remove leaves, litter and dead debris throughout entire community.
- 7.3 Remove all excess sand, garbage, litter and debris from all public sidewalks throughout entire community at time of power sweeping of parking lots.
- 7.4 Contractor to power sweep all parking lots to remove excess garbage, litter and debris. PHC will coordinate removal of vehicles from parking lot(s) with tenants, City of Peterborough Parking Supervisor and PHC Parking Security Contractor.

8. Communication Between Contractor And Peterborough Housing Corp.

- 8.1 Contractor shall provide contact information including, but not limited to telephone number(s), Fax number(s) and e-mail address which allows for a point of contact 24 hours, 7 days a week.

9. Method Of Payment

- 9.1 Contractor to submit invoices on a monthly basis. Payment will be issued within 30 days from receipt of invoice.

Peterborough Housing Corporation
Specifications for Summer Site Maintenance Contract
Tender # RFP-2021-002

- 9.2 Contractor to submit an invoice which includes:
- i. PHC Contract Order Number
 - ii. Subtotal of monthly cost for each site address
 - iii. Subtotal of monthly cost for all site addresses
 - iv. HST must be shown separately
 - v. Grand Total of invoice to be shown separately
- 9.3 Prior to release of payment, PHC must be in receipt of an up-to-date WSIB Clearance Certificate.

10. Policies And Standards

- 10.1 PHC policies are attached and form part of the Contract including:
- PHC Equity Policy – Statement of Principles – Policy Statement PHC-29 Revision 1
PHC Maintenance Performance Standards for Contractors and Staff
Your Rights as a Resident to Maintenance Service

11. General Conditions

- 11.1 Short Form Tender General Conditions are attached and form part of the Contract.

Peterborough Housing Corporation

Policy Statement

Phc -29
Revision 1

Equity Policy

Statement Of Principles

The Peterborough Housing Corporation fully support the Canadian Charter of Rights and Freedoms, the Ontario Human Rights Code, and the Ontario Policy on Race Relations. Every person has a right to equal treatment. Harassment and discrimination are prohibited.

Peterborough Housing Corporation will ensure that:

- Discrimination and or harassment of any form will not be tolerated.
- Tenants and applicants have a right to equal treatment with respect to the occupancy of accommodation, without discrimination because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status, handicap or the receipt of public assistance.
- Board members and staff have a right to equal treatment with respect to employment without discrimination because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family status or handicap.
- Contractors having legal capacity have a right to contract on equal terms without discrimination because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or handicap.
- All staff, board members, tenants, applicants and contractors are made aware that discrimination and or harassment will not be tolerated.
- All tenants live in an environment free from any form of discrimination and or harassment.
- Incidents that cause conflict and tension are appropriately addressed.
- Healthy relations are promoted among staff, board members, tenants, applicants, and contractors.
- Policies and practises adhere to the principles stated above.

APPROVED: JANUARY 2001

Phc - Maintenance Performance Standards Policy

For Contractors And Staff

Peterborough Housing Corporation is dedicated to the principles of "Quality Customer Service" in the operation of its housing portfolio. The policy, "Your Rights as a Resident to Maintenance Services", spells out our commitment and approach when we undertake repair work in our residents' homes.

Our policy for standards and procedures to be followed by staff and contractors authorized to complete work on behalf of the PHC includes:

- Equal, fair and courteous treatment of residents, staff and contractor personnel, free from any form of harassment or discrimination.
- Prompt completion of repair work. Emergency repairs shall be undertaken as quickly as possible. Non-emergency work shall be completed within two weeks.
- Work delays for any reason will be reported to the appropriate PHC staff.
- Only good quality work, using good quality material, is acceptable.
- Only the repair work described in the work order issued by PHC shall be undertaken, unless the PHC has been contacted and authorization given.
- Contractors are required to repair or arrange for repair of damages incurred during the course of their work, eg: drywall removed to repair a pipe, unless arrangements have been made with the PHC.
- Contractors will have adequate insurance to cover any liability they may incur due to damages caused to PHC or residents' property.
- Contractors will ensure that their employees display proper identification, including a photograph, company name and employee name, when they enter a resident's home. PHC staff will identify themselves and provide identification upon request.
- The work site will be left clean and all debris associated with the repairs shall be removed
- Safety footwear must be worn by PHC staff and contractors, but should be clean before entering a resident's premises. Staff/contractors are recommended to use overshoes when required by weather conditions.
- When necessary, contractors retained by the PHC to undertake work shall provide an after hours and weekend response to emergencies in accordance with a rotation schedule
- Smoking is not permitted by contractors or PHC staff in residents' homes
- Contractors and PHC staff shall not consume or be under the influence of alcohol or illicit substances while working on PHC property.

Phc Policy - Your Rights As A Resident To Maintenance Service

Peterborough Housing Corporation, through its staff and the contractors it hires, is committed to maintaining your home to a safe and comfortable standard. We will strive to ensure that our budgets receive enough funding to meet our standards.

You Should Expect...Prompt and good quality repair work.

- Adequate heat to meet municipal standards.
- Safety devices in good working order, including window locks, fire alarm systems or smoke detectors, door closers and locks.
- Appliances, where provided, in good working order.
- Effective treatment of pests (such as roaches or mice).
- Good quality painting in your home.

Our Service Commitment Includes...

Courteous Service: You have a right to be treated fairly and courteously by our staff and contractors.

Quality Work: Most work should be completed within two weeks, unless it is an emergency. Emergency work will be done as soon as possible. The PHC expects work to be completed according to good trade practices, using good quality materials, and that the work site is left clean. If you are not satisfied, let us know. Contact your Property Manager or fill out a resident satisfaction card.

Identification: Contractors and their employees will wear or show proper identification if they need to enter your home to complete repairs.

Emergency Work: PHC supervisory staff will take turns being available for after hours "emergency" repair requests such as sewer back-ups, no heat, no water, fire damage, elevator breakdowns, etc., phone 742-7911 after hours.

Regular Maintenance Requests: Repair work can be phoned in directly to the office on the maintenance line (742-3973) during business hours. Where building custodians are available, maintenance requests can be dated and made in writing directly to the custodian in person or through a drop box.

Resident Satisfaction Cards:

Cards will be made available to residents when work is requested. You may complete and return the card to our office when the work is done to let us know if you are satisfied. If you are not satisfied, the Property Manager will follow up.

Concerns:

You have the right to contact the Property Manager if you are not getting the service you requested. If we think no work needs to be done, we will discuss this with you. If you are not satisfied with the response from the Property Manager you can talk to the General Manager. Finally, your concerns can be submitted in writing to the Chair of the Peterborough Housing Corporation Board.

Right To Receive Notice:

You should expect to be contacted in advance by the contractor to arrange for an acceptable date and approximate time to have repairs done in your home, providing you have authorized the use of your telephone number.

If you do not have a phone or do not want to give out your telephone number, you will be provided with the contractor's name and phone number so that you may contact the contractor directly to make arrangements, if you cannot reach the contractor within 24 hours, please contact the PHC office to make other arrangements.

After-hours or weekend calls can only be arranged for regular maintenance if the contractor does not charge for overtime rates. A service charge to the tenant may be applied if a mutually agreed time has been set and the contractor is denied access at that time.

You have the right to refuse entry to your home by the service contractor if you have not been contacted in advance. You may make arrangements with neighbours or PHC staff to allow authorized contractors to enter your home in your absence if you wish. However, contractors will not enter an unlocked unit when you are absent.

PHC staff and its authorized contractors may enter your home to do repair work after giving 24 hours prior notice, except in emergencies or with the permission of the tenant.

Co-Operation

To ensure repair work in your home is completed promptly and safely, we ask you to assist the service contractor by ensuring the work area is clean, accessible and free of hazards. If you are a dog owner, please have your pet moved to another area of your home. In addition, contractors should be treated courteously.

Short Form Tender - General Conditions

1. Tenders

The lowest or any tender, will not necessarily be accepted. Tenders must be submitted in sealed tender envelopes. Peterborough Housing Corporation may award the contract on the basis of all or any one or more of the items unless otherwise stated.

2. Contract

The contract shall be awarded by Contract Order and the tender call documents will form part of the contract.

3. Indemnity

The Contractor agrees to save harmless and to keep indemnified the Peterborough Housing Corporation from all claims, demands, suits and action for damages, losses and costs made or brought against the Peterborough Housing Corporation for enquiry and/or death to persons and/or loss or damage to any property arising from or attributable to the activities of the Contractor in performing the contract.

4. Insurance

The Contractor will keep in force for the duration of the contract, Public Liability and Property Damage Insurance in an amount not less than \$2,000,000.00. Without limiting the foregoing such insurance coverage shall include Comprehensive General Liability; Contractual Liability, Personal Injury, Contingent Liability with respect to Sub-Contractors. The Contractor will give Peterborough Housing Corporation, 30 days notice prior to any cancellation of such insurance. An Insurance Policy must be in effect at the time of Tender Opening and the details of this Insurance Policy must be included on the Tender Submission Form.

5. Sales Tax

Tenders shall include Harmonized Sales Tax.

6. Examination of Site

Each tenderer shall visit and examine the site and all buildings thereon and obtain for himself a clear and comprehensive knowledge of the conditions and limitations thereof.

7. Materials

All materials and plant equipment supplied for the work shall be new, of the best quality and as far as possible and unless otherwise specified, of Canadian manufacture.

8. Labour

All work shall be done by workmen skilled in their trades. The hours of work, working conditions and wage rates shall be in accordance with those laid down by the Ontario Ministry of Labour, under The Wages Act thereunder. Information as to the minimum wage rates which must be paid to all persons employed in the performance of this contract may be obtained from Employment Standards Branch, Ontario Ministry of Labour, telephone 1-800-531-5551.

9. Commencement and Completion

The work shall be commenced immediately after instructions are given to proceed by the General Manager or Building Resource Manager and shall be carried forward in such a manner to ensure proper completion with the time stated.

10. Protections

The Contractor is responsible and shall provide all protection of the works, property and persons against accident or injury until the work is formally accepted. The Contractor shall maintain suitable means to save the building and its contents from weather injury, dust and defacement during the progress of the work, including theft and vandalism.

11. Permits, By-Laws

The Contractor agrees to abide by all laws, rules, regulations, by-laws and ordinances covering the class or character of the work to be executed including Workers' Compensation, Unemployment Insurance, Industrial Standards and to pay all charges or fees in connection with same.

12. Extra Work

No additional work or other changes to the contract shall be made without first obtaining written approval from the Peterborough Housing Corporation. Unauthorized additional work or other changes shall be rectified at the Contractor's expense.

13. Debris

Keep the site, buildings and premises free from accumulation of waste material and rubbish resulting from this work.

14. Cutting and Patchings

Where cutting and/or patching is necessary for the execution of the work it must be carried out to the extent it equates to adjacent areas.

15. Assignment

Neither the contract nor the proceeds thereof shall be assigned or sublet without the written consent of the Peterborough Housing Corporation.

16. Sunday Work

Work shall not be carried out on a Sunday except in cases of emergency.

17. Default

If the Contractor becomes bankrupt or insolvent, or persists in violating any of the provisions of the General Conditions or specifications for the work or if the rate of progress, or other aspects of performance of the work is not considered to be satisfactory, the Peterborough Housing Corporation may, without previous notice and without process or suit at law, take the work out of the hands of the Contractor and have it completed by whatever steps are considered necessary. In addition to any other remedy available in law or equity the Peterborough Housing Corporation may use all monies due on the contract to correct or complete the work.

18. Correction of Faulty Work

The Contractor shall, for ninety days after the date of final completion of the work for the usual manufacturer or producer's warranty period, whichever is the greater, at the cost of the Contractor, rectify defects in the work caused by faulty workmanship or materials for which he shall have received notice from the Peterborough Housing Corporation. This warranty does not override any warranty conditions spelled out in applicable specifications or drawings forming part of the tender call.

19. Payment

If practicable, progress payments may be arranged with the Peterborough Housing Corporation. The 10% holdback required by the Construction Lien Act, 1983, will not be retained by the Peterborough Housing Corporation on contracts up to \$15,000.00. The Construction Lien Act, 1983, applies to the performance of the work and the Peterborough Housing Corporation is subject to the provisions as contained therein. In the discretion of the Peterborough Housing Corporation, no payment otherwise due under the contract, shall be made to the Contractor until all claims under the Construction Lien Act, 1983, have satisfactorily been met to the extent the Peterborough Housing Corporation may be liable.

20. Interpretation

Should dispute arise regarding meaning, intent or ambiguity the decision of the Peterborough Housing Corporation shall be final.

21. No Additional Payment for Increased Costs

The amount payable to the Contractor under the contract will not be increased or decreased by reason of any increase or decrease in the cost of work brought about by any increase or decrease in the cost of plant equipment, labour, materials, taxes or the wage rates set out and prescribed herein.

22. Acceptability of Work

All work performed by the Contractor shall be completed to the entire satisfaction of the General Manager or his/her authorized representative, as the case may be, for the Peterborough Housing Corporation.

23. Loss or Damage to Material or Equipment

The Contractor shall be solely responsible for loss or damage of materials or equipment delivered to the site from whatever source.

24. Samples

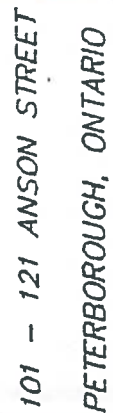
The Contractor shall furnish for the approval of the General Manager or his/her authorized representative, such samples of materials, tests and mix designs as may reasonably be required. The work shall be in accordance with the approved samples, tests and designs.

18-26
23-36
4-56

ALEXANDER STREET



11-3b



LEGEND



Buildings



Waste Receptacle



Catch Basin



Sand Box



Underground Transmitter Ventilation

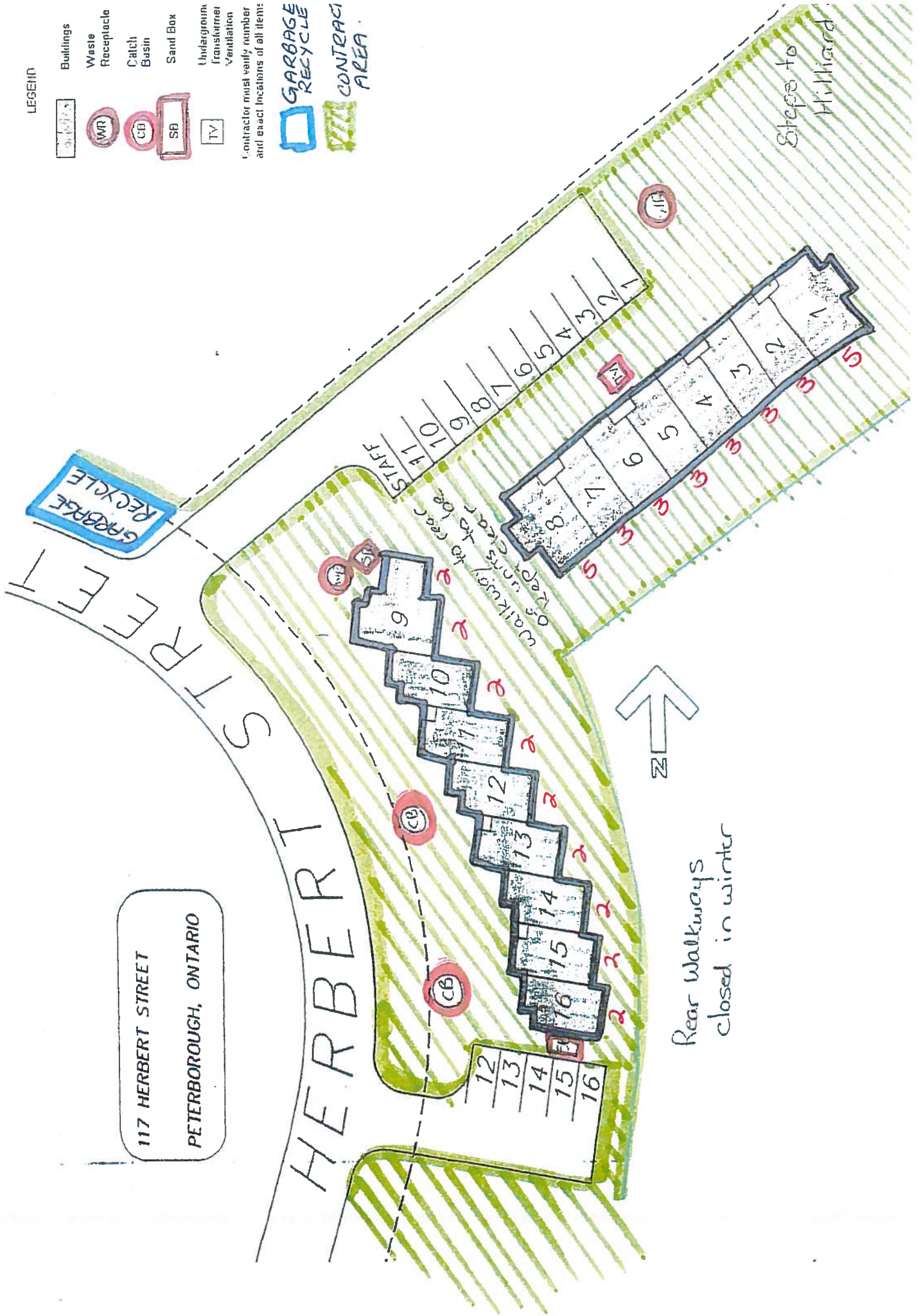
Contractor must verify number and exact locations of all items



GARBAGE RECYCLE



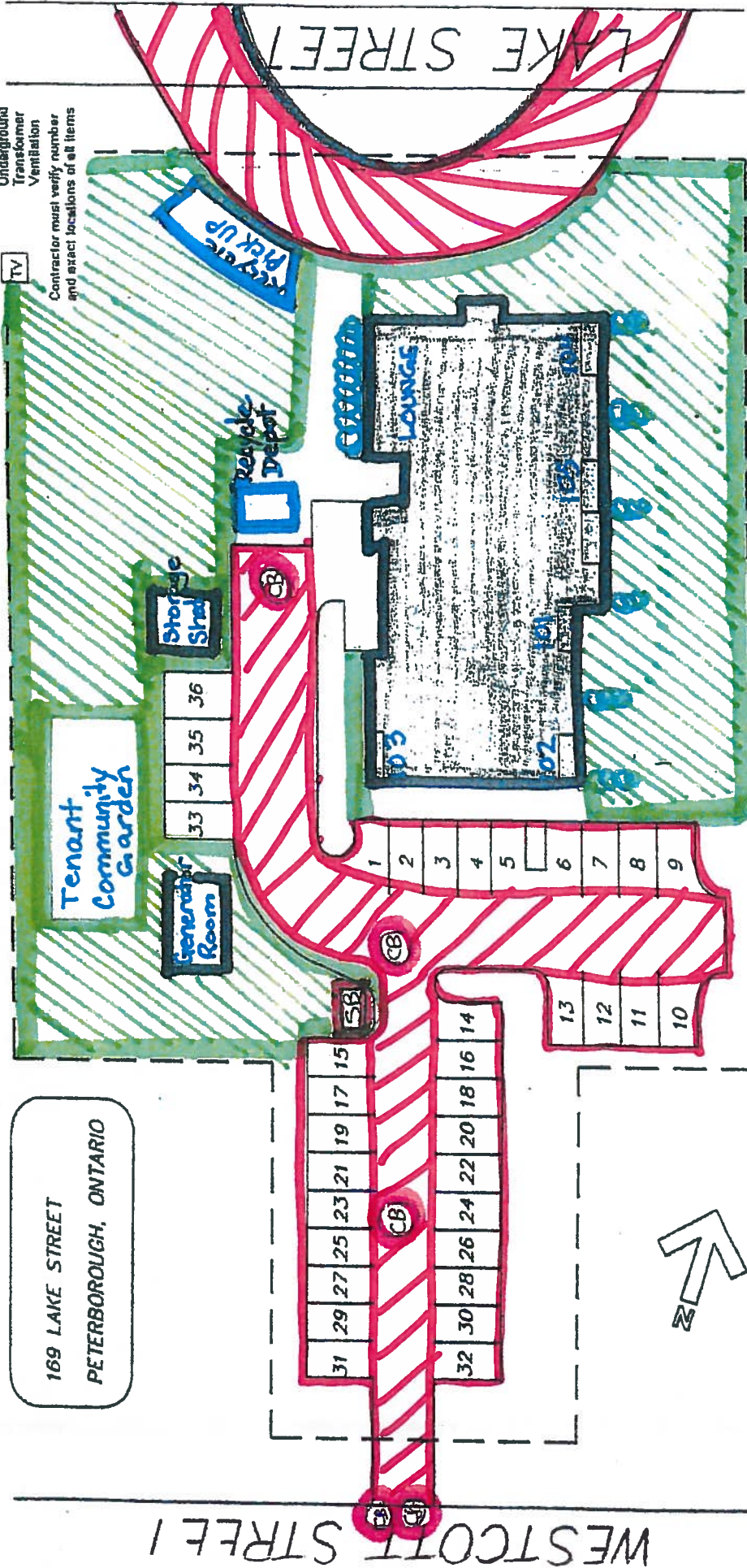
CONTRACTOR AREA



LEGEND

-  Planting beds
-  Contractor area
-  Buildings
-  Waste Receptacle
-  Catch Basin
-  Sand Box
-  TV

Contractor must verify number and exact locations of all items

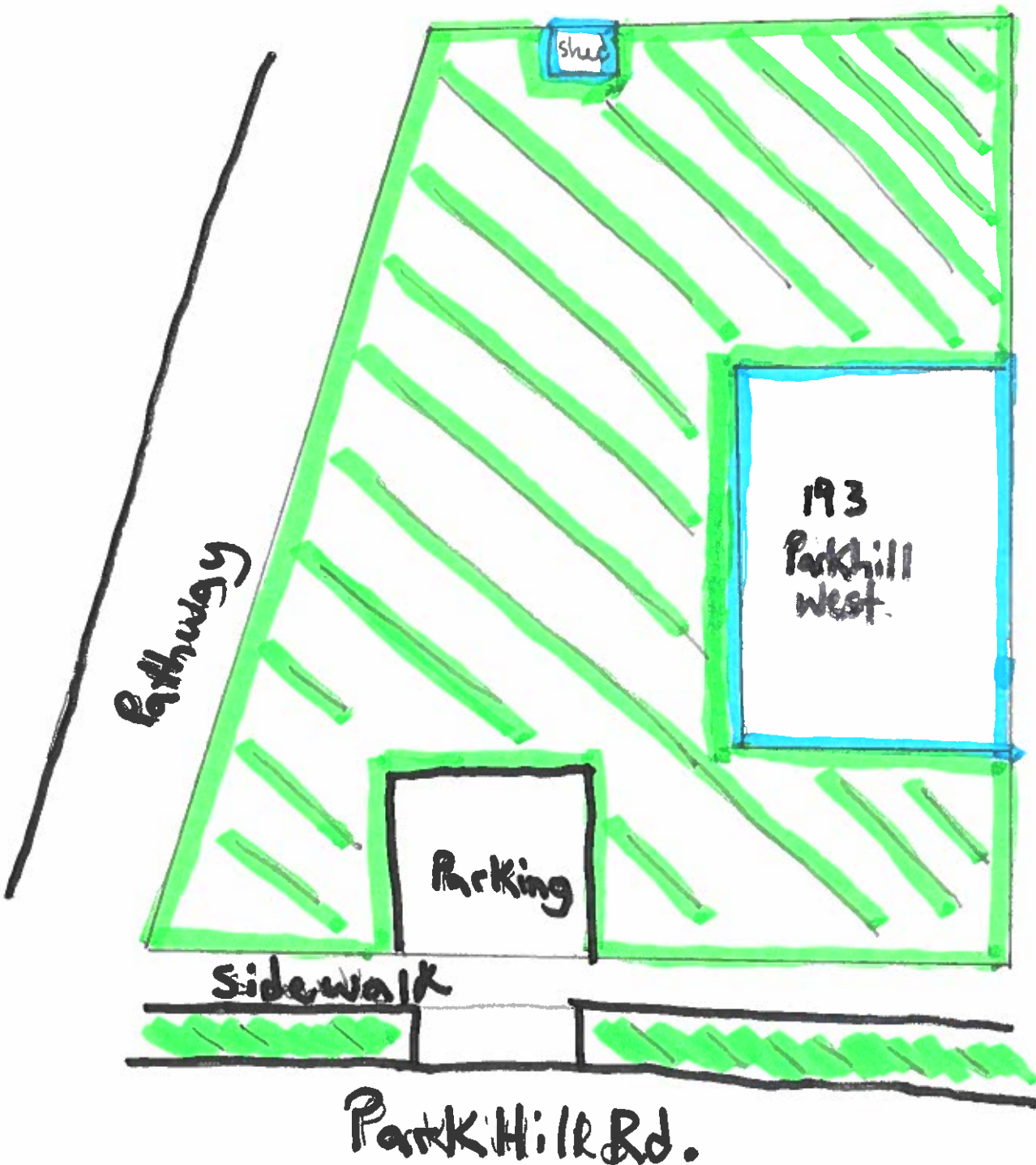


Lake view

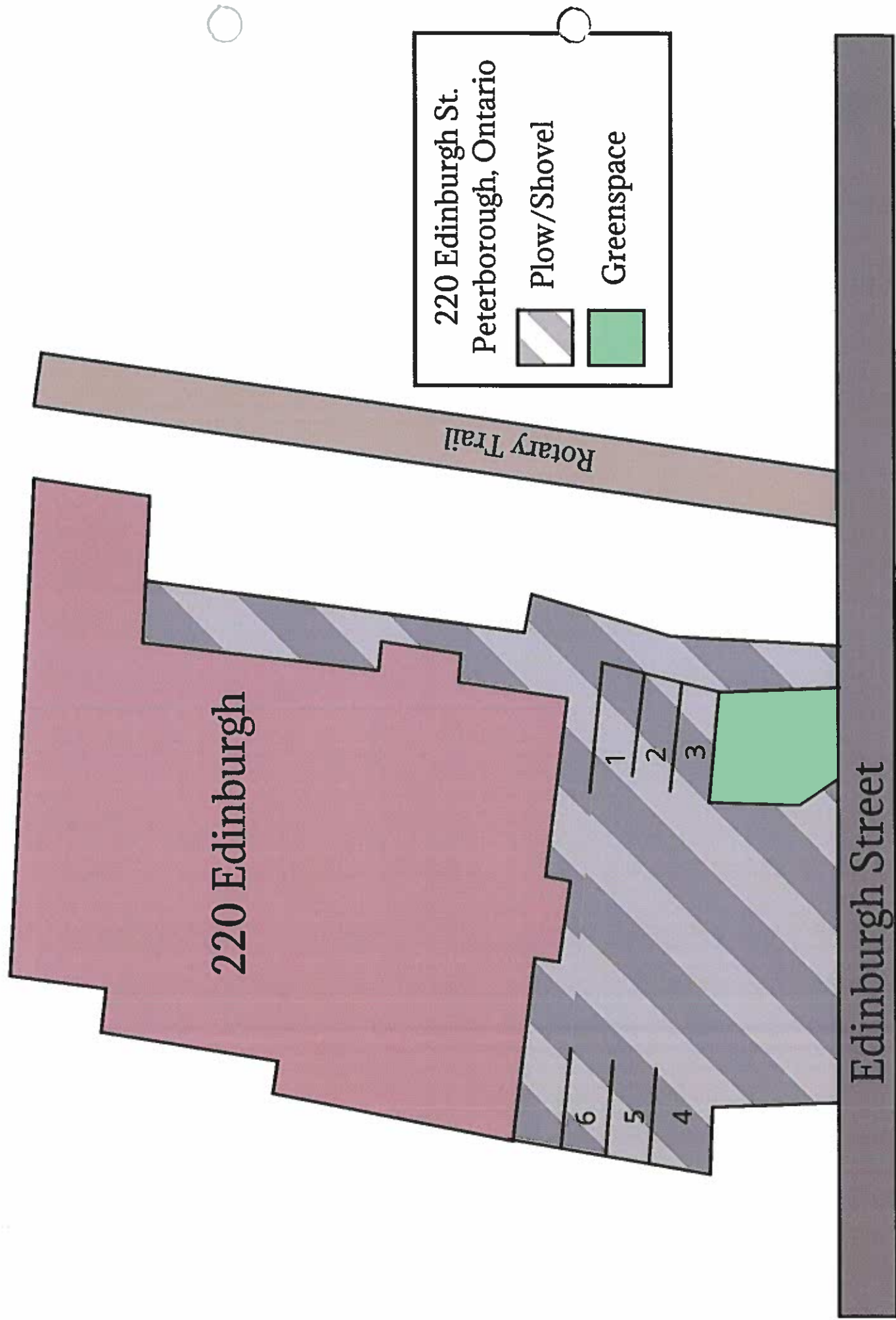
193 Parkhill West
2 units

Buildings

Contractor Area



220 Edinburgh Street

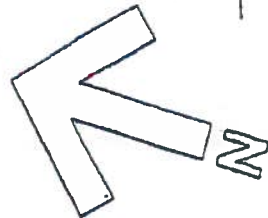


LEGEND



Recycle / Garbage contractor area
plant/shrub beds

LEAHY'S



290 PARKHILL ROAD
PETERBOROUGH, ONTARIO

LANE

GARSDIDE DRIVE

PARKHILL ROAD

Recycle & Garbage

10-2bd
14-3bd
2-4bd
2-5bd

19
20
24
25
26
27
28

12

13

14

15

16

17

18

17
18
19
20
21
22
23

3 3 3 3 3 3 3

1
2
3
4
5

2 2 3 2 2

16
15
14
13
12

4 3 3 3 4

28
27
26
25
24

2 2 3 2 2

11
10
9
8
7
6

5 2 3 3 5

1
2
3
4
5
21
22
23
STAFF
STAFF
6
7
8
9
10
11

LEGEND



Buildings



Waste Receptacle



Catch Basin



Sand Box



Underground Transmittal Ventilation

For most verify number act locations of all items



Contractor Area

8-3bd

VICTORIA AVENUE

PARKHILL ROAD WEST
PETERBOROUGH, ONTARIO



372
374
376
378
V



386
384
382
380
V

3

3

3

3

3

3

3

3

386
384
382
380
378
376
374
372



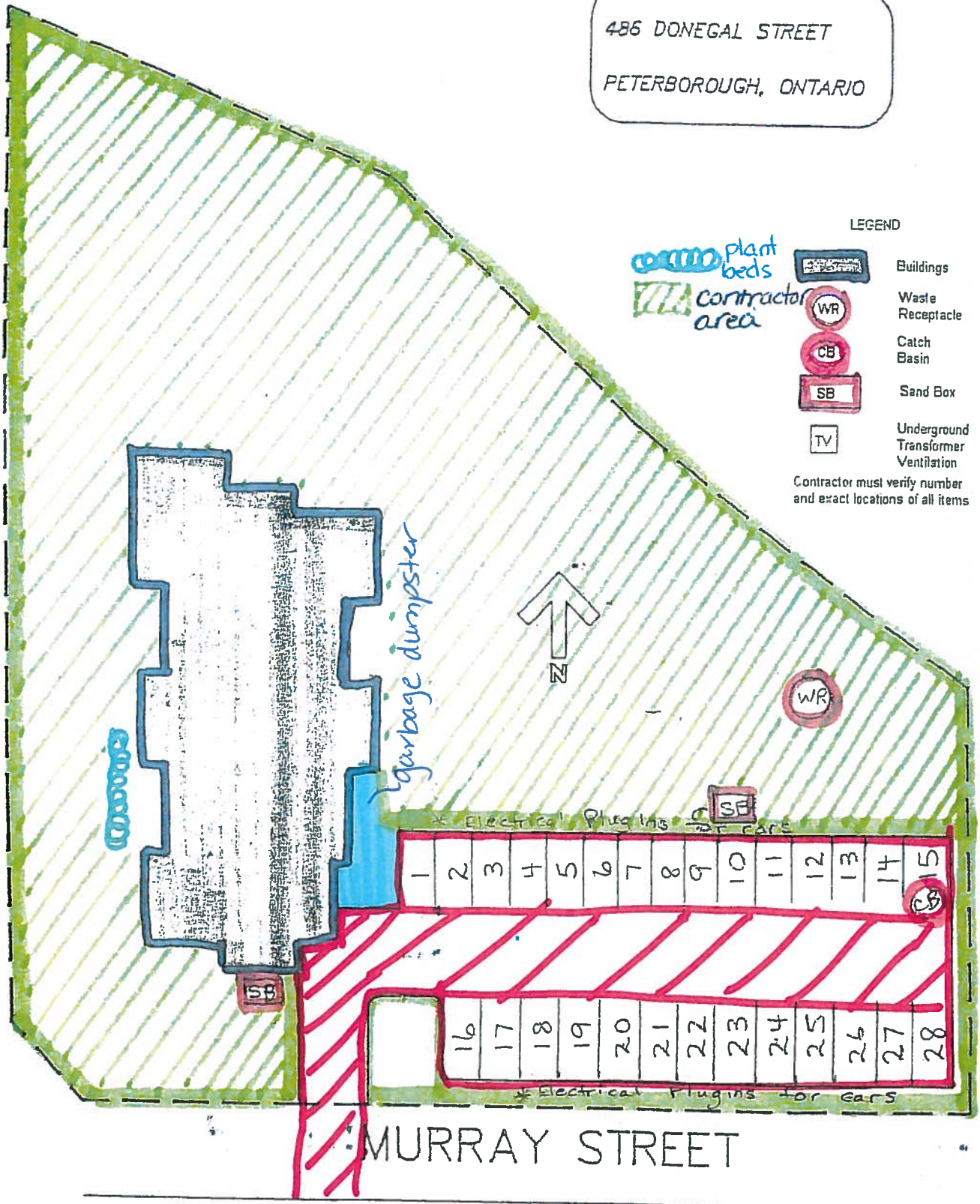
PARKHILL ROAD WEST

486 DONEGAL STREET
PETERBOROUGH, ONTARIO

DONEGAL STREET

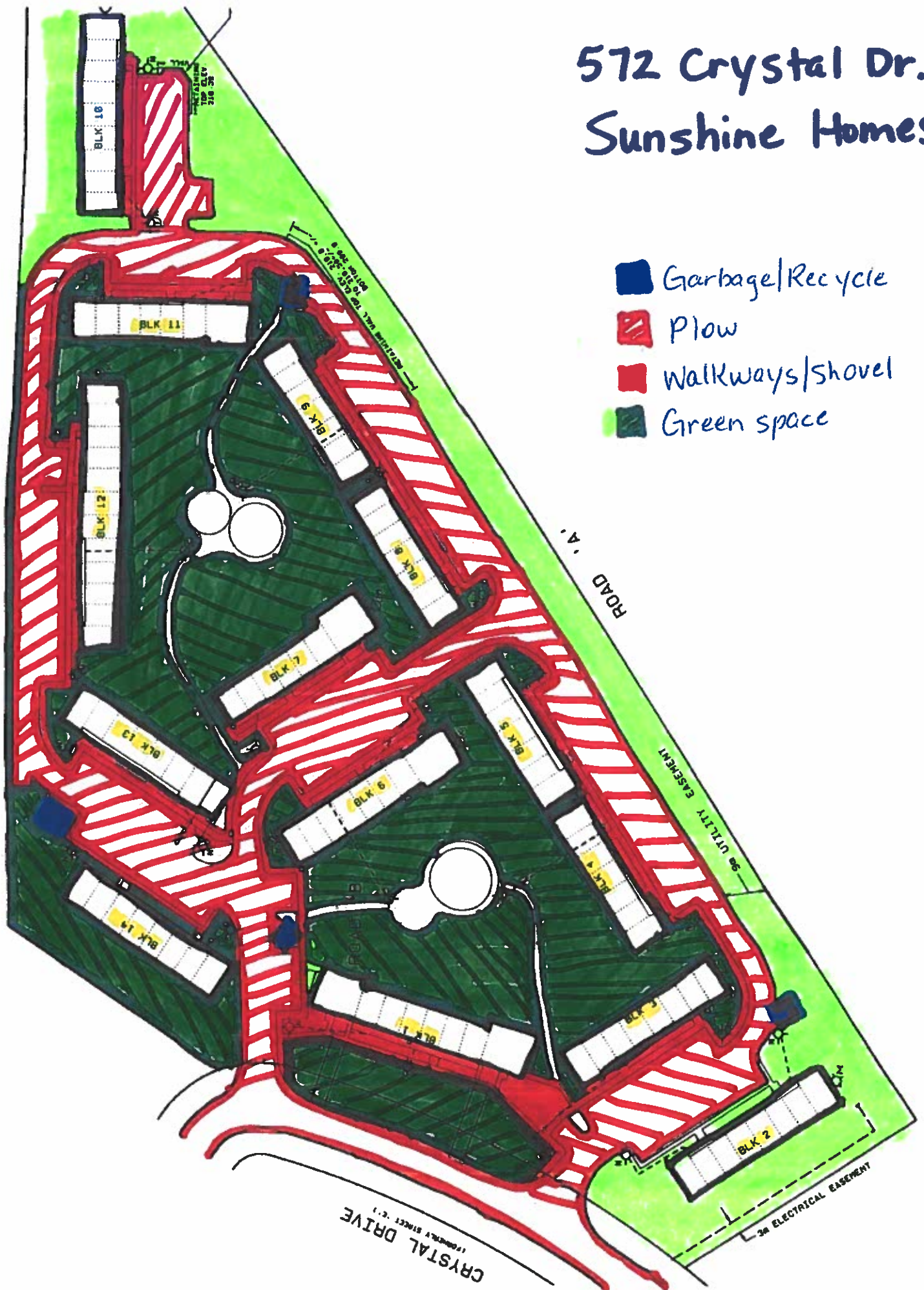
LEGEND

-  plant beds
 -  contractor area
 -  Buildings
 -  Waste Receptacle
 -  Catch Basin
 -  Sand Box
 -  Underground Transformer Ventilation
- Contractor must verify number and exact locations of all items

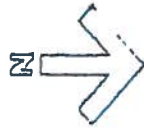


572 Crystal Dr. Sunshine Homes

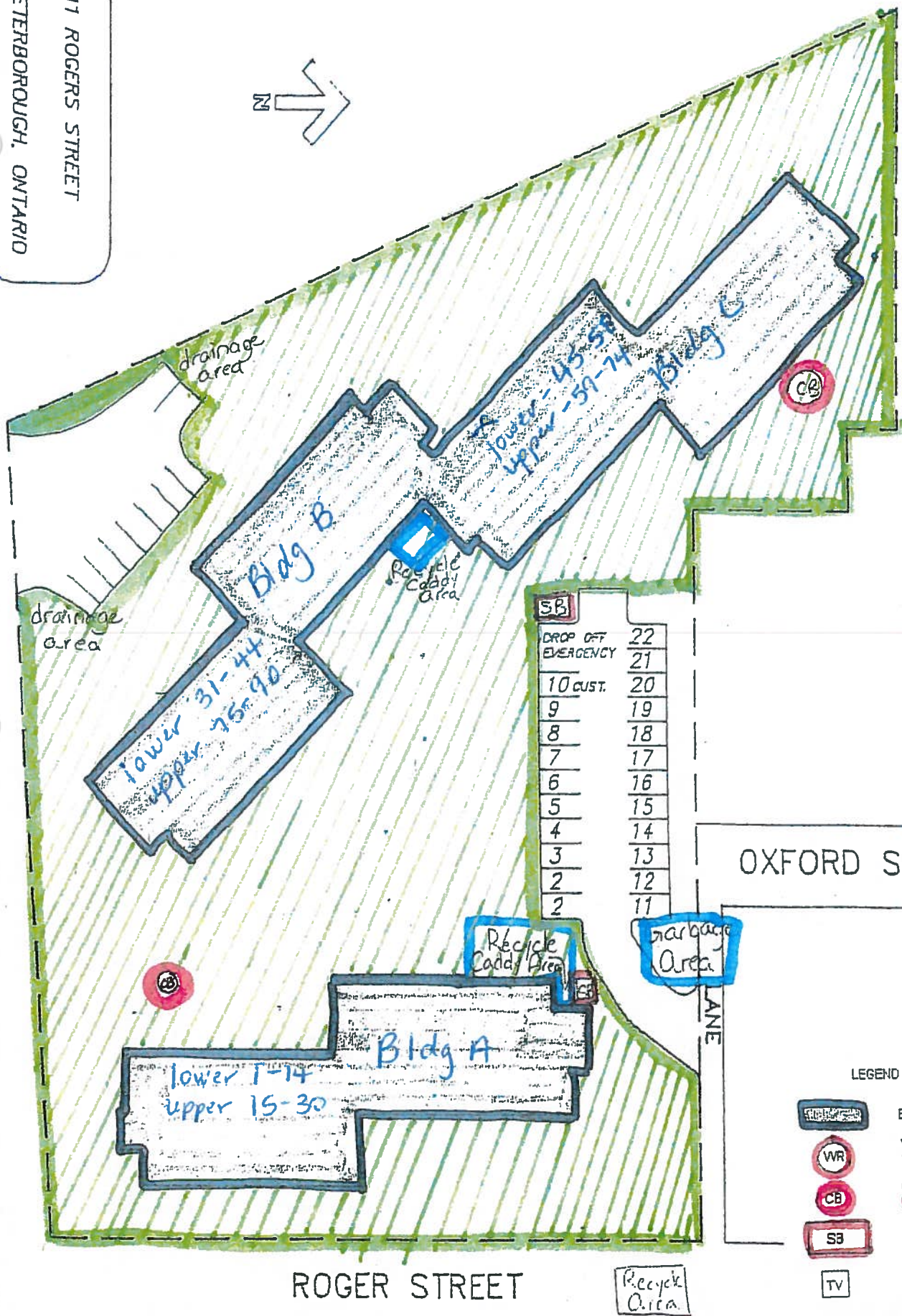
- Garbage/Recycle
- Plow
- Walkways/Shovel
- Green space



511 ROGERS STREET
PETERBOROUGH, ONTARIO



KEY STREET



OXFORD STREET

LANE

ROGER STREET

LEGEND



Buildings



Waste Receptacle



Catch Basin



Sand Box



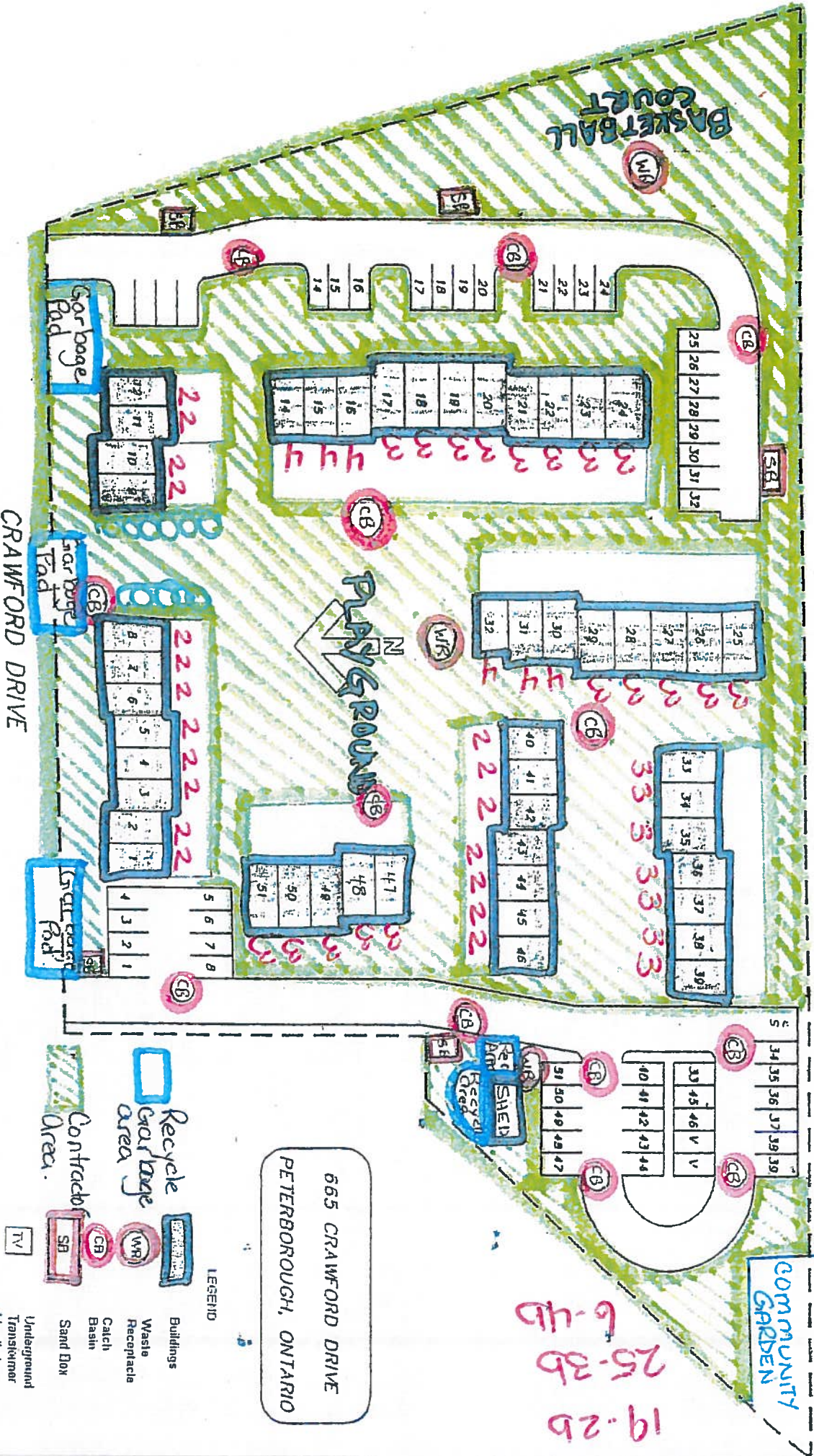
Underground Transformer Ventilation

Contractor must verify number and exact locations of all items

*TO BE IDENTIFIED BY CONTRACTOR

plant/shrubs

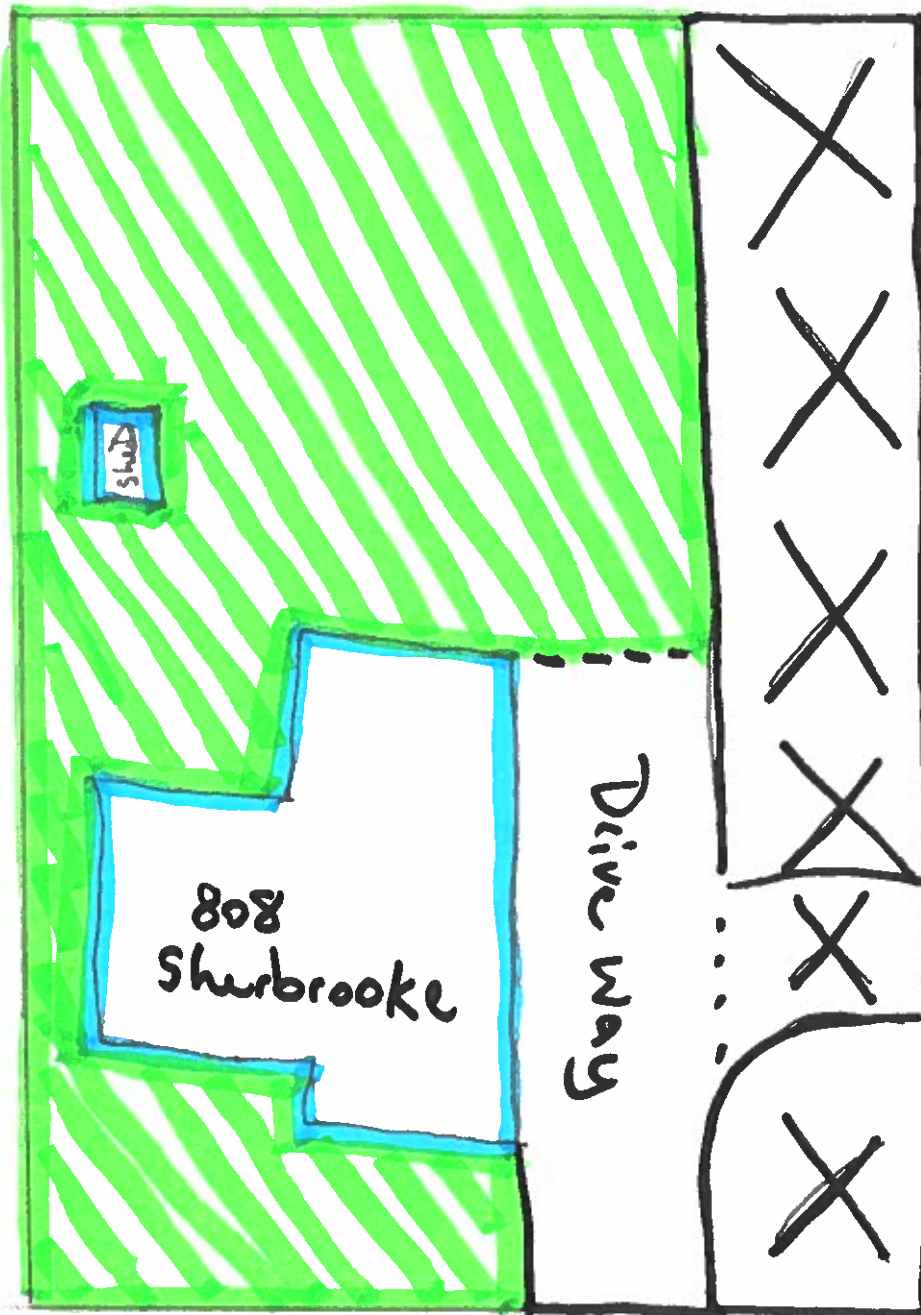
Contractor area



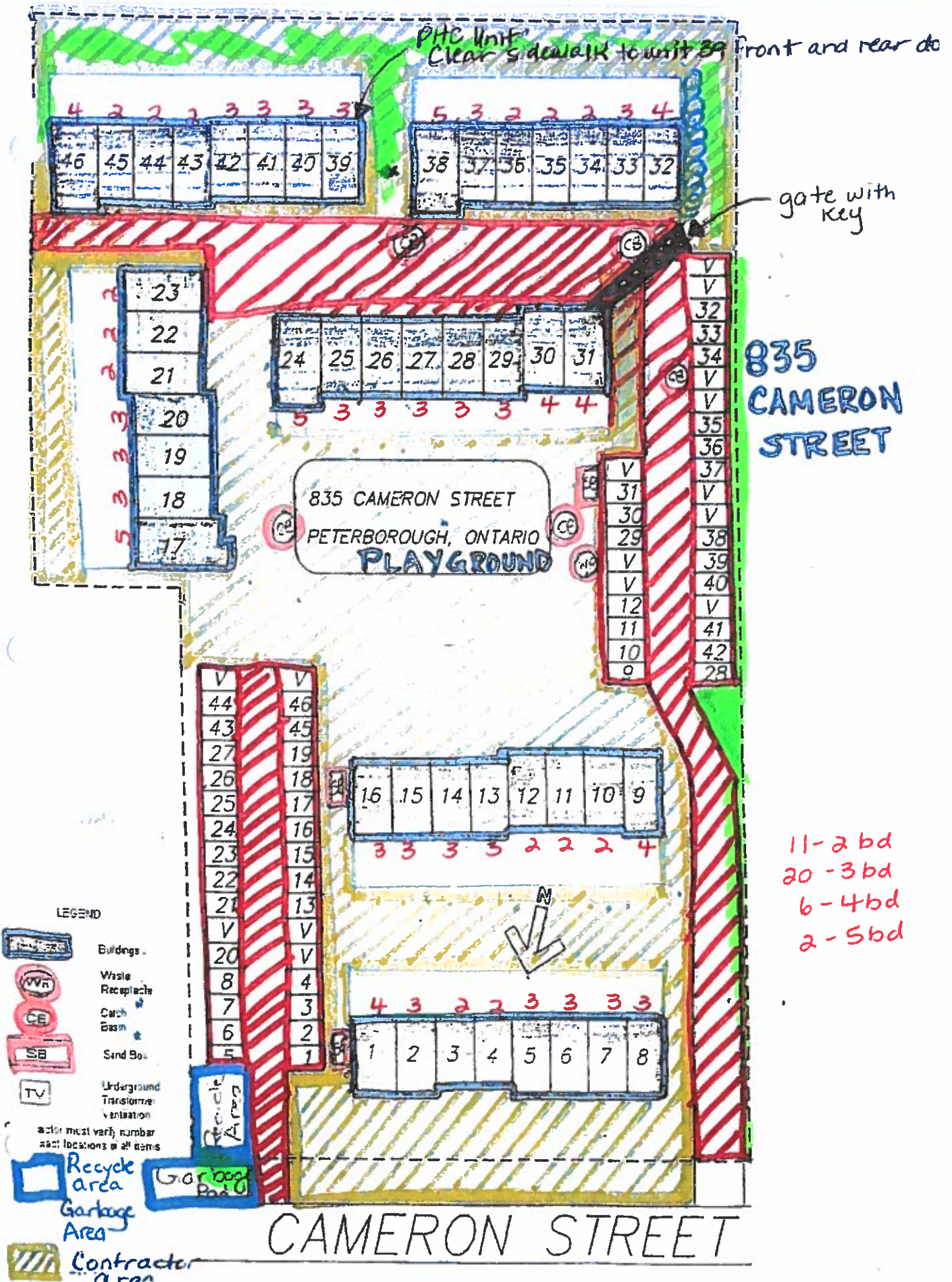
Buildings

Contractor Area

808 Shurbrooke
2 units



Shurbrooke Street



15-2bd
14-4bd
20-3bd

NOTE:

All public space areas are from fence at rear yards to public walks and/or parking lots
Litter pick up - include tenant front lawns and sidewalks
Planting beds to be maintained
Boulevards to be maintained

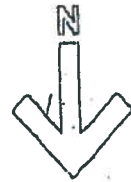
LEGEND



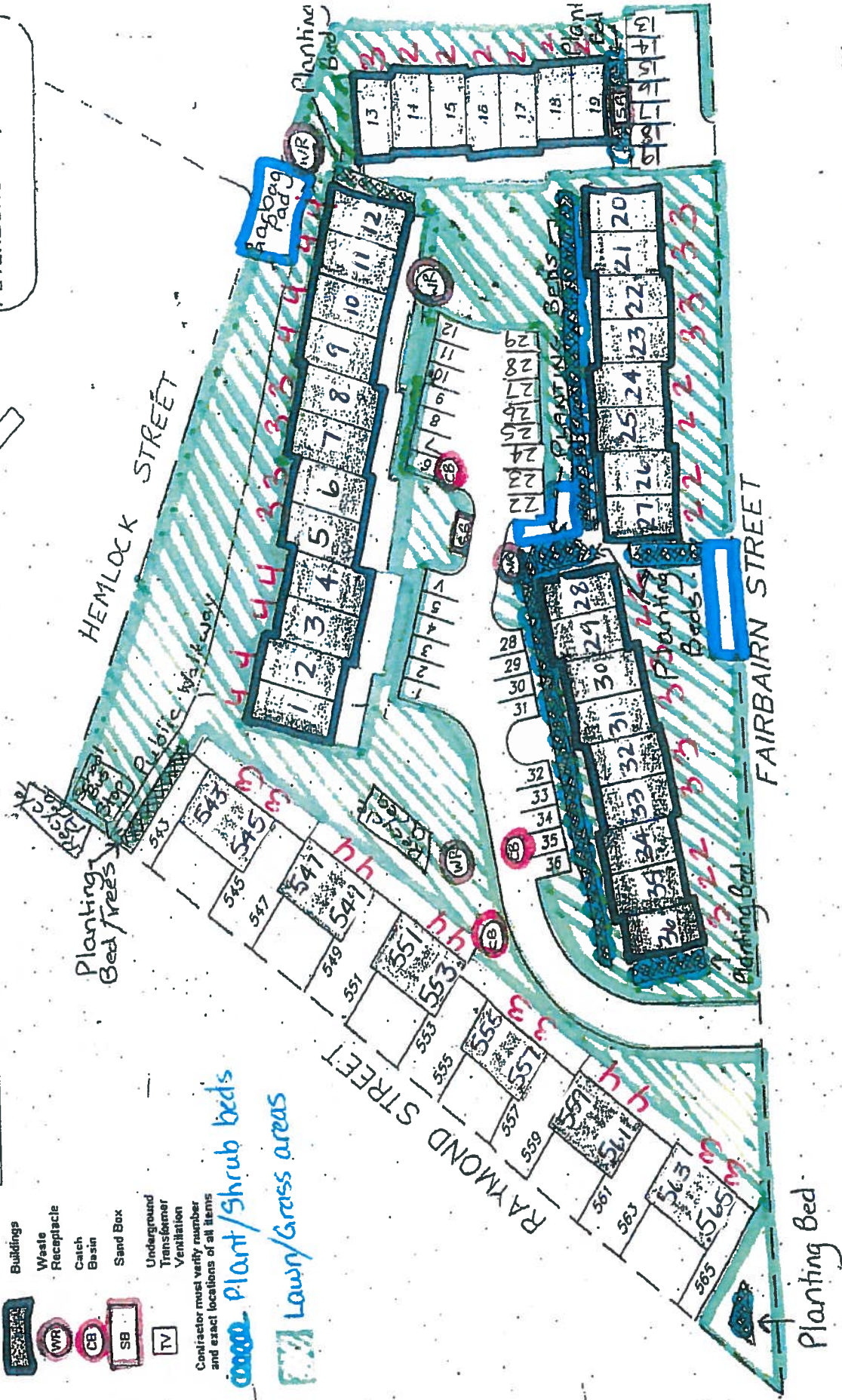
Contractor must verify number and exact locations of all items

Plant/Shrub beds

Lawn/Glass areas



850 FAIRBAIRN STREET
PETERBOROUGH, ONTARIO





Building

953 Clonsilla
3 units

Contractor Area



LEGEND

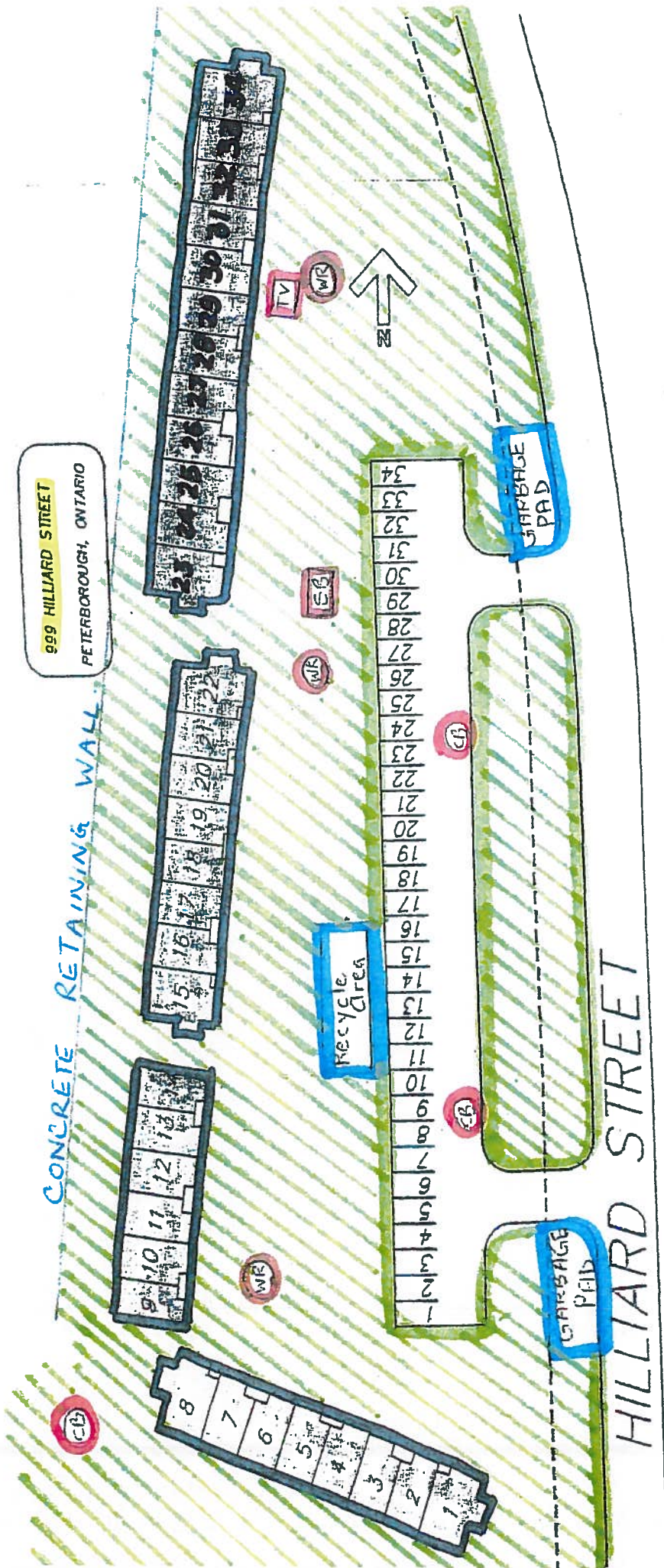


Contractor must verify number and exact locations of all items

Contractor area
Garbage/Recycle Area

CONCRETE RETAINING WALL

999 HILLIARD STREET
PETERBOROUGH, ONTARIO



LEGEND



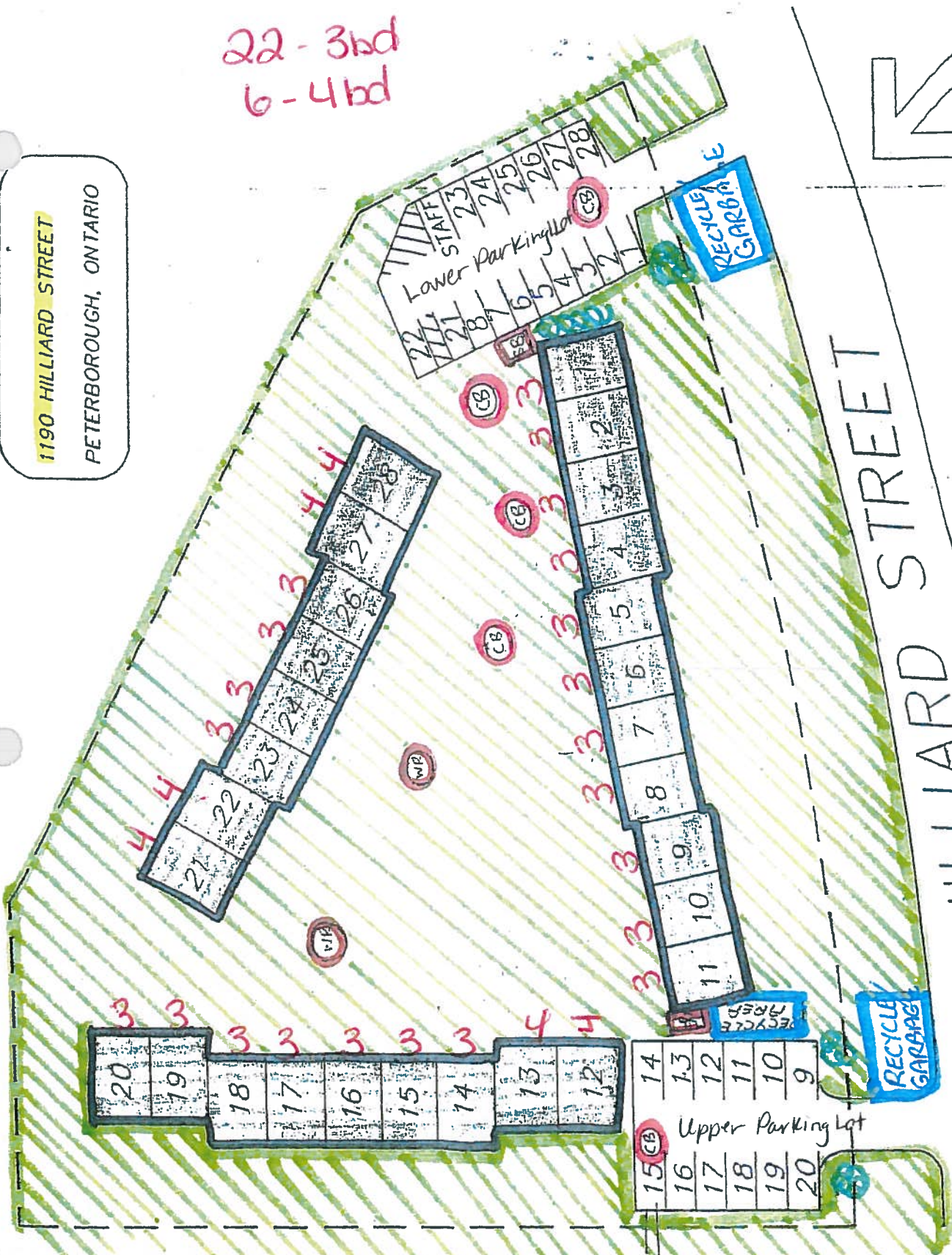
Contractor area
Recycle/Garbage area
Plant/Shrubs bed
drainage ditch

1190 HILLIARD STREET
PETERBOROUGH, ONTARIO

22 - 3bd
6 - 4bd



HILLIARD STREET



Note: Receipt of this completed form will assist us when calling future bids. Please complete and submit this form prior to the closing date and time as per instructions shown on the request for quotation/tender form. Please remember to include quotation/tender no. At right

Notice Of No Bid

Quotation/Tender No:

RFP-2021-002

A Quotation/Tender is not being submitted for the following reason(s):

	We do not manufacture/supply the required goods/services		Cannot obtain raw materials in time to meet delivery requirements
	We do not manufacture/supply to stated specifications		Cannot meet delivery requirements
	Specifications are not sufficiently defined		Cannot quote/tender a firm price at this time
	Insufficient information to prepare quotation/tender		We are unable to competitively quote/tender at this time
	Quantity too small		Insufficient time to prepare quotation/tender
	Quantity too large		We do not have facilities to handle this requirement
	Quantity beyond our production capacity		Licensing restrictions, (please explain)
	Cannot meet packaging requirements		Agreements with distributors/dealers do not permit us to sell directly
	Cannot handle due to present plant loading		Other reasons or additional comments (please explain below)

I/we wish to quote/tender on similar Goods/Services in future

Yes

☐

No

☐

This space for Peterborough Housing Corporation use.

Firm Name

Address

City

Province

Postal Code