Request for Proposals

for

Contractors

On behalf of

2020 TCIC National Student Bid Competition
(TCIC-NSBC)

Request for Proposals No.: 2020-01

Issued: January 3, 2019

Submission Deadline: March 25, 2020
# TABLE OF CONTENTS

## SECTION 1 - INVITATION AND SUBMISSION INSTRUCTIONS

1.1. Project Background ........................................................................................................... 3  
1.2. Invitation to Proponents ................................................................................................ 3  
1.3. About the Competition .................................................................................................. 4  
1.4. Prizes ................................................................................................................................ 4  
1.5. TCIC NSBC Executive Team .......................................................................................... 5  
1.6. Non-Disclosure Agreement .............................................................................................. 5  
1.7. Intent to Submit ................................................................................................................ 6  
1.8. Mentor Application ......................................................................................................... 6  
1.9. Project Overview ............................................................................................................ 6  
1.10. RFP Contact .................................................................................................................. 7  
1.11. Type of Contract ........................................................................................................... 7  
1.12. RFP Timetable ............................................................................................................... 7  
1.13. Submission Protocol .................................................................................................... 8  
1.14. Proponents’ Webinar .................................................................................................... 10  
1.15. Definitions .................................................................................................................... 10  
1.16. Honorarium .................................................................................................................... 13  
1.17. Documents for Proponents .......................................................................................... 13  
1.18. Interpretation of Documents .......................................................................................... 13  
1.19. Security .......................................................................................................................... 13  
1.20. Bluebeam® ..................................................................................................................... 14  
1.21. RS Means ....................................................................................................................... 14  
1.22. ConstructConnect ......................................................................................................... 14  
1.23. Prime Cost Sum .............................................................................................................. 15  
1.24. Subcontracting ............................................................................................................ 15

## SECTION 2 - EVALUATION AND RATED CRITERIA

2.1. Prequalification and Proposal Content Overview .......................................................... 16  
2.2. Stages of Evaluation ........................................................................................................ 19  
2.3. Mandatory Submission Requirements .......................................................................... 21  
2.4. Stage 2 - Evaluation ....................................................................................................... 21  
2.5. Stage 3 – Price Evaluation .............................................................................................. 23  
2.6. Ranking of Proponents .................................................................................................. 24  
2.7. Tie Score ......................................................................................................................... 24  
2.8. Appeal ............................................................................................................................. 24  
2.9. Not Used ........................................................................................................................ 24

## SECTION 3 - TERMS AND CONDITIONS OF THE RFP PROCESS

3.1. General Information and Instructions ........................................................................... 25  
3.2. Communication After Issuance of RFP ....................................................................... 25  
3.3. Conflict of Interest and Prohibited Conduct .................................................................... 26  
3.4. Procurement Process Non-Binding.................................................................................. 26

### APPENDIX A – NON-DISCLOSURE AGREEMENT FORM

### APPENDIX B – INTENT TO SUBMIT FORM

### APPENDIX C – BID FORM

### APPENDIX C1 – SUPPLEMENTARY BID FORM

### APPENDIX D – BID BOND FORM

### APPENDIX E – CONSENT OF SYRETY FORM

### APPENDIX F – PROOF OF INSURANCE FORM

### APPENDIX G – MENTOR DECLARATION FORM

### APPENDIX H – PRIVACY STATEMENT FORM

### APPENDIX I – BEST VALUE SURVEY

### APPENDIX J – REQUEST FOR INFORMATION

### APPENDIX K – MENTOR ASSISTANCE FORM

---

TCIC-NSBC - RFP Document  
TCIC-NSBC RFP v20-0 Jan 2020 Draft REV.2.6  
Page 2 of 41
Section 1 - INVITATION AND SUBMISSION INSTRUCTIONS

1.1. Project Background

The catalyst for ownership to move forward with this development was derived from a vision to create a true ‘downtown’ with a quiet collection of communities in thriving urban centre. The Vaughan Metropolitan Centre is the City’s new downtown. The vision for this new downtown is that it will be a vibrant, modern urban centre for residents and businesses that encompasses all amenities of urban lifestyle: inspiring multi-use office towers, residences, subway access, open green space, urban squares, pedestrian shopping areas and restaurants, and walking and cycling paths. However, before this project can transform this community, ownership has elected this RFP process to select the best construction partner that will bring its vision to reality.

In the spirit of openness and transparency, ownership has elected to disclose development information to demonstrate its commitment to the community. It is important that all parties are engaged equally in the successful delivery of this groundbreaking project.

To date, ownership has committed the following funds to this development; including but not limited to:

- Property acquisition $2,500,000.00 per acre,
- Additional cost 2.50% of acquisition cost for interest and legal services
- Prime Consultant c/w balance of consultant team $5,280,200
- Billboards, advertisement, etc. $700,000

The consultant team have expedited the building permit application through early premium payment of rate of $15.00 per square feet of the buildable area. Development charges of $1,880,750 have also been paid to the municipality. The development charges were exclusive of the $1,130,000 required to provide all utilities to the property line of the project. The building permit is anticipated by end of March 2020.

Upon construction completion, a coordinated effort between the interior designer and consultant team is in place to fit out the anchor tenant space. The design team has recommended an allowance of $4,000,000 to achieve the desired outcome.

To further assure the community of its commitment to providing a quality facility, $5,000,000 has been placed in trust to cover all other potential costs that may arise after a Proponent has been selected.

1.2. Invitation to Proponents

This Request for Proposals (the “RFP”) is an “Open” invitation by TCIC to all Proponents (teams) meeting the following mandatory requirements:

The mandatory requirements for participation are:

1.2.1. Individuals must be enrolled, are attending and are in good standing at a post-secondary institution.

1.2.2. Each Proponent (Team) composition is not to exceed four (4) individuals.

1.2.3. It is recommended that Proponents do not proceed with fewer than three (3) individuals.

This RFP simulation is for education purpose only and will not derive into any formal Agreement.
1.3. **About the Competition**

The National Student Bid Competition (NSBC) is an annual competition that is orchestrated by The Construction Institute of Canada (TCIC), construction industry volunteers, while being facilitated by students experienced in previous National Student Bid Competitions. Executive team mentoring and oversight is provided by construction industry representatives. The TCIC-NSBC will provide future leaders with the chance at participating in a simulated construction procurement process, similar to that of what they will experience in the construction industry. Students will test their knowledge and skillsets, but most importantly will experience a great learning opportunity.

The competition allows participants to take theory into practical execution, while gaining valuable real-life experience from a traditional fixed price bid through a request for proposal process.

All Proponents’ submissions are evaluated, scored, ranked and categorized into four primary criteria:

1. **Most Accurate and Complete (MAC)**
2. **Closest to Target Price (CTP)**
3. **Most Professional (MP)**
4. **Innovation (INN) [- Optional – Not Mandatory -]**

Proponent’s may elect to pursue Innovation. This category offers the opportunity for prospective Proponent’s to demonstrate the use of Technology to achieve results in lieu of traditional methods whether in part or whole.

The TCIC-NSBC has successfully enjoyed participation from post-secondary institution coast to coast for over 20 years. Throughout the procurement process students will compete against their fellow colleagues, and other students locally, regional and nationally.

In the end, The Construction Institute of Canada are committed to develop and promote professionalism and excellence in the management of the construction process.

1.4. **Prizes**

The TCIC-NSBC will be awarding the Top Scoring Compliant Proponents’ cash prizes within all categories of the competition. Prizes will be presented to the successful Proponents’ at the Awards Gala (see RFP Timetable) event:

1.4.1. **Most Accurate & Complete (MAC)**

- 1ST - $2,000
- 2ND - $1,000
- 3RD - $500

1.4.2. **Closest to Target Price (CTP)**

- 1ST - $1,000
- 2ND - $500
- 3RD - $250
1.4.3. **Most Professional (MP)**

- **1ST**: $1,000
- **2ND**: $500
- **3RD**: $250

1.4.4. **Innovation (INN)**

- **1ST**: $1,000
- **2ND**: $500
- **3RD**: $250

1.5. **TCIC NSBC Executive Team**

Each year students that have participated in the previous year’s competition volunteer to facilitate this annual competition. The volunteers go through an interview process which ultimately earns them a position on the executive team if selected. Once the executive team is formed, the group elects a CEO and appoints the specific roles necessary for the success of the competition from opening call for the RFP through to the closeout gala.

**2020 TCIC-NSBC Executive Team:**

- Phil Jager, CEO (Chief Executive Officer)
- Jonathan Isenegger, CAO (Chief Administration Officer)
- Stan Silantev, COO (Chief Operation Officer)
- Tutankhamun (Peter) Luis, CE (Chief Estimator)
- Gamze Sentuna Bostan, CMFO (Chief Marketing & Financial Officer)
- Kris Turnbull-Poulin, CCO (Chief Communication Officer)
- Gianmarco Zinno, CPO (Chief Procurement Officer)
- Valerii Kotov, CTO (Chief Technology Officer)
- Tony Lee, CRO (Chief Risk Officer)

In support of the executive team, we have the following industry representatives:

- John Mollenhauer, Vice Chancellor, TCIC
- Craig Lesurf, Honorary Chairman, TCIC-NSBC
- Compton Cho, Executive Team Mentor, TCIC-NSBC
- Glenn Ackerley, Legal Counsel, TCIC-NSBC

*Executive Team member’s serving as a mentor and/or participating in any capacity with Proponent(s) within four (4) years after their term on the executive committee will be deemed a Conflict of Interest and Non-Compliant.*

Furthermore, on behalf of TCIC-NSBC, we wish to extend our appreciation and gratitude to the volunteers that help aid in the success the competition has had to date and, in the years to come. Thank you.

1.6. **Non-Disclosure Agreement**

TCIC-NSBC may disclose confidential information during the RFP process, therefore Proponent’s responding to this RFP are requested to provide one signed copy of the Non-Disclosure Agreement form set out in Appendix A via e-mail to the RFP Contact.

Note, if the Non-Disclosure Agreement is not received, any further RFP documentation (including
Addenda) will not be issued to the Proponent.

1.7. Intent to Submit

Proponent’s responding to this RFP must confirm their Intent to Submit by returning the following Appendix’s via email to the RFP Contact by the deadline noted in the RFP Timetable.

1.7.1. Appendix A – Non-Disclosure Agreement

1.7.2. Appendix B - Intent to Submit Form

1.7.3. Appendix H – Privacy Statement Form, one (1) copy for each member of the Proponent’s team

Note, if the Intent to Submit is not received, any further RFP documentation (including Addenda) will not be issued to the Proponent.

1.8. Mentor Application

Each team must have a mentor acting as an advisor to their team. Mentor’s may counsel only one (1) registered team and must be in the construction industry and/or associated. Professors (educators) at each participating institution are ineligible as mentors.

Teams must obtain a mentor for the competition, if you are having difficulty finding a mentor please submit Appendix K - Mentor Assistance Form via email to 2020tcicbidcomp@gmail.com on or before the date listed in the RFP timetable.

Once a team has obtained their mentor, they can submit Appendix G - Mentor Declaration Form via email to 2020tcicbidcomp@gmail.com on or before the date listed in the RFP timetable.

1.9. Project Overview

On behalf of the TCIC and SmartCentres, we are pleased to announce the KPMG Tower, Vaughan Metropolitan Centre as the sponsored project for the 2020 TCIC National Student Bid Competition.

SmartCentres is one of Canada’s largest real estate investment trusts with total assets of approximately $9.6 billion. It owns and manages 34 million square feet of retail space in value-oriented, principally Walmart-anchored retail centres, having the strongest national and regional retailers as well as strong neighbourhood merchants. In addition, SmartCentres is a joint-venture partner in the Premium Outlets locations in Toronto and Montreal with Simon Property Group.

SmartCentres continues to expand the breadth of its portfolio to include residential (single-family, condominium and rental), retirement homes, office, and self-storage, either on its large urban properties such as SmartCentres Place at the Vaughan Metropolitan Centre or as an adjunct to its well-located existing shopping centres.

The KPMG Tower is a 15-storey Class-A office building at SmartVMC in the Vaughan Metropolitan Centre inclusive of 65,000 square feet of retail and amenity space along with 300,000 square feet of office space based on highly flexible floor plates of approximately 22,800 rentable square feet.

Delivering an open flexible workspace that maximizes southern exposure, as well as daylight and view, while reducing the extent of exterior glazing on the north façade is key to this project’s efficient design. Vision glass is maximized through the incorporation of ceramic frit, which controls solar heat...
gain and glare. The offset core allows natural light to permeate the entire floor, illuminating tenant elevator lobbies and washrooms. This design strategy enhances the workplace environment for both tenants and their clients.

The building has direct underground pedestrian pathway to the VMC subway station, VMC Viva station, and SmartCentres Place VMC Bus Terminal. The KPMG Tower is at the forefront of sustainable commercial office design that is targeting LEED® Gold.

TCIC-NSBC has selected this procurement (RFP) method to implement the new KMG Tower. The Contractor and their respective trade partners, subcontractors and sub-subcontractors will enter a formal contract if accepted.

To ensure successful completion of the project on schedule and within budget, the Contractor should demonstrate expertise and experience in delivering projects of similar budget and scope, ideally in the community/facility sector. The proponent’s organization (the team) shall have successfully completed projects with similar attributes. To be considered, the team must demonstrate a minimum of 5 years’ comprehensive experience, appropriate ability, capacity, knowledge, skill and willing to meet the needs for the scope of work.

1.10. **RFP Contact**

For the purposes of this procurement process, the “RFP Contact” will be:

**Bid Committee’s email:** 2020tcicbidcomp@gmail.com

Proponent’s and/or their representatives are not permitted to contact any employees, officers, agents, officials or other representatives of TCIC-NSBC Executive Team, other than the RFP Contact (or otherwise noted in the RFP), concerning matters regarding this RFP.

**Failure to adhere to this requirement may result in the disqualification of the Proponent and the rejection of the Proponent’s proposal**

(Faculty are encouraged to adhere to this protocol)

1.11. **Type of Contract**

Upon notification, the successful Proponent shall, within ten (10) Business Days of being notified, deliver to Owner the following:

1.11.1. An executed Contract, which will be in the form of the CCDC 2 - 2008 Form of Agreement with Supplementary Conditions (if applicable)

1.12. **RFP Timetable**

The following is the preliminary high-level schedule for this RFP. These dates are set and may be changed by Bid Committee at any time.

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFP Issued</td>
<td>January 3, 2020</td>
</tr>
<tr>
<td>Intent to Submit Deadline</td>
<td>January 24, 2020 23:59 EST</td>
</tr>
<tr>
<td>Mentor Assistance Form Deadline</td>
<td>January 24, 2020 23:59 EST</td>
</tr>
<tr>
<td>RFP Project Documents released through Construct Connect</td>
<td>January 27, 2020</td>
</tr>
</tbody>
</table>
**Submission Protocol**

1.13.1. **Submission Instructions**

Proponent’s who successfully submit their Intent to Submit are invited to participate in the RFP process. The proposal will be submitted through a **three (3) phase submission process** as outlined below:

1.13.1.2. **Phase 1 – Prequalification Submission**

This is an **email submission** of the Proponents’ prequalification. Submission is to be sent to the **RFP Contact** on or before the deadline outlined in RFP Timetable.

1.13.1.3. **Phase 2 – Technical Submission**

This is a **hard copy** submission on or before the deadline outlined in RFP Timetable. A hard copy of the technical only components and labeled (clearly marked):

**Attention:** **TCIC-NSBC 2020 Proposal Submission**

Proponent: “Proponent’s Name”

The local Construction Association are the only entity authorized to receive submission on behalf of the Owner:

- **Vancouver Regional Construction Association**
  3636 East 4th Avenue, Vancouver, BC V5M 1M3
- **Edmonton Construction Association**
  10215 – 176 Street, Edmonton, Alberta T5S 1M1
- **Calgary Construction Association**
  2725 12 St NE, Calgary, AB T2E 7J2
- **Toronto Construction Association**
  70 Leek Crescent, Richmond Hill, ON, Canada, L4B 1H1
- **Construction Association of Nova Scotia**
  134 Eileen Stubbs Ave, Unit 103, Dartmouth, NS B3B 0A
1.13.1.4. **Phase 3 – Commercial & Supplementary Submission**

This is an electronic online submission through ConstructConnect on or before the deadline outlined in RFP Timetable.

Online Submission link: TBD

1.13.2. **Submission Content**

1.13.2.1. **Phase 1 – Prequalification Submission**

The contents of this email submission are:

1. Section 2.1.1 Project Team and Proponent Experience
2. Certificate of Clearance from the Workplace Safety and Insurance Board

However, this submission should not include Phase 2 and/or 3 submission content.

1.13.2.2. **Phase 2 – Technical Submission**

The contents of this hard copy submission are:

1. Section 2.1.2 Schedule and Project Logistics
2. Section 2.1.6 Health and Safety
3. Section 2.1.7 LEED® Checklist
4. Section 2.1.8 ICMS
5. Section 2.1.10 Best Value
6. Appendix C - Bid Form
7. Appendix C1 - Supplementary Bid Form
8. Appendix D – Bid Bond Form
9. Appendix E – Consent of Surety
10. Proof of Insurance

However, this submission should not include Phase 3 submission content.

1.13.2.3. **Phase 3 – Commercial & Supplementary Submission**

The contents of this online submission are:

1. Section 2.1.3. Communication & Documentation
2. Section 2.1.4. Estimating
3. Section 2.1.5. Subcontracting
4. Section 2.1.9. Mentor
5. All other commercial & supplementary submission content not previously submitted

In the event of a discrepancy with price, the Hard Copy (Phase 2) value will be the binding value.

1.13.3. **Amendment of Proposals**

Proponent's may amend their proposal prior to the deadlines noted in the RFP Timetable.
1.13.4. **Withdrawal of Proposals**

At any time throughout the RFP process a Proponent may withdraw a submitted proposal prior to the deadlines noted in the RFP Timetable.

1.14. **Proponents’ Webinar**

A Proponent webinar will be readily accessible via the following link: TBD

This allows an opportunity for each Proponent to have access to the Bid Committee’s overview of the project and RFP document. Viewing is not mandatory but is recommended. It is expected that every qualified team should have at least one person watch the Proponent Webinar. Proponents’ are not to rely on any information or interpretation received from the webinar, unless that information or interpretation is confirmed and/or provided in an addendum.

1.15. **Definitions**

“**Addendum**” or ‘**Addenda**” means any document or documents issued by Bid Committee prior to the Submission Deadline that changes the terms of the RFP or contains additional information related to the RFP.

“**Agreement**” means any written contract entered by a Proponent and Owner in connection with the deliverables, which will be deemed to include the terms and conditions of this RFP.

“**AODA**” means the *Accessibility for Ontarians with Disabilities Act, 2005*, as may be amended from time to time.

“**Architect**” means the professional architect engaged by Owner for certain aspects of the Project. In this instance the Bid Committee will represent the Architect.

“**Best Value**” has the meaning set out in Section 2.1.

“**Bid Committee**” means the TCIC-NSBC Executive Team whom have the authority to amend the Contract Documents through an Addenda.

“**Bid Form**” means Contract A of the offer, as set out in Appendix C.

“**Change Order**” means a written order issued after the execution of the agreement, authorizing a change in the Work or an adjustment in the Contract or the Contract Time, if any. The Contract and the Contract Time may be changed only by Change Order.

“**Codes**” means the federal, provincial or local rules, laws, by-laws, regulations, ordinances or statutory requirements of a governmental unit or other authority relating to the Project including, without limitation, the Owner.

“**Commissioning**” means the process of assuring the full functionality of all building systems.

“**Conflict of Interest**” shall have the meaning given to it in Section 3.

“**Construction Equipment**” means all equipment, plant, tools, machinery, implements, and other items used in connection with the temporary or permanent Work, but not incorporated into the permanent Work or consumed in connection with the Work.

“**Contract**” means the CCDC 2 – 2008 Stipulated Price Contract with supplementary conditions (if applicable).
“Contract Price” has the meaning set out in the Contract.

“Contract Time” means the time stipulated in the Contract for the performance of the Scopes of Work from the commencement of the project until Substantial Performance. The Contract Time can be adjusted only by Change Order.

“Day” means a business or working day other than a Saturday, Sunday, statutory holiday, or statutory vacation day that is observed by the industry relating to the RFP.

“Deadline for RFI Submission” means the final deadline by which Proponents’ must ask any questions they may have regarding this RFP. The Deadline for RFI’s is specified in the RFP Timetable.

“Deadline for Issuing Addendum” means the deadline following which TCIC-NSBC will issue the last addendum (unless circumstance demand otherwise) in connection with the RFP. The Deadline for issuing an Addendum is specified in the RFP Timetable.

“Deliverables” means all services and/or deliverables to be provided by the Proponents’, as described in this RFP Timetable

“GST” means federal Goods and Service Tax.

“HST” means Harmonized Sales Tax

“Mandatory Requirements” shall mean the requirements set out and described in Section 2. Proposals which do not satisfy the Mandatory Requirements will be deemed to be Non-Compliant and will not be considered further in this RFP.

“Materials” means all materials, machinery, supplies, appliances, equipment, fixtures and other items to be incorporated into the Work or consumed in connection.

“May” and “should” used in this RFP denote permissive (not mandatory).

“Must”, “shall”, and “will” used in this RFP denote mandatory (not permissive).

“Owner” means TCIC-NSBC, The Construction Institute of Canada National Student Bid Competition. Owner's address is 70 Leek Crescent, Richmond Hill, Ontario, L4B 1H1.

“Own Forces” shall include (a) the employees, directors, officers and other personnel of the contractor and (b) any affiliate or related party of the contractor and their employees, directors, officers and other personnel.

“Project Documents” means all information including but not limited to drawings, plans, specifications, project manuals, and related materials prepared by or for the Architect, Engineering Consultants and Specialist Consultants in the course of the design of the Project that is issued in this RFP.

“Project Schedule” means, collectively, all of the scheduling systems utilized in the Project, including but not limited to a CPM Schedule, showing the interrelationship of the construction activities for the Project and showing the progress on those activities (including, without limitation, preparation and processing of Co-ordinated Shop Drawings and review time for the Design Consultant Team), as updated from time to time.

“Proponent” means a legal entity (whether an individual, corporation, partnership, or other legal entity) interested in delivering a Proposal to the Owner in response to the RFP with a view
to entering into an Agreement with the Owner with respect to the Deliverables. If two or more legal entities wish to submit a Proposal jointly, one member of the couple or group must be identified as the Proponent with whom Owner may enter into an Agreement, and the other member(s) must be identified as subcontractors to that Proponent.

“Proposal” means a complete and properly signed Bid Form by a Proponent for the sum stipulated therein, supported by data called for by this RFP and the Proposal Documents.

“Rated Criteria” means the requirements listed and described in Section 2.

“RFI” means a request for information submitted in accordance with this RFP.

“RFP” means this Request for Proposals package in its entirety, including any schedules, exhibits, appendices, and Addenda that may be issued by Bid Committee in connection therewith.

“RFP Timetable” means the table set out in this RFP, which provides information on important dates, including the Submission Deadline.

“Security” means the contractor’s guarantee to the Obligee that they will perform as per the Agreement. Should the contractor (the principal) should fail to perform, the surety company will pay out damages to the Obligee. This form of security exists at various level including prime contractor and its subcontractors. Typically, a value of $10.00/thousand is appended to subcontract values over $250,000. (This value can vary from firm to firm)

“Specialist Consultants” shall mean all or any of the specialist consultants which may be retained, and paid for by, Owner with respect to the Project.

“Specifications” means the portion of the Contract Documents consisting of written descriptions of materials, equipment, construction systems, design standards, quality and workmanship for the Project.

“Subcontractor” means a person, corporation or other entity having a direct contract with the Contractor to perform a part or parts of the Work, or to supply Materials worked to a special design for the Work according to the Contract but does not include one who merely supplies Materials not so worked.

“Sub-subcontractor” means a person, corporation or other entity of any tier having a direct contract with a Subcontractor or another Sub-subcontractor, to perform a part or parts of the Work, or to supply Materials worked to a special design according to the Contract Documents but does not include one who merely supplies Materials not so worked.

“Substantial Performance” or Substantially Performed means substantial performance (as defined in Section 2(1) of the Construction Lien Act) of the Work in accordance with the Contract as certified by the Architect in the Certificate of Substantial Performance.

“Supplier” means a person, firm or corporation who has an agreement with the Contractor or his Subcontractors or Sub-subcontractors to supply by sale or lease, directly or indirectly, any Materials not worked to a special design for the Work or Construction Equipment for the Work.

“Submission Deadline” means the final deadline for Proposal submissions, specified in the RFP Timetable.

“TCIC” means The Construction Institute of Canada.

“TCIC Contact” means the person identified in the RFP Timetable who shall be the sole
point of contact for TCIC for all matters relating to the RFP process.

“TCIC-NSBC” means The Construction Institute of Canada National Student Bid Competition.

“TCIC-NSBC Executive Team” is the individuals identified in this RFP.

“Total Performance of the Work” or “Totally Performed” means when the entire Work has been performed to the requirements of the Contract and the Architect has issued a written certificate to Owner confirming that the Work has been completed in accordance with Section 2(3) of the Construction Lien Act.

1.16. Honorarium

No compensation will be paid to any Proponent in consideration of any costs or expenses incurred by a Proponent or its Team Members in responding to the RFP or in providing any additional information necessary for the evaluation of this RFP.

1.17. Documents for Proponents

1.17.1. Copies of the Documents for bidding purposes will be issued only to registered Proponents (Teams).

1.17.2. Sets of the Documents are obtained online through ConstructConnect link: TBD

1.17.3. Destroy all Documents after submission. Do not return Documents to Consultant or Bid Committee.

1.18. Interpretation of Documents

1.18.1. Should any conflicts, contradictions, or inconsistencies in the Documents or their provisions, or any discrepancies between a provision of the Documents and conditions at the Project site as observed in an examination, the Proponents’ should immediately notify the RFP Contact by RFI.

1.18.2. The RFI must be submitted via email to the RFP Contact and must use the template provide under Appendix J – Request for information.

1.18.3. If the RFP Contact determines that an amendment is required, the RFP Contact will issue a written Addendum. All Addenda issued will form part of the Contract Documents.

1.18.4. Addenda will be issued on a Bi-weekly basis.

1.19. Security

1.19.1. All Proponents’ shall submit with the Bid Form a Bid Bond for 10% of the Bid Price. The requirements of the Bid Bond as described in the Bid Form.

1.19.2. All Proponents’ shall submit with the Bid Form an Agreement to Bond issued by a surety company undertaking to issue a fifty percent (50%) Performance Bond and a fifty percent (50%) Labour and Material Payment Bond for the Project.

1.19.3. Confirmation of the Surety Company and Bonding Procedure will be sent in a future Addendum.
1.20. **Bluebeam®**

TCIC-NSCB has obtained licenses with access to Bluebeam® **Revu eXtreme**.

Bluebeam's license giveaway program for TCIC-NSCB students! Bluebeam® Revu delivers award-winning PDF creation, editing, markup and collaboration technology designed for AEC professionals. Bluebeam® Revu is used by 85% of the top 20 contractors as reported by On-Site Magazine's 2019 Top Contractor's Report.

All competition teams are eligible for free seats of Bluebeam® Revu eXtreme 2019. Each team member is eligible for a perpetual seat of Revu eXtreme, which is theirs to keep even after the conclusion of the competition.

Registered competitors are welcome to email Revu at academic@bluebeam.com to claim their free seat for the competition. The team captain may email Revu on behalf of their team and will provide the following information in that email:

Registered competitors are to email the RFP Contact to claim their one (1) free seat (per team) for the competition. The team captain will email the RFP Contact on behalf of their team and will provide the following information in that email:

1.20.1. Subject line “2020 TCIC National Student Bid Competition”
1.20.2. Proponent's Team Name
1.20.3. Name of Post-Secondary Institute
1.20.4. Team members' Post-Secondary Institute issued email addresses
1.20.5. Number students on the team

A webinar hosted by Bluebeam® will be organized to permit each Proponent to maximize their use of Bluebeam® Revu during the competition and develop skills they can carry into their careers.

Webinar Information: TBD

1.21. **RS Means**

TCIC-NSCB has obtained temporary licenses with access to **RSMeans®** during the RFP period. All pricing shall be derived through RSMeans®, unless directed otherwise by the Bid Committee.

Proponent's will be provided licenses by the Bid Committee upon successful registration for the competition. If you have not received instructions as of Monday, January 27th, 2020 please contact the Bid Competition Committee at the email address noted above.

1.22. **ConstructConnect**

TCIC-NSCB has obtained licenses with access to **ConstructConnect** during the RFP period. All project documents as specified in this RFP shall be transferred through ConstructConnect, unless directed otherwise by the Bid Committee.

Proponent's will be provided licenses by the Bid Committee upon successful registration for the competition. If you have not received instructions as of Monday, January 27th, 2020 please contact the Bid Competition Committee at the email address noted above.
1.23. **Prime Cost Sum**

The RFP has identified Prime Cost Sum (PC Sum) for this project that are to be included in the price. The PC Sum is inclusive of both supply and installation costs, unless noted otherwise, shall cover the cost of the materials and equipment delivered and unloaded at the site, all applicable taxes and the contractor’s handling costs on the site, labour and installation costs and other expenses, and exclusive of any overhead and profit and other expenses which shall be included in the Stipulated Price. (Values exclusive of Federal Tax)

A. Inspections and Testing ......................................................... $1,000,000  
B. Waste Management & Disposal .............................................. $ 500,000  
C. Dewatering .............................................................................. $ 1,535,500  
D. Temporary Facilities & Controls .............................................. $ 2,300,000  
E. Metering .................................................................................. $ 135,500  
F. Signage ................................................................................... $ 235,500  
G. Doors, Frames & Hardware ..................................................... $ 500,500  
H. Overhead Doors & Coiling Doors ............................................. $ 135,000  
I. Equipment ................................................................................ $ 500,000  

1.24. **Subcontracting**

The Owner has an acute interest with Proponents’ subcontract scopes of work identified in the Subcontracting Table either as a fixed or unit price contract. The balance of the scopes is anticipated to be completed by Proponents’ own forces. Proponents’ should consider the inclusion of security on subcontractors.  
(Own forces work priced with RSMeans® or as provided by the Bid Committee)

<table>
<thead>
<tr>
<th>Subcontracting Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Excavation</td>
</tr>
<tr>
<td>2 Shoring-Piles</td>
</tr>
<tr>
<td>3 Site Services</td>
</tr>
<tr>
<td>4 Asphalt Paving</td>
</tr>
<tr>
<td>5 Curbs &amp; Walks</td>
</tr>
<tr>
<td>6 Site Furnishing</td>
</tr>
<tr>
<td>7 Landscape Hard</td>
</tr>
<tr>
<td>8 Landscape Soft</td>
</tr>
<tr>
<td>9 Concrete Formwork</td>
</tr>
<tr>
<td>10 Concrete Reinforcing</td>
</tr>
<tr>
<td>11 Concrete Supply</td>
</tr>
<tr>
<td>12 Concrete Finishing</td>
</tr>
<tr>
<td>13 Structural Steel</td>
</tr>
<tr>
<td>14 Steel Decking</td>
</tr>
<tr>
<td>15 Metal Fabrication</td>
</tr>
<tr>
<td>16 Masonry</td>
</tr>
<tr>
<td>17 Architectural Woodwork</td>
</tr>
<tr>
<td>18 Waterproofing</td>
</tr>
<tr>
<td>19 Traffic Topping</td>
</tr>
<tr>
<td>20 Metal Cladding</td>
</tr>
<tr>
<td>21 Roofing</td>
</tr>
<tr>
<td>22 Caulking</td>
</tr>
</tbody>
</table>

+ Unit Price

[END OF SECTION 1]
Section 2 - EVALUATION AND RATED CRITERIA

2.1. Prequalification and Proposal Content Overview

Bid Committee will consider the following contents as part of the evaluation and rating process; however, the evaluation is not limited to these items only.

2.1.1. Project Team and Proponent Experience

TCIC-NSBC is entering into the Contract in reliance of the representation made by the Proponents’ with respect to the skill, judgment, experience and abilities of the contractor, its principals and employees in the performance of work identified in this RFP.

The contractor agrees that the Project Team will be responsible for and will personally supervise the performance of the Work, will give personal attention, and will always be available to Owner that, TCIC-NSBC, in its reasonable judgment, deems necessary or desirable. Throughout the term of the Contract, the Project Team shall be assigned no other responsibilities which in any way pre-empt the responsibilities for the Project and shall not replace key individuals without the prior express written consent of the Owner. Confirmation of the Proponent’s proposed team for this project is required to be provided.

To ensure successful completion of the project on schedule and within budget, the General Contractor should have demonstrated expertise and experience in delivering projects of similar budget and scope, ideally in the community sector.

The successful delivery of this project stems from the project team structure, and composition of the team shall have successfully completed projects with relative projects experience. To be considered, the team must demonstrate a minimum of 5 years’ comprehensive experience, appropriate ability, capacity, knowledge, skill and willing to meet the needs of this project.

An enclosed CCDC-11 will facilitate portions of the required information.

2.1.2. Schedule & Project Logistics

Schedules and site specific logistic plans are fundamental tools in the construction industry that aid in the successful delivery of projects on time and within budget.

Scheduling factors include key milestones, dates & times, ensuring that adequate resources will be available at the required date and time, and deadlines to apply a chronological order to the plan. The schedule if anything provides visual perspective of the project timelines. Scheduling can effectively provide specificity and targets to the plan. Proponents are to submit a summary schedule and detail schedule identifying all activities, key milestones, and important dates. The detail schedule should consist of at least 150 unique line items.

A project specific site logistics plan is an effective planning strategy that can create efficient project/site flow, reduce the impact construction traffic has on local thoroughfares, benefit the environment, and can reduce costs as it promotes efficient working practices.

Proponents are to provide an illustration depicting their proposed site logistics plan, including but not limited to parking, traffic flow, laydown, pick points, etc.
2.1.3. Communication & Documentation

In today’s world, abbreviated communication language styles utilized through texting and emails may not necessarily be the most appropriate approach depending on the individuals and the circumstances at hand.

Consider the consequences should the project you are involved in is headed towards a potential claim or worse; litigation. How will this information appear, be viewed and interpreted when substantiating the claim or during discovery?

The RFP process provides an avenue to illustrate Proponents’ skillsets and interaction with the Bid Committee. Where possible, supplement any submission information to enhance the Bid Committee’s interpretation and review of this section. Proponents’ are encouraged to submit at minimum one (1) RFI.

2.1.4. Estimating

Estimation can be defined as an educated guess; in turn, an estimator is a professional speculator. Proponents will review and assess the RFP Documents, providing teams an opportunity to approximate, predict, or project quantities as required for the project.

To evaluate Proponents’ price offer, TCIC-NSBC consider each proposal to be an “Open Book” process, thus copies of all supporting information used to derive the offer must be submitted. The anticipated content is including, but not limited to the following: estimate summary sheet (PDF and/or Excel File required), takeoffs, own force work, pricing, etc.

In addition, provide a step by step process (including formulae), illustrating how the final bond and insurance values are determined, commencing with provided base rates.

2.1.5. Subcontracting

Subcontractors are construction firm(s) that enter into contracts with a prime contractor to complete specialized or certain scopes of work within a project. Quality subcontractors can serve a vital role in the successful completion of a project on time and within budget.

In this “Open Book” submission, the owner intends to review all contents of the proposal including various aspects of the supplier, subcontracting including Proponents’ process in determining the subcontractors being proposed.

2.1.6. Health & Safety

Health and safety is one of the most vital considerations all parties must attend to before a project begins construction. The Health and Safety Plan is to be incorporated into all project planning and scheduling. Unless directed otherwise, always make sure that all aspects of health and safety have been considered before entering a construction site.

Proponents are to submit a copy of the company’s Health and Safety Policy, provide a project specific health and safety plan, project hazard analysis, and WSIB Clearance.

2.1.7. LEED Checklist

TCIC-NSBC is considering pursuing LEED® Certification for the project and are interested in understanding the level of potential sustainability the project could attain. Within the documents of this RFP, review and assess all potential credits and submit a completed LEED® v4 for
BD+C: New Construction and Major Renovation Project Checklist. (See checklist enclosed)

2.1.8. **International Construction Measurement Standards (ICMS)**

The aim of ICMS is to provide global consistency in classifying, defining, measuring, analysing and presenting entire construction costs of a project at the regional, state, national or international level. ICMS allows:

- construction costs to be consistently and transparently benchmarked
- determination of root causes for project cost differences (between projects)
- properly informed decisions on the design and location of construction projects to be made
- data to be used with confidence for construction project financing and investment, decision-making, and related purposes.

ICMS offer a framework against which costs can be classified, measured, recorded, analyzed and presented. The hierarchical framework has four levels:

- Level 1: Project or Sub-Project
- Level 2: Cost Category
- Level 3: Cost Group
- Level 4: Cost Sub-Group

More information can be found on ICMCS through the following CIQS or ICMS site:

- [http://www.ciqs.org/english/icms](http://www.ciqs.org/english/icms)
- [https://icms-coalition.org](https://icms-coalition.org)

Proponents are to submit a Level 1 and Level 2 framework of the final project value.

2.1.9. **Mentor**

Mentorship has been a key element to the success of the competition through previous years. Mentorship ensures competing teams have direct access to industry representatives that can offer their experience, knowledge, advice, resources where permitted, and above all enhance the learning opportunity.

As the Proponents select a valuable mentor, consider the opportunity your esteemed mentor may aid in the team’s success, whether it be the dollars won, ranking over other team(s) or the learning experience. TCIC-NSBC is interested in the level of involvement and possible experience afforded each Proponent.

Submission is maximum one page in Arial font 11 points.

2.1.10. **Best Value**

TCIC-NSBC is keen on the achieving the “Best Value” for the facility where possible, without compromising the projects essential functions. Items such as energy efficiency, quality or characteristics of the Project must be considered without increasing the life cycle cost.

During the Proponents’ assessment of the Project identify and proposition at least one (1) potential “Best Value” for consideration and include a “ROM - WAG” with each proposition. A proposition can be innovative and/or sustainable but should take into consideration potential impediments and/or other project impacts. (i.e. Proposing - PV system on a roof –
Considerations: structural implication and impact, redesign of structure including foundations (or can the soil take on added loads, capital expenditure relative to a reasonable payback period, etc.)

Submission in Arial font 11 points. Maximum one page per proposition.

This competition has provided excellent learning experiences and opportunities since its inception. For consideration in the ongoing evolution and continued development, the TCIC National Bid Competition is interested in your opinion and considers the survey as Best Value for the competition.

Please complete and submit Appendix I – Best Value Survey.

2.2. Stages of Evaluation

The Bid Committee will conduct and have each Proponents’ submission evaluated in accordance with the criteria and weighted factors indicated in tables and information noted in this RFP.

Proponents are cautioned that submissions which fail the Pass/Fail threshold of Stage 1 Evaluation, will not advance to Stage 2 Evaluation and Stage 3 Pricing, will be identified Non-Compliant, and be ineligible for Prizes set out in this competition.

Compliant Proponents’ will progress to Stage 2 Evaluation, subjected to additional technical components, and finally Stage 3 Commercial (Price) Evaluation.

(Educational Purposes Only: Failed Proponents’ will be evaluated with their respective potential score, but will be ineligible for cash awards.)

2.2.1. Criteria Most Accurate and Complete

Most Accurate and Complete (MAC) is the top category of this competition, an all-encompassing submission that assesses and balances the technical and commercial (price) criteria.

This category recognizes with the construction industries’ Construction Management (CM) RFP. Successful Proponent usually enter into a CCDC 5A or 5B Form of Contract, which has the option to convert into fixed price contract.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>RATED CRITERIA</th>
<th>SCORE</th>
<th>WEIGHTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Stage 1- Mandatory Requirements</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>2</td>
<td>Stage 2- Technical A</td>
<td>100 Points</td>
<td>35 Points</td>
</tr>
<tr>
<td>3</td>
<td>Stage 2- Technical B1</td>
<td>50 Points</td>
<td>35 Points</td>
</tr>
<tr>
<td>4</td>
<td>Stage 3- Price</td>
<td>30 points</td>
<td>30 Points</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>180 Points</td>
<td>100 Points</td>
</tr>
</tbody>
</table>

2.2.2. Closest to Target Price

Closest to Target Price (CTP) is the second most popular category. One of the simplest forms of assessment, price and only price, especially in an open tender. (This is founded on the submission having completed all requirements correctly). However, for this competition a technical score will form an integral part of the final evaluation.

The traditional means of procuring construction, fixed price or lump sum, and it is still the most
common form of construction contract today. Successful Proponent typically enter into a CCDC 2 Form of Contract.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>RATED CRITERIA</th>
<th>SCORE</th>
<th>WEIGHTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Stage 1- Mandatory Requirements</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>2</td>
<td>Stage 2- Technical A</td>
<td>100 Points</td>
<td>30 Points</td>
</tr>
<tr>
<td>3</td>
<td>Stage 2- Technical B*</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>4</td>
<td>Stage 3- Price</td>
<td>70 points</td>
<td>70 Points</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>170 Points</td>
<td>100 Points Overall</td>
</tr>
</tbody>
</table>

2.2.3. **Most Professional**

**Most Professional (MP)** is the last of the original three (3) competition categories. This category is similar to MAC criteria but with greater emphasis excellence of the submission.

Like the MAC and Construction Management (CM) RFPs, this is the expected minimum output for today’s contractor’s submission in the last 10+ years. Contractors today continue to push the bar with their submission, trying to surpass the competition or at minimum differentiate themselves.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>RATED CRITERIA</th>
<th>SCORE</th>
<th>WEIGHTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Stage 1- Mandatory Requirements</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>2</td>
<td>Stage 2- Technical A</td>
<td>100 Points</td>
<td>40 Points</td>
</tr>
<tr>
<td>3</td>
<td>Stage 2- Technical B2</td>
<td>50 Points</td>
<td>40 Points</td>
</tr>
<tr>
<td>4</td>
<td>Stage 3- Price</td>
<td>20 points</td>
<td>20 Points</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>170 Points</td>
<td>100 Points Overall</td>
</tr>
</tbody>
</table>

2.2.4. **Innovation**

**Innovation (INN),** a category born through the continued evolution of the construction industry, whereby tradition runs into technology. Proponent’s blend traditional methods with advancement in technology and demonstrate the use of technology to arrive to the same or similar outcome.

This category is about embracing the 21ST Century where technology will either invade or conquer the industry. Every day inventive and creative minds provide new tools and advancements to help the industry build better and faster. Today the skirmish is being warred by many contractors, and subcontractors both big and small. Time will provide who wins.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>RATED CRITERIA</th>
<th>SCORE</th>
<th>WEIGHTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Stage 1- Mandatory Requirements</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>2</td>
<td>Stage 2- Technical A</td>
<td>100 Points</td>
<td>35 Points</td>
</tr>
<tr>
<td>3</td>
<td>Stage 2- Technical B3</td>
<td>50 Points</td>
<td>45 Points</td>
</tr>
<tr>
<td>4</td>
<td>Stage 3- Price</td>
<td>20 points</td>
<td>20 Points</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>170 Points</td>
<td>100 Points Overall</td>
</tr>
</tbody>
</table>

2.2.5. **Not Used**
2.3. **Mandatory Submission Requirements**

In Stage 1, Bid Committee will review each proposal submission to determine compliance with the Mandatory Requirements. The Mandatory Requirements for the RFP process are as follows:

- Confirmed Proponents
- Submitted Phases - Phases 1 - 3 as per RFP Timetable
- Submitted Form C – Bid Form
- Submitted Form C1 – Supplementary Bid Form
- Submitted Form D – Bid Bond
- Submitted Form E – Agreement to Bond
- Submitted Form F – Proof of Insurance

To meet RFP Compliance requirements and advance to Stage 2 Evaluation, each Proponent must achieve a Pass on all Mandatory Requirements.

Proponents’ that Pass the Mandatory Requirements will be identified as Compliant, advance to Stage 2, and be eligible for the prizes. Proponents’ with a Fail evaluation will be notified as per the RFP Timetable, and ineligible for prizes.

2.4. **Stage 2 - Evaluation**

During Stage 2, all Proponents’ identified as Compliant will be scored in two technical components: Technical A and Technical B, these breakdowns are noted below.

The Technical A is the base assessment for each Proponent, a composition of 10 rated criteria, see Section 2.4.1, and Technical B a supplementary elevated assessment for each of the base categories of the competition: Most Accurate & Complete (MAC), Most Professional (MP) and Innovation (INN). Closest to Target Price (CTP) does not have a supplementary Technical B scoring.

2.4.1. **Technical A Scoring**

Each Proponent will be scored in the 10 Rated Criteria in Technical A. Scoring for every respective component is identified below. Proponents’ will receive a base maximum score out of 100 points during this stage, and subsequently be weighted accordingly.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>RATED CRITERIA</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Project Team &amp; Proponent Experience</td>
<td>15 points</td>
</tr>
<tr>
<td>2</td>
<td>Schedule &amp; Project Logistics</td>
<td>10 points</td>
</tr>
<tr>
<td>3</td>
<td>Communications &amp; Documentation</td>
<td>10 points</td>
</tr>
<tr>
<td>4</td>
<td>Estimating</td>
<td>15 points</td>
</tr>
<tr>
<td>5</td>
<td>Subcontracting</td>
<td>15 points</td>
</tr>
<tr>
<td>6</td>
<td>Health and Safety</td>
<td>10 points</td>
</tr>
<tr>
<td>7</td>
<td>LEED® Checklist</td>
<td>5 points</td>
</tr>
<tr>
<td>8</td>
<td>ICMS</td>
<td>5 points</td>
</tr>
<tr>
<td>9</td>
<td>Mentor</td>
<td>5 points</td>
</tr>
<tr>
<td>10</td>
<td>Best Value</td>
<td>10 points</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>100 points</strong></td>
</tr>
</tbody>
</table>
The base score of 100 points of the Rated Criteria score is then weighted accordingly to each respective category.

**Example:**
Proponent Technical A score is 88.5 points. A weighted score:

- Most Accurate & Complete
  
  88.5 points \( \times \) 0.35 \( = \) 30.98

- Closest to Target Price
  
  88.5 points \( \times \) 0.30 \( = \) 26.55

- Most Professional
  
  88.5 points \( \times \) 0.40 \( = \) 35.40

- Innovation (Optional)
  
  If this Proponent submitted the minimum requirement in this category, they would score 30.98 points.
  
  88.5 points \( \times \) 0.35 \( = \) 30.98

2.4.2. **Technical B**

2.4.2.1. **B1 Most Accurate & Complete (MAC)**

The 10 Rated Criteria in Technical A is further reviewed and scored on the level of contents and correctness of each submission.

MAC B1 Technical score has the potential of 50 points and is weighted at 70.0%.

**Example:**
Proponent score of 29.60 would result in a final score 20.72 in this component.

\[ 29.60 \times 0.70 = 20.72 \]

2.4.2.2. **B* Closest to Target Price (CTP)**

This section does not have a supplementary score.

CTP B* Technical score has the potential of 0.00 points.

2.4.2.3. **B2 Most Professional (MP)**

The 10 Rated Criteria in Technical A is further reviewed and scored on the professionalism of each Proponent. Proponents keen on this category are scored from the start of the competition through to the final submission including but not limited to quality, structure, organization, format, etc.

MP B2 Technical score has the potential of 50 points and is weighted at 80.0%.

**Example:**
Proponent score of 32.90 would result in a final score 26.32 in this component.

\[ 32.90 \times 0.80 = 26.32 \]
2.4.2.4. **Innovation (INN) (Optional)**

Proponents’ electing to pursue this category are required to submit their 3D model with the Phase 2 closing deadline as noted in the RFP Timetable. (Submission shall be downloaded on a USB for the Bid Committee to review).

A minimum for each Proponents’ submission should be the modelling the building envelope and rely solely on the model to produce envelope quantities to achieve the submitted price. The submitted model will be scored on the following including but not limited to the accuracy of dimensions/scale, material type of components, level of detail of the connections, the accuracy of material textures, rendering, etc. Should the Proponent go beyond the minimum, bonus points are available to improve the score.

**INN B3 Technical score** has the potential of 50 points and is weighted at 90.0%.

**Example:**
Proponent score of 42.00 would result is a final score 38.70 in this component.

\[43.00 \times 0.90 = 38.70\]

2.4.2.5. **Not Used**

2.5. **Stage 3 – Price Evaluation**

The Bid Committee will determine the Target Price. All Compliant Proponents will be evaluated relative to the Target Price.

**Evaluation of Price**

Pricing will be scored based on a relative pricing formula using the Target Price as the base. The formula for scoring this component is:

\[(B - A) \div A = C \quad \rightarrow \quad C \times D = \text{Proponent's Price Score}\]

**Target Price** = \(A\)  \quad **Proponent’s Price** = \(B\)  \quad **Proponent’s Price Ratio** = \(C\)  \quad **Category Price Points** = \(D\)

In addition, Proponents with a *lower value* than the Target Price will automatically be deducted 15.0% of the weighted score within each category.

**Example 1:**
MAC Price Evaluation (maximum 30 points)

<table>
<thead>
<tr>
<th>Target Price</th>
<th>Proponent’s Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>$10,000,000.00</td>
<td>$10,765,200.00</td>
</tr>
</tbody>
</table>

\[
\begin{align*}
\text{Score} & = \left( \frac{10,765,200.00 - 10,000,000.00}{10,000,000.00} \right) \times 30 \\
& = \left( \frac{765,200.00}{10,000,000.00} \right) \times 30 \\
& = 0.07652 \times 30 \\
& = 2.29560 \\
& = 27.704
\end{align*}
\]

This Proponent will have a final score 27.70 in this segment.
Example 2:  
MAC Price Evaluation (maximum 30 points)

<table>
<thead>
<tr>
<th>Target Price</th>
<th>Proponent's Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>$10,000,000.00</td>
<td>$9,875,400.00</td>
</tr>
</tbody>
</table>

\[
\frac{9,875,400.00 - 10,000,000.00}{10,000,000.00} = 0.01246 \\
0.01246 \times 30 = 0.3738 \\
30 - 0.3738 = 29.626 \\
30 \times 0.15 = 4.500 \\
\text{Score} = 25.126
\]

The $124,600.00 is converted to a (+) positive value, and 4.50 points is deducted from 29.626 to achieve this proponent's final score of 25.13 in this segment.

2.6. Ranking of Proponents

After the complete evaluation of all Proponents, weighted scores from Stage 2 and Stage 3 will be added together and ranked based on their total scores out of 100 points.

The top-ranked Proponent will receive a written invitation to enter into direct contract and finalize the agreement with TCIC-NSBC.

2.7. Tie Score

In the event of a tie score, the Proponent closest to the Target Price, unweighted, will rank higher. Should a scenario arise with a tie between a Proponent on or above the Target Price versus another Proponent that is below the Target Price, the Proponent above will be ranked higher. Should the ranking be unresolved, a coin toss witnessed by a minimum of two (2) Bid Committee members and at least one (1) industry representative shall determine the tie breaker.

2.8. Appeal

Proponents that wish to appeal their results of the TCIC-NSBC must submit a formal notice of appeal indicating the basis of the appeal by email to 2020btcicbidcomp@gmail.com in accordance to the RFP Timetable deadline. Appeals submitted after the deadline will not be considered.

2.9. Not Used

[END OF SECTION 2]
Section 3 - TERMS AND CONDITIONS OF THE RFP PROCESS

3.1. General Information and Instructions

3.1.1. Proponents to Follow Instructions

Proponents should structure their proposals in accordance with the instructions in this RFP. Where information is requested in this RFP, any response made in a proposal should reference the applicable section numbers of this RFP.

3.1.2. Proposals in English

All proposals are to be in English only.

3.1.3. No Incorporation by Reference

The entire content of the Proponent’s proposal should be submitted in a fixed form, and the content of websites or other external documents referred to in the Proponent’s proposal but not attached will not be considered to form part of its proposal.

3.1.4. References and Past Performances

In the evaluation process, TCIC-NSBC may include information provided by the Proponent’s references and may also consider the Proponent’s past performance or conduct on previous contracts with TCIC-NSBC.

3.1.5. Information in RFP Only an Estimate

TCIC-NSBC and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in this RFP or issued by way of addenda. Any quantities shown or data contained in this RFP or provided by way of addenda are estimates only and are for the sole purpose of indicating to Proponents’ the general scale and scope of the Deliverables. It is the Proponent’s responsibility to obtain all the information necessary to prepare a proposal in response to this RFP.

3.1.6. Proponents to Bear Their Own Costs

The Proponents will bear all costs associated with or incurred in the preparation and presentation of its proposal, including, if applicable, costs incurred for interviews or demonstrations.

3.1.7. Proposal to be Retained by TCIC-NSBC

TCIC-NSBC will not return the proposal or any accompanying documentation submitted by a Proponent, and all Proponents relinquish any and all rights to the content including the submission.

3.2. Communication after Issuance of RFP

3.2.1. Proponents to Review RFP

Proponents’ should promptly examine all documents comprising this RFP and may direct questions or seek additional information in writing by email to the RFP Contact on or before the Deadline for Questions. No such communications are to be directed to anyone other than the RFP Contact. TCIC-NSBC is under no obligation to provide additional information and
is not responsible for any information provided by or obtained from any source other than the RFP Contact. It is the responsibility of the Proponent to seek clarification from the RFP Contact on any matter it considers to be unclear. TCIC-NSBC is not responsible for any misunderstanding or interpretation on the part of the Proponents’ concerning this RFP or its process.

3.2.2. All New Information to Proponents be Way of Addenda

This RFP may be amended only by addendum in accordance with this section. If Bid Committee, for any reason, determines that it is necessary to provide additional information relating to this RFP, such information will be communicated to all Proponents by addendum. Each addendum forms an integral part of this RFP and may contain important information, including significant changes to this RFP. Proponents’ are responsible for obtaining all addenda issued.

3.3. Conflict of Interest and Prohibited Conduct

3.3.1. Conflict of Interest

TCIC-NSBC may disqualify a Proponent for any conduct, situation or circumstances, determined in its sole and absolute discretion, to constitute a Conflict of Interest.

3.3.2. Disqualification of Prohibited Conduct

TCIC-NSBC may disqualify a Proponent, rescind an invitation to negotiate or terminate a contract subsequently entered that is determined that the Proponent has engaged in any conduct prohibited by this RFP and/or TCIC-NSBC.

3.3.3. Illegal or Unethical Conduct

Proponents’ must not engage in any illegal business practices, including activities such as bid-rigging, price-fixing, bribery, fraud, coercion or collusion. Proponents’ must not engage in any unethical conduct, including lobbying, as described above, or other inappropriate communications; offering gifts to any employees, officers, agents, officials or other representatives of TCIC-NSBC; deceitfulness; submitting proposals containing misrepresentations or other misleading or inaccurate information; or any other conduct that compromises or may be seen to compromise the competitive process provided for in this RFP.

3.4. Procurement Process Non-Binding

3.4.1. No Contract A and No Claims

This procurement process is not intended to create and will not create a formal, legally binding bidding process and will instead be governed by the law applicable to direct commercial negotiations. For greater certainty and without limitation:

(i) this RFP will not give rise to any Contract A–based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and

(ii) neither the Proponent nor TCIC-NSBC will have the right to make any claims (in contract, tort, or otherwise) against the other with respect to the award of a contract, failure to award a contract or failure to honour a proposal submitted in response to this RFP.
3.4.2. **Non-binding Price Estimates**

While the pricing information provided in proposals will be non-binding prior to the execution of a written agreement, such information will be assessed during the evaluation of the proposals and the ranking of the Proponents.

3.4.3. **Cancellation**

TCIC-NSBC may cancel or amend the RFP process without liability at any time.

[END OF SECTION 3]
APPENDIX A – NON-DISCLOSURE AGREEMENT Form

NON-DISCLOSURE AGREEMENT:
This Non-Disclosure Agreement (NDA) dictated in this document binds the participants to the terms and conditions outlined below with regards to 2020 TCIC National Student Bid Competition, organized and operated by the TCIC-NSBC Executive Team. By signing, the participants acknowledge and agree to the conditions set forth below:
1. The Participants agree to not disclose and distribute information with respect to competition material including but not limited to RFP, Project Documents, quantities, pricing, scheduling, planning and distribution of competition material to any competition participants within or outside of the institutions participating.
2. The Participants agrees to put proper care when documenting, discussing, and participating in the Competition related matters, with the intention of preventing the disclosure of information to surrounding persons participating or not participating in 2020 TCIC National Student Bid Competition.
3. The Participants will not contact any of the consulting bodies or project participants involved with the actual project structure and facility being used for 2020 TCIC National Student Bid Competition. The Participant agrees to abide by the conditions set forth in this document and to be in effect from issuance of the RFP until the official public announcement of Awards to the successful participants by the 2020 TCIC National Student Bid Competition Executive Committee, as set out in the RFP Timetable.
4. Participants agree that all submissions become the property of TCIC. Submissions will not be returned, and may be used to promote future TCIC events.

In the event of a breach in this agreement the Participants will accept the following consequences.
1. Penalty in final grading in the relevant courses,
2. Subject to and treated in accordance with the penalties held by the respective institutional Conditions and Penalties for Plagiarism, and
3. Immediate dismissal from all involvement in the 2020 TCIC National Student Bid Competition

By signing, the Proponent’s team and all their respective members acknowledge and agree to all the conditions included in this Agreement.

Proponent:

Print Proponent Name

Print Proponent’s Executive Name Signature

Dated this ____________________________ day of __________________, 20__.  

Witnessed by:

Print Name Signature

Dated this ____________________________ day of __________________, 20__.  

END OF FORM
**APPENDIX B – INTENT TO SUBMIT FORM**

<table>
<thead>
<tr>
<th>To:</th>
<th>Company Name:</th>
<th>2020 TCIC National Student Bid Competition</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Contact Name:</td>
<td>Bid Committee</td>
</tr>
<tr>
<td></td>
<td>Email:</td>
<td></td>
</tr>
</tbody>
</table>

*(Please print or type)*

<table>
<thead>
<tr>
<th>From:</th>
<th>Proponent Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Educational Institution:</td>
<td></td>
</tr>
</tbody>
</table>

*(Proponent’s Team Members [1. Prime Contact] – Maximum 4 Students)*

<table>
<thead>
<tr>
<th>Name (Print)</th>
<th>email</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

We have reviewed the RFP and acknowledge that all our members are enrolled, currently attending, and in good standing at a post-secondary institution, and
(Checking one of the boxes below and return (email) to RFP Contact)

- [ ] we will submit
- [ ] we will **Not** submit

To **RFP for Contractors - 2020-01** (“RFP”) for the new **KPMG Tower**.

The cost of preparation for the RFP, or related changes, and all other costs incurred by the Proponent is the sole responsibility of the Proponent. In no event shall TCIC-NSBC and/or the Client be responsible for reimbursement of these direct or any related costs.

<table>
<thead>
<tr>
<th>Signature of Proponent Representative</th>
<th>Proponent Name, and Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dated:</th>
<th>Name of Proponent Company</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Witness Signature</th>
<th>Witness Name, and Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**END OF FORM**
APPENDIX C – BID FORM

Project/Contract: KPMG Tower
c/o The Construction Institute of Canada
70 Leek Crescent,
Richmond Hill, ON,
Canada, L4B 1H1

Project/Contract No.: 2020-01

Proponent: ____________________________
Team Name

______________________________
Street Address or Postal Box Number

______________________________
City/Town, Province, and Postal Code

Participant Names: ____________________________  ____________________________

OBLIGATIONS

1.1 We, the undersigned, declare that we have carefully examined the RFP, the Contract Documents and the Addenda numbered: _____ to _____, have elected not to visit the Place of Work; and if notified in writing of the acceptance of this bid within thirty (30) days of the Closing Date, we agree to execute the form of contract forming part of the Contract Documents and to provide all materials and perform all Work shown and described in the Contract

Documents for the stipulated price of $________________________

(Exclusive of Federal Tax) Amount in Figures Only

1.2 The undersigned agrees, if notified of award of a Contract, to immediately commence Work actively and to attain Substantial Performance of the Work by________________________.

Construction duration shall be inclusive of all statutory and non-Statutory holidays, weekends, and vacations.

1.3 The undersigned here by submit a consent of surety which clearly shows it can obtain a 50% Performance and 50% Labour & Material Payment Bond, in accordance with Article GC 11.2 Contract Security, of the General Conditions of the Contract and amended by the Supplementary Conditions (if applicable).

1.4 Upon notification of award of the Contract, the work is to commence within 10 working days, and have started and/or executed:
APPENDIX C – BID FORM

.1 Contract Documents with the Owner, as specified in the RFP.

.2 Furnish to the Owner, in care of the Consultant, copies of insurance policies and endorsements as required by the General Conditions of the Contract, as amended by the Supplementary Conditions.

.3 Furnish to the Owner, Performance and Labour and Material bonds issued by an approved surety company in the amount of 50% of the Contract Price to ensure the full and proper completion of the Contract.

.4 Furnish to the Owner a clearance certificate from the Works Compensation stipulating that all premiums and other charges have been paid.

.5 Furnish to the Owner assurance in writing that the bidder accepts the site conditions in the as-is condition for work carried out under a prior Contract.

The undersigned hereby submit a Bid Bond in the amount of Ten Percent (10%) of the stipulated price made payable to the Owner, which may be used in part or in whole, at the discretion of the Owner, in the event the undersigned fails to enter into a Contract for the Work when notified of award of Contract.

Capitalized terms not otherwise defined herein have the meanings given to them in the Contract Documents.

We propose to use the following subcontractors:

 Mechanical: ________________________________

 Electrical: ________________________________

Name of Bidder: ____________________________________________

 Printed Name _________________________ Signature ______________

Dated this _____________________________ day of _____________________, 20__.

Witnessed by: __________________________________________

 Printed Name _________________________ Signature ______________

Dated this _____________________________ day of _____________________, 20__.

END OF FORM
APPENDIX C1 – SUPPLEMENTARY BID FORM

Project/Contract: KPMG Tower
c/o The Construction Institute of Canada

Project/Contract No.: 2019-01

Proponent: 

Team Name

Proposal Breakdown:

<table>
<thead>
<tr>
<th>Item</th>
<th>Section</th>
<th>Amount</th>
<th>Subcontractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>General Conditions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Bond</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Excavation &amp; Backfill</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Piles</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Asphalt Paving</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Concrete Walks, Curbs &amp; Gutters</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Site Furnishing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Landscaping</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Formwork</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Reinforcing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Concrete Supply</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Concrete Finishing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>PC Planks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Masonry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Steel</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Steel Joist Framing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Decking</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Metal Fabrication</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Rough Carpentry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Finishing Carpentry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Architectural Woodwork</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Waterproofing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Insulation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Insulated Metal Panels</td>
<td></td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Traffic Topping</td>
<td></td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>Roofing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>Intumescent Fireproofing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX C1 – SUPPLEMENTARY BID FORM

<table>
<thead>
<tr>
<th>Item</th>
<th>Section</th>
<th>Amount</th>
<th>Subcontractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>29</td>
<td>Firestopping</td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Joint Sealants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Expansion Cover</td>
<td></td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>Windows and Glazing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>Doors &amp; Frames</td>
<td></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Sectional Overhead Doors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>Curtainwall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>Finishing Hardware</td>
<td></td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>Drywall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>Carpet &amp; Resilient</td>
<td></td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>Epoxy Flooring</td>
<td></td>
<td></td>
</tr>
<tr>
<td>40</td>
<td>Painting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>41</td>
<td>Specialties</td>
<td></td>
<td></td>
</tr>
<tr>
<td>42</td>
<td>Conveying Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>43</td>
<td>Elevator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>44</td>
<td>Mechanical</td>
<td></td>
<td></td>
</tr>
<tr>
<td>45</td>
<td>Sprinklers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>46</td>
<td>Electrical</td>
<td></td>
<td></td>
</tr>
<tr>
<td>47</td>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>48</td>
<td>Allowances</td>
<td></td>
<td></td>
</tr>
<tr>
<td>49</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50</td>
<td>Subtotal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>51</td>
<td>Federal Tax</td>
<td></td>
<td></td>
</tr>
<tr>
<td>52</td>
<td>TOTAL</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**END OF FORM**
APPENDIX D – BID BOND FORM

BID BOND

No. 2020-01

Company Name as Principal, hereinafter called the Principal, and GLENDON HILL SURETY, a corporation created and existing under the laws of Canada and duly authorized to transact the business of Suretyship in all provinces and territories of Canada, as Surety, hereinafter called the Surety, are held and firmly bound unto 2020 TCIC NATIONAL STUDENT SIMULATED BID COMPETITION Executive Committee as Obligee, hereinafter called the Obligee, in the amount of TEN PER CENT OF TENDER PRICE Dollars (10% of Tender) lawful money of Canada, for the payment of which sum the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally.

WHEREAS, the Principal has submitted a written bid to the Obligee, dated ____ day of March, in the year ____ for the “new KPMG Tower located in Vaughan, ON.”

The condition of this obligation is such that if the Principal shall have the bid accepted within the time period prescribed in the Obligee’s bid documents, or, if no time period is specified in the Obligee’s bid documents, within THIRTY (30) days from the closing date as specified in the Obligee’s bid documents, and the Principal enters into a formal contract and gives the specified security, then this obligation shall be void; otherwise, provided the Obligee takes all reasonable steps to mitigate the amount of such excess costs, the Principal and the Surety will pay to the Obligee the difference in money between the amount of the bid of the Principal and the amount for which the Obligee legally contracts with another party to perform the work if the latter amount be in excess of the former.

The Principal and Surety shall not be liable for a greater sum than the Bond Amount.

It is a condition of this bond that any suit or action must be commenced within seven (7) months of the date of this Bond.

No right of action shall accrue hereunder to or for the use of any person or corporation other than the Obligee named herein, or the heirs, executors, administrators or successors of the Obligee.

IN WITNESS WHEREOF, the Principal and the Surety have Signed, and Sealed this Bond dated ____ day of ______, in the year 20__.  

SIGNED and SEALED

Principal

in the presence of

____________________________________________
Signature

____________________________________________
Name of person signing

Click here to enter text.

- Attorney-in-Fact.
APPENDIX E – CONSENT OF SURETY FORM

GLENDON HILL SURETY OF CANADA
TCIC Competition Branch
905-555-1353

WHEREAS

[Click here to enter text.] has submitted a written tender to 2020 TCIC NATIONAL STUDENT BID COMPETITION (Obligee) dated ________ 20__, for the Construction of the “new KPMG Tower located in Vaughan, ON.”, and the condition of this obligation being such that if the Principal shall have the tender accepted within the time period prescribed in the tender, or if no time period is specified in the tender, within THIRTY (30) days from the closing date of tender, we, the GLENDON HILL SURETY, a corporation created and existing under the laws of Canada and duly authorized to transact the business of Suretyship in all provinces and territories of Canada as Surety, agree, subject to the terms and conditions contained herein, to issue for the Principal if the Principal shall have executed a written contract (the “Contract”) with the Obligee, the following bond(s):

1. a contract performance Bond of fifty percent (50%) of the Contract Price.
2. a labour and material payment bond of fifty percent (50%) of the Contract Price.

It is a condition of this Surety’s Consent that the Obligee must request the said bonds within thirty (30) days following the award of the Contract.

Any suit filed against the surety with respect to this Surety’s Consent must be initiated and duly served on the Surety within seven (7) months of the date hereof.

No right of action shall accrue hereunder to or for the use of, any person or corporation other than the Obligee named herein, or their heirs, executors, administrators or successors of the Obligee.

IN WITNESS WHEREOF, the Surety has Signed and Sealed this Consent this ___ day of ______, in the year 20__.

SIGNED and SEALED

In the presence of

---------------------------------- (Seal)
- Attorney-in-Fact.
APPENDIX F – PROOF OF INSURANCE FORM

Blank
APPENDIX G – MENTOR DECLARATION FORM

2020 TCIC NATIONAL STUDENT BID COMPETITION

Once form is completed, it is to be submitted to 2020tcicbidcomp@gmail.com by deadline noted in the RFP Timetable.

By signing below, I hereby declare that I have agreed to act as a mentor to the following 2020 TCIC National Student Bid Competition team. I acknowledge that my role is strictly in an advisory capacity, and that participating students will have completed all project work, including calculations and measurements, on their own.

Team Name: 
Mentor Name: ___________________________ Title: ___________________________
Company Name: 
Address: 
City and Province: 
Phone ___________________________ Cell: ___________________________
Email: ___________________________
Signature ___________________________ Date: ___________________________

END OF FORM
APPENDIX H – PRIVACY STATEMENT FORM

TCIC 2020 National Student Bid Competition

Please note that TCA and TCIC will be taking photographs during this event in which your photographic image may appear. These photographs may appear in TCA and/or TCIC publications for promotional purposes. In accordance with TCA’s and TCIC’s Privacy Act, if you do not wish to consent to the use of your photographic image by TCA or TCIC for this purpose, please check off the relevant box below and email it to us at the registration e-mail 2020tcicbidcomp@gmail.com.

Note: Each team member is required to submit this form.

---

Name: ___________________________________________________________________________ Phone: _______________________________________________________________________

Team Name: ______________________________________________________________________

Email: __________________________________________________________________________

Signature: _________________________________________________________________________

☐ I would like to be included in any pictures or recorded video taken during the 2020 National Student Bid Competition.

☐ Please do not include me in your picture taking during the 2020 National Student Bid Competition

---

Faith Chen
Manager, Professional Development
The Construction Institute of Canada

Direct: 416-847-9162 Fax: 416-499-8752
Address: 70 Leek Crescent, Richmond Hill, ON, L4B 1H1
Visit us online at www.tcica.ca & www.tcaconnect.com

END OF FORM
## APPENDIX I – BEST VALUE SURVEY

1. **What is your team's rating on the RFP Document?**
<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bad</td>
<td>Average</td>
<td>Excellent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. **What is your team's rating of the 2020 sponsored project?**
<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bad</td>
<td>Average</td>
<td>Excellent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. **What is your team's rating of the 2020 TCIC-NSBC Executive Team?**
<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bad</td>
<td>Average</td>
<td>Excellent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. **What is your team's overall rating of the 2020 TCIC National Student Competition?**
<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bad</td>
<td>Average</td>
<td>Excellent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. **Mentoring in the competition.**
   a. Did your team see value having a Mentor?
      - [ ] Yes  
      - [ ] No
   b. Should the mentor criteria be eliminated from the competition?
      - [ ] Yes  
      - [ ] No  
      - [ ] Neutral

6. **Is there an element your team would like added to future competition?**
   
   ______________________________________________________________

7. **Is there a current element your team would like deleted in future competition?**
   
   ______________________________________________________________

8. **Would your team have participated if there was an entry fee?**
   - [ ] Yes  
   - [ ] No

   a. If yes, what fee would your team pay? Select one (1)
      - [ ] $50.00  
      - [ ] $100.00  
      - [ ] Other_________

9. **Comments:**
   
   ______________________________________________________________
   
   ______________________________________________________________
   
   ______________________________________________________________
   
   ______________________________________________________________
   
   ______________________________________________________________

**END OF FORM**
Appendix J – REQUEST FOR INFORMATION

PROJECT No. ____________________________ CONSULTANT ____________________________

PROJECT NAME

REQUESTED BY: ______________________ DATE ____________________________

TEAM NAME: __________________________ ATTENTION ____________________________

DRAWING No. __________________________

SPECIFICATION REF. __________________________

GRIDLINE REF. __________________________

RFI No. __________________________

INFORMATION REQUESTED

RESPONSE PROVIDED

THIS SECTION IS FOR COMMITTEE USE ONLY

Committee RFI No.: __________________________
Appendix K – MENTOR ASSISTANCE FORM

January 1st, 2019

Dear Students,

The Construction Institute of Canada would like to provide assistance to teams across the country that are having difficulty finding a mentor for the 2019 National Student Competition. The application form deadline is January 24th, 2019 at 23:59 EST.

The TCIC will make every effort in assisting those in need, however there are no guarantees that a mentor will be available. Notices will be sent out by no later than February 12th, 2019 advising the participants of a mentor’s commitment. Once the mentor has been selected, your team will be responsible for submitting the Mentor Declaration Form by February 19th, 2019 at 23:59 CST to 2020tcicbidcomp@gmail.com

NOTE: This is not a supplement for your duty to find your own mentor.

Please complete this form in its entirety, with as much detail possible and email it to 2020tcicbidcomp@gmail.com

Team Name:________________________________________________________

Team Leader’s email:_________________________________________________

Date:____________________________________________

Question 1: What is your team looking for in a mentor?

Question 2: What would your team like to gain through this mentorship experience?

Question 3: Please describe any of your team members’ level of involvement in the construction industry. For example: work and/or volunteering experience

IMPORTANT: Please note that once you are placed with a mentor, you must get in touch with your mentor and arrange for help when needed.