ATTACHMENT 2 - FORM OF PROPOSAL

**Title:** **MAINTENANCE OF TRAFFIC SIGNALS, DEMAND WORK, AND MAINTENANCE OF ROADWAY POLES**

**RFP Reference No.:** **1220-030-2023-032**

**Legal Name of Proponent:**

**Contact Person and Title:**

**Business Address:**

**Business Telephone:**

**Business Fax:**

**Business E-Mail Address:**

TO:

City Representative: Sunny Kaila, Manager, Procurement Services

Email for PDF Files: [purchasing@surrey.ca](mailto:purchasing@surrey.ca)

Dear Sir:

**1.0 I/We, the undersigned duly authorized representative of the Proponent**, having received and carefully reviewed all of the Proposal documents, including the RFP and any issued addenda, and having full knowledge of the Goods and Services required, and having fully informed ourselves as to the intent, difficulties, facilities and local conditions attendant to providing the Goods and performing the Services, submit this Proposal in response to the RFP.

**2.0 I/We confirm that the following schedules are attached to and form a part of this Proposal:**

Appendix 1 – Statement of Departures;

Appendix 2 – Proponent’s Experience, Reputation and Resources;

Appendix 3 – Proponent’s Technical Proposal (Services); and

Appendix 4 – Proponent’s Financial Proposal.

**3.0 I/We confirm** that this proposal is accurate and true to best of my/our knowledge.

**4.0 I/We confirm** that, if I/we am/are awarded the Agreement, I/we will at all times be the “prime contractor” as provided by the *Worker’s Compensation Act* (British Columbia) with respect to the Goods and Services. I/we further confirm that if I/we become aware that another contractor at the place(s) of the Goods and Services has been designated as the “prime contractor”, I/we will notify the City immediately, and I/we will indemnify and hold the City harmless against any claims, demands, losses, damages, costs, liabilities or expenses suffered by the City in connection with any failure to so notify the City.

**This Proposal** is submitted this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2023.

**I/We have the authority to bind the Proponent.**

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

(Name of Proponent) (Name of Proponent)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
(Signature of Authorized Signatory) (Signature of Authorized Signatory)

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

(Print Name and Position of Authorized (Print Name and Position of Authorized

Signatory) Signatory)

APPENDIX 1 – STATEMENT OF DEPARTURES

**1.** I/We have reviewed the proposed Contract attached to the RFP as Attachment 1 If requested by the City, I/we would be prepared to enter into that Contract, amended by the following departures (list, if any):

**Section Requested Departure(s) / Alternative(s)**

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

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**Please State Reason for the Departure(s):**

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

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

**2.** The City of Surrey requires that the successful Proponent have the following in place **before commencing the Services**:

(a) Workers’ Compensation Board coverage in good standing and further, if an “Owner Operator” is involved, personal operator protection (P.O.P.) will be provided,

Workers' Compensation Registration Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

(b) Prime Contractor qualified coordinator is Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

(c) Insurance coverage for the amounts required in the proposed agreement as a minimum, naming the City as additional insured and generally in compliance with the City’s sample insurance certificate form available on the City’s Website at [www.surrey.ca](http://www.surrey.ca) search [Standard Certificate of Insurance](http://www.surrey.ca/files/DCT_Standard_Certificate_of_Insurance_2014.docx);

(d) City of Surrey or Intermunicipal Business License: Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

(e) If the Contractor’s Goods and Services are subject to GST, the Contractor’s GST Number is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; and

(f) If the Contractor is a company, the company name indicated above is registered with the Registrar of Companies in the Province of British Columbia, Canada, Incorporation Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

As of the date of this Proposal, we advise that we have the ability to meet all of the above requirements **except as follows** (list, if any):

**Section Requested Departure(s) / Alternative(s)**

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

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

**Please State Reason for the Departure(s):**

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

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**3.** I/We offer the following alternates to improve the Services described in the RFP (list, if any):

**Section Requested Departure(s) / Alternative(s)**

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

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**Please State Reason for the Departure(s):**

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

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

**4.** The Proponent acknowledges that the departures it has requested in Sections 1, 2 and 3 of this Appendix 1 will not form part of the Contract unless and until the City agrees to them in writing by initialing or otherwise specifically consenting in writing to be bound by any of them.

APPENDIX 2 - PROPONENT’S EXPERIENCE, REPUTATION AND RESOURCES

Proponents should provide information on the following (use the spaces provided and/or attach additional pages, if necessary):

(i) Location of primary business, branch locations, background, stability, structure of the Proponent and number of years business has been operational;

(ii) Relevant Experience and References – List relevant experience and client references that demonstrate the Proponent’s experience in the last five (5) years. Attach additional sheets as required.

|  |  |  |  |
| --- | --- | --- | --- |
| Project Reference One: | | | |
| Client / Company Name |  | | |
| Representative for the Client |  | Phone No.: |  |
| Email Address: |  |
| Location of the work: |  | | |
| Nature / Scope of work: |  | | |
| Estimated Contract Dollar Value: |  | | |
| Date and Length of Contract: |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Project Reference Two: | | | |
| Client / Company Name |  | | |
| Representative for the Client |  | Phone No.: |  |
| Email Address: |  |
| Location of the work: |  | | |
| Nature / Scope of work: |  | | |
| Estimated Contract Dollar Value: |  | | |
| Date and Length of Contract: |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Project Reference Three: | | | |
| Client / Company Name |  | | |
| Representative for the Client |  | Phone No.: |  |
| Email Address: |  |
| Location of the work: |  | | |
| Nature / Scope of work: |  | | |
| Estimated Contract Dollar Value: |  | | |
| Date and Length of Contract: |  | | |

(iii) Key Personnel: Identify all key personnel, their alternates, and their proposed position (e.g., project manager, site superintendent, safety coordinator, foreman, etc.) for providing the Services under this RFP. Additionally, the representative who will be assigned to the City as a single point of contact for operational issues should be identified:

|  |  |  |
| --- | --- | --- |
| Personnel | Position Description | Years’ Experience |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

(iv) Proponent’s equipment servicing resources, capability, and capacity, as relevant;

(v) Subcontractors. Proponents should provide the following information on the background and experience of all sub-contractors proposed to undertake a portion of the Goods and Services (use the spaces provided and/or attach additional pages, if necessary):

Legal Name of Sub Contract Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person and Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Fax Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of the Services to be provided:

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

Past Project Experience with Subcontractor:

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

Estimate of Annual Cost Allocation to this Sub-contract:

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

APPENDIX 3 – PROPONENT’S TECHNICAL PROPOSAL (SERVICES)

Proponents should provide the following (use the spaces provided and/or attach additional pages, if necessary):

(i) a narrative that illustrates an understanding of the City’s requirements for Goods and Services;

(ii) each Proponent should provide their methodology for how they plan to undertake in providing the Goods and performing the Services including specifications and requirementa narrative that illustrates how the Proponent will complete the scope of Services as outlined in the RFP;

(iii) Equipment: Please identify the type of equipment and a brief description of the equipment to be used to perform the Services within this RFP:

|  |  |
| --- | --- |
| 1. Type of Equipment | 1. Description of Usage |
|  |  |
|  |  |
|  |  |
|  |  |

(iv) a description of the standards to be met by the Proponent in providing the Goods and Services;

(v) describe your capability and capacity in providing emergency service during normal business hours and/or non-business hours;

(vi) describe how the Proponent would undertake the tasks defined in this RFP and satisfy its obligations, duties and responsibilities for the project;

(vii) describe the process on maintaining the maintenance logs for the different City Goods at the various sites. Please include a sample of the maintenance log that the Proponent intends to use to provide all the information required;

(viii) describe the Proponent’s organization structure for the project and the relationships between all functions in the organization including the proposed interface with the project team. Identify the professionals who will be directly responsible for signing-off and accepting relevant liabilities for each part of the project; and

(ix) describe your warranty offered in detail including but not limited to, warranty coverage, warranty term, extended warranty options, procedures for warranty claiming and anything related to warranty.

APPENDIX 4 – PROPONENT’S FINANCIAL PROPOSAL

Indicate the Proponent’s proposed fee (excluding applicable sales taxes), use the spaces provided and/or attach additional pages, if necessary.

**PRICE SUMMARY SHEET**

|  |  |  |
| --- | --- | --- |
| **Line Item** | **Description** | **Amount** |
| **A.** | **Table 1** – Maintenance of Traffic Signals Pricing  Estimated Total Price Maintenance of Traffic Signals | $\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
|  |  |  |
| **B.** | **Table 2** – Maintenance of Roadway Poles  Estimated Total Price for Maintenance of Roadway Poles Pricing | $\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
| **C.** | Sub Total Goods and Services (A+B): $\_\_\_\_\_\_\_\_\_\_\_\_ | |

Applicable Taxes Extra.

**PRICING**

1. Currency. All prices are expressed in Canadian dollars.
2. Pricing. Federal goods and services tax (“GST”) and Province of British Columbia provincial sales tax (“PST”) is not included in pricing but shown as a separate line item when invoiced. The City may increase or decrease quantities without affecting the unit prices shown.
3. Payment Terms. 30 days following receipt of the Goods and Services to which the payment relates, or receipt of an invoice by Accounts Payable, whichever is later.

**1. MAINTENANCE OF TRAFFIC SIGNALS**

**Table 1: Maintenance of Traffic Signals Pricing**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line**  **Item** | **Description** | **Estimated Quantity** | **Unit Price**  **($)** | **Estimated Annual Amount ($)** |
| 1.1 | Traffic Signal | 385 | $ | $ |
| 1.2 | Pedestrian Signal | 76 | $ | $ |
| 1.3 | Fire Signal | 11 | $ | $ |
| 1.4 | Advanced Warning Flasher Sign | 261 | $ | $ |
| 1.5 | Overhead Flashing Beacon | 5 | $ | $ |
| 1.6 | Pedestrian Actuated Special Crosswalk | 54 | $ | $ |
| 1.7 | Rapid Flashing Beacon | 46 | $ | $ |
| 1.8 | Solar Powered Rapid Flashing Beacon | 40 | $ | $ |
| 1.9 | Overhead Sign | 16 | $ | $ |
| 1.10 | CCTV Camera2 | 10 | $ | $ |
| 1.11 | Ethernet Radio3 | 10 | $ | $ |
| 1.12 | Overhead Dynamic Message Signs | 3 | $ | $ |
| **Estimated Total Price Maintenance of Traffic Signals (excluding GST):** | | | | **$** |

(carry this amount forward to the price summary sheet above)

1 The number of individual signs

2 Standalone CCTV camera

3 Standalone ethernet radio

For greater certainty, the estimated total price for Maintenance of Traffic Signals shall be full compensation for Maintenance of Traffic Signals, as set out in Appendix A-1, including, without limitation;

1. all costs of the Contractor to receive and store Goods Purchased by the City;
2. to provide the City with the updated list of Goods Purchased by the City;
3. the costs of the Contractor to mobilize to the Site;
4. while performing Maintenance of Traffic Signals, and the Contractor determines that corrective repairs are necessary:
   1. the costs incurred by the Contractor for the first 2 hours of all labour and equipment, calculated when the Contractor’s first personnel or equipment begins corrective repairs;
   2. the first $200.00 (excluding applicable taxes), for Goods purchased by the Contractor required to complete corrective repairs; and
   3. the costs of the Contractor for Services to complete repairs longer than 2 hours and costs of Goods greater than $200.00 (excluding applicable taxes) will be paid by the City when invoiced for Demand Work;
5. all costs of the Contractor to inspect removed or recovered Infrastructure from the Site, to inform the City on the condition of the Infrastructure, to restock the Infrastructure as directed by the City, and dispose of Infrastructure that is not to be reused, in an environmentally responsible manner;
6. time to document, prepare, and assemble reports and information about the Goods and Services described in this Agreement;
7. time for meetings, phone calls, discussions, and communications relating to the Goods and Services described in this Agreement; and
8. time for meetings with the City to diagnose, troubleshoot, and discuss options to repair any deficiency.

**2. MAINTENANCE OF ROADWAY POLES**

**Table 2: Maintenance of Roadway Poles Pricing**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Line**  **Item** | **Service** | **Estimated Annual Quantity** | **Unit** | **Rate\***  **($)** | **Estimated Annual Amount ($)** |
| 2.1 | Supply everything including buffer truck, labour, Goods, and equipment to carry out **pole inspection** maintenance, as described in Electrical Maintenance Specification PM-430 | 1,000 | each | $ | $ |
| 2.2 | Supply everything excluding buffer truck, labour, Goods, and equipment to carry out **pole inspection** maintenance, as described in Electrical Maintenance Specification PM-430 | 3,000 | each | $ | $ |
| 2.3 | Supply everything including buffer truck, labour, Goods, and equipment to complete **trim trimming** at one pole as described in Electrical Maintenance Specification PM-431 | 1,500 | hour | $ | $ |
| 2.4 | Supply everything including labour, Goods, and equipment to carry out **electrical service enclosure** maintenance as described in Electrical Maintenance Specification PM-432 | 500 | each | $ | $ |
| 2.5 | Supply everything including buffer truck, labour, Goods, and equipment to carry out **pole painting** maintenance on a streetlight pole up to 9.14 m tall as described in Electrical Maintenance Specification PM-433 | 1,400 | each | $ | $ |
| 2.6 | Supply everything including buffer truck, labour, Goods, and equipment to carry out **pole painting** maintenance on a streetlight pole over 9.14 m tall as described in Electrical Maintenance Specification PM-433 | 100 | each | $ | $ |
| 2.7 | Supply everything including buffer truck, labour, Goods, and equipment to carry out **pole painting** maintenance on a traffic signal pole up without a mast arm as described in Electrical Maintenance Specification PM-433 | 12 | each | $ | $ |
| 2.8 | Supply everything including buffer truck, labour, Goods, and equipment to carry out **pole painting** maintenance on a traffic signal pole with a mast arm as described in Electrical Maintenance Specification PM-433 | 12 | each | $ | $ |
|  | **Estimated Total Price for Maintenance of Roadway Poles Services:** | | | | **$** |

(carry this amount forward to Table 6 in the price summary sheet above)

\* Where the unit is an "hour", the time measurement for payment, for line item 2.3 tree trimming, shall be calculated as follows:

1. a minimum of two hours shall be charged, if the time for completing a Work Order is two hours or less;
2. the time to the next nearest one-half (1/2) hour shall be charged, if the time for completing a Work Order is more than two (2) hours. For example, provision of Services for a Work Order lasting 2 hours and 14 minutes, the Contractor shall invoice for 2 hours and for a Work Order lasting 2 hours and 15 minutes, the Contractor shall invoice for 2.5 hours;
3. no payment will be made for travel time to and from each Site; and
4. all Services provided will be paid at straight time (no overtime rates are applicable).

**3. DEMAND WORK**

**Table 3: Force Account Labour and Equipment Rates**

Proponent should provide force account labour and equipment rates for all labour and equipment categories that will be involved in performing the Services. The force account labour and equipment rates will remain firm for the Term of the Agreement and will be used by the City for the purpose of evaluating and valuing changes to the Goods and Services in the case of lump sum, or in case of force account valuation. The rates provided below are all inclusive and include without limitation, operator, fuel, service, maintenance, depreciation, mobilization and demobilization, overhead and profit.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line**  **Item** | **Service (Equipment and Labour Rates)** | **Estimated Annual Quantity** | **Unit** | **Rate\*** |
| 3.1 | Electrician with bucket truck | 5,810 | hour | $ |
| 3.2 | Electrician with bucket truck (reach over 35 ft.) | 25 | hour | $ |
| 3.3 | Labourer with Pick-up Truck | 630 | hour | $ |
| 3.4 | Labourer Only | 880 | hour | $ |
| 3.5 | Labourer with Bucket Truck | 60 | hour | $ |
| 3.6 | Operator and Dump Truck | 550 | hour | $ |
| 3.7 | Operator with Crane Truck | 1025 | hour | $ |
| 3.8 | Specialty Truck, equipment and crew, including jackhammer, compressor, concrete saw, and compactor. | 850 | hour | $ |
| 3.9 | Operator and Buffer Truck | 1,500 | hour | $ |
| 3.10 | Flag Person | 550 | hour | $ |
| 3.11 | Operator and Skid Steer | 10 | hour | $ |
| 3.12 | Electrical Engineer | 20 | hour | $ |
| 3.13 | Engineering Technologist | 50 | hour | $ |
| 3.14 | Replace or install a vehicle actuated 1.8 m round detector loop and tune it | 100 | each | $ |
| 3.15 | Supply everything including buffer truck, labour, equipment, and Goods to perform Demand Work for a **non-LED** streetlight fixture on an existing pole up to 9.14 m tall (excluding the cost of the LED fixture) | 2000 | each | $ |
| 3.16 | Supply everything including buffer truck, labour, equipment, and Goods to perform Demand Work for an additional **non-LED** streetlight fixture, sharing the same power source, during one (1) Work Order dispatch on an existing pole up to 9.14 m tall (excluding the cost of the LED fixture) | 200 | each | $ |
| 3.17 | Supply everything including labour, equipment, and Goods to perform Demand Work for a **non-LED** streetlight fixture on an existing pole over 9.14 m tall (excluding the cost of the LED fixture) | 200 | each | $ |
| 3.18 | Supply everything including buffer truck, labour, equipment, and Goods to perform Demand Work for an additional **non-LED** streetlight fixture, sharing the same power source, during one (1) Work Order dispatch on an existing pole over 9.14 m tall (excluding the cost of the LED fixture) | 20 | each | $ |
| 3.19 | Supply everything including buffer truck, labour, equipment, and Goods to perform Demand Work for an **LED** streetlight fixture on an existing pole up to 9.14 m tall (excluding the cost of the LED fixture) | 200 | each | $ |
| 3.20 | Supply everything including buffer truck, labour, equipment, and Goods to perform Demand Work for an additional **LED** streetlight fixture, sharing the same power source, during one (1) Work Order dispatch on an existing pole up to 9.14 m tall (excluding the cost of the LED fixture) | 10 | each | $ |
| 3.21 | Supply everything including labour, equipment, and Goods to perform Demand Work for an **LED** streetlight fixture on an existing pole over 9.14 m tall (excluding the cost of the LED fixture) | 100 | each | $ |
| 3.22 | Supply everything including buffer truck, labour, equipment, and Goods to perform Demand Work for an additional **LED** streetlight fixture, sharing the same power source, during one (1) Work Order dispatch on an existing pole over 9.14 m tall (excluding the cost of the LED fixture) | 5 | each | $ |
| 3.23 | Supply everything including buffer truck, labour, Goods, and equipment for **electrical service panel** Demand Work (excluding a full replacement) | 70 | each | $ |
|  |  | | | |
|  | ***Other (Please State):*** | | | |
|  |  |  |  |  |
|  |  |  |  |  |

\* Where the unit is an "hour", the time measurement for payment shall be calculated as follows:

1. a minimum of two hours shall be charged, if the time for completing a Work Order is two hours or less;
2. the time to the next nearest one-half (1/2) hour shall be charged, if the time for completing a Work Order is more than two (2) hours. For example, provision of Services for a Work Order lasting 2 hours and 14 minutes, the Contractor shall invoice for 2 hours and for a Work Order lasting 2 hours and 15 minutes, the Contractor shall invoice for 2.5 hours;
3. no payment will be made for travel time to and from each Site; and
4. all Services provided will be paid at straight time (no overtime rates are applicable).

**Table 4: Cost Plus Markup for Payment for Goods**

If the need arises for the purchase of Goods by the Contractor, for the purpose of repairs, replacement or modification of any of the components of the City Infrastructure, and the City approves the Contractor to complete these repairs, replacement or modifications, the Contractor will invoice the City for the cost of the Goods plus the markup percentage provided below. The Contractor must include the invoice for any Goods invoiced to the Contractor.

The Contractor shall invoice for the actual costs incurred by the Contractor for Goods supplied in the performance of the applicable item of work (which includes all freight and express charges, and all other costs incurred by the Contractor to supply the Goods delivered and used to perform the applicable item of work, at the Site, including all taxes) or the market price for the Goods purchased by the Contractor as evidenced by 3 quotes.

The costs for Goods shall not include pricing for Goods incurred by the Contractor in connection with or under subcontracts.

|  |  |
| --- | --- |
| Contractor should state the markup, as a percentage, on Goods purchased from outside sources:   1. under $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2. over $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Note: Copies of invoices to be included with Contractor’s invoice. | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_ % markup**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_ % markup** |