REQUEST FOR QUOTATION DOCUMENT
(For Construction Contract Administration Multiple Contracts)

PART C- FORMS AND NOTICES

(For ITEM PRICED ASSIGNMENTS Use Form 1)
(For JOINT (LUMP SUM AND ITEM PRICE) ASSIGNMENTS Use Form 1(a))

Version 1.0
March 2008

Ministry of Transportation
Ontario
REQUEST FOR QUOTATION

FORM 1 - OFFER AND ACCEPTANCE
(Use for Item Price Assignments Only)

Assignment Number: _____________

TO: Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Transportation for the Province of Ontario (the "Ministry").

FROM: _______________________________________________

(the "Consultant")

ADDRESS: _______________________________________________

OFFER

The Proponent hereby acknowledges that it has examined all the RFQ documents, including any addenda issued prior to the Quotation submission Deadline.

The Consultant hereby offers to provide the Services and Deliverables specified in the Request for Quotation ("RFQ") annexed hereto and forming part hereof in accordance with the RFQ, including the Terms and Conditions, for the Maximum Ceiling Price of $______ and agrees that upon acceptance of this Offer by the Ministry, this Offer, attached Tables 1 and 2 found in Section 3.8 of Part A of the RFQ and Forms 2, 3, 4, 5, 6 (if applicable), and 7 found in Part C of the RFQ and this RFQ shall form a legally binding agreement.

The Price should not include HST.

Canada and Ontario have entered into a Comprehensive Integrated Tax Coordination Agreement whereby Ontario has agreed to pay harmonized sales tax (HST) on its purchases. For Deliverables provided on or after July 1, 2010, the supplier shall invoice and collect HST from the Ministry for the Deliverables in accordance with the provisions of the Excise Tax Act, R.S.C. 1985, c.E-15, as amended or replaced from time to time.

This Offer shall be irrevocable and open for acceptance for a period of ninety (90) calendar days following the deadline for submission of quotations.

An Authorized Signing Officer (name) (Key Contact/Alternate Contact listed in RAQS) _______________________________________

(Signature) _______________________________________

(Date) _______________________________________

(Telephone Number) _______________________________________

An Authorized Signing Officer (name) (Key Contact/Alternate Contact listed in RAQS) _______________________________________

(Signature) _______________________________________

(Date) _______________________________________

(Telephone Number) _______________________________________
REQUEST FOR QUOTATION

FORM 1(a) - OFFER AND ACCEPTANCE
(Use for Lump Sum Assignments Only)

Assignment Number: ______________

TO: Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Transportation for the Province of Ontario (the "Ministry").

FROM: ____________________________________________

(the "Consultant")

ADDRESS: ____________________________________________

OFFER

The Proponent hereby acknowledges that it has examined all the RFQ documents, including any addenda issued prior to the Quotation submission Deadline.

The Consultant hereby offers to provide the Services and Deliverables specified in the Request for Quotation ("RFQ") annexed hereto and forming part hereof in accordance with the RFQ, including the Terms and Conditions, for the Lump Sum Price Total of $_______ and agrees that upon acceptance of this Offer by the Ministry, this Offer, attached Tables 1 and 2 found in Section 3.8 of Part A of this RFQ and forms 1(a), 2, 3, 4, 5, 6 (if applicable) and 7 found in Part C of the RFQ and this RFQ shall form a legally binding agreement.

The Price should not include HST.

Canada and Ontario have entered into a Comprehensive Integrated Tax Coordination Agreement whereby Ontario has agreed to pay harmonized sales tax (HST) on its purchases. For Deliverables provided on or after July 1, 2010, the supplier shall invoice and collect HST from the Ministry for the Deliverables in accordance with the provisions of the Excise Tax Act, R.S.C. 1985, c.E-15, as amended or replaced from time to time.

This Offer shall be irrevocable and open for acceptance for a period of ninety (90) calendar days following the deadline for submission of quotations.

An Authorized Signing Officer (name)
(Key Contact/Alternate Contact listed in RAQS) ____________________________________________

(Signature) ____________________________________________

(Date) ____________________________________________

(Telephone Number) ____________________________________________
ACCEPTANCE

Assignment Number: ______________

The Ministry hereby accepts the Offer of the Consultant to provide the Services and Deliverables specified in the RFQ annexed hereto and forming part hereof, in accordance with the RFQ, including the Terms and Conditions, and has caused its duly authorized official to execute this Acceptance this __________ day of ________, ____.

HER MAJESTY THE QUEEN in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario

________________________________
Signature of Regional/ Office Manager

________________________________
Signature of Regional Director

________________________________
Signature of Assistant Deputy Minister
REQUEST FOR QUOTATION

FORM 2 - ADDITIONAL INFORMATION

Assignment Number: _____________

2. BRIEF HISTORY OF CONSULTANT'S ORGANIZATION

2.1 Legal Name of Business:

2.2 OWNER(S); PARTNER(S); CORPORATE OFFICER(S)/TITLE:

2.3 BUSINESS ADDRESS:

Street

City

Province

Postal Code

Telephone Number

Facsimile Number

2.4 IDENTIFICATION OF PROJECT MANAGER

2.5 POSITION AND QUALIFICATIONS OF EACH OF THE STAFF MEMBERS ASSIGNED IN RELATION TO THIS RFQ.

Only attach Resumes for positions requiring resumes in the Project Terms of Reference. All resumes must be accompanied by a consent form signed by the individual to the disclosure of the resume.

(NOTE: The Freedom of Information and Protection of Privacy Act Prohibits indirect collection of personal information without the consent of the individual concerned).

The response to this section shall also include the firm's agreement to the following statement, Legal Name of Consultant hereby assures the Ministry that staff of sufficient numbers and qualifications will be provided as necessary at all times during this assignment.

2.6 PREVIOUS EXPERIENCE OF THE CONSULTANT WITH REFERENCE TO THE PROJECT DESCRIPTION, DELIVERABLES AND SERVICES

2.7 SUMMARY IN NARRATIVE FORM OF THE CONSULTANT'S UNDERSTANDING OF THE PROJECT TASKS AND DELIVERABLES AND SERVICES

Note to proponents: The responses to Sections 2.6 and 2.7 shall be combined into a single narrative written from an overview perspective and of no more than one (1) page in length. The narrative shall also include the proponent's agreement to the statement "in the event of any conflicts between the requirements of the RFQ document and the content of the narrative response to Sections 2.6 and 2.7 then the content of the RFQ shall take precedence over the narrative."
REQUEST FOR QUOTATION

FORM 3 - CERTIFICATION - CONFLICT OF INTEREST PART 1(a)
(Complete Part 1(a) or 1(b) - Do Not Complete Both)

Assignment Number: ______________

I/we hereby certify that there is not nor was there any actual or potential conflict of interest or unfair advantage in our submitting the Quotation or performing the Work/Services required by the Agreement.

In submitting the Quotation, our company has no knowledge of or the ability to avail ourselves of confidential information of the Crown (other than confidential information which may be been disclosed by the Ministry to the Consultants in the normal course of the Request for Quotations) where the confidential information would be relevant to the Work/Services, their pricing or the Request for Quotations evaluation process.

Dated at_______________ this ____ day of ______________, 20____

___________________________________
An Authorized Signing Officer
(Key Contact/Alternate Contact listed in RAQS)
___________________________________
(Title)
___________________________________
(Firm’s Address)
___________________________________
(Telephone Number)
REQUEST FOR QUOTATION

FORM 3 - CERTIFICATION - CONFLICT OF INTEREST PART 1(b)
(Complete Part 1(a) or 1(b) - Do Not Complete Both)

Assignment Number: _____________

In submitting our Quotation, the Consultant declares that the attached is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our company submitting the Quotation or performing the contractual obligations of the Consultant under the Agreement. *(Strike out Paragraph if not Applicable)*

In submitting the Quotation, our company has/has no *(Strike out the inapplicable portion)* knowledge of or the ability to avail ourselves of confidential information of the Crown (other than confidential information which may have been disclosed by the Ministry to the Consultants in the normal course of the Request for Quotations) where the confidential information would be relevant to the Work/Services, their pricing or the Request for Quotations evaluation process and where access to such additional information may prejudice the Crown or be an unfair advantage to the Consultant.

*(If declaring that the Consultant has access to additional information that may be confidential, other than confidential information that may be disclosed by the Ministry to the Consultants in the normal course of the Request for Quotations, please attach an explanation describing the additional information and how you accessed it.)*

With the exception of those situations and/or access to additional information disclosed on the list attached, I/we hereby certify that there is not nor was there any other actual or potential conflict of interest or unfair advantage in our submitting the Quotation or performing the Work/Services required by the Agreement.

I/We hereby acknowledge that the Ministry in its sole discretion shall have the right to determine whether or not the declared situations do constitute an actual or potential conflict of interest or whether access to additional confidential information does constitute an unfair advantage over other Consultants.

I/We acknowledge that in the event that the Ministry finds the situations to be a conflict of interest or access to the additional confidential information to be an unfair advantage that our Quotation may be rejected.

Dated at ______________________ this ____ day of __________, 20____

An Authorized Signing Officer

(Key Contact/Alternate Contact listed in RAQS) ________________________________

(Title) ________________________________

(Firm’s Address) ________________________________

(Telephone Number) ________________________________
REQUEST FOR QUOTATION

FORM 3 - DISCLOSURE - CONFLICT OF INTEREST PART 2
(Must be completed)

Assignment Number: _____________

<table>
<thead>
<tr>
<th>NAME:</th>
<th>ADDRESS:</th>
<th>TELEPHONE NUMBER:</th>
<th>CONTRIBUTION OR % OF WORK:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Dated at ______________________ this _____ day of __________, 20____

An Authorized Signing Officer
(Key Contact/Alternate Contact listed in RAQS) __________________________

(Title) __________________________

(Firm’s Address) __________________________

(Telephone Number) __________________________
REQUEST FOR QUOTATION

FORM 4 - TAX COMPLIANCE DECLARATION

Assignment Number: _____________

The Ontario Government expects all vendors to pay their provincial taxes on a timely basis. In this regard, bidders are advised that any contract with the Ontario Government will require a declaration from the successful bidder that his/her company’s provincial taxes are in good standing.

In order for a company to be considered for a contract award, the bidder must complete and submit a signed copy of this Tax Compliance Declaration form along with its bid documentation.

Declaration

I/We hereby certify that________________________, [legal name of bidding company] at the time of submitting this quotation, is in full compliance with all tax statutes administered by the Ministry of Finance for Ontario and that, in particular, all returns required to be filed under all provincial tax statutes have been filed and all taxes due and payable under those statutes have been paid or satisfactory arrangements for their payment have been made and maintained.

Consent to Disclosure

I/We consent to the Ministry of Finance releasing the taxpayer information described in this declaration to the (insert name of the contracting ministry, agency, board, commission or crown corporation, as necessary) for the purpose of verifying that __________________________, [legal name of bidding company] is in full compliance with all tax statutes administered by the Ministry of Finance.

Dated at ______________________ this ____ day of __________, 20____

An Authorized Signing Officer
(Key Contact/Alternate Contact listed in RAQS) ______________________________________

(Title) ______________________________________

(Firm’s Address) ______________________________________

(Telephone Number) ______________________________________
REQUEST FOR QUOTATION

FORM 5 - OCCUPATIONAL HEALTH AND SAFETY STATUTORY DECLARATION

Assignment Number: _____________

In submitting this proposal, I/we, on behalf of ________________________,
(legal name of company)
certify the following:

(a) I/We have a health and safety policy and will maintain a program to implement such policy as required by clause 25(2)(j) the Occupational Health and Safety Act, R.S.O. 1990, c.O.1, as amended, (the "OHSA"). The requirements in (a) do not apply to employers with five (5) or less employees.

(b) With respect to the services being offered in this proposal, I/we and our proposed subconsultants, acknowledge the responsibility to, and shall:
   (i) fulfil all of the obligations under the OHSA and ensure that all work is carried out in accordance with the OHSA and its regulations.
   (ii) ensure that adequate and competent supervision is provided as per the OHSA to protect the health and safety of workers; and
   (iii) provide information and instruction to all employees to ensure they are informed of the hazards inherent to the work and understand the procedures for minimizing the risk of injury or illness.

(c) I/We agree to take every precaution reasonable in the circumstances for the protection of worker health and safety, as required under the OHSA.

Dated at ______________________ this _____day of ________, 20____

An Authorized Signing Officer
(Key Contact/Alternate Contact listed in RAQS) ______________________________

(Title) ______________________________

(Firm’s Name) ______________________________

(Firm’s Address) ______________________________

(Telephone Number) ______________________________
REQUEST FOR QUOTATION

FORM 6 – INTENTION TO SUBMIT RFQ

Assignment Number: ______________

Note: This form is to be completed only if required in Part A - Terms of Reference of the RFQ, Section 1.2. Failure to provide a completed Form 6, if indicated in Part A, will result in the consultant’s submission not considered.

The Consultant hereby acknowledges their intention to submit an RFQ for the Project noted below.

Project Title: __________________________________________

GWP/WO/Contract Number: ________________________________

Agreement Number: ________________________________

Ministry Project Manager: ________________________________

An Authorized Signing Officer
(Key Contact/Alternate Contact listed in RAQS) ________________________________

(Title) __________________________________________

(Firm’s Name) ______________________________________

(Firm’s Address) ______________________________________

(Telephone Number) ________________________________
REQUEST FOR QUOTATION
FORM 7 – RAQS DECLARATION FORM

Assignment Number: _____________

In submitting this Expression of Interest/Request for Quotation

I/We, on behalf of ________________________________, (legal name of company)

hereby certify that our company is approved in RAQS for this Prime/RFQ Specialty and has verified that (check one of the following):

☐ The Key Personnel approved in RAQS for this specialty are current and valid; or

☐ The Key Personnel approved in RAQS for this Specialty are no longer current and valid, and the information for the Key Personnel replacement has been ‘Submitted For Approval’ in RAQS on ________________ (date); or

☐ The Key Personnel approved in RAQS for this Specialty left our firm on ________________ (date). We have advised the ministry’s Highway Design Office about this change and are actively pursuing the replacement of the Key Personnel in accordance with the replacement procedure set out for the MTO Registry.

Also hereby certify that our company has the prior registration of the Core Plan and for the Generic Category Plan for the Category where Prime/RFQ Specialty is located.

______________ Specialty
______________ Category

(Note: Prime Specialty applies to multi-specialty assignments, while RFQ specialty applies to single specialty situations)

Dated at ________________ this______ day of ________________, 20____

An Authorized Signing Officer
(Key Contact/Alternate Contact listed in RAQS) ________________________________

(Title) ________________________________

(Telephone Number) ________________________________

(Firm’s Name) ________________________________

(Firm’s Address) ________________________________
NOTICE 1
OCCUPATIONAL HEALTH AND SAFETY: NOTICE TO CONSULTANTS

The Ministry of Transportation has been issued an Order by the Ministry of Labour. The Order reads "Except in an emergency the employer shall, by 01 March 96, not permit a worker on a 400-series highway in Central Region to work within 10 feet or 3 metres of moving traffic unless protected by a guard or other device from moving traffic."

"Emergency" is described as assisting an injured person or clearing debris that represents an immediate or serious hazard to public safety. "Serious" is that which would affect the movement of a vehicle.

"400-series highway" has been changed to "freeway" as defined by Ontario Traffic Manual Book 7 - Temporary Conditions, i.e., "any public highway with a continuous dividing median and a posted limit of 90 km/h or greater".

"Guard or other device" includes a 6-ton dump truck or vehicle of similar weight, a guardrail, barrier or other physical barrier or by distance such that a worker cannot be struck by a moving vehicle or another vehicle in motion as a result of being struck.

"Work" is not considered to include getting in/out of vehicles nor the removal or replacement of equipment. If work is being carried out behind a guide rail, barrier or at a distance of greater than 3 metres of a travelled lane, a blocker truck would not be required.
OCCUPATIONAL HEALTH AND SAFETY: MOL ORDERS

1. ORDER # 627339
2. ORDER # 627025
NOTICE 2

OCCUPATIONAL HEALTH AND SAFETY:
LIST OF DESIGNATED SUBSTANCES IN MINISTRY
WORKPLACES

In accordance with Section 30 of the OHSA, the Consultant is advised that the Designated Substances silica (O. Reg 521/92) and arsenic (O. Reg.508/92) are generally present throughout the project limits, occurring naturally or as a result of vehicle emissions. Exposure to these substances may occur as a result of activities by the Contractor such as sweeping, grinding, crushing, drilling, blasting, cutting, and abrasive blasting.

In addition, the Consultant is advised of the presence of the following Designated Substances to which the Consultant may be exposed when working at the specified locations or while the specified work activities are being undertaken.

<table>
<thead>
<tr>
<th>Designated Substance</th>
<th>Location or Work Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Silica (O. Reg. 521/92)</td>
<td>Handling sand or gravel. Handling road-sweeping materials.</td>
</tr>
<tr>
<td>Lead (O. Reg. 519/92)</td>
<td>Bridge Washing or repairs of steel structures with lead coatings.</td>
</tr>
<tr>
<td>Mercury (O. Reg. 520/92)</td>
<td>Steel Structure coatings may contain small concentrations of mercury.</td>
</tr>
<tr>
<td>Arsenic (O. Reg. 508/92)</td>
<td>Steel Structure coatings may contain small concentrations of arsenic.</td>
</tr>
</tbody>
</table>