

PART D

SUPPLEMENTAL CONDITIONS

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GENERAL

D1. DEFINITIONS

D1.1 When used in this Bid Opportunity:

- (a) "Applicant" means any person submitting this Qualification package for the purposes of Qualifying as a Supplier/Contractor of Minor Heating and Air Conditioning Maintenance & Modifications;
- (b) "Bidder" means a Bidder who is pre-qualified to bid on the Work (part of the Bidders List)

D2. SCOPE OF WORK

D2.1 The Work to be done under the Contract shall consist of the provision of Minor Heating and Air Conditioning Maintenance & Modifications for the period October 1, 2004 to December 31, 2006.

D2.2 The Work shall be done on an "as required" basis during the term of the Contract.

D2.2.1 The type and quantity of Work to be performed under this Contract shall be as authorized from time to time by the Contract Administrator and/or Users.

D2.2.2 Subject to GC.4.07, the City shall have no obligation under the Contract to purchase any quantity of any item in excess of its actual operational requirements.

D2.3 A crew shall consist of a minimum of two (2) certified Manitoba Journeyman Heating and Air Conditioning Mechanics and as required one (1) unskilled labourer able to perform a variety of Work. On certain jobs only one Journeyman may be required at the option of the City.

D2.4 The work may be repair, maintenance and installation of building heating and air conditioning systems or components, or any other related type of Work as specified by the Contract Administrator or his/her representative.

D2.5 Response for emergency repairs must be provided the same day on an as required basis, hours paid will be actual on the job time noted and approved by the Contract Administrator.

D2.6 All materials to be used and/or incorporated in the Work shall be new and of the best quality.

D2.7 Material may, at the option of the Contract Administrator, be supplied by Planning, Property & Development Department.

D2.8 Travel time to and from Work Site shall be at the Contractor's (except after normal business hours call out) own time and expense. Hours paid will be for actual on the job time with allowance for picking up materials, noted and approved by the Contract Administrator or his/her representative.

D2.9 If asbestos or other hazardous materials are encountered during the Work of the Contract, the pre-qualified Bidder/Contractor shall stop all Work and notify the Contract Administrator immediately. Removal of hazardous materials shall be dealt with by the City and the Contractor shall await further instructions by the Contract Administrator.

D3. DURATION OF CONTRACT

D3.1 Notwithstanding GC.8.01, the Applicant shall perform the Work during the period of October 1, 2004 to December 31, 2006.

D4. CONTRACT ADMINISTRATOR

- D4.1 The Contract Administrator is:
Murray Dahl
Technician
Planning, Property and Development Department
3rd Floor - 65 Garry Street
Telephone No. (204) 986-4456
Facsimile No. (204) 947-2284

SUBMISSIONS

D5. WORKERS COMPENSATION

- D5.1 The Contractor shall be registered with the Workers Compensation Board of Manitoba, shall provide and maintain Workers Compensation coverage throughout the term of the Contract, and shall provide the Contract Administrator with evidence thereof upon request.

D6. INSURANCE

- D6.1 The Contractor shall provide and maintain the following insurance coverage:
- (a) commercial general liability insurance, in the amount of at least two million dollars (\$2,000,000.00) all inclusive, with The City of Winnipeg being added as an additional insured, with a cross-liability clause, such liability policy to also contain a contractual liability, an unlicensed motor vehicle liability and a products and completed operations endorsement to remain in place at all times during the performance of the Work and throughout the warranty period;
 - (b) automobile liability insurance for owned and non-owned automobiles used for or in connection with the Work in the amount of at least two million dollars (\$2,000,000.00) at all times during the performance of the Work and until the date of Total Performance;
- D6.2 Deductibles shall be borne by the Contractor.
- D6.3 Pre-qualified Bidders shall provide the Contract Administrator with a certified true copy or a certificate of insurance of each policy, in a form satisfactory to the City Solicitor no later than seven (7) Calendar Days from notification by the Contract Administrator. The said insurance shall be in place with the City, at all times during the period stated in B2.1
- D6.4 The Contractor shall not cancel, materially alter, or cause each policy to lapse without providing at least fifteen (15) Calendar Days prior written notice to the Contract Administrator.



SECURITY CLEARANCE AUTHORIZATION FORM

I, _____, hereby authorize
(SURNAME) (FIRST GIVEN) (SECOND GIVEN)

please print

The City of Winnipeg to obtain any information on records which may be requested by the City of Winnipeg in connection with the undersigned's application for security clearance.

I agree to waive any right of action against any person or institution providing information in compliance with this authorization.

Signature of Witness

Signature of Applicant

Firm Employee Hired By

Address of Applicant

Will be working in a Wpg. Police Bldg.

_____/_____/_____
Year Month Day
Date of Birth

Date

FOR OFFICE ONLY

Project Number

Project Officer's Name

Date Sent E-mail	Date Rec'd E-mail	Date Advise Project Officer	Remarks	Clerk's Signature



WINNIPEG POLICE SERVICE
SECURITY CLEARANCE CHECK
SERVICES – DIVISION 30

NAME OF EMPLOYER:

NATURE OF WORK BEING DONE FOR WINNIPEG POLICE SERVICE:

WARNING: ANY FALSE OR INCOMPLETE INFORMATION MAY RESULT IN REJECTION OF THIS APPLICATION

EMPLOYEE INFORMATION

LAST NAME: GIVEN NAMES:

BIRTH NAME OR OTHER NAME(S) USED: (if different from above)

MALE FEMALE DATE OF BIRTH: BIRTH PLACE:

ADDRESS: CITY: PROVINCE:

POSTAL CODE: RESIDENTIAL PHONE:

AUTHORIZATION

I, hereby authorize any employer or other person, to whom a duplicate or photocopy of this document is provided, to furnish any information, opinions, reports, records or copies which may be requested by the Winnipeg Police Service...

I consent to the collection, use, disclosure, transmittal and examination of all information compiled by the Winnipeg Police Service. I agree to waive any right of action against any person or institution providing information or opinions in compliance with this authorization.

Signature of Witness

Signature of Applicant

Date

IDENTIFICATION

The following MANDATORY IDENTIFICATION must be presented and visually verified by the Division Clerk or their designate:

Driver's Licence with photo / Birth Certificate / Social Insurance Card

Signature of Division Clerk or Designate of visual verification

Date

FOR OFFICE USE ONLY

RESULT OF CHECK: