



REQUEST FOR QUOTATIONS

Title: Reline and Point Repair Program – Sanitary Sewer Mains and Laterals

Reference No.: 1220-040-2023-039

WORKS PROJECTS (MMCD)

(Construction Services)
Issue Date: June 28, 2023

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REQUEST FOR QUOTATIONS

(TO BE READ WITH “INSTRUCTIONS TO TENDERERS – PART II” CONTAINED IN THE EDITION OF THE PUBLICATION “MASTER MUNICIPAL CONSTRUCTION DOCUMENTS” SPECIFIED IN SCHEDULE 1 BELOW)

1. INTRODUCTION

1.1 Purpose of the Request For Quotations

The City of Surrey (the “*Owner*”) invites *Contractors* to provide a quotation on the form attached as Schedule C (the “*Quotation*”) for the supply of the goods (if any) and services described in Schedule A (the “*Work*”). The description of the *Work* sets out the minimum requirements of the *Owner*. A person that submits a *Quotation* (the “*Contractor*”) should prepare a *Quotation* that meets the minimum requirements, and may as it may choose, in addition, to also include goods, services or terms that exceed the minimum requirements.

2. ADDRESS FOR DELIVERY

The *Contractor* should submit the Quotation **electronically** in a single pdf file which must be delivered to the *Owner* by email at: purchasing@surrey.ca

The *Owner* will confirm receipt of emails. Note that the maximum file size the *Owner* can receive is 10Mb. If sending large email attachments, *Contractors* should phone to confirm receipt. A *Contractor* bears all risk that the *Owner*’s equipment functions properly so that the *Owner* receives the Quotation in accordance with the RFQ.

3. DATE

The *Owner* would prefer to receive Quotations on or before **July 18th, 2023** (the “**Date**”).

4. INQUIRIES

All inquiries related to this RFQ should be directed in writing to the person named below (the “*Owner Representative*”). Information obtained from any person or source other than the *Owner Representative* may not be relied upon.

Name: Sunny Kaila, Manager, Procurement Services

Email: purchasing@surrey.ca

Reference: 1220-040-2023-039

Inquiries should be made no later than 7 business days before the date set out in Section 3. The *Owner* reserves the right not to respond to inquiries made within 7 business days of the date set out in Section 3. Inquiries and responses will be recorded and may be distributed to all *Contractors* at the discretion of the *Owner*.

Contractors finding discrepancies or omissions in the Agreement or RFQ, or having doubts as to the meaning or intent of any provision, should immediately notify the City Representative. If the *Owner* determines that an amendment is required to this RFQ, the *Owner* Representative will issue an addendum in accordance with Section 5. No oral conversation will affect or modify the terms of this RFQ or may be relied upon by any Contractor.

5. ADDENDA

If the *Owner* determines that an amendment is required to this RFQ, the *Owner's* Representative will post a written addendum on the BC Bid Website at www.bcbid.gov.bc.ca (the "BC Bid Website") and on the *Owner* Website at www.surrey.ca (the "*Owner* Website") and upon posting will be deemed to form part of this RFQ. No amendment of any kind to the RFQ is effective unless it is posted in a formal written addendum on the *Owner* Website. Upon submitting a Quotation, *Contractors* will be deemed to have received notice of all addenda that are posted on the *Owner* Website.

6. NO CONTRACT

This RFQ is simply an invitation for Quotations (including prices and terms) for the convenience of all parties. It is not a tender and no obligations of any kind will arise from this RFQ or the submission of *Quotations*.

7. ACCEPTANCE

A Quotation will be an offer to the *Owner* which the *Owner* may accept at any time by signing the copy of the Quotation and delivering it to the *Contractor*. A *Quotation* is not accepted by the *Owner* unless and until both the authorized signatory of the *Contractor* and the authorized signatory of the *Owner* have signed. Delivery of the signed Quotation by the *Owner* may be by pdf email. In that event, the resulting *Contract* will be comprised of the documents included in the definition of *Contract* in Schedule B – Draft Contract.

8. CONTRACTOR'S EXPENSES

Contractors are solely responsible for their own expenses in preparing and submitting Quotations, and for any meetings, negotiations or discussions with the *Owner* or its representatives and consultants, relating to or arising from the RFQ. The *Owner* will not be liable to any *Contractor* for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, incurred by the *Contractor* in preparing and submitting a Quotation, or participating in negotiations for a contract, or other activity related to or arising out of this RFQ.

9. CONTRACTOR'S QUALIFICATIONS

By submitting a Quotation, a *Contractor* represents that it has the expertise, qualifications, resources, and relevant experience with the requirements of the *Work*.

10. CONFLICT OF INTEREST

A *Contractor* should disclose in its Quotation any actual or potential conflicts of interest and existing business relationships it may have with the *Owner*, its elected or appointed officials or employees. The *Owner* may rely on such disclosure.

11. SOLICITATION OF COUNCIL MEMBERS, CITY STAFF AND CITY CONSULTANTS

Contractors and their agents will not contact any member of the City Council, City staff or City consultants with respect to this RFQ, other than the contact person named in Section 4, at any time prior to the award of a *Contract* or the cancellation of this RFQ.

12. CONFIDENTIALITY

All Quotations become the property of the *Owner* and will not be returned to the *Contractor*. All Quotations will be held in confidence by the *Owner* unless otherwise required by law. *Contractors* should be aware the *Owner* is a "public body" defined by and subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia.

13. SIGNATURE

The legal name of the person or firm submitting the *Quotation* should be inserted in the Quotation. The *Quotation* should be signed by a person authorized to sign on behalf of the *Contractor* and include the following:

- (a) If the *Contractor* is a corporation then the full name of the corporation should be included, together with the names of authorized signatories. The Quotation should be executed by all of the authorized signatories or by one or more of them provided that a copy of the corporate resolution authorizing those persons to execute the Quotation on behalf of the corporation is submitted;
- (b) If the *Contractor* is a partnership or joint venture then the name of the partnership or joint venture and the name of each partner or joint venturer should be included, and each partner or joint venturer should sign personally (or, if one or more person(s) have signing authority for the partnership or joint venture, the partnership or joint venture should provide evidence to the satisfaction of the *Owner* that the person(s) signing have signing authority for the partnership or joint venture). If a partner or joint venturer is a corporation then such corporation should sign as indicated in subsection (a) above;
or
- (c) If the *Contractor* is an individual, including a sole proprietorship, the name of the individual should be included.

14. DISCLAIMER

- (a) The information in this RFQ and any further supporting documentation is provided for reference purposes only. It is the responsibility of interested parties to confirm the

accuracy and applicability of this information. All costs related to updating or acquiring additional information shall be born solely by the *Contractor*. The information contained in this RFQ has been prepared, in part, on information provided by others, and such information is believed to be accurate and reliable. Any party who intends to submit a response to this RFQ is specifically invited to independently verify the accuracy of the information contained herein;

- (b) The *Owner* shall not be obligated to review or accept any Quotation and may reject any or all Quotations without giving reasons therefore;
- (c) All negotiations and discussions with *Contractors* are on a “without prejudice” basis and cannot be construed as an agreement, and/or otherwise unless expressly approved by City Council and a written agreement is signed by the *Owner*;
- (d) The *Owner* may negotiate with any one or more of the *Contractors* without having any duty or obligation to advise or allow any other *Contractors* to vary their Quotation or otherwise negotiate with the *Owner*;
- (e) The *Owner* may enter into discussions to clarify issues related to any Quotation. If at any time the *Owner* reasonably forms the opinion that a mutually acceptable agreement is not likely to be reached, the *Owner* may give notice terminating discussions, but is under no obligation to do so;
- (f) The *Owner* does not authorize any other person or agency to represent the project on its behalf without the prior written approval of the *Owner*. The *Owner* has not engaged a real estate agent or broker in respect of the project. The *Owner* shall not be responsible for the payment of any fees, commissions or expenses claimed by any third party unless previously agreed to in writing;
- (g) By submitting an offer and participating in the process as outlined in this RFQ, Respondents expressly agree that no contract of any kind is formed under, or arises from, this RFQ process; and
- (h) By its receipt of this RFQ, each Respondent remises, releases, and forever discharges the *Owner* and its representatives (including staff and consultants and other professional advisors) from any and all claims, losses or damages of any kind, howsoever caused, which such person has, have, or may hereafter have arising out this RFQ.

15. RESERVATION OF RIGHTS

Notwithstanding any other provision in this RFQ:

- (a) The *Owner* need not necessarily consider the Quotation with the lowest Quotation Price, or any Quotation, and the *Owner* reserves the right to reject any and all Quotations at any time, or cancel the RFQ process, without further explanation, and to accept any Quotation the *Owner* considers to be in any way advantageous to it.
- (b) The *Owner's* acceptance of any Quotation is contingent on having sufficient funding for the purchase and achieving a mutually acceptable contract for the supply and delivery of the Goods.

- (c) Each *Contractor*, by submitting a Quotation, irrevocably:
- i) agrees that it will not bring any claim, demand, action, cause of action, suit or proceeding, whether arising in contract, tort (including negligence) or otherwise (a "Claim") against the Owner or any of its employees, directors, officers, advisors or representatives, or any one of them, for any costs, damages or other compensation in excess of an amount equivalent to the actual and reasonable costs directly and demonstrably incurred by the Contractor in preparing its Quotation for any matter relating directly or indirectly to this RFQ (including in the event that the Owner rejects or disqualifies or for any other reason fails to accept a Quotation, accepts a non-compliant Quotation or otherwise breaches, or fundamentally breaches, the terms of this RFQ or any duties arising from this RFQ); and
 - ii) waives any Claim against the Owner and its employees, directors, officers, advisors or representatives for any compensation of whatsoever nature or kind, including for loss of anticipated profits, loss of opportunity, indirect, incidental or consequential damages or losses if no contract between the Contractor and the Owner is entered into for the supply and delivery of the Goods for any reason whatsoever, including in the event that the Owner rejects or disqualifies or for any other reason fails to accept a Quotation, accepts a non-compliant Quotation or otherwise breaches, or fundamentally breaches, the terms of this RFQ or any duties arising from this RFQ.
- (d) If the Owner considers that all Quotations are priced too high, it may reject them all.

16. LIMITATION OF LIABILITY

Notwithstanding anything to the contrary contained in the RFQ or any other document, material or communication made available to *Contractors* by the *Owner* or its representatives in connection with this RFQ, the *Owner* accepts no responsibility or liability for the accuracy or completeness of this RFQ (including any schedules or appendices to it) or any recorded or oral information communicated or made available for inspection by the *Owner* (including through the Owner Representative or any other individual) and no representation or warranty, either express or implied, is made or given by the *Owner* with respect to the reliability, accuracy, completeness or relevance of any of those things. The sole risk, responsibility and liability connected with reliance by any *Contractor* or any other person on this RFQ or any such information as is described in this paragraph is solely that of each *Contractor*.

17. MULTIPLE CONTRACTORS

The *Owner* reserves the right and discretion to divide up the *Work*, either by scope, geographic area, or other basis as the *Owner* may decide, and to select one or more *Contractors* to enter into discussions with the *Owner* for one or more Contracts to perform a portion or portions of the *Work*. If the *Owner* exercises its discretion to divide up the

Work, the *Owner* will do so reasonably having regard for the RFQ and the basis of Quotations.

In addition to any other provision of this RFQ, Quotations may be evaluated on the basis of advantages and disadvantages to the *Owner* that might result or be achieved from the *Owner* dividing up the *Work* and entering into one or more Contracts with one or more *Contractors*.

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SCHEDULE A – SCOPE OF WORK AND CONTRACT DRAWINGS

1. DESCRIPTION OF SCOPE OF WORK

The Contractor will provide all labour, materials, equipment and plant and other related services to installation of sewer pipe relines, by approved methods, on existing City of Surrey gravity sewer systems, which includes both mains and service connections. A best practice method of lining shall be utilized for services connected directly to manholes to form the best possible seal and reline result.

1. Flushing and cleaning sanitary sewers, and as required to permit testing service interfaces as shown on contract maps;
2. Closed Circuit Television (CCTV) inspection and deficiency reporting for sanitary sewers;
3. Digitally video inspect and prepare reports upon completion of all rehabilitation work;
4. Provision for traffic control and traffic diversion in accordance with the General Conditions;
5. Restrict and divert the flow of water or sewage from the sewer main section or service connection being inspected, tested or rehabilitated, as required;
6. Point repairs of those locations will be supplied by the City;
7. Relining of those sections shown on the attached plans and spreadsheets;
8. Summary of Defects table complete with sewers that require attention; and
9. Any other related works.

The Work will be undertaken at the Place of the Work, as follows:

City rights-of-way and the private property covered by property impact statements, or consented to by owners in, Surrey, B.C.,

The *Owner* invites Quotations from experienced and qualified *Contractors* for the provision of reline and point repair services for sanitary mains and laterals. The *Owner* has separated the *Work* into separate packages below:

Package A Sanitary Mains
Package B Sanitary Laterals

Contractors may provide a Quotation for all or one of the Packages.

The *Owner* reserves the right and discretion to divide up the *Work*, either by scope, geographic area, or other basis as the *Owner* may decide, and to select one or more *Contractors* to enter into discussions with the *Owner* for one or more Contracts to perform a portion or portions of the *Work*. If the *Owner* exercises its discretion to divide up the *Work*, the *Owner* will do so reasonably having regard for the RFQ and the basis of Quotations.

In addition to any other provision of this RFQ, Quotations may be evaluated on the basis of advantages and disadvantages to the *Owner* that might result or be achieved from the *Owner* dividing up the *Work* and entering into one or more Contracts with one or more *Contractors*.

The Contractor is to furnish certificates confirming Work conforms to requirements of Authorities having jurisdiction.

The detailed scope of work is as described on the Contract Drawings (listed below), Special Provisions (Schedule B – Appendix 2), and Supplementary Specifications (Schedule B-Appendix 3).

The lack of and/or omission of detailed specifications does not minimize the acceptable levels of service and only the best commercial practices are acceptable.

Contractor to comply with all BC Plumbing Code, BC Fire Marshal, BC Workers' Compensation Board, National Building Code of Canada, BC Boiler Inspector, BC Electrical Inspector, National Fire Protection Association, and any other authorities having local jurisdiction. Failure to abide by these rules and regulations will result in being immediately escorted from the work site.

2. CONTRACT DRAWINGS (PROJECT)

The following *Contract Drawings (Project)* are included as part of this RFQ.

PACKAGE A – MAIN RELINES (AS-BUILTS)						
DRAWING TITLE	ADDRESS	DRAWING NUMBER	DATE	REVISION No.	REVISION DATE	SHEET No.
Bond San. Sewer System – Prop. Holly Rd. Ext. Ph. 2 Plan & Profile	103 Ave & 149 St., 1000084774	S-23-2	Oct. 29, 1965	–	(As Built) July 66	5
Drainage on North Side of 105 A Ave., From West of 137 St. – K.G. Highway	105A Ave & Whalley Blvd., 1000092919	SS-12-481	May, 1980	4	April. 83	5
As Built Sanitary Sewer 182 Street 58 Avenue – 56 Avenue	5751 182 St., 1000094686	S-77-49	Jan. 75	–	(As Built) Nov. '75	2
Cloverdale Sanitary Sewers Plans and Profiles	5839 172A St., 1000087592	738-S-9	May 1982	1	July 1963	–
5891 – 172'A' Street Sanitary Sewer and Storm Connections	5867 172A St., 1000087591	S-076-199 SS-076-665	2017 October	A	2020.02.14	–
Sanitary Plan & Profile	6304 175B St., 1000087682	S-76-62	Nov. 15/76	1	April 22/77	1
As Constructed Sanitary Sewer on 132 St. Between 91 Ave & 89 Ave	8965 132 St., 1000080443	72016-3	Aug. 1972	2	Feb 1972	2
123A St – 96 Ave to 100 Ave Storm Sewer – Plan and Profile	9931 123A St., 1000081518	V74P-21-104-B	August, 1994	3	95/06/02	4
Sanitary Sewer on 148 A Street Apart. Develop't South of 103 Ave Between 148 & 149 St.	10293 148A St., 1000084775	14446-1-11	April 72	4	13/6/72	11
Sanitary Sewers for 93 rd Avenue	12915 93 Ave, 1000080279	410-16DS	January 14, 1972	5	Oct. 1972	–
San. Sewer on 96 Ave.	15082 96 Ave, 1000084899	77155-DS9	March, 1978	2	Nov 1978	–
Sanitary Sewers Road F – Road E to Walkway	17058 Hereford (1), 1000087667	D98	Feb. 22 1973	–	–	37

PACKAGE A – MAIN RELINES (AS-BUILTS)						
DRAWING TITLE	ADDRESS	DRAWING NUMBER	DATE	REVISION No.	REVISION DATE	SHEET No.
Sanitary Sewers Road “B” – From Rd. “B” to Rd. “C”	17058 Hereford (2), 1000087667	D-98	March 9, 1973	–	–	34
Sanitary Sewers 60 th Avenue 170 th St. to 171A St.	17108 60 Ave, 1000087661	D-98	Feb 19, 1973	–	–	–
Sanitary Sewers Friesian Drive. As Constructed	17109 Friesian, 1000087650	D-433	May 1979	–	–	1
Plan and Profile 62A Ave. Subdivision South of 64 Ave, East of 172 St. Cloverdale, B.C.	17302 62A Ave, 1000087719	S-76-53	April 1975	5	Aug '75	4
Plan and Profile Temp. Access No. 2, Walkway No. 3, 8, Sorrel Pl. Subdivision South of 64 Ave, East of 172 St., Cloverdale B.C.	17456 63A Ave (1), 1000087715	S-76-59	April 1975	4	Aug 75	10
Plan and Profile Temp. Access No. 2, Walkway No. 3, 8, Sorrel Pl. Subdivision South of 64 Ave, East of 172 St., Cloverdale B.C.	17456 63A Ave (2), 1000087715	S-76-59	April 1975	4	Aug 75	10
Cloverdale Sanitary Sewers Plans and Profiles	17528 59 Ave, 1000087614	738-S-13	May 1962	1	July 1963	–

PACKAGE B – LATERAL RELINES			
DRAWING NUMBER SPECIFICATION	DATE	REVISION No.	REVISION DATE
NONE AT THIS TIME.	n/a	n/a	n/a

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SCHEDULE B – SAMPLE FORM OF AGREEMENT

1. Form of Agreement between *Owner* and *Contractor*
2. Schedule 1 – Schedule of *Contract Documents*
3. Schedule 2 – List of *Contract Drawings*

SCHEDULE B - SAMPLE FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

Contract Title: Reline and Point Repair Program – Sanitary Sewer Mains and Laterals

Reference No.: 1220-040-2023-039

This agreement (the "Agreement") this _____ day of _____, 20_____.

BETWEEN:

CITY OF SURREY
13450 - 104 Avenue
Surrey, B.C., V3T 1V8, Canada,

(the "Owner")

AND:

(Insert Full Legal Name and Address of Contractor)

(the "Contractor")

WHEREAS:

- A. The *Owner* wishes to engage the services of the Contractor to provide *Work* in connection with the Reline and Point Repair Program – Sanitary Sewer Mains and Laterals.
- B. The *Contractor* has previously provided services to others of a similar nature and has the expertise for the Reline and Point Repair Program – Sanitary Sewer Mains and Laterals for the *Owner*.

**Article 1 The Work
Start /
Completion
Dates**

- 1.1 The *Contractor* will perform all *Work* and provide all labour, equipment and material and do all things strictly as required by the *Contract Documents*.
- 1.2 The *Contractor* will commence the *Work* in accordance with the *Notice to Proceed*. The *Contractor* will proceed with the *Work* diligently, will perform the *Work* generally in accordance with the construction schedules as required by the *Contract Documents* and will achieve *Substantial Performance* of the *Work* on or before ## Days from the *Notice to Proceed* date subject to the provisions of the *Contract Documents* for adjustments to the *Contract Time*. The Contractor will provide the Work for the period commencing on **August 1 2023 and terminating on July 31, 2024** (the "Term").

1.3 Time shall be of the essence of the *Contract*.

Article 2 Contract Documents

2.1 The Contract Documents consist of the documents listed or referred to in Schedule 1, entitled Schedule of Contract Documents, which is attached and forms a part of this Agreement, and includes any and all additional and amending documents issued in accordance with the provisions of the Contract Documents. All of the Contract Documents shall constitute the entire *Contract* between the *Owner* and the *Contractor*.

2.2 The *Contract* supersedes all prior negotiations, representations or agreements, whether written or oral, and the *Contract* may be amended only in strict accordance with the provisions of the Contract Documents.

Article 3 Contract Price

3.1 The price for the *Work* ("Contract Price") shall be the sum in Canadian dollars of the following:

3.1.1 the product of the actual quantities of the items of *Work* listed in the Schedule of Quantities and Prices which are incorporated into or made necessary by the *Work* and the unit prices listed in the Schedule of Quantities and Prices; plus

3.1.2 all lump sums, if any, as listed in the Schedule of Quantities and Prices, for items relating to or incorporated into the *Work*; plus

3.1.3 any adjustments, including any payments owing on account of *Changes* and agreed to Extra Work, approved in accordance with the provisions of the Contract Documents.

3.2 The Contract Price shall be the entire compensation owing to the *Contractor* for the *Work* and this compensation shall cover and include all profit and all costs of supervision, labour, material, equipment, overhead, financing, and all other costs and expenses whatsoever incurred in performing the *Work*.

Article 4 Payment

4.1 Subject to applicable legislation and the provisions of the Contract Documents, the *Owner* shall make payments to the *Contractor*.

4.2 At the substantial performance, a holdback will be made from the monthly progress payment to the *Contractor*. The holdback shall be the lesser of \$30,000 or 5% of the total *Contract* value including any change orders.

This holdback shall be released upon the submission, by the *Contractor*, of sufficient field data, to the Contract Administrator, for the creation of as-constructed drawings. The sufficiency of

data will solely be determined by the Contract Administrator before instructing the Owner, in writing, for the release of this holdback.

Article 5 Rights and Remedies

- 5.1 The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law.
- 5.2 Except as specifically set out in the Contract Documents, no action or failure to act by the *Owner*, Contract Administrator or *Contractor* shall constitute a waiver of any of the parties' rights or duties afforded under the *Contract*, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach under the *Contract*.

Article 6 Notices

- 6.1 Communications among the *Owner*, the Contract Administrator and the *Contractor*, including all written notices required by the Contract Documents, may be delivered by hand, or by fax, or by pre-paid registered mail to the addresses as set out below:

The Owner:

City of Surrey, Surrey Operations Centre
Wastewater and Construction Operations
6651 – 148th Street
Surrey, B.C., V3S 3C7

Attention: <<insert name and job title of project lead at contract award>>

The Contractor:

<<Contractor Name>>
<<Contractor Address>>

Attention: <<insert name and job title of Contractor contact>>

The Contract Administrator:

Wedler Engineering
202 – 10216 128th Street
Surrey, B.C., V3T 2Z5

Attention: <<insert name and job title of Consultant contact at contract award>>

- 6.2 A communication or notice that is addressed as above shall be considered to have been received
- 6.2.1 immediately upon delivery, if delivered by hand; or

6.2.2 after 5 *Days* from date of posting if sent by registered mail.

6.3 The *Owner* or the *Contractor* may, at any time, change its address for notice by giving written notice to the other at the address then applicable. Similarly if the *Contract Administrator* changes its address for notice then the *Owner* will give or cause to be given written notice to the *Contractor*.

Article 7 General

7.1 This *Contract* shall be construed according to the laws of British Columbia.

7.2 The *Contractor* shall comply with all applicable policies, procedures and instructions provided by the *Owner*.

7.3 The *Contractor* shall not, without the express written consent of the *Owner*, assign this *Contract*, or any portion of this *Contract*.

7.4 The headings included in the *Contract Documents* are for convenience only and do not form part of this *Contract* and will not be used to interpret, define or limit the scope or intent of this *Contract* or any of the provisions of the *Contract Documents*.

7.5 A word in the *Contract Documents* in the singular includes the plural and, in each case, vice versa.

7.6 This *Contract* shall enure to the benefit of and be binding upon the parties and their successors, executors, administrators and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first written above.

Owner:

CITY OF SURREY

<<Authorized Signatory Name>>

<<Authorized Signatory Title>>

Contractor

<<FULL LEGAL NAME OF CORPORATION, PARTNERSHIP OR INDIVIDUAL>>

<<Authorized Signatory Name>>

<<Authorized Signatory Title>>

SCHEDULE B – SAMPLE AGREEMENT
SCHEDULE 1: SCHEDULE OF CONTRACT DOCUMENTS

The following is an exact and complete list of Contract Documents, as referred to in Article 2.1 of the Agreement.

Note: The documents noted with “*” are contained in the “Master Municipal Construction Documents – General Conditions, Specifications and Standard Detail Drawings”, Platinum edition dated 2009, and the documents noted with “**” are contained in the City of Surrey Supplementary Master Municipal Construction Documents, edition dated April, 2020. All sections of this publication are included in the Contract Documents.

1. Agreement, including Appendices and Schedules;
2. Addenda, if any;
3. Supplementary General Conditions, Project;
4. Supplementary General Conditions**;
5. General Conditions*;
6. Special Provisions, Project
7. Supplementary Specifications, Project;
8. Supplementary Specifications**;
9. Specifications*;
10. *Contract Drawings*;
11. Supplementary Standard Detail Drawings**;
12. Standard Detail Drawings*;
13. Instructions to *Contractors* – Part I;
14. Instructions to Tenderers – Part II*.
15. Executed Form of Quotation, including all Appendices, and Form of Agreement;
16. Key Personnel, Sub-Contractors and Material Suppliers
17. Prime Contractor Designation Letter of Understanding
18. Contractor Health & Safety Expectations Responsibility of Contractor(s)
19. Compliance to Safety Procedure Entry Procedure for Confined Space
20. Sanitary Sewer Main Flushing & Cleaning – Back Pressure Avoidance and Problem Reporting Procedure
21. Builders Lien Act (Section 7 (4)) Notice of Certification of Completion; and
22. Builders Lien Act (Section 7(10)) Certification of Completion
23. Post Compliance Form

SCHEDULE B – SAMPLE AGREEMENT
SCHEDULE 2: LIST OF CONTRACT DRAWINGS

(COMPLETE LISTING OF ALL DRAWINGS, PLANS AND SKETCHES WHICH ARE TO FORM A PART OF THE CONTRACT OTHER THAN STANDARD DETAIL DRAWINGS AND SUPPLEMENTARY STANDARD DETAIL DRAWINGS.)

The following *Contract Drawings* (Project) are included in the RFQ documents:

PACKAGE A – MAIN RELINES (AS-BUILTS)						
DRAWING TITLE	ADDRESS	DRAWING NUMBER	DATE	REVISION No.	REVISION DATE	SHEET No.
Bond San. Sewer System – Prop. Holly Rd. Ext. Ph. 2 Plan & Profile	103 Ave & 149 St., 1000084774	S-23-2	Oct. 29, 1965	–	(As Built) July 66	5
Drainage on North Side of 105 A Ave., From West of 137 St. – K.G. Highway	105A Ave & Whalley Blvd., 1000092919	SS-12-481	May, 1980	4	April. 83	5
As Built Sanitary Sewer 182 Street 58 Avenue – 56 Avenue	5751 182 St., 1000094686	S-77-49	Jan. 75	–	(As Built) Nov. '75	2
Cloverdale Sanitary Sewers Plans and Profiles	5839 172A St., 1000087592	738-S-9	May 1982	1	July 1963	–
5891 – 172'A' Street Sanitary Sewer and Storm Connections	5867 172A St., 1000087591	S-076-199 SS-076-665	2017 October	A	2020.02.14	–
Sanitary Plan & Profile	6304 175B St., 1000087682	S-76-62	Nov. 15/76	1	April 22/77	1
As Constructed Sanitary Sewer on 132 St. Between 91 Ave & 89 Ave	8965 132 St., 1000080443	72016-3	Aug. 1972	2	Feb 1972	2
123A St – 96 Ave to 100 Ave Storm Sewer – Plan and Profile	9931 123A St., 1000081518	V74P-21-104-B	August, 1994	3	95/06/02	4
Sanitary Sewer on 148 A Street Apart. Develop't South of 103 Ave Between 148 & 149 St.	10293 148A St., 1000084775	14446-1-11	April 72	4	13/6/72	11
Sanitary Sewers for 93 rd Avenue	12915 93 Ave, 1000080279	410-16DS	January 14, 1972	5	Oct. 1972	–
San. Sewer on 96 Ave.	15082 96 Ave,	77155-DS9	March, 1978	2	Nov 1978	–

PACKAGE A – MAIN RELINES (AS-BUILTS)						
DRAWING TITLE	ADDRESS	DRAWING NUMBER	DATE	REVISION No.	REVISION DATE	SHEET No.
	1000084899					
Sanitary Sewers Road F – Road E to Walkway	17058 Hereford (1), 1000087667	D98	Feb. 22 1973	–	–	37
Sanitary Sewers Road “B” – From Rd. “B” to Rd. “C”	17058 Hereford (2), 1000087667	D-98	March 9, 1973	–	–	34
Sanitary Sewers 60 th Avenue 170 th St. to 171A St.	17108 60 Ave, 1000087661	D-98	Feb 19, 1973	–	–	–
Sanitary Sewers Friesian Drive. As Constructed	17109 Friesian, 1000087650	D-433	May 1979	–	–	1
Plan and Profile 62A Ave. Subdivision South of 64 Ave, East of 172 St. Cloverdale, B.C.	17302 62A Ave, 1000087719	S-76-53	April 1975	5	Aug '75	4
Plan and Profile Temp. Access No. 2, Walkway No. 3, 8, Sorrel Pl. Subdivision South of 64 Ave, East of 172 St., Cloverdale B.C.	17456 63A Ave (1), 1000087715	S-76-59	April 1975	4	Aug 75	10
Plan and Profile Temp. Access No. 2, Walkway No. 3, 8, Sorrel Pl. Subdivision South of 64 Ave, East of 172 St., Cloverdale B.C.	17456 63A Ave (2), 1000087715	S-76-59	April 1975	4	Aug 75	10
Cloverdale Sanitary Sewers Plans and Profiles	17528 59 Ave, 1000087614	738-S-13	May 1962	1	July 1963	–

PACKAGE B – LATERAL RELINES			
DRAWING NUMBER SPECIFICATION	DATE	REVISION No.	REVISION DATE
NONE AT THIS TIME.	n/a	n/a	n/a



SCHEDULE B – APPENDIX 1 – SUPPLEMENTARY GENERAL CONDITIONS (PROJECT)

These Supplementary General Conditions (Project) should be read in conjunction with the General Conditions contained in the Master Municipal Construction Documents, Volume II, Printed 2009.

SCHEDULE B – APPENDIX 1

SUPPLEMENTARY GENERAL CONDITIONS (PROJECT)

SGC 1 Scope of Work

The *Contractor* will provide all labour, materials, equipment and plant and other related services to installation of sewer pipe relines, by approved methods, on existing City of Surrey gravity sewer systems, which includes both mains and service connections. A best practice method of lining shall be utilized for services connected directly to manholes to form the best possible seal and reline result.

1. Flushing and cleaning sanitary sewers, and as required to permit testing service interfaces as shown on contract maps;
2. Closed Circuit Television (CCTV) inspection and deficiency reporting for sanitary sewers;
3. Digitally video inspect and prepare reports upon completion of all rehabilitation work;
4. Provision for traffic control and traffic diversion in accordance with the General Conditions;
5. Restrict and divert the flow of water or sewage from the sewer main section or service connection being inspected, tested or rehabilitated, as required;
6. Point repairs of those locations will be supplied by the City;
7. Relining of those sections shown on the attached plans and spread sheets;
8. Summary of Defects table complete with sewers that require attention; and
9. Any other related works.

The Work will be undertaken at the *Place of the Work*, as follows:

City rights-of-way and the private property covered by property impact statements, or consented to by owners in, Surrey, B.C.,

The *Owner* invites Quotations from experienced and qualified *Contractors* for the provision of reline and point repair services for sanitary mains and laterals. The *Owner* has separated the *Work* into separate packages below:

Package A Sanitary Mains
Package B Sanitary Laterals

Contractors may provide a Quotation for all or one of the Packages.

The *Owner* reserves the right and discretion to divide up the *Work*, either by scope, geographic area, or other basis as the *Owner* may decide, and to select one or more

Contractors to enter into discussions with the *Owner* for one or more *Contracts* to perform a portion or portions of the *Work*. If the *Owner* exercises its discretion to divide up the *Work*, the *Owner* will do so reasonably having regard for the RFQ and the basis of Quotations.

In addition to any other provision of this RFQ, Quotations may be evaluated on the basis of advantages and disadvantages to the *Owner* that might result or be achieved from the *Owner* dividing up the *Work* and entering into one or more *Contracts* with one or more *Contractors*.

The *Contractor* is to furnish certificates confirming *Work* conforms to requirements of Authorities having jurisdiction.

The detailed scope of work is as described on the Contract Drawings (listed below), Special Provisions (Schedule B – Appendix 2), and Supplementary Specifications (Schedule B- Appendix 3).

The lack of and/or omission of detailed specifications does not minimize the acceptable levels of service and only the best commercial practices are acceptable.

The Contractor is to comply with all BC Plumbing Code, BC Fire Marshal, BC Workers' Compensation Board, National Building Code of Canada, BC Boiler Inspector, BC Electrical Inspector, National Fire Protection Association, and any other authorities having local jurisdiction. Failure to abide by these rules and regulations will result in being immediately escorted from the work site.

SGC 2 Contract Time

All Work under this Contract shall be completed by no later than **July 31, 2024**. No items of Work will be assigned to the Contractor that could not reasonably be completed before this date.

Should the *Contractor* fail to complete the *Work* under the *Contract* with the individual milestone date indicated above, the *Owner* will be entitled to compensation from the *Contractor*, including but not limited to deductions from payments for the following:

- (a) As a genuine pre-estimate of the *Owner's* increased costs for the *Consultant* and the *Owner's* own staff caused by such delay an amount of \$250.00 per day or pro rata portion for each calendar day that actual substantial performance is achieved after the substantial performance milestone date; plus
- (b) All direct out-of-pocket costs, such as costs for safety, security, or equipment rental, reasonably incurred by the *Owner* as a direct result of such delay.

If monies owing to the *Contractor* are less than the total amount owing by the *Contractor* to the *Owner* under (a) and (b) above then any shortfall shall immediately, upon written notice

from the *Owner*, and upon substantial performance, be due and owing by the *Contractor* to the *Owner*.

SGC 3 Consultant

The Consultant is Wedler Engineering, 202 – 10216 128 St. Surrey, BC, V3T 2Z5. Telephone: 604-588-1919 Fax: 604-588-1910 E-mail: <<insert at contract award>>, represented by: <<insert at contract award>>, Project Manager will be the *Owner's* representative during the performance of the Work until the Work is complete. The Consultant will advise and consult with the *Owner*. The *Owner's* instruction(s) to the *Contractor* may be forwarded through the Consultant.

The Consultant may periodically visit the Work site(s) to become familiar with the progress of the Work, the quality of the Work being provided and to determine if the Work is proceeding in accordance with the Contract Documents.

SGC 4 Payment Certifier

The Payment Certifier is Wedler Engineering, 202 – 10216 128 St. Surrey, BC, V3T 2Z5. Telephone: 604-588-1919 Fax: 604-588-1910 E-mail: <<insert at contract award>>, represented by: <<insert at contract award>>.

SGC 5 Project Manager

The Project Manager is City of Surrey, 13450 104 Ave., Surrey BC, V3T 1V8 Telephone: <<insert at contract award>> Fax: 604-591-7836 E-mail: <<insert at contract award>>, represented by: <<insert at contract award>>, Engineering Assistant.

SGC 6 Schedule of Quantities and Prices

This Contract is based on unit prices.

For unit price items, the number of units for each item (i.e., quantities) as listed in the Schedule of Prices has been estimated. Actual quantities will vary. Payment will be made based on the measurement of the actual quantity of Work incorporated into the Contract.

The unit prices for each item will be applicable regardless of the variation in the actual quantity as compared to the estimated quantity. No adjustment to the unit price will be considered as a result of such variation.

SGC 7 Coordination

The *Contractor* will be responsible for coordinating with other *Contractors*, *Owner* forces, outside agencies and others as required throughout the Contract. While it is not an all-inclusive list of potential coordination requirements, the following list of know activities that the *Contractor* should be aware of when planning for coordination:

Other Contractors

The *Contractor* will be required to coordinate their schedule and work program with the following construction activities, which will be tendered to other *Contractors* by the *Owner* and will be construction concurrent with the Contract.

SGC 8 Availability of Place of Work

The Place of Work is available for the immediate commencement of the Work. The anticipated start date is **August 4, 2023**. The *Contractor* will schedule the Work accordingly.

SGC 9 Quality Assurance

Work covered shall be performed by a single firm experienced in rehabilitation of sewer mains and laterals using a cured in place liner, CCTV inspections, manhole inspections and smoke testing of sewer mains and laterals or other work of similar nature and scope. Subject to approval of the *Owner*, the *Contractor* may subcontract any work to be performed under this Contract. However, the election to subcontract work shall not relieve the *Contractor* from responsibility or liability which it has assumed under this Contract and the *Contractor* shall remain liable to the same extent that its liability would attach, as if the Work had been performed by the *Contractor's* own employees.

All materials and hardware to be supplied by the *Contractor*, which is not specifically described herein, shall be of suitable construction, composition and quality to achieve their intended function.

SGC 10 Job Conditions

The *Contractor* shall be familiar with the project location and how the existing conditions will affect their work. This is so that no misunderstanding may arise afterwards as to the character or as to the extent of the work to be done; likewise, in order to advise and acquaint themselves with all precautions to be taken in order to avoid injury to person or property of another. No additional compensation will be granted because of any unusual difficulties or *Owner's* special requests that may be encountered in the execution of any portion of the work.

SGC 11 Environmental Protection

The *Contractor* warrants that it will not produce or discharge in any manner or form, directly or indirectly, chemicals or toxic substances into the environment and that all equipment used will not pose a hazard to, or harm or adversely affect anyone coming into contact with it and covenants and agrees to provide the *Owner* with an environmental plan (where applicable), acceptable to the *Owner*, which plan shall outline the procedures to be followed by the *Contractor* to prevent the production or discharge of chemicals or toxic substances into the environment and the actions to be taken should the discharge occur.

The *Contractor* will be responsible to take all necessary measures to comply with the requirements of the Federal and Provincial environmental protection agencies, *Owner* by-laws, the *Waste Management Act*, R.S.B.C. 1996, c. 482, as amended and any other applicable acts and regulations in respect to air, earth and water pollutants.

The *Contractor* will report to the *Owner* immediately if any hazardous or toxic materials are found or discovered. Such materials are to be left untouched and the area is to be marked and cordoned off to prevent any access to the workers and the public.

SGC 12 Safety

The *Contractor* will be responsible for site safety at the Place of Work as and to the extent required by applicable construction safety legislation, regulations, and codes, including *Workers Compensation Act* and applicable regulations, and by good construction practice.

Safety – Fall Protection - The *Contractor* and any trade *Contractor* shall include for all fall protection equipment and requirements necessary to complete scope of Work in a safe manner and in compliance with the site safety plan, which includes, fall protection must be worn when working at a height over 6 ft. or as the hazards presents necessity.

Safety – On-Site Hazards and Utilities Present – Before commencing any Work at the Place of Work, the *Contractor* is to make themselves aware of all on-site hazards including but not limited to underground and overhead utilities near to the Work area and to take every precaution necessary to eliminate any risk that may exist. If an on-site hazard exists that is causing or may cause injury to any person(s), the *Contractor* is to take immediate action to mitigate risk and damage, and then notify the *Owner* and the *Owner's* consultant (if any).

Refer to Schedule B – Appendix 8 – Contractor Health & Safety Expectations Responsibility of Contractors for additional information.

The Contractor Health & Safety Expectations Responsibility of Contractors, attached as Appendix x to this *Contract*, forms a part of and is incorporated into this *Contract*.

SGC 13 Traffic Control

The *Contractor* shall, at all times, ensure that safety of the public (vehicular and pedestrian traffic) and its employees while carrying out cured in place relining, CCTV inspection, manhole inspections and smoke testing of sewer mains and laterals or other work of similar nature and scope.

Whenever such works are carried out, the *Contractor* at his expense is to provide:

- All necessary signs, materials, barricades, and other warning devices;
- Qualified and trained Traffic Control Personnel for traffic flagging services; and,
- In some cases, equipment such as flashing arrow boards, cones, etc.

These are specified in accordance with the Province of British Columbia, Ministry of Transportation & Highways' General Specifications for Highway Jurisdiction, Section 194 (Appendix A), and the Traffic control Manual for Work on Roadways, 2015 and the Traffic Control Manual for Work on Roadways, Field and Office Edition, (2020 Update). Please visit

<https://www2.gov.bc.ca/gov/content/transportation> for the latest updates.

Additional services to ensure safety may be required at the discretion of the *Owner*. The *Contractor* is to provide such additional services as directed at no extra cost.

SGC 14 Construction Access and Traffic Maintenance

The designated access to and from the construction site must be approved by the *Owner*. All construction traffic must use the designated access including heavy equipment, trucks, and workers' personal vehicles.

Construction access to the Place of Work areas within existing building for workers and delivery of materials shall be designated by the *Owner*. No other existing exits or entrances shall be used by workers for access or for delivery of materials.

The *Contractor* shall conduct construction operations with minimum interference to adjacent roadways, sidewalks and access facilities in general and shall keep such areas free from materials, debris and equipment at all times. The *Contractor* shall not close or obstruct existing roadways, sidewalks, parking areas or delivery points and shall not place or store materials or park cars on same.

The *Contractor* shall cooperate in all ways with the *Owner* in all matters concerning necessary interference with normal operation of the Place of Work. Minimizing disruption of normal facility/site operation and vehicular movements at the Place of Work is an essential requirement of the Contract.

The *Contractor* shall:

- (a) Include project phasing strategies in the Construction Schedule to minimize traffic disruption on the Place of Work.
- (b) Should provide one (1) week minimum notice to the *Owner*, previous to any disruption or alteration of access to the Place of Work. The *Contractor* shall provide all signs, pylons and flag persons necessary to direct vehicular traffic around work in progress.
- (c) The *Contractor* shall maintain access to existing fire hydrants and Siamese connections and shall keep entrances and exits to existing and adjacent buildings clear at all times.

SGC 15 Proposed Substitutions

Acceptance of material specifications that are an equal or higher level of quality compared to the material specified will not be unreasonably withheld.

Quotations for equipment substitutions to be made as separate line items and as additive or deductive alternates to the base equipment bid.

Evaluation of the substitutions to be made solely by the *Owner* whose decision shall be final.

SGC 16 Manuals

Installation and Operator's manuals must accompany equipment delivered. Electrical, Mechanical, and Plumbing booklets shall be provided to the *Owner*, as per the Specifications.

All manual(s) must be furnished prior to payment and delivered to the *Owner*. Failure to deliver all manual(s) that are ordered may result in non-payment until all manual(s) are received.

SGC 17 Hours of Work

Refer to the City of Surrey applicable bylaws for acceptable work hours.

No work is to be performed outside of these acceptable work hours without written approval from the *Owner*, and with approval by obtaining a noise variance if required.

All work shall conform to local bylaws, including building and parking bylaws and municipal guidelines and regulations. This includes Building Bylaws and Noise Restrictions, which will apply to all work being completed. Where work or the work schedule does not permit compliance with the Bylaws, the *Contractor* shall request permission from the *Owner* for special exemptions from the bylaws. No extra compensation, in any form (e.g., overtime, etc.) will be given without prior written approval from the *Owner*.

SGC 18 Damage

The *Contractor* will be responsible for any and all damages to property or persons and for any losses or costs to repair or remedy the Works as a result of any negligent act or omission, or misconduct in the performance of the Works and its subcontractor's Work and shall indemnify and hold harmless the *Owner*, its officers, agents and employees from all suits, claims, actions or damages of any nature whatsoever resulting therefrom unless such loss, damage, injury or loss results from or arises out of the error, omission and/or negligent acts of the *Owner*, or its officers, for subsequent correction of any such error, omission and/or negligent acts or of its liability for loss or damage resulting therefrom. Except as to professional liability, these indemnities shall not be limited by the listing of any insurance coverage.

SGC 19 Worksite Conduct

All labourers and workers, while working in and around the Birdland area (refer to map), Surrey, British Columbia, and the *Owner* facilities, shall act in a professional manner. The *Contractor* is to enforce proper discipline and decorum among all labourers and workers on

the worksite and is to control, among other things: 1) noise, including music; 2) the use of offensive language; 3) smoking or drinking of alcoholic beverages on the worksite; 4) physical violence; 5) riding in the passenger elevators; 6) thievery; and 7) the transportation of articles or materials deemed hazardous. If the *Owner* determines, in its sole discretion, that any labourer need to be removed due to his or her failure to comply with the terms of this provision, the *Contractor* will remove such labourers from the worksite immediately.

Alcohol and drugs are not tolerated on this site at any time including anyone deemed to be under the influence shall be escorted off site.

SGC 20 Cleanliness and Disposal of Unwanted Materials

Continuous daily clean-up of the work areas shall be performed by the *Contractor* and trade *Contractor* throughout the performance of the Work and will be undertaken in accordance with the *Contractor's* waste management plan. Clean up of waste products and debris generated by the *Contractor* and any trade *Contractor* outside of the building and on the site shall be the responsibility of the *Contractor*. Should the *Owner* be required to clean up the work of the *Contractor* or trade *Contractor* the cost of such clean-up will be recovered from the *Contractor*.

The *Contractor* shall dispose of all debris, trash and unsuitable materials collected under this Contract off site. The *Contractor* is solely responsible for any and all damage incurred, or regulations violated regarding the disposal of waste materials and for any other actions, which the *Contractor* performs.

The *Contractor* warrants that it will produce or discharge in any manner or form, directly or indirectly, chemicals or toxic substances into the environment and that all equipment used will not pose a hazard to, or harm or adversely affect anyone coming into contact with it and covenants and agrees to provide the *Owner* with an environmental plan (where applicable), acceptance to the *Owner*, which plan shall outline the procedures to be followed by the *Contractor* to prevent the production or discharge of chemicals or toxic substances into the environment and the actions to be taken should the discharge occur.

The *Contractor* shall be responsible to take all necessary measures to comply with the requirements of the Federal and Provincial environmental protection agencies, *Owner* by-laws, the *Waste Management Act*, R.S.B.C. 1996, c. 482, as amended and any other applicable acts and regulations in respect to air, earth and water pollutants.

SGC 21 Accidents; Equipment Safety

All accidents, regardless of how minor, involving another person, private property, or vehicle, shall be reported immediately to the Surrey R.C.M.P. and a report requested. The *Owner* shall also be contacted immediately and be provided with a copy of any reports.

The *Contractor* shall assume all responsibility for damages to property or injuries to persons, including accidental death, attorneys fee and costs of defense which may be caused by

Contractor's performance of this Contract, whether such performance be by itself, its subcontractor, or anyone directly or indirectly employed by *Contractor* or its subcontractors and whether such damage shall accrue or be discovered before or after termination of this Contract.

The *Contractor's* equipment operators shall maintain good safety and driving records and use extreme caution during the performance of the Work.

SGC 22 Permits and Fees

The *Contractor* is to secure and pay for any additional permits, and governmental fees, licenses and inspection necessary for proper execution and completion of the Work which is customarily secured after execution of an agreement, and which is legally required. The *Contractor* is to comply with and give notices required by laws applicable to performance of the Work.

SGC 23 Workmanship

- (a) General: Workmanship shall be the best quality, executed by workers experienced and skilled in respective duties for which they are employed. Do not employ any unfit person or anyone unskilled in their respective duties. The *Owner* reserves the right to dismiss for site, workers deemed incompetent, careless, insubordinate or otherwise objectionable. Decisions as to quality of fitness of workmanship in cases of dispute rest solely with the *Owner*, whose decision shall be final.
- (b) Coordination: Ensure cooperation of workers in laying out work. Maintain efficient and continuous supervision.
- (c) Protection of Work in progress: The *Contractor* is to adequately protect Work completed or in progress. Work damaged or defaced due to failure in providing such protection is to be removed and replaced, or repaired, as directed by the *Owner* at no cost to the *Owner*.

Should any dispute arise regarding the quality of the workmanship, materials or products used in the performance of the Work, the final decision regarding the acceptable quality of the workmanship, and fitness of the materials and products rests strictly with the *Owner*.

Additionally, all Works required hereunder will be performed as promptly as possible, and in any event within the time stated by the *Owner*, and such Work will be subject to approval and acceptance of the *Owner*, but such approval and acceptance will not relieve the *Contractor* from the obligation to correct any incomplete, inaccurate or defective work, all of which shall be promptly remedied by the *Contractor* on demand, without cost to the *Owner*.

SGC 24 Vehicles/Equipment

The *Contractor* should have a sufficient number of service vehicles together with sufficient operating personnel to perform the Work. If, in the opinion of the *Owner*, whose opinion shall

be final and binding, the numbers of service vehicles that the *Contractor* has in service are inadequate to meet the Work response times stated herein, the *Contractor* may be given thirty (30) calendar days' notice, after which time the *Contractor* must provide additional vehicles to perform the Work, as directed by the *Owner*.

Contractors Vehicles/Equipment used in the performance of the Work are to be properly equipped for cured in place relining, CCTV inspection, manhole inspections and smoke testing of sewer mains and laterals or other work of similar nature and scope. Off-road (e.g., ATV's) type of equipment may be utilized within the parks provided that they conform to WCB standards. The units should be sealed to prevent loss of waste materials while collecting & transporting garbage.

All vehicles/equipment will be kept clean, in good mechanical condition, painted to present a neat appearance, show evidence of annual safety inspections, and display proper registration and license.

All *Contractor's* vehicles/equipment should be equipped with approved back-up alarms, multiple lite revolving/strobe lights, or other necessary warning systems, which should be always maintained and in proper operating condition. In the event of a breakdown, the *Contractor* should arrange for reserve equipment, with always the intent to maintain the schedule frequency.

Vehicles/Equipment used in the performance of the Work is to be identified on both sides with the company name and telephone number. This should be fully legible and displayed in a professional manner. The *Contractor* may also be required to display magnetic signs as supplied by the *Owner*, identifying the *Contractor* as a 'City *Contractor*'. This will not replace the company identification.

SGC 25 Liability Insurance

The following shall be additional named insured on this Contract:

- 1) City of Surrey;
- 2) Consultant; and
- 3) Sub-Contractors.

SGC 26 Dispute Resolution

The parties will make reasonable efforts to resolve any dispute, claim, or controversy arising out of this Agreement or related to this Agreement ("Dispute") using the dispute resolution procedures set out in this section.

Negotiation: The parties will make reasonable efforts to resolve any Dispute by amicable negotiations and will provide frank, candid and timely disclosure of all relevant facts, information and documents to facilitate negotiations.

Mediation: If all or any portion of a Dispute cannot be resolved by good faith negotiations within thirty (30) days, either party may by notice to the other party refer the matter to mediation. Within seven (7) days of delivery of the notice, the parties will mutually appoint a mediator. If the parties fail to agree on the appointment of the mediator, then either party may apply to the British Columbia International Commercial Arbitration Centre for appointment of a mediator. The parties will continue to negotiate in good faith to resolve the Dispute with the assistance of the mediator. The place of mediation will be Surrey, British Columbia. Each party will equally bear the costs of the mediator and other out-of-pocket costs, and each party will bear its own costs of participating in the mediation.

Litigation: If within ninety (90) days of the request for mediation the Dispute is not settled, or if the mediator advises that there is no reasonable possibility of the parties reaching a negotiated resolution, then either party may without further notice commence litigation.

SGC 27 Fuel Emissions Data

In 2007, the City of Surrey signed the BC Climate Action Charter, a voluntary agreement that commits the City to be carbon neutral in its corporate operations (for more information go to <http://www.livesmartbc.ca/community/charter.html>). The City is also committed to reducing corporate greenhouse gas (GHG) emissions by 20% by 2020.

Following on these commitments, the City of Surrey tracks its corporate energy use and greenhouse gas (GHG) emissions annually within traditional service areas. Where the City has a contractual arrangement to deliver these traditional services as defined under the BC Climate Action Charter, some of the GHG emissions from the services need to be included as part of the annual corporate emissions inventory.

Commencing January 1, 2013, the City will require all service providers to communicate the quantity of fuel (gasoline, diesel, natural gas, propane and bio-fuel blends) used to operate vehicles, equipment and machinery as part of the delivery of the services described in the contract and to provide this data to the City at the earlier of termination of the assignment or at the end of each calendar year.

Data provided should include the following (see sample format):

- Type of fuel consumed (gasoline, diesel, natural gas, propane and bio-fuel blends); and
- Litres of fuel consumed in relation to the service delivered under the contract

Although actual fuel volumes are preferred, the City recognizes it may be difficult to assign fuel use to any particular contract. In these cases, apportioning fuel use for equivalent services based on contract dollar value, total service hours, or some other logical method is acceptable. If fuel consumption is prorated and/or estimated, the method of proration and/or estimation must be noted.

Sample Report:	
P.O. Number	567932
Date Range	March 1 – September 15
Gasoline (litres)	1,200
Diesel (litres)	4,500
Prorated Based on	Service hours

The City can provide direction, if necessary, to calculate this information

SGC 28 Non Road Diesel Engine Emission Regulation

If you **own, operate, or hire** diesel powered equipment, Metro Vancouver's Non-Road Diesel Engine Emissions Regulation Bylaw No 1161, 2012 (the Bylaw) may impact your business. The Bylaw came into force on January 1, 2012 and requires owners or operators to register and label Tier 0 and Tier 1 non-road diesel engines that are 25 horsepower (19kW) or greater in order to operate within Metro Vancouver. Tier 0 engines must have **90 days** of registration purchased by **December 31, 2014** or the engine(s) will be **prohibited from ever operating** in Metro Vancouver. To be fully registered an owner/operator must:

- provide required information (machine/engine/company details),
- pay fees, and
- label machines with Metro Vancouver issued registration number.

Other important information:

- Non-road Tier 1 engines must be registered and pay fees to operate,
- Failure to comply with the Bylaw may result in fines up to \$200,000, and
- 80% of fees paid into the program can be recovered.

The City may, at its discretion, give preference to equipment that meets higher emission standards.

Contact Metro Vancouver staff at 604-451-6655, visit www.metrovancouver.org/nonroaddiesel or email nonroaddiesel@metrovancouver.org for more information about the Bylaw, the rebate program, and for assistance with the registration process.

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SCHEDULE B – APPENDIX 2 SPECIAL – PROVISIONS

SCHEDULE B – APPENDIX 2 – SPECIAL PROVISIONS

SP 1 WCB AND OCCUPATIONAL HEALTH AND SAFETY

The *Contractor* agrees that it shall, at its own expense, procure and carry, or cause to be procured, carried and paid for, full Workers' Compensation Board coverage for itself and all workers, employees, servants and others engaged in or upon any work or service which is the subject of this Agreement. The *Contractor* agrees that the *Owner* has the unfettered right to set off the amount of the unpaid premiums and assessments for the Workers' Compensation Board coverage against any monies owing by the *Owner* to the *Contractor*. The *Owner* shall have the right to withhold payment under this *Contract* until the Workers' Compensation Board premiums, assessments or penalties in respect of the work done or service performed in fulfilling this *Contract* have been paid in full.

The *Contractor* shall provide the *Owner* with the *Contractor's* Workers' Compensation Board registration number and a letter from the Workers' Compensation Board confirming that the *Contractor* is registered in good standing with the Workers' Compensation Board and that all assessments have been paid to the date thereof prior to the *Owner* having any obligations to pay monies under this Agreement.

Without limiting the generality of any other indemnities granted by the *Contractor* in this Agreement, the *Contractor* shall indemnify and hold harmless the *Owner*, its elected and appointed officials, employees and agents, from all manner of claims, demands, costs, losses, penalties and proceedings (including all actual legal costs) arising out of or in any way related to unpaid Workers' Compensation Board assessments owing from any person or corporation engaged in the performance of this Agreement or arising out of or in any way related to the failure to observe safety rules, regulations and practices of the Workers' Compensation Board, including penalties levied by the Workers' Compensation Board.

The *Contractor* agrees that it is the prime contractor for the *Work* as defined in the *Workers' Compensation Act*, R.S.B.C. 1996, c. 492 as amended and will ensure compliance with the *Workers Compensation Act* and Regulations in respect of the workplace. Without limiting its responsibilities under the legislation, the *Contractor* will coordinate the activities of employers, workers and other persons at the workplace relating to occupational health and safety. The *Contractor* shall have a safety program acceptable to the Workers' Compensation Board, shall provide first aid services, and shall ensure that all Workers' Compensation Board safety rules and regulations are observed during the performance of this Agreement, not only by the *Contractor*, but by all sub-contractors, workers, material personnel and others engaged by the *Contractor* in the performance of this Agreement. The prime contractor shall appoint a qualified coordinator for the purpose of ensuring the coordination of health and safety activities for the workplace. Prior to commencement of Construction, the *Contractor* shall complete and file a "Construction Notice of Project" with the Workers' Compensation Board and shall provide a copy of the same to the *Owner* confirming that the *Contractor* shall be the prime contractor responsible for coordination of safety and health under Part 3 of the *Workers' Compensation Act* and Part 20 of the WCB Occupational Health and Safety Regulations. That person will be the person so identified in

this Agreement, and the *Contractor* will advise the *Owner* immediately in writing if the name or contact number of the qualified coordinator changes.

Refer to Schedule B – Appendix 7 – Prime Contractor Designation – Letter of Understanding for additional information.

The Prime Contractor Designation – Letter of Understanding, attached as Appendix x to this Contract, forms a part of and is incorporated into this Contract.

The *Contractor* will ensure compliance with and conform to all health and safety laws, by-laws or regulations of the Province of British Columbia, including without limitation any regulations requiring installation or adoption of safety devices or appliances.

The *Contractor* shall fulfill all its duties, obligations, and responsibilities in such a manner that it ensures the safety of the public and in accordance with the safety regulations of the Workers' Compensation Board and shall install signs and barriers as required to ensure the safety of the public and of its employees in the use of the *Owner* facilities.

The *Contractor* understands and undertakes to comply with all the WCB Occupational Health and Safety Regulations for hazardous materials and substances, and in particular with the "Workplace Hazardous Materials Information System (WHMIS)" Regulations. All "Material Safety Data Sheets (MSDS)" shall be shipped along with the Goods, materials, products and any future MSDS updates will be forwarded.

SP 2 CONFINED SPACE SAFETY PROCEDURE

Entry procedure for Confined Space

This procedure shall be used as a guideline only. The Contractor shall be responsible for familiarization with this and all WCB requirements.

Refer to Schedule B – Appendix 9 – Compliance to Safety Procedure - Entry Procedure For Confined Space

The Compliance to Safety Procedure – Entry Procedure for Confined Space, attached as Appendix 9 to this Contract, forms a part of and is incorporated into this Contract.

SP 3 SCHEDULE OF PRICES

This *Contract* is a combination of unit prices and lump sums.

For unit price items, the number of units for each item (i.e., quantities) as listed in the Schedule of Prices has been estimated. Actual quantities will vary. Payment will be made based on the measurement of the actual quantity of *Work* incorporated into the *Contract*.

The unit prices for each item will be applicable regardless of the variation in the actual quantity as compared to the estimated quantity. No adjustment to the unit price will be considered as a result of such variation.

SP 4 FINAL COMPLETION AND PAYMENT

When the *Work* is finally complete and the *Contractor* is ready for a final inspection, the *Contractor* is to notify the *Owner*, in writing. Thereupon, the *Owner* will perform a final inspection of the *Work*. If the *Owner* confirms that the project is complete including all deficiencies, is in full accordance with this *Contract* and the *Contractor* has performed all of its obligations, is hereby entitled to submit for final payment, subject to the *Builders Lien Act*.

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SCHEDULE B – APPENDIX 3 – SUPPLEMENTARY SPECIFICATIONS (PROJECT)

These Supplementary Specifications (Project) should be read in conjunction with the Specifications contained in the Master Municipal Construction Documents, Volume II, Printed 2009 and the City of Surrey Supplementary Specifications and Detailed Drawings.

SCHEDULE B - APPENDIX 3 – SUPPLEMENTARY SPECIFICATIONS – (PROJECT)

METHOD OF MEASUREMENT AND PAYMENT

1.0 General The methods of measurement and payment as described in the individual sections of the MMCD will not apply to the work in this Contract. This section replaces any MMCD paragraph entitled Measurement and Payment.

1.1 Payment .1 All payment for work within this Contract is included in the lump sum(s) and unit prices listed in Schedule C – Form of Quotation. No separate or extra payment will be made for the work described as part of the work in the *Contract Documents*.

.2 The work includes all materials, labour, equipment, plant, cut and waste, specified testing, other incidentals, and miscellaneous materials necessary to complete the work in conformance with the Contract Drawings and Specifications.

.3 The determination of the percentage of the work complete for the purposes of a progress payment will be made by the Contract Administrator and will be determined to an accuracy of plus or minus 5%

1.2 Estimated Quantities - Term 1 and Subsequent Terms

Table 1 of Schedule C – Form of Quotation lists the estimated quantities and project locations for the first term of the contract. In addition to the estimated quantities, there could be other project requirements identified throughout the first term and items in Tables 2 and 3 in Schedule C – Form of Quotation, may be utilized. For subsequent terms, items in Tables 2 and 3 in Schedule C – Form of Quotation, may be utilized. The quantities are strictly an estimate and in no way reflect the actual amount of work that will be available in the first term and subsequent terms of the contract.

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SCHEDULE B - APPENDIX 2

**SUPPLEMENTARY SPECIFICATIONS – (PROJECT) (SSP)
Related to Wastewater Cleaning, CCTV Inspection,
And Relines**

These supplementary specifications shall apply in conjunction with the NASSCO Pipeline Assessment Certification Program – Canadian Edition, Version 7.0.0 (not included herein); and the City of Surrey Supplementary Master Municipal Construction Documents: Supplementary Specifications and Supplementary Standard Drawings, latest edition and revisions (not included herein).

SUPPLEMENTARY SPECIFICATIONS – (PROJECT)

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SUPPLEMENTARY SPECIFICATIONS (PROJECT)

The *Contractor* is required but is not limited to, as part of his obligation under the Quotation, to perform the various services and activities described in the General Conditions and the Supplementary Specifications (Project) SSP 1 to SSP 21 hereunder.

SSP 1 Limits of Site

The *Site* is limited to City rights-of-ways and the private property covered by property impact statements or consented to by owners.

SSP 2 Completion Date

The Contractor will provide the goods and services for the period commencing on **August 1, 2023** and terminating on **July 31, 2024**.

SSP 3 Access

An overview map will be issued to assist the Contractor with reviewing access to the different manholes and inspection chambers on the given sewer sections. City crews will assist in locating and exposing manholes and inspection chambers as required for the issued Work.

It is the responsibility of the Contractor to ensure vehicles are not parked over the manholes and other sewer appurtenances. The Contractor shall schedule work by posting no parking signs along the street on the day before the scheduled operation. Traffic signs are available from the Engineering Operations Yard, 6651 - 148th Street, Surrey, for collection and must be returned before final payment can be made. Any loss or damage to the sign shall be borne by the Contractor.

The City will locate the inspection chambers for conducting the reline of the service laterals. The Contractor shall be responsible for any damage done to private property while accessing the inspection chambers to conduct the video inspection.

The Contractor shall notify residents prior to accessing easements and rights-of-way adjacent to private property. Permission to access private property shall be obtained from the resident(s) prior to accessing the property. When required, work shall be rescheduled so as not to disturb residents.

The Contractor shall notify the Contract Administrator of any issues pertaining to access to manholes, inspection chambers or private property access problems.

SSP 4 Traffic Control

Work shall not be performed on arterial and collector roadways between 6:00 a.m. and 9:00 a.m. or between 3:30 p.m. and 7:00 p.m., unless otherwise stated on the Traffic Obstruction Permit.

SSP 5 Supply of Water

The Contractor may obtain water from the City as detailed below (with 48 hours of notice) by contacting the City's Representative. Supply of Water must be coordinated through the Water Operations section, as permits may be required for water use, through:

- a) Designated Fill Stations or standpipes; or
- b) Fire hydrants

SSP 6 Requirements of Work & Personnel

The following units of work defined pertain to sewer inspection and rehabilitation. Only those applicable to this contract will be considered.

SSP 6.1 Work Defined

SEWER LINE CLEANING shall be performed with hydraulically propelled, high-velocity jet, or mechanically powered equipment. Selection of equipment shall be based on field conditions such as access to manholes, quantity of debris, size of sewer, depth of flow, etc.

LATERAL SEWER SEALING shall be accomplished using special techniques and equipment working from the main sewer or an access point.

LATERAL SEWER LINING shall be accomplished from a clean out, from a manhole, or remotely from the mainline.

SEWER LINE SECTION SEALING including lateral connections and manholes shall be accomplished using the flooding method with a net hydrostatic exfiltration head of at least 1.2 m.

SEWER PIPE AND LINING INSERTION shall be performed in mainline sewers. Processes include Cured-in-Place Pipe (CIPP), Fold and Form (Deformed/Reformed), Slipline Pipe, Pipe Sections Insertion, Spiral Wound Liner, and Pipe Bursting.

SEWER MANHOLE SEALING shall be accomplished by structure sealing with chemical grout, cementitious materials, resin-soaked oakum, and

manufactured seals; by frame sealing with applied materials or manufactured seals; and by cover sealing.

SEWER MANHOLE REHABILITATION shall be accomplished by application of sealing, plugging, patching, coating, and lining processes and materials that will seal, protect or structurally rehabilitate the manhole. Methods include lining and structural enhancement of the manhole using cast-in-place concrete, spray applied cementitious material, cured-in-place thermoset pipe, profiled PVC (grouted) liners, and prefabricated fiberglass (grouted). Work may include repair of manhole chimney and corbel; by step removal or replacement; and by frame & cover reinstallation or replacement.

SEWER FLOW CONTROL shall be performed as required to comply with these specifications.

TELEVISION INSPECTION shall be required to reveal and document sewer line conditions and/or performed in advance of or in conjunction with pipe testing/sealing, pipe repair, and pipe lining activities.

NOTICE OF CLIENT/OWNER REQUIREMENTS which are relevant to and within the scope of work to be performed under the contract.

MUNICIPAL AND OTHER LICENSES AND PERMITS and assistance in obtaining approvals or consent from utilities or carriers such as the telephone company or other persons or organizations upon whose property or authority performance of work under the contract might impinge; or a written release from responsibility for the performance of work under the contract if and to the extent such work is precluded by the inability to obtain approvals or consent.

CLEARANCE OF BLOCKAGES OR OBSTRUCTIONS in the sewer system, if any, if such clearance is required for performance of work under the contract and if such clearance is not otherwise provided for within the contract.

LOCATION AND EXPOSURE OF ALL MANHOLES, unless otherwise provided for in the Technical Specifications of the contract. The city will locate and designate all manhole access points open and accessible for the work, and provide rights of access to these points.

A MANHOLE-NUMBERING SYSTEM referenced to a map for all areas of the project and accurate manhole invert elevations when required for performance of the work will be supplied by the city.

THE SHUTDOWN OR MANUAL OPERATION OF PUMP STATIONS if such becomes necessary for performance of the work shall be by the City.

NOTICE TO THIRD PARTIES (such as public utilities and the telephone company) of the Contractor's intent to perform work in an area where such parties may have rights to underground property or facilities, and request for maps or other descriptive information as to the nature and location of such underground facilities or property and assurance of the Contractor's ability to enter upon any public or private lands to which access is required for performance of the work under the contract.

INFORMATION PERTINENT TO THE SITE of the project including reports prepared under previously accomplished studies or surveys and other data relative to the project, including maps, drawings, construction specifications, sewer system records, etc.

SSP 6.2 Occupational Health and Safety

The Contractor and its employees and the Contractor's sub-contractors and their employees shall conform to all health and safety laws, by-laws, or regulations of the Province of British Columbia including any regulations requiring installation or adoption of safety devices or appliances. The City of Surrey may, on twenty-four (24) hours written notice to the Contractor, suspend the work hereunder as a result of failure to install such devices or because the conditions of immediate danger exist that would be likely to result in injury to any person. Such suspension will continue until the default or failure is corrected.

Without limiting the generality of any other indemnities granted by the Contractor herein, the Contractor shall indemnify and save harmless the City of Surrey against any loss or expense or penalty suffered or incurred by the City of Surrey by reason of failure of the Contractor, its agents or employees, or any sub-contractors of the Contractor, its agents or employees to comply or ensure compliance with the health and safety laws, by-laws and regulations mentioned above.

Further, the Contractor warrants that it will not produce or discharge in any manner or form, directly or indirectly, chemicals or toxic substances and that all vehicles and equipment used will not pose a hazard to, or harm or adversely affect anyone coming into contact with them and covenants and agrees to provide the City of Surrey with an environmental plan (where applicable), acceptable to the City of Surrey, which plan shall outline the procedures to be followed by the Contractor to prevent the production or discharge of chemicals or toxic substances into the environment.

- (a) The Contractor shall provide all his work in such a manner that it ensures safety, of the public and in accordance with the safety regulations of the Workers' Compensation Board.
- (b) It is required that the Contractor understands and undertakes to comply with all the W.C.B. Industrial Health and Safety Regulations for hazardous materials and substances namely, the new "Workplace Hazardous Materials Information Systems (WHMIS)" Regulations.

If you are unfamiliar with the Industrial Health and Safety Regulations covering hazardous materials and substances, in particular the WHMIS regulations, or if you are uncertain as to how they relate to the work you are performing for the City of Surrey on its premises/work site, we suggest you call the W.C.B. Head Office in Richmond during normal business hours – (8:30 a.m. – 4:30 p.m., Monday to Friday).

WHMIS INFORMATION
RESEARCH AND STANDARDS DEPARTMENT
W.C.B. Occupational Safety and Health Division
6951 Westminister Highway
Richmond, B.C., V7C 1C6

SSP 7 Unit Price

The following items relate to payment for all items related to sewer rehabilitation; **ONLY** those applicable to the work of this contract shall apply. All measurements shall be as specified or made by conventional means with accuracies consistent with field conditions and common practice. Should a discrepancy in measurement exist which is greater than 10%, the item in question shall be re-measured by both the Contractor and the Owner's Representative for verification.

SSP 8 Notification/Schedule of Work

During periods when Work has been assigned, but not yet completed, The Contractor shall provide a weekly e-mail status report to the Contract Administrator and the City's Representative containing:

- The anticipated schedule of activities and locations for the upcoming workweek
- A brief summary of the work completed in the previous week (length of sewer inspected/tested, length of sewer relined)
- Any problems or unusual finding encountered the previous week
- Any other issues related to the work progress

- The City shall maintain a spreadsheet of assigned work on the Google Sheets website that the contractor will have access to. The city and the contractor will be responsible for entering pertinent information into the spreadsheet.

E-mail contact information will be provided at the pre-construction meeting.

The hours of work will be from 7:00 a.m. to 7:00 p.m. or as approved by the City.

The Contract Administrator and the City's Representative shall be informed one week in advance of any stoppage or restart of work.

Operation for each of the items may be separate and may involve several mobilizations, setting ups and demobilization. Payment for these services and works is deemed to be included in the Unit Rates bid in the Schedule of Quantities & Prices.

SSP 8.1 Resident Letters

An information letter notifying the residents of the scope of the Contractor's work shall be issued. The Contractor will distribute the letters and other pertinent information to the residents at least 48 hours prior to commencing the Work.

SSP 9 Quality of Work Performance

All sanitary sewers in the designated line to be CCTV inspected shall be cleaned completely of all foreign materials.

Manhole covers shall be reinstated in a firm non-movable position.

The performance demonstration by the Contractor and what is required by the City in addition to this performance demonstration shall be the minimum standard for the level of services to be provided in this Contract.

The Contractor shall follow flushing procedures as outlined in Attachment #6 – Sanitary Sewer Flushing & Cleaning. All damage resulting from the non-compliance of this procedure will be the responsibility of the Contractor. The value of unresolved claims against the Contractor will be deducted from progress payment and held until the claim has been resolved to the satisfaction of the City or its delegate.

SSP 10 Dump Sites

All waste that is removed from the Wastewater sewer system under this contract shall be disposed of by the Contractor at their cost at an approved off-site disposal area. The cost of the removal of the waste material shall be included in the Unit Rates bid in the Schedule of Quantities and Prices

SSP 11 Sewer Flow Control

When the depth of flow in the sewer section exceeds the allowable 1/3 of the pipe diameter, one or more of the following methods shall be used:

- a) Work to be scheduled during off-peak times subject to the approval of the City (Noise By-law shall be complied with during this Contract work. Specifically, 7:00 p.m. - 9:00 a.m., Monday to Saturday). When working during off-peak times, the Contractor will be responsible for notifying residents of the intended work schedule a minimum of 48 hours before commencing the work.
- b) Plugging or Blocking: A sewer line plug may be inserted into the sewer section at a manhole upstream from the section to be inspected. The plug shall be designed such that either all or a portion of the impeded sewage flow can be released. During the inspection, testing and rehabilitation work, flow shall be either shut-off or substantially reduced in order to inspect the pipe at the invert.
- c) All or a portion of the flow shall be diverted from the sewer section by diverting flow from the upstream to the downstream of the sewer section concerned, including all the flow of the service connections to the sewer section concerned if necessary or if diverted.

All temporary work shall be removed upon completion of the work or at the end of each shift as directed by the City.

The Contractor shall take the necessary precaution to prevent any damage to the public and private property.

No separate payment will be made for this work, which shall be deemed to be included in the unit prices bid in the Schedule of Quantities & Prices.

SSP 12 Sewer Cleaning

This section supersedes MMCD Section 33 01 30.2

SSP 12.1 Intent

The intent of sewer line cleaning is to remove foreign materials from the lines and restore the sewer to a minimum of 95% of the original carrying capacity or as required for proper seating of internal pipe joint sealing packers. Since the success of the other phases of work depends a great deal on the cleanliness of the lines, the importance of this phase of the operation is emphasized. It is recognized that there are some conditions such as broken pipe and major blockages that prevent cleaning from being accomplished or where additional damage would result if cleaning were attempted or continued. Should such conditions be encountered, the Contractor will not be required to clean those specific manhole sections. If in the course of normal cleaning operations, damage does result from pre-existing and unforeseen conditions such as broken pipe, the Contractor will not be held responsible.

SSP 12.2 General

1. Prior to all CCTV inspection, all sewer sections shall be cleaned using hydraulically propelled or high velocity hydro cleaning equipment or any acceptable method of cleaning according to the City's Sanitary Sewer Flushing Procedure.
2. High velocity hydro cleaning equipment shall be capable of delivering 4.0 l/sec (60gpm) at a working pressure of 8273 KPA (1200 PSI) with nozzle capable of producing a scouring action from 15° to 45° in all size sewers designated to be cleaned.
3. All dirt, grit, grease, rocks, and all other foreign materials shall be collected, removed and disposed of from the designated sewers and manholes.
4. Precaution shall be taken to protect the sewers from damage from the cleaning operation. Precaution shall also be taken to prevent any damage or flooding to public or private property served by the sewers section involved.
5. When flushing a sanitary sewer main line, it will be necessary to remove the I.C. lids (where possible) to reduce the chance of pressure fluctuations (back or low pressure) in the house plumbing. If a pressure fluctuation situation does occur, the City shall be notified immediately. The Contractor is fully responsible for any damage caused by pressure fluctuations, and shall be responsible to mitigate the situation with the property owner.

In the event the operator is requested, by the City to clear a sanitary sewer I.C. blockage, it is to be pumped out in order to remove debris, and then flushed after plugging the private side of the sanitary I.C. This is also to eliminate pressure fluctuations.

In the process of flushing, debris such as gravel, etc., when present, must be collected and removed at the down-stream manhole.

The following conditions shall be reported to the City, with pertinent information such as asset type and identifying numbers, address or location, type of problem discovered or encountered, and severity of problem, if known:

- Grease in a main line;
- Roots in a main line;
- Structural damage to a main line;
- Infiltration at a manhole;
- Structural damage in a manhole;
- Inability to locate or access an existing manhole because it is buried or obstructed.

Unless otherwise specified, the Contractor is responsible for and shall adhere to all WCB regulations and Health and Safety regulations, including, but not limited to:

- Traffic control;
 - Safety apparel and apparatus;
 - Confined space entry;
 - Overhead electrical safety;
 - Contaminated waste transport and disposal;
6. Payment for this work will be made under Schedule C - Form of Quotation Table 1 through Table 8. No additional payment will be made for additional flushing or cleaning required when performing service interface testing and grouting on lines that have already been cleaned under the contract.

SSP 12.3 Cleaning Equipment

SSP 12.3.1 Hydraulically Propelled Equipment

The equipment used shall be of a movable dam type and be constructed in such a way that a portion of the dam may be collapsed at any time during the cleaning operation to protect against flooding of the sewer. The movable dam shall be equal in diameter to the pipe being cleaned and shall provide a flexible scraper around the outer periphery to insure removal of grease. If sewer cleaning balls or other equipment, which cannot be collapsed, is used, special precautions to prevent flooding of the sewers and public or private property shall be taken.

SSP 12.3.2 High-Velocity Jet (Hydro cleaning) Equipment

All high-velocity sewer cleaning equipment shall be constructed for ease and safety of operation. The equipment shall have a selection of two or more high-velocity nozzles. The nozzles shall be capable of delivering 4.0 l/sec (60 gpm) at a working pressure of 8273 KPA (1200 PSI), and capable of producing a scouring action from 15 to 45 degrees, in all size lines designated to be cleaned. Equipment shall also include a high-velocity gun for washing and scouring manhole walls and floor. The gun shall be capable of producing flows from a fine spray to a solid stream. The equipment shall carry its own water tank, auxiliary engines, pumps, and hydraulically driven hose reel.

SSP 12.3.3 Mechanically Powered Equipment

Bucket machines shall be in pairs with sufficient power to perform the work in an efficient manner. Machines shall be belt operated or have an overload device. Machines with direct drive that could cause damage to the pipe will not be allowed. A power rodding machine shall be either a sectional or continuous rod type capable of holding a minimum of 228 meters of rod. The rod shall be specifically heat-treated steel. To ensure safe operation, the machine shall be fully enclosed and have an automatic safety clutch or relief valve. (This method is not used on this contract)

SSP 12.3.4 Cleaning Precautions

During sewer cleaning operations, satisfactory precautions shall be taken in the use of cleaning equipment. When hydraulically propelled cleaning tools (which depend upon water pressure to provide their cleaning force) or tools which retard the flow in the sewer line are used, precautions shall be taken to ensure that the water pressure created does not damage or cause flooding of public or private property being served by the sewer. When possible, the flow of sewage in the sewer shall be utilized to provide the necessary pressure for hydraulic cleaning devices. When additional water from fire hydrants is necessary to avoid delay in normal work procedures, the water shall be conserved and not used unnecessarily. No fire hydrant shall be obstructed in case of a fire in the area served by the hydrant.

SSP 13 CCTV Inspection

This section supersedes MMCD section 33 01 30.1

SSP 13.1 General

1. The Contractor shall use a pan and tilt type camera, and record in colour, in MP4 format. Each entrance and exit manhole shall also be visually inspected, digitally video recorded and digitally photographed.
2. The designated sewer shall be flushed and completely cleaned prior to inspection. Digital Video inspection shall be performed only after sewers have been thoroughly cleaned so that a clear picture of the interior of the sewer can be obtained. Emphasis is made to the removal of accumulated grease where standard flushing practices will loosen the material so that cracks and breaks can be observed during digital video inspection. Where the camera is impeded, the Contractor shall immediately notify the City of Surrey who will arrange to clear the line. Dewatering the main segment shall not be considered an acceptable line cleaning practice for the purpose of digital video inspections.
3. The Contractor shall be equipped with a blower fan capable of de-misting sewers when required.

4. Depth of flow in the sewer shall not exceed one-third the pipe diameter during the digital video inspection.
5. Digital Video inspections with submerged or unclear sections longer than 3 meters in total length between consecutive manholes will not be accepted. Videos containing sections of mains or laterals where the camera is not centred in the pipe (not providing a 360° view) for longer than 1 meter will not be accepted.
6. The travelling speed of the camera in the pipeline shall be limited to:
 - a. 0.1 m/s for pipeline of diameter less than 200 mm.
 - b. 0.15 m/s for diameters exceeding 200 mm but not exceeding 310 mm.
 - c. 0.20 m/s for diameters exceeding 310 mm.
7. If the inspection is abandoned due to an obstruction, manhole access constraints, collapse or water depth, contact the City Representative and inform them of the issue, then an attempt must be made from downstream manhole to complete the inspection.
8. If, during the inspection, a defect that is rated as a 4 or a 5 by the PACP coding system is found, then the City Representative must be contacted immediately. The Contractor must stay on site until the City Representative, or a Wastewater Operations Supervisor dispatched by the City Representative is on site and has verified the video of the defect. Failure to follow this procedure may result in the Contractor being held liable for any damages the City or a homeowner incurs due to the failure of the sewer system at the point of the unreported defect.
9. If attempting to LAMP camera and there is an issue with access at the upstream manhole location, then the inspection should be attempted from the downstream access point. If access at both locations is unsuitable to perform the inspection, then inform the City Representative immediately and an agreeable solution to conduct the inspections will be determined.
10. Scheduling of all digital video inspections shall be closely coordinated with the City Representative to ensure that the inspections are conducted during low flow periods. The Contractor shall proceed with the requested digital video inspection of a section within 48 hours of receiving notice from the City. The City reserves the right to cancel or alter scheduled inspections without notice. If determined by the City that the flow conditions would impair the quality of the inspection results (due to surcharged conditions), nighttime inspections may also be required subject to the approval of the City.
11. Weekly totals of sewer lengths digitally video recorded, and hours spent within the previous week shall be submitted to the Contract Administrator and the City's Representative every Monday morning.

SSP 13.2 Process

1. A sample of inspection report(s), digital video, and corresponding WMV data file shall be submitted for review by the Consultant to the Wastewater Operations Section, and Contract Administrator accordingly. This submission must satisfy all of the specifications contained herein, and the submitted report submission will be used as a benchmark for subsequent inspection submissions.

No Video Inspection surveys are to be carried out until an acceptable sample inspection report has been approved by the Consultant, or by the City's Representative.

CCTV operator to have received and carefully reviewed the *Contract Documents*, including the Instructions for Quote and Specifications and Standard Detail Drawings prior to Contract starting.

2. A copy of the CCTV operator's current NASSCO certification certificate shall be submitted to the Consultant or the Contract Administrator at least one week prior to the start of the CCTV Inspection operations.

A copy of the CCTV operator's certification must be submitted for each CCTV operator working on the contract.

A copy of the CCTV reviewer's certification must be submitted for each reviewer/inspector working on the contract.

3. Coding accuracy is to be a function of the number of defects or construction features not recorded (omissions), and the correctness of the coding and classification recorded. Coding accuracy must satisfy the following requirements:

Header accuracy	95%
Detail accuracy	90%

The Contractor is to implement a formal coding accuracy verification system, at the onset of the work that is reviewed and approved by the Contract Administrator or the City Representative. The coding accuracy is to be verified by the Contractor on a random basis, on a minimum of 10% of the inspection reports. The Contract Administrator or the City Representative shall be entitled to review the accuracy verification results and be present when the assessments are being conducted.

A minimum of two accuracy verifications are to be performed and recorded each working week. Coding that does not satisfy the accuracy requirements, are to be re-coded, and the accuracy of the inspection report immediately preceding and following the non-compliant inspection are to be verified. This process is to be repeated until the inspections meet the accuracy requirements.

The Contract Administrator or the City Representative reserves the right to request an independent certified reviewer to assess the accuracy of the reports submitted, at the Contractor's expense.

An operator failing to meet the accuracy requirements on two occasions will not be permitted to code on the remainder of the contract until they have successfully re-attended an Operator's Certification course and re-written the NASSCO Pipeline Assessment Certification Program.

4. As per CSA 6.5.3 Camera Speed:

"The camera must maintain a speed that will allow for the defects to be observed clearly. If the pipe is inspected too fast the picture can appear pixelated and defects can be missed. The speed can vary depending on the pipe diameter smaller than 200mm, 9m/min for pipes with a diameter between 200mm and 300mm, and 12m/min for pipes with a diameter larger than 300mm, or as agreed to by the owner. The camera should stop and pan special features within the pipe, such as maintenance hole interfaces, taps, and major defects."

Non-uniform or jerky movement will not be acceptable. The camera shall pause at each defect as listed in Section F and at each service connection.

Clear, well-defined pictures of the defects shall be taken, utilizing a 360 degrees rotating head and full pausing capabilities, and the lighting system.

5. Digital video recording shall commence as close as practical to the face of the manhole. The chainage measurement shall reflect the distance from the center of the manhole. All reports and digital video shall consider the length of the main segment being inspected as commencing at the center of the start manhole and terminating at the center of the end (finish) manhole. A main segment shall be defined as the distance from center to center of successive manholes.

SSP 13.3 Recording Equipment

- a) Digital Video Images and sound shall be recorded in MP4 format at standard speed.

Digital still images shall be recorded in JPG format.

Each digital image shall be stored with a unique filename to match the image reference number in the PACP form and PACP data exchange file. The naming convention shall reflect the contract, and the sequence number of the photograph recorded on the data sheet. The exact format requires approval from the Contract Administrator and the City's Representative, prior to commencement of a contract.

- b) All events and defects encountered in the sewer, including manholes, locations, and direction changes, shall be audibly voice labeled in a clear and concise presentation.
- c) Each section of sewer shall be identified verbally and graphically on the video indicating the upstream and downstream manholes, and the date and time of the digital video inspection at the beginning of each main segment being inspected. Only the distance measurement is to be displayed on the digital video during the main segment recording process.
- d) The Contractor shall utilize NASSCO's PACP and LACP to record pipe defects and observations.
 - Continuous forward distance readout from the reference manhole and audible notation shall be made at all pipe defects including:
 - The defect description, as described by the NASSCO PACP codes.
 - The forward distance from the center of the reference manhole.

The Contractor shall provide the inspection data in the standard NASSCO PACP and LACP data exchange format. A sample of the data file, complete with pictures (JPEG), and video files (MP4) shall be submitted to Contract Administrator and the City's Representative prior to commencement of the work, for approval.

SSP 13.4 Safety Equipment

The Contractor shall be fully equipped for traffic control and manhole (confined space) entry and employ safety procedures required by the Workers' Compensation Board.

The Contractor will keep on-site, during the duration of the work, all documentation relating to:

Confined Space Entry, including entry and emergency procedures.

- a) Written confirmation of confined space training received by employees; and
- b) Documentation verifying that equipment being used meets applicable WCB requirements.

SSP 13.5 Inspection Reports

The City of Surrey Utilizes **NASSCO's (<http://www.nassco.org/>) Pipeline Assessment Certification Program (PACP)** and **Lateral Assessment Certification Program (LACP)** to code for C.C.T.V.

- A) The required video inspection information shall be recorded on the NASSCO C.C.T.V. Inspection Forms. Only one sewer section (manhole to manhole) or lateral Inspection (Inspection Chamber to main or main to Inspection chamber) shall be recorded in each data sheet unless otherwise approved.

- B) Each pipe defect record shall be in accordance with NASSCO's PACP or LACP coding.
- C) All field measurements shall be made using the SI unit system.
- F) Digital images (still photographs) with a minimum 1024 x 768 pixels resolution (in addition to the digital video record) shall be taken of all manholes and pipe defects and observations as defined in NASSCO PACP.

Photograph pictures shall clearly indicate the sewer section identification (upstream and downstream manholes), distance from reference manhole (chainage) and picture number, without encroaching or obstructing the subject of the Photograph (defects, etc.).

SSP 13.6 PACP Data Exchange Process

A PACP database shall not contain multiple asset types (e.g., mainlines and laterals) and assets from multiple work orders.

The Pipe Segment Facility ID will consist of a 10-digit number and will serve as the unique identifier for each of the Sanitary Mainlines and Laterals. This ID will be available on each of the maps that the City of Surrey provides and will, also, be exported by the GIS file into the Inspection table of the PACP and LACP database(s).

The Contractor must ensure that the Pipe Segment Facility ID corresponds with the pipe that is being video inspected by referring to the maps provided by The City before commencing a CCTV inspection. For Laterals the Contractor must also ensure that the property address corresponds to the Pipe Segment Facility ID. Non-compliance will result in a failure to import all observations acquired from the inspection into the City Works Management System.

If a Pipe Segment Facility ID is not provided by the City the Contractor shall attempt to contact the City to obtain the Pipe Segment Facility ID. The asset will not be videoed without the Pipe Segment Facility ID.

If an Asset's Facility ID does not have a work order attached to it by The City, then work cannot be performed on the asset until the work order is attached to it by The City and the proper GIS file has been sent to the Contractor.

SSP 13.7 Measurements for Payments

Payment for the digital video inspection of the sanitary sewer lines, mains and laterals, shall be made under Schedule C – Form of Quotation, and shall include all necessary recording and reporting as per SSP19.

SSP 14 Grease Removal

The removal of normal amounts of grease is included in the payment for Schedule C – Form of Quotation Schedule of Quantities & Prices, Sections 1 and 2. If excessive grease that cannot be removed using hydro cleaning equipment is encountered, the Contractor shall notify the Contract Administrator, and request permission to remove the grease by alternate means. The Contractor shall provide the Contract Administrator with an hourly rate for excessive grease removal, including equipment, labour, disposal and all other costs for excess grease removal. If the quoted hourly rate is accepted by the Contract Administrator, the Excessive Grease Removal will be paid for under a change order. After receiving the Contract Administrator's approval, the Contractor shall proceed with the grease removal. The Contractor will be responsible for submitting records noting the location and time spent on excess grease removal within 48 hours of the completion of the excessive grease removal work.

No payment will be made for excessive grease removal work without the prior approval of the Contract Administrator, or if the records are submitted later than 48 hours after the completion of the work.

SSP 15 Sewer Lining

This section supersedes MMCD section 33 05 24

SSP 15.1 Liner Materials

Acceptable liner technologies are Fold and Form and Cured in Place Pipe (CIPP). The liner technology proposed for point repairs and liners shall be specified on the Product Description form in the Tender Submission Documents.

Fold and Form

The formed PVC pipe shall meet the performance requirements of ASTM D 3034, F1504-97, F1871, or latest edition and revision. All test data, whether theoretically extrapolated or actual must be validated by an independent third party qualified in testing these procedures.

The PVC compound / material used for the folded pipe shall conform to ASTM D 1784 classification 12334-B or 12344-B or 12454-B or 12454-C or latest edition and revision.

Cured-In-Place Pipe (CIPP)

The Cured-In-Place Pipe (CIPP) shall meet the performance and material requirements of ASTM F1216 or ASTM F1743 or latest edition and revision. All test data, whether theoretically extrapolated or actual, must be validated by an independent third party qualified in testing these procedures.

SSP 15.2 Liner Design

The Contractor shall be responsible for preparing designs for all relining and point repairs in the Contract. For specialized designs, The City may require for the design to be signed and sealed by a Professional Engineer registered in the Province of British Columbia and submitted to the Contract Administrator prior to commencing the work. No additional payment will be made for the design of the liners. Payment for this work shall be considered to be included in the unit prices tendered in the Schedule of Quantities & Prices.

The liner shall be sized such that there is no loss in capacity of the existing sewer. Calculations of pipe flow before and after liner installation shall be submitted to the Contract Administrator for approval. The Contractor shall field measure the internal circumference of the sewers to determine the exact size of liner that is required so that the liner is tight to the wall of the existing pipe.

The length of the liner shall be that is deemed necessary by the Contractor to effectively carry out the insertion and sealing of the liner at the inlet and outlet points. The Contractor shall verify the lengths in the field before cutting the liner to length.

Point repairs shall be sized to allow for a minimum 500mm overlap from each end of the noted defect. The estimated length of liner required for each point repair is included in the Point Repair summary in Section F, however the Contractor shall be responsible for determining the actual length of the point repair, including the overlap, by conducting the initial CCTV video inspection.

SSP 15.3 Testing

The City will arrange for third party laboratory testing of the liner material. The Contractor is responsible for the preparation and submittal of the following samples, representative of the work performed under the same field conditions:

- For each pipe diameter, liner design and liner product used, one (1) segment of point repair lining product approximately 1m in length.
- For each relining project, one (1) segment of lining product approximately 1m in length prepared in the field at the inversion length.
- The contractor shall, for each work assignment, deliver the materials to be tested or inform the contract manager or consultant that testing materials is ready for pick up at the work site.

These samples will be tested to the specified ASTM standards.

If testing discloses non-conformance to these standards, repair work shall be completed at the Contractor's expense. Testing and/or quality assurance completed by other agencies does not relieve the Contractor of responsibilities for documentation of installation conditions, inspection, testing, etc. as required by the Contract.

SSP 15.4 Documentation

The Contractor will document the conditions under which each section of sewer rehabilitation is completed as follows:

General

- Date and time
- Contractor
- Street Name
- Product (CIPP or Fold and Form Brand Name)
- Diameter
- Standard Dimension Ratio (SDR)
- Spool batch number
- Upstream and downstream Manhole numbers

Insertion Conditions

- Ambient Air temperature
- Maximum drawing force
- Insertion Rate
- Visual observations (note presence of creases, impregnation poor areas, crazing)

Processing Parameters (Fold and Form)

- Head and tail temperature readings (start, middle, and end of cook)
- Cook time and average pressure
- Cool-down pressure/temperature
- Cool-down duration

Processing/Wet-out Process (CIPP)

- Resin type (polyester, vinyl ester or epoxy)
- Resin source and batch numbers
- Vacuum pressure
- Visual observations – evidence of distribution of resin/air entrapment
- Quantity of resin
- Total impregnation time

SSP 15.5 Warranty

The Contractor shall make any necessary repairs and replacements to remedy, in a manner satisfactory to the engineer and at no cost to the owner, any and all defects, breaks, or failures of the work occurring within one (1) year following the date of acceptance of the work due to: Faulty or inadequate materials or workmanship, and for damage or disturbances to other improvements under, within, or adjacent to the work, whether or not caused by settling, washing, or slipping, when such damage or disturbance is caused, in whole or in part, from activities of the Contractor in performing his duties and obligations under this Contract. When such defects or damage occur, within the time period described herein before, in any part of the surface or subsurface improvements not included in the work under the contract, the Contractor shall repair the same and the one-year warranty period required shall, with relation to such required repair, be extended one (1) year from the date of completion of such repairs.

SSP 15.6 Installation

The Contractor shall be responsible for clearing the line of obstructions such as solids, protruding material (concrete, rocks, etc.), protruding branch connections or broken pipe that will prevent the insertion of the liner. If inspection reveals an obstruction that cannot be removed by normal “no-dig” techniques, the Contractor shall notify The City and The City will arrange to have the obstruction removed prior to the installation.

For “Pull-in” type installations, the Contractor shall use a recently calibrated Dynamometer with the winch during the installation procedure.

No separate payment will be made for removing line obstructions. The payment for this requirement shall be deemed to be included in the unit prices tendered in the Schedule of Quantities & Prices.

SSP 15.7 Liner Retrieval

If the liner installation is terminated before completion, the Contractor shall be responsible for the retrieval of the liner, at no additional cost. The existing sewer shall be reinstated to a condition equal to or better than before the attempted liner installation.

SSP 15.8 Liner Finish

The finished lining shall be continuous over the entire length of an insertion run and shall be free from visual defects such as foreign inclusions, dry spots, pinholes, and delamination. The lining shall be impervious and free

of any leakage from the pipe to the surrounding ground or from the ground to the inside of the lined pipe.

Any defects, which will affect the integrity or strength of the linings, shall be repaired at the Contractor's expense.

SSP 15.9 Liner End Seals

The liner ends in the manhole shall be tight fitting. Any lip or obstruction created by the liner shall be gently tapered. The liner ends shall not obstruct sewage flow. A watertight sealing product, compatible with the liner, shall be applied at the terminal points after the liner has fully stabilized.

If, due to a broken or misaligned pipe at the access point, the lining fails to make a tight seal, the Contractor shall apply a seal at that point. The seal shall be compatible with the liner and shall make a tight seal.

Each end of point repairs shall be grouted to form a smooth transition from the original pipe to the relined section. End grouting shall be air tested to a pressure of 5 psi to verify the effectiveness and completeness of the grouting. End grouting that fails to pass the air test shall be re-grouted and retested until the air test is past. The volume of grout used for end grouting shall be recorded.

Liner end work shall not commence until the liner has fully stabilized.

SSP 16 Reline Mainline

Payment for relining of a sanitary sewer mainline shall be made per each mainline segment, manhole to manhole at the tendered unit prices under Schedule C – Form of Quotation for the appropriate pipe diameter, and shall include flushing and cleaning the sanitary sewer line, degreasing, root cutting, cutting protruding hubs, removing debris, pre/post relining Closed Circuit Television (CCTV) inspection and reporting of the sanitary sewer line, identifying service connection locations, determining actual liner length, liner design and submission of sample for testing, notifying residents, restricting and diverting sewage flow from mainline and service connections if required, provision of traffic control, supply and installation of relining, end grouting and testing, service connection reinstatement including interface grouting and testing, and any other related work.

SSP 17 Reline Service Connections (Sanitary Laterals)

Payment for relining sanitary sewer service connections shall be made per each service connection segment, inspection chamber or property line to mainline or

manhole at the tendered unit price under Schedule C – Form of Quotation for the appropriate pipe diameter, and shall include flushing and cleaning the sanitary sewer line, degreasing, root cutting, cutting protruding hubs, removing debris, pre/post relining Closed Circuit Television (CCTV) inspection and reporting of the sanitary sewer line, determining actual liner length, liner design and submission of sample for testing, notifying residents, restricting and diverting sewage flow from mainline and service connections if required, provision of traffic control, supply and installation of relining, end grouting and testing, service connection reinstatement including interface grouting and testing, and any other related work. The intent is to utilize a service connection reline system that addresses the interface area to ensure a complete, sealed system. Where possible a lateral and main/lateral connection reline method shall be implemented and the cost reflected in Schedule C – Form of Quotation. This approach shall also be utilized where connections enter directly into a manhole.

SSP 18 Approximate Quantities

The City does not expressly nor by implication agree that the actual amounts of work will correspond even approximately to the quantities proposed, but reserves the right to increase or decrease the amounts of any class or portion of the work, or to omit portions of the work that may be deemed necessary, or expedient by the City Representative. The Contractor shall make no claim for anticipated profits, for loss of profit, for damages, or for any extra payment whatsoever, except as provided for herein, because of any difference between the amounts of actual work and material actually stated. Payment will be made only for the actual measured quantities of work performed.

SSP 19 Definitions

In these Special Provisions, unless the context otherwise requires,

“Section” means section of the Specifications or the Conditions of Contract.

“Item” means item of the Schedule of Quantities and Prices.

ASTM STANDARD: There are basically two types of ASTM Standards, which apply to pipeline rehabilitation products: “D” standards, which are for testing procedures and material, compound classifications, and “F” standards which are basically product specific. Within the “F” standards there are two types of documents: material specifications and installation practices.

CHANGE ORDER: A written order to the Contractor authorizing an addition, deletion, or revision in the work within the general scope of work of the agreement or authorizing an adjustment in the agreement price or agreement time.

CONTRACTOR: Any individual, firm, partnership, corporation, or combination of any or all jointly submitting a proposal to whom the Contract is awarded by the Owner or its executors, administrators, successors or assigns.

CONTRACT ADMINISTRATOR: means the person, firm or corporation appointed by the Owner and identified by the Owner in writing to the Contractor. The Contract Administrator may be the Owner's Engineer, other employee or officer, or may be and outside consultant.

CREW: The number of persons required for the performance of work at a site as determined by the Contractor in response to task difficulty and safety considerations at the time or location of the work.

DEBRIS: Soil, rocks, sand, grease, roots, etc., in a sewer line excluding items mechanically attached to the line such as intruding service connections, intruding pipe, joint, materials, and the like.

EASEMENT: A liberty, privilege, or advantage without profit, which the owner of one parcel of land may have in the land of another. In this agreement, all land, other than public streets, in which the Owner has sewer system lines or installations and right of access to such lines or installations.

ENGINEER: The City Engineer, Commissioner of Public Works, Superintendent of Public Works, or an Engineer of a municipality including such assistants as are authorized to represent him, or the consulting engineer acting through his authorized agents, who represents the Owner during the construction phase activities.

FLOW CONTROL: A method whereby normal sewer flows, or a portion of normal sewer flows are blocked, retarded, or diverted (bypassed) within certain areas of the sewer collection system.

HYDRAULIC CLEANING: Techniques and methods used to clean sewer lines with water, e.g.: water pumped in the form of a high-velocity spray and water flowing by gravity or head pressure. Devices include high-velocity jet cleaners, cleaning balls, and hinged-disc cleaners.

INFILTRATION: The water entering a sewer system, including building sewers, from the ground, through such means as defective pipes, pipes joints, connections, or manhole walls. Infiltration does not include, and is distinguished from, inflow.

INFILTRATION/INFLOW: A combination of infiltration and inflow wastewater volumes in sewer lines, with no way to distinguish either of the basic sources, and with the same effect of usurping the capacities of sewer systems and facilities.

INFLOW: The water discharged into a sewer system, including service connections, from such sources as roof leaders; cellar, yard, and area drains; foundation drains;

cooling water discharges; drains from springs and swampy areas; manhole covers; cross connection from storm drain, combined sewers, catch basins; storm waters; surface runoff, street wash waters; or drainage. Inflow does not include, and is distinguished from, Infiltration.

INSPECTOR: The Owner's on-site representative responsible for inspection and acceptance, approval, or rejection of work performed as set forth in these specifications.

INTERNAL PIPE INSPECTION: The television inspection of a sewer line section. A TV camera is moved through the line at a slow rate and a continuous picture is transmitted to an aboveground monitor.

INVERT: The floor, bottom or lowest point of a conduit.

JOINTS: The means of connecting sectional lengths of sewer pipe into a continuous sewer line using various types of jointing materials. The number of joints depends on the lengths of the pipe sections used in the specific sewer construction work.

LINEAR METER: Being one meter. In these specifications used to denote the unit of measurement relating to the length of a sewer line.

MAJOR BLOCKAGE: A blockage (structural defect, collapse, protruding service connection, debris), which prohibits manhole-to-manhole cleaning, TV inspection or rehabilitation procedures.

MANHOLE SECTION: The length of sewer pipe connecting two manholes.

MILESTONE DATE: Means any date specified in the *Contract Documents* for completion of the work, or portion of the work, including the date of substantial performance.

OVERFLOW: (1) The excess water that flows over the ordinary limits of a sewer, manhole, or containment structure. (2) An outlet, pipe, or receptacle for the excess water.

OWNER: The City, sanitary district or other municipality, corporation, partnership or individual initiating the project, acting through its legally constituted officials, officers or employees.

SANITARY SEWER: A sewer intended to carry only sanitary or sanitary and industrial wastewater from residences, commercial buildings, industrial parks, and institutions.

STORM SEWER: A sewer intended to carry only rainwater or run off from residences, commercial buildings, industrial parks, and institutions.

SEWER CLEANING: The utilization of mechanical or hydraulic equipment to dislodge, transport, and remove debris from sewer lines.

SEWER PIPE: A length of conduit, manufactured from various materials and in various lengths, that when joined together can be used to transport wastewater from the points of origin to a treatment facility. Types of pipes: Acrylonitrile-butadiene-styrene (ABS); Asbestos-Cement (AC); Brick Pipe (BP); Concrete Pipe (CP); Cast Iron Pipe (CIP); Polyethylene (PE); Polyvinylchloride (PVC); Reinforced Concrete (RC); Reinforced Plastic Mortar (RPM); Steel Pipe (SP); Vitrified Clay (VC).

SITE: Any location where work has been or will be done.

SITE ACCESS: An adequately clear zone of a size sufficient to accommodate personnel and equipment required at the location where work is to be performed, including roadway or surface sufficiently unobstructed to permit conveyance of vehicles from the nearest paved roadway to the work location.

SUBCONTRACTOR: An individual, firm, or corporation having a direct contract with the Contractor or with a lower-tier Subcontractor for performance of part of the work.

SURCHARGE: When the sewer flow exceeds the hydraulic carrying capacity of the sewer line.

SWALE (DIP, SAG, BELLY): A significant deviation in pipe grade such as to cause entrapment of solids, semisolids, and liquids, thereby impeding the accuracy and/or effectiveness of flow measurements, cleaning, and internal inspection.

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**SCHEDULE B – APPENDIX 4 –
CONTRACT DRAWINGS (PROJECT)**

SCHEDULE B - APPENDIX 4 – LIST OF CONTRACT DRAWINGS (PROJECT)

Contract Drawings may be viewed and/or obtained at the Managed File Transfer Service (MFT) link noted below. Printing will be the sole responsibility of the Contractor.

In the URL, or address field at the top, enter the following address: <https://mft.surrey.ca/> and hit “enter”.

Enter “surreybid” as the Username, “Welcome” as the password and then click “Login”

<https://mft.surrey.ca/>

Login ID: surreybid

Password: Welcome

Folder: 1220-040-2023-039

PACKAGE A – MAIN RELINES (AS-BUILTS)						
DRAWING TITLE	ADDRESS	DRAWING NUMBER	DATE	REVISION No.	REVISION DATE	SHEET No.
Bond San. Sewer System – Prop. Holly Rd. Ext. Ph. 2 Plan & Profile	103 Ave & 149 St., 1000084774	S-23-2	Oct. 29, 1965	–	(As Built) July 66	5
Drainage on North Side of 105 A Ave., From West of 137 St. – K.G. Highway	105A Ave & Whalley Blvd., 1000092919	SS-12-481	May, 1980	4	April. 83	5
As Built Sanitary Sewer 182 Street 58 Avenue – 56 Avenue	5751 182 St., 1000094686	S-77-49	Jan. 75	–	(As Built) Nov. '75	2
Cloverdale Sanitary Sewers Plans and Profiles	5839 172A St., 1000087592	738-S-9	May 1982	1	July 1963	–
5891 – 172'A' Street Sanitary Sewer and Storm Connections	5867 172A St., 1000087591	S-076-199 SS-076-665	2017 October	A	2020.02.14	–
Sanitary Plan & Profile	6304 175B St., 1000087682	S-76-62	Nov. 15/76	1	April 22/77	1
As Constructed Sanitary Sewer on 132 St. Between 91 Ave & 89 Ave	8965 132 St., 1000080443	72016-3	Aug. 1972	2	Feb 1972	2
123A St – 96 Ave to 100 Ave Storm Sewer – Plan and Profile	9931 123A St., 1000081518	V74P-21-104-B	August, 1994	3	95/06/02	4

PACKAGE A – MAIN RELINES (AS-BUILTS)						
DRAWING TITLE	ADDRESS	DRAWING NUMBER	DATE	REVISION No.	REVISION DATE	SHEET No.
Sanitary Sewer on 148 A Street Apart. Develop't South of 103 Ave Between 148 & 149 St.	10293 148A St., 1000084775	14446-1-11	April 72	4	13/6/72	11
Sanitary Sewers for 93 rd Avenue	12915 93 Ave, 1000080279	410-16DS	January 14, 1972	5	Oct. 1972	–
San. Sewer on 96 Ave.	15082 96 Ave, 1000084899	77155-DS9	March, 1978	2	Nov 1978	–
Sanitary Sewers Road F – Road E to Walkway	17058 Hereford (1), 1000087667	D98	Feb. 22 1973	–	–	37
Sanitary Sewers Road “B” – From Rd. “B” to Rd. “C”	17058 Hereford (2), 1000087667	D-98	March 9, 1973	–	–	34
Sanitary Sewers 60 th Avenue 170 th St. to 171A St.	17108 60 Ave, 1000087661	D-98	Feb 19, 1973	–	–	–
Sanitary Sewers Friesian Drive. As Constructed	17109 Friesian, 1000087650	D-433	May 1979	–	–	1
Plan and Profile 62A Ave. Subdivision South of 64 Ave, East of 172 St. Cloverdale, B.C.	17302 62A Ave, 1000087719	S-76-53	April 1975	5	Aug '75	4
Plan and Profile Temp. Access No. 2, Walkway No. 3, 8, Sorrel Pl. Subdivision South of 64 Ave, East of 172 St., Cloverdale B.C.	17456 63A Ave (1), 1000087715	S-76-59	April 1975	4	Aug 75	10
Plan and Profile Temp. Access No. 2, Walkway No. 3, 8, Sorrel Pl. Subdivision South of 64 Ave, East of 172 St., Cloverdale B.C.	17456 63A Ave (2), 1000087715	S-76-59	April 1975	4	Aug 75	10
Cloverdale Sanitary Sewers Plans and Profiles	17528 59 Ave, 1000087614	738-S-13	May 1962	1	July 1963	–

PACKAGE B – LATERAL RELINES			
DRAWING NUMBER SPECIFICATION	DATE	REVISION No.	REVISION DATE
NONE AT THIS TIME.	n/a	n/a	n/a

SCHEDULE B – APPENDIX 5 – FORM OF QUOTATION

SCHEDULE B – APPENDIX 6 – KEY PERSONNEL, SUB-CONTRACTORS AND MATERIAL SUPPLIERS

(APPENDICES TO BE INSERTED AT TIME OF CONTRACT AWARD)

**SCHEDULE B – APPENDIX 7 –
PRIME CONTRACTOR DESIGNATION
LETTER OF UNDERSTANDING**

As per the requirements of the *Workers' Compensation Act*, R.S.B.C. 2019, Chapter 1, Part 2, Division 4, Section 24 and 25 which states:

Coordination of multiple-employer workplaces

24 *In this section:*

“**multiple-employer workplace**” means a workplace where workers of 2 or more employers are working at the same time:

“**prime contractor**” means, in relation to a multiple-employer workplace,

- (1) The prime contractor of a multiple-employer workplace must
 - (a) ensure that the activities of employers, workers and other persons at the workplace relating to occupational health and safety are coordinated, and
 - (b) do everything that is reasonably practicable to establish and maintain a system or process that will ensure compliance with this Part and the regulation in respect to the workplace.
- (2) Each employer of workers at a multiple-employer workplace must give to the prime contractor the name of the person the employer has designated to supervise the employer's workers at that workplace.

By signing this Agreement, the Contractor accepts all responsibilities of a prime contractor as outlined in the Workers' Compensation Act, and WorkSafeBC OH&S Regulation.

As a Contractor signing this Prime Contractor Designation form with the City of Surrey (the “owner”), you are agreeing that your company, management staff, supervisory staff and workers will comply with the Workers' Compensation Board (WCB) Occupational Health and Safety Regulation and the *Workers' Compensation (WC) Act*.

Any WorkSafeBC OH&S violation by the prime contractor may be considered a breach of contract resulting in possible termination or suspension of the agreement and/or any other actions deemed appropriate at the discretion of the City.

Any penalties, sanctions or additional costs levied against the City, as a result of the actions of the prime contractor are the responsibility of the prime contractor.

The Contractor acknowledges having read and understood the information above.

By signing this Prime Contractor Designation form, the Contractor agrees as a representative of the firm noted below, to accept all responsibilities of the prime contractor for this project.

The Contractor understands and accepts the responsibilities of the prime contractor designation in accordance with the Workers' Compensation Act while contracted by the City of Surrey for project and will abide by all Workers' Compensation Board Regulation requirements.

Project File No.: 1220-040-2023-039

Project Title and Site Location: Reline and Point Repair Program – Sanitary Sewer Mains and Laterals

Prime Contractor Name: _____

Prime Contractor Address: _____

Business Telephone/Business Fax Numbers: Phone: _____ Fax: _____

Name of Person in Charge of Project: _____

Name of Person Responsible for Coordinating Health & Safety Activities: _____

Phone: _____

Prime Contractor Signature: _____ Date: _____

Please return a signed copy of this memo to the City of Surrey, Finance Department, Procurement Services Section, 13450 – 104 Avenue, Surrey, British Columbia, V3T 1V8

If you have any questions, please contact the City of Surrey, Manager Occupational Health & Safety at 604-591-4658.

**SCHEDULE B – APPENDIX 8 –
CONTRACTOR HEALTH & SAFETY EXPECTATIONS
RESPONSIBILITY OF CONTRACTOR(S)**

The City of Surrey strives to maintain a safe work environment for employees and contractors and insists upon the enforcement of safe practices and procedures in all premises and in all work activities. It is essential that all contractors and their employees and sub-contractor(s) perform in the same manner. It is every employers and contractors responsibility to ensure that staff and public are protected from workplace hazards.

As a contractor to the City of Surrey, you are expected to conform to the requirements of the Workers' Compensation Act, the WCB Occupational Health and Safety Regulation and to all federal, provincial and local laws and regulations. The City of Surrey Building Owner, Project Manager, and the Manager, Occupational Health & Safety or designate have the authority to order an unsafe act to cease or to have an unsafe piece of equipment removed from the premises or, in extreme situations, to shut down a job entirely. Any City of Surrey Employee that observes a safety infraction by a contractor performing work for the City of Surrey should bring it to the attention of a manager immediately or Occupational Health & Safety (604-591-4131).

The following information is provided as typical City of Surrey requirements, but does not relieve the contractor from complying with all applicable local, provincial and federal laws, regulations and bylaws.

PERSONNEL

1. You are expected to inform your employees of any potential hazard in the workplace and advise of appropriate action to be taken should a hazard be found or a fire or accident occur.
2. Contractors will restrict persons invited on the premises to employees only. No families or friends are permitted.
3. The contractor will advise the City of any on-site accidents involving the contractor's employees, or injuries to others caused by the contractor's business.

SAFETY MANAGEMENT SYSTEM

1. Contractors will ensure their employees utilize proper safety equipment and clothing as required for job site activities.
2. Contractors must follow and have on site proper written safe work procedures for hazardous work, e.g., Fall protection, confined space entry, hotwork, lockout, excavations and shoring, traffic management, etc.
3. Contractor must Identify workplace risk and implement suitable controls.
4. Contractor must provide safety training and education to staff and have training records available for review.
5. Contractor must have a health & safety program for its workers and sub-contractors
6. Contractor will provide appropriate First-Aid coverage for their workers and subcontractors.
7. Contractor must forward a weekly work task list prior to work commencement.
8. The qualified safety coordinator must participate in the City of Surrey OHS Orientation or attend the Prime Contractor's Orientation.

WORK AREAS –City Facilities

No work by contractors shall occur in any area without prior consent of the City of Surrey Manager, Civic Facilities or his designated representative. Work during normal business hours of the City shall not create undue noise, smells or otherwise unduly disturb the work of City of Surrey staff or the public. If an activity requires that a disturbance is likely, the contractor shall whenever possible only do that work outside normal business hours.

All activities that create a hazard (i.e., work from a ladder, removal of a floor tile, emission of VOC's, etc.) to persons outside the contractor's supervision shall have warning devices, delineation or barriers, sealed spaces, etc. as would normally be required to protect any person from that hazard.

SAFETY ATTITUDE

Your safety record and attitude are important criteria used to judge your qualification for future bidding on solicitations with the City of Surrey.

You can help ensure employee safety and your eligibility for future business with the City if you exhibit and practice a "Safe Work - Safe City" attitude.

The City of Surrey is concerned about the health, safety and wellbeing of all employees and contractors. It is essential we maintain a healthy, safe and productive work environment.

All Employees & Contractors:

It is everyone responsibility to:

- ❖ know and comply with WCB regulations and
- ❖ follow established safe work procedures
- ❖ immediately report any work related injury to his/her supervisor; and to the city representative
- ❖ not remain on the work site while his/her ability to work is in any way impaired
- ❖ report unsafe acts and conditions to their supervisor
- ❖ correct unsafe conditions immediately whenever it is possible to do so
- ❖ take reasonable care to protect your health & safety and the health and safety of other persons who may be affected by your act's or omissions at work



An employee must refuse to work if continuing to do so would endanger the health and safety of the employee, fellow employees or others. The worker must immediately report the circumstances of the unsafe condition to his or her supervisor or manager. If the unsafe condition is not remedied or the issue is not resolved the Manager, Occupational Health & Safety must be contacted.

A common sense approach usually resolves the issue.

GENERAL RULES

1. For all secured worksites, contracted workers are required to sign in and sign out each day

2. (Access cards may be issued – a worker may need to provide an Identification document (i.e., Driver's License) in exchange).
3. Personal protective equipment, as determined by the City, through consultation with the Contractors Health and Safety Representatives must be worn when and where required. (Hard Hats, Safety Footwear, Safety Vests and Safety Glasses must be worn on active construction sites. Hearing Protection must be worn when noise levels are above 85dBA.)
4. Horseplay, gambling and the use of alcohol or narcotics will not be tolerated.
5. No Smoking within 7.5M of a City owned buildings door exits, windows and vents.
6. Report **ALL** injuries to your supervisor immediately and notify the City's site representative.
7. Report any unsafe conditions, including someone under the influence or hazards, which may allow an injury to occur to you, a fellow worker, or others on the worksite.
8. Report any property damage, regardless of how minor.
9. Restricted and controlled products will be labeled, used and stored in accordance with the associated regulations, e.g., WHMIS. Follow all procedural instructions when using or handling hazardous materials/controlled products and ensure that all containers of hazardous/controlled product materials are properly labelled and stored in designated areas.
10. Obey all posted signs and notices. Do not venture into areas that you are not authorized to enter.
11. Always use the correct posture when lifting and get assistance if the weight is excessive.
12. Do not work within the limits of approach to high voltage equipment.
13. If working at heights greater than 10 feet a Fall Protection system must be in place. The appropriate Fall Protection equipment must be worn at all times.

14. **Housekeeping** (Orderliness and good housekeeping are basic requirements and must be maintained at all times):
 - a) Aisles are to be kept clear at all times.
 - b) Individual work areas are to be kept clean and tidy.
 - c) All materials, tools, products and equipment are to be kept in their designated areas.
 - d) Liquid spills are to be cleaned up immediately to prevent slips and falls.
 - e) Accumulation of oily rags, combustible refuse or similar fire hazards will not be tolerated.

15. **Fire Prevention:**
 - a) Become familiar with Surroundings and emergency exit.
 - b) Ensure aisles and exits are not blocked at any time.
 - c) Anytime a fire extinguisher is used, report it immediately to your supervisor, so that it can be recharged.

16. **Equipment Operation** (Any equipment, which could create a hazard, must be maintained in good condition):
 - a) Equipment must not be repaired, adjusted or operated unless by a "competent person" who understand the safe operating procedures.
 - b) Always be aware of the use and location of the "EMERGENCY STOP" button, if equipment is so equipped, before using the equipment.
 - c) Loose clothing, jewelry and long hair must be secured to prevent becoming entangled with equipment.
 - d) The Operator must check all safety devices on equipment before operation.
 - e) All equipment must be turned off and the appropriate "lock-out" procedure followed, prior to repairs, cleaning, adjustment or lubrication.
 - f) Radio/Walkman/I-pod Headphones are not allowed to be worn during regular work operations.
 - g) All ladders must be of an approved type and length. Unacceptable ladders must be removed immediately from the premises.

- h) All vehicles and equipment on City property must be kept in safe mechanical condition at all times, and be operated only by persons with a valid driver's license and/or proper training and qualifications.
- i) Contractors will not operate any equipment, valves, switches, etc., which are part of the City's operation, unless specific permission is received from the Department Representative.

17. **Ground Disturbance** –Every time you dig in the ground, with a shovel or mechanized equipment, you run the risk of loss of life or damage to property if you hit any of the many buried cables, conduits, gas or oil pipelines and/or other underground facilities that serve our city, **BC One Call Must be called and a ticket obtained prior to commencing any ground disturbance activities.**

Issued By:	Occupational Health & Safety Section - Contractor Coordination Program
Date:	Revised: January 14, 2014 Original: August 15, 2014
Distributed:	Via Email & Posted on Intranet: January 16, 2015: <u>August 15, 2014</u>

This document does not replace the Workers' Compensation Act or WorkSafeBC OH&S regulation. Each individual Contractor must have specific health and safety safe work rules and procedures that apply to their work tasks. Each Contractor must comply with the Workers' Compensation Act and WorkSafeBC Occupational Health & Safety Regulation and to all federal, provincial and local laws and regulations. If a contractor is unable to comply they must bring this to the attention of their qualified safety representative and to the Prime Contractor safety representative immediately.

Authorized Signature: _____

Name: _____
(Please Print)

Date: _____



**SCHEDULE B – APPENDIX 9 –
COMPLIANCE TO SAFETY PROCEDURE ENTRY
PROCEDURE FOR CONFINED SPACE**

This procedure shall be used as a guideline only. The Contractor shall be responsible for familiarization with this and all WCB requirements.

- THERE MUST BE A MINIMUM OF TWO MEN
 - ONE MAN ALWAYS ON THE SURFACE, AND
 - ONE MAN IN THE WELL
 - MAN LIFT/RETRIEVAL DEVICES MUST BE USED
1. a) Open manhole lids, turn on blower/fan to ventilate wet well for approximately two to three minutes.
 - b) Leave fan running until job is completed.
 - c) Manhole must be circulated by a blower fan to allow fresh air into the confined space. Check levels on gas detector by lowering into well. If levels are not safe, portable fans MUST be used.
 2. Turn gas detector "ON":
 - Oxygen levels should read between 20.0 to 21.0
 - H2S levels should read 000
 - LEL levels should read 000

NOTE: - Readings shall be taken before entering well.
 - Record gas levels on "Confined Entry Space" forms and hand in daily.

3. a) Lower gas detector by rope/cord into lower portion of wet well where work shall be performed.
- b) Pull detector to surface and check gas levels. If levels are safe, entry into well is permitted.
4. Gas detector MUST be left "ON" and brought down into well with person(s) entering.
5. Check levels on gas detector when in well. Proceed with washing/repairing of station.
6. If at any time the gas detector goes "OFF" (ringing), EXIT WET WELL IMMEDIATELY and check levels.

Where work is to be carried out, in any confined space where harmful atmosphere may develop, the following procedures must be followed:

- a) The space must be ventilated continuously.
- b) Gas detection equipment must be calibrated in an atmosphere that is known to be safe.

Tests for harmful or explosive substances and oxygen deficiency shall be made and recorded immediately prior to entry, after any interruptions in the work procedure and at intervals to ensure the continuing safety of the worker in the confined space.

If a harmful atmosphere develops, the worker will immediately evacuate the space and will not re-enter until it has been tested and found to be safe to do so.

- c) A safety belt or harness of a type which will keep the worker in a position to permit rescue, will be worn.
- d) A life line will be attached to the belt or harness which is tended at all times by another person stationed outside the entrance to the confined space, who shall be equipped for and capable of effecting rescue.

I, the undersigned, acknowledge having read and understand the information above.

By signing this Agreement, I/We agree as a representative of the firm noted below, to accept all responsibilities and compliant to all the Workers' Compensation Board regulation requirements.

Project File No.:	1220-040-2023-039	Company:	<<insert company name>>
Project Title:	Reline and Point Repair Program –Sanitary Sewer Mains and Laterals		
Signed:	_____	Date:	_____
	(Company Owner)		
Witness:	_____	Date:	_____

SCHEDULE B – APPENDIX 10 – SANITARY SEWER MAIN FLUSHING & CLEANING – BACK PRESSURE AVOIDANCE AND PROBLEM REPORTING PROCEDURE

Back-Pressure Avoidance

A Back-Pressure situation can develop when there is a significant change in pressure, either positive or negative, within the sewer system caused by the sewer flushing and cleaning. This change in pressure can force water and air towards the private plumbing system displacing water in toilets and p-traps within the building and impact private property.

To avoid a Back-Pressure situation it is critical that operators and contractors take precautions and follow the procedures outlined below:

- ❖ To reduce the chance of a Back-Pressure occurring in the building's plumbing system the operator or Contractor flushing and cleaning the sewer must remove the Inspection Chamber lid(s) of the service connection(s) connected to the section of main (manhole to manhole) being flushed. Manhole covers, upstream and downstream of the main section being flushed must also be removed.
- ❖ The City documents and tracks these Back-Pressure occurrences in their Work Management System to ensure that a reoccurrence does not take place. This back-pressure list is updated when the list changes and is distributed to all contractors on the City's Hire Equipment and Contract lists. The operator or Contractor is responsible to obtain the most recent and up to date Back-Pressure information and take the required precautions to avoid a Back-Pressure reoccurrence.
- ❖ The operator or Contractor must be aware of the water pressure being applied and utilize the appropriate pressure to effectively clean the sewer system without using excessive pressure.
- ❖ The operator or Contractor must ensure that they are maintaining and replacing their flushing equipment (nozzles, hoses, etc.) on a frequent basis. Worn or damaged sewer flushing equipment can cause an increase in both water discharged and air pressure when flushing and cleaning sewer systems.
- ❖ If a Back-Pressure situation occurs, the operator and Contractor must immediately notify the City's Dispatch at 604.590.7226.
 - The Contractor is fully responsible for any damage caused by the Back-Pressure situation, and shall be responsible to mitigate the situation with the property owner, including compensation.
- ❖ In the event the operator or Contractor is requested by the City to clear a sanitary sewer inspection chamber blockage, the inspection chamber is to be vacuumed out in order to remove debris, and then flushed after plugging the private side of the sanitary inspection chamber. These steps will eliminate Back-Pressure and protect private property.

Other Flushing and Reporting Procedures

- ❖ In the process of flushing, debris such as gravel, etc. must be collected and removed (vacuumed) at the down-stream manhole and not released into the downstream system.
- ❖ The following conditions shall be reported to the City immediately, with pertinent information, such as asset type and identifying numbers, address or location, type of problem discovered or encountered and severity of problem, if known:
 - Grease in line;
 - Roots in line;
 - Blockages in line;
 - Large amounts of gravel, rocks or other debris;
 - Structural damage to line;
 - Infiltration at a manhole;
 - Structural damage in manhole;
 - Inability to locate or access an existing manhole or inspection chamber because it is buried or obstructed.
 - Damage to an inspection chamber and missing lids.

SCHEDULE B – APPENDIX 11 – BUILDERS LIEN ACT (SECTION 7 (4)) NOTICE OF CERTIFICATION OF COMPLETION

Form 2

Builders Lien Act

(Section 7 (4))

Notice of Certification of Completion

Notice: Re City of Surrey, Contract 1220-040-2023-039 – Reline and Point Repair Program – Sanitary Sewer Mains and Laterals

Take notice that on _____ [date] a certificate of completion, or court order to that effect, was issued with respect to a contract (or subcontract) between:

CITY OF SURREY

13450 – 104 Avenue
Surrey, B.C., CANADA, V3T 1V8

(the “**OWNER**”)

and

<<INSERT CONTRACTOR NAME>>

<<insert address>>

(the “**CONTRACTOR**”)

in connection with an improvement on land described as follows:

Reline and Point Repair Program – Sanitary Sewer Mains and Laterals

All persons entitled to claim a lien under the *Builders Lien Act* and who performed work or supplied material in connection with or under the contract are warned that the time to file a claim of lien may be abridged and section 20 of the Act should be consulted.

SCHEDULE B – APPENDIX 12 – BUILDERS LIEN ACT (SECTION 7(10)) CERTIFICATION OF COMPLETION

Form 3

Builders Lien Act

(Section 7 (10))

Certification of Completion

Contract Title: Reline and Point Repair Program – Sanitary Sewer Mains and Laterals

Reference No.: 1220-040-2023-039

Date of Issue: _____, 202_.

I _____ [name of payment certifier], of _____ [address],
British Columbia, certify that, for the purposes of the *Builders' Lien Act*, the following contract or
subcontract was completed on _____ [month, day, year]:

Street address or other description of the land affected by the improvement:

Brief description of the improvement: _____

Brief description of the contract or subcontract, including the date of the contract and the names
of the parties to it:

Certified by:

Per: _____ [signature of payment certifier]

Dated: _____ [month, day, year]

SCHEDULE B – APPENDIX 13 – POST COMPLIANCE FORM

Please complete this form and promptly fax to 604-599-0956. Note that any delays in the posting of this Certificate of Completion or in the return of this form may affect the scheduling of the Holdback release.

Contract Title: Reline and Point Repair Program – Sanitary Sewer Mains and Laterals

Reference No.: 1220-040-2023-039

As outlined in the *Builders Lien Act*, Section 7 (4) (c), the Certificate of Completion must be posted “in a prominent place on the improvement.” For contracts that do not have a clearly identified work site (e.g., Maintenance Contracts), the Contractor shall prominently post the notice in their office.

The Certificate of Completion has been posted:

(detailed description of posting location, including address)

On: _____
(date of posting)

I confirm that the above statements are correct:

(Signature)

(Date)

Print Name

Contractor



SCHEDULE C - QUOTATION

RFQ Title: Reline and Point Repair Program – Sanitary Sewer Mains and Laterals

RFQ No: 1220-040-2023-039

CONTRACTOR

Legal Name: _____

Contact Person and Title: _____

Business Address: _____

Business Telephone: _____

Business Fax: _____

Business E-Mail Address: _____

TO:

CITY OF SURREY

Owner Representative: Sunny Kaila, Manager, Procurement Services

Email for PDF Files: purchasing@surrey.ca

1. I/We, the undersigned duly authorized representative of the *Contractor*, having received and carefully reviewed all of the proposed documents, including the RFQ and any issued addenda posted on the City Website and BC Bid Website, and have full knowledge of the *Place of the Work*, and having fully informed ourselves as to the intent, difficulties, facilities and local conditions attendant to performing the *Work*, do hereby tender and offer to enter into a *Contract*, to do all of the *Work*, and to furnish all necessary labour, machinery, provide tools, apparatus and other means of construction, and to provide, furnish, deliver, place and erect all materials mentioned and described or implied therein, except as otherwise specified, to complete the *Work* herein described, in strict accordance with the plans, *Specifications* and supplemented specifications and to accept in full payment therefore, the sums calculated in accordance with the actual measured quantities at the unit price set forth in the Quotation herein as follows:

2. If this Quotation is accepted by the *Owner*, a contract will be created as described in:
 - (a) the Agreement;

- (b) the RFQ; and
 - (c) other terms, if any, that are agreed to by the parties in writing.
3. Capitalized terms used and not defined in this Quotation will have the meanings given to them in the Agreement and RFQ. Except as specifically modified by this Quotation, all terms, conditions, representations, warranties and covenants as set out in the Agreement and RFQ will remain in full force and effect.
4. I/We have reviewed the sample Form of Agreement (Schedule B). If requested by the *Owner*, I/we would be prepared to enter into the sample Form of Agreement, amended by the following departures (list, if any):

Section	Requested Departure(s) / Alternative(s)

Please state reason:

5. The *Owner* requires that the successful *Contractor* have the following in place **before providing the Work**:
- (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 *Owner* as additional insured and generally in compliance with the *Owner's* sample insurance certificate form available on the *Owner's* Website at www.surrey.ca. search [Standard Certificate of Insurance](#);
 - (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 Quotation, 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:

6. The *Contractor* acknowledges that the departures it has requested in Sections 3 and 4 of this Quotation will not form part of the Contract unless and until the *Owner* agrees to them in writing by initialing or otherwise specifically consenting in writing to be bound by any of them.

Changes and Additions to Specifications and Scope:

7. In addition to the warranties provided in the Contract, this Quotation includes the following warranties:

8. I/We have reviewed the RFQ, Schedule A – Scope of Work, and *Contract Drawings*. If requested by the *Owner*, I/we would be prepared to meet those requirements, amended by the following departures and additions (list, if any):

Requested Departure(s) / Alternative(s) / Addition(s)

Please state reason:

Schedule of Quantities and Prices (see paragraph 5.3.1 of the Instruction to Tenderers – Part II):

9. All prices and Quotations including the *Contract Price* shall include all taxes, but shall not include the GST. The GST shall be shown separately. Accordingly the *Contractor* offers to do the *Work* for the price, which is the sum of the products of the actual quantities incorporated into the *Work* and the appropriate unit prices set out in Table 2 below, the *Schedule of Quantities and Prices*, plus any lump sums or specific prices and adjustment amounts as provided by the *Contract Documents*. For the purpose of *Quotation* comparison, our Quotation is to complete the *Work* for the Total Quotation Price as set out on Table 1 of this Quotation Form. Our Total Quotation Price is based on the estimated quantities listed in Table 2 *Schedule of Quantities and Prices*:

PACKAGE A – TABLE 1: Reline (Sanitary Mainlines)

ADDRESS	ISSUE	PIPE ID	SIZE	LENGTH (m)	DEPTH (m)	WORK	COST
17109 Friesian Dr	Fracture	1000087650	200		Refer as-built	Point Reline	\$
17058 Hereford Pl	Fracture	1000087667	200		Refer as-built	Point Reline	\$
5751 182 St	Fracture	1000094686	200		Refer as-built	Point Reline	\$
5867 172A St	Fracture	1000087591	150		Refer as-built	Point Reline	\$
5839 172A St	Fracture	1000087592	150		Refer as-built	Point Reline	\$
17108 60 Ave	Hole	1000087661	200		Refer as-built	Point Reline	\$
17456 63A Ave	Fracture	1000087715	200		Refer as-built	Point Reline	\$
6304 175B St	Fracture	1000087682	200		Refer as-built	Point Reline	\$
17302 62A Ave	Fracture	1000087719	200		Refer as-built	Point Reline	\$
17528 59 Ave	Fracture	1000087614	200		Refer as-built	Point Reline	\$
15082 96 Ave.	Fracture	1000084899	200 AC		Refer as-built	Point Reline	\$
103 Ave. & 149 St.	FC, IR	1000084774	200 VCP		Refer as-built	Point Reline	\$
10293 148A St.	FC, IR	1000084775	200 VCP		Refer as-built	Point Reline	\$
12915 93 Ave.	FC, IR	1000080279	200 AC		Refer as-built	Point Reline	\$
105A Ave. & Whalley Blvd.	Fracture	1000092919	200 VCP	94.5	Refer as-built	Full Reline	\$
8965 132 St.	Roots	1000080443	300 AC	82.8	Refer as-built	Full reline	\$
9931 123A St.	Holes	1000081518	200 AC	91.2	Refer as-built	Full reline	\$

NOTE: Please enter, in the space provided, the length of the point reline the repair will need.

The *Owner* anticipates that the *Work* in Table 1 will be started at execution of Contract and completed by December 31, 2023. The *Owner* is amendable to negotiate with the awarded *Contractor* start and completion dates for the above Table of *Work*.. .

\$

PACKAGE A – TABLE 2: Reline (Sanitary Mainlines)

Cost per Meter								
Reline Length (range)								
Pipe Size	4-10m	11-30m	31-50m	51-70m	71-90m	91-110m	>110m	Cover (m)
100								≥0.75
150								≥0.75
200								≥0.75
250								2
250								3
250								4
300								2
300								3
300								4

PACKAGE A – TABLE 3: Point reline (Sanitary Mainlines)

Cost per Point Reline					
Length of Reline					
Pipe Size	1m	2m	3m	4m	Cover (m)
100					≥0.75
150					≥0.75
200					≥0.75
250					2
250					3
250					4
300					2
300					3
300					4

We confirm that we understand and agree that the quantities as listed in the above Tables – *Schedule of Quantities and Prices* are estimated, and that the actual quantities will vary.

- END OF PAGE -

PACKAGE B – Table 4: Reline (Sanitary Laterals)

LATERALS								
Address	Issue	Pipe ID	Size	Length (m)	Depth (m)	Work	Estimate	
5897 172 St	Broken	1000241840	100	17	1.83	T-Liner	\$	
6321 173A St	Crack	1000204738	100	14.1	1.92	T-Liner	\$	
17400 60 Ave	Fracture	1000197398	100	11.3	2.41	Full reline	\$	
17483 60 Ave	Fracture	1000248397	100	17.8	2.07	T-Liner	\$	
6167 Palomino Cr	Separation	1000161871	100	14	2.72	T-Liner	\$	
8866 QUEEN MARY BLVD	Roots at tie in	1001903869	PVC 10mm Lateral - Tie at main	10	1.63	T-Liner	\$	
12633 GROVE CR.	Roots	1001897392	100 AC	37	1.62	Full reline	\$	
9713 131A St.	Hole, IG	1000144751	100 AC	17.7	1.52	T-Liner	\$	
9723 131A St.	IR x 2, spalling	1000172175	100 AC	17.7	2.22	T-Liner	\$	
9691 131A St.	Holes, IR	1000217236	100 AC	17.7	1.74	T-Liner	\$	
12791 92 Ave.	Holes, Roots	1000239910	100 AC	16.3	1.52	Full reline	\$	
13109 Stuart Pl.	IR, part AC	1001813508	100 Partial AC	13.4	2.22	T-Liner	\$	
13292 92B Ave.	I&I	1000217218	100 AC	14.1	1.86	T-Liner	\$	
13129 Doone Pl.	Holes	1000144617	100 AC	19.3	2.1	T-Liner	\$	
11807 97 AVE	Failing	1000165706	100 AC	1.9	1.22	T-Liner	\$	
9385 127A ST	Roots, Failing, Age	1000239903	100 AC	19	1.92	T-Liner	\$	
13291 113B AVE	Roots, Failing, Age	1000190653	100 AC	5.2	1.6	Full reline	\$	
12907 64 AVE	Age, secondary ic	1000238563	100 AC	7.6	2.07	T-Liner	\$	
6671 King George Blvd.	Age, Holes	1000231705	100 AC	8.7	1.89	Full reline	\$	
The Owner anticipates that the Work in Table 4 will be started at execution of Contract and completed by December 31, 2023. The Owner is amendable to negotiate with the awarded Contractor start and completion dates for the above Table of Work..							Total	\$

PACKAGE B – TABLE 5: Reline (Sanitary Laterals)

Reline Length (m)	Cost per Meter	
	Lateral Size	
	100 Cover ≥.75m	150 Cover ≥.75m
0 – 2.0		
2.1 – 4.0		
4.1 – 6.0		
6.1 – 8.0		
8.1 – 10.0		
10.1 – 12.0		
12.1 – 14.0		
14.1 – 16.0		
16.1 – 18.0		
18.1 – 20.0		
20.1 – 22.0		
22.1 – 24.0		
24.1 – 26.0		
26.1 – 28.0		
28.1 – 30.0		
30.1 – 32.0		
32.1 – 34.0		
34.1 – 36.0		
36.1 – 38.0		
38.1 – 40.0		

PACKAGE B – TABLE 6: T-Liner Reline of Sanitary Laterals (i.e., Trelleborg, LMK, or Equivalent)

Length (m)	Cost per Meter				
	Host Main Pipe Size (mm)				
	200	250	300	350	375
0 – 2.0					
2.1 – 4.0					
4.1 – 6.0					
6.1 – 8.0					
8.1 – 10.0					
10.1 – 12.0					
12.1 – 14.0					
14.1 – 16.0					
16.1 – 18.0					
18.1 – 20.0					
20.1 – 22.0					

Length (m)	Cost per Meter				
	Host Main Pipe Size (mm)				
	200	250	300	350	375
22.1 – 24.0					
24.1 – 26.0					
26.1 – 28.0					
28.1 – 30.0					
30.1 – 32.0					
32.1 – 34.0					
34.1 – 36.0					
36.1 – 38.0					
38.1 – 40.0					

PACKAGE B – TABLE 7: Point Reline (Sanitary Laterals)

Pipe Size	Length of Point Repair				Cover (m)
	1m	2m	3m	4m	
100					≥0.75
150					≥0.75

We confirm that we understand and agree that the quantities as listed in the above Tables *Schedule of Quantities and Prices* are estimated, and that the actual quantities will vary.

- END OF PAGE -

List of Separate Prices:

10. The following is a list of Separate Prices(s) to the *Work* and forms part of this RFQ, upon the acceptance of any or all of the optional price(s). The Separate Prices are an addition or a deduction to the Total Quotation Price and do not include GST. DO NOT state a revised Total Quotation Price.

Description of Separate Prices	Addition	Deduction
SP-1 Service Interface Sealing		
a. Pipe Size 100mm	\$[]	\$[]
b. Pipe Size 150mm	\$[]	\$[]
SP-2 Cut Protruding Hub	\$[]	\$[]

Force Account Labour and Equipment Rates:

11. *Contractors* should complete the following tables setting out the all-inclusive hourly labour rates including overhead and profit for approved extras/credits for all applicable categories of labour (use the spaces provided and/or attach additional pages, if necessary):

Table 3 – Schedule of Labour Rates:

Labour Category	Straight Time/hr (Plus GST)	Overtime Rate/hr (Plus GST)
.1 Superintendent	\$	\$
.2 Foreman	\$	\$
.3 Journeyman	\$	\$
.4 Apprentice	\$	\$
.5 Skilled Labourer	\$	\$
.6 Traffic Control Person	\$	\$
.7		
.8		
.9		
.10		

Table 4 – Schedule of Equipment Rates:

No.	Equipment Description	Hourly Equipment Rate
1	Grease Cutting	\$
2	Root Cutting	\$
3	Flushing	\$
4	Grouting	\$
5	Traffic Control Vehicle	\$
6	Hub Cutting	\$

No.	Equipment Description	Hourly Equipment Rate
7		\$
8		\$
9		\$
10		\$

Metro Vancouver's Non-Road Diesel Engine Emissions Regulation By-law No. 1161, 2012 (the Bylaw)

12. Contractor should confirm they are in compliance with By-law (if applicable)

Applicable as follows Not applicable to this project

No.	Equipment Description	Engine Tier Designation	Engine Registration Number as Issued by Metro Vancouver
1		<input type="checkbox"/> Tier 0 or <input type="checkbox"/> Tier 1	
2		<input type="checkbox"/> Tier 0 or <input type="checkbox"/> Tier 1	

Disposal Site

13. Proposed Disposal Site: _____

Experience of Superintendent, (see paragraph 5.3.3 of the Instructions to Tenderers – Part II)

14. Contractor should provide information on the background and experience of project superintendent proposed for the performance of the *Work* (use the spaces provided and/or attach additional pages, if necessary):

Proposed Project Superintendent Name: _____

Experience:

Dates: _____

Project Name: _____

Responsibility: _____

Dates: _____

Project Name: _____

Responsibility: _____

Contractor's Comparable Work Experience, (see paragraph 5.3.4 of the Instructions to Tenderers – Part II)

15. *Contractor's* should provide their relevant experience and qualifications for the performance of the *Work* similar to those required by the Agreement (use the spaces provided and/or attach additional pages, if necessary):

16. *Contractor* should provide references for work performed by your firm of a similar nature and value (name and telephone number) (use the spaces provided and/or attach additional pages, if necessary). The *Owner's* preference is to have a minimum of three references. Previous clients of the *Contractor* may be contacted at the *Owner's* discretion.

Subcontractor's Work Experience, (see paragraph 5.3.5 of the Instructions to Tenderers – Part II)

17. *Contractor* should provide the experience and qualifications of all proposed *subcontractors* for the divisions or sections of the work listed below: (use the spaces provided and/or attach additional pages, if necessary):

Description of Trade Work	Subcontractor Name	Years of Working With Contractor	Telephone Number and Email

SUPPLIERS

18. Contractor intends to use the following suppliers and manufacturers for [describe relevant portions of the *Work*].

Supplier Name	Manufacturer Name	Supplier Address	Description of Good

The *Owner* reserves the right of approval for each of the *subcontractors* and material suppliers. The *Contractor* will be given the opportunity to substitute an acceptable *subcontractor* and material suppliers, if necessary.

19. I/We the undersigned duly authorized representatives of the *Contractor*, having received and carefully reviewed the RFQ and the Agreement, submit this Quotation in response to the RFQ.

This Quotation is executed by the *Contractor* this _____ day of _____, 202__.

CONTRACTOR

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

(Legal Name of *Contractor*)

(Signature of Authorized Signatory)

(Signature of Authorized Signatory)

(Print Name and Position of Authorized Signatory)

(Print Name and Position of Authorized Signatory)