

1. SUPPLEMENTARY INFORMATION FORM

1.1. SUBMISSION REQUIREMENT

NOTE THAT THIS *SUPPLEMENTARY INFORMATION FORM* IS TO BE SUBMITTED ONLY BY THE LOW BIDDER, TO THE OFFICES OF:

NAME OF ARCHITECT,

ADDRESS OF ARCHITECT/PHONE NUMBER

ON THE DAY FOLLOWING THE CLOSE OF GENERAL TENDERS, (BID SUBMISSION) ON OR BEFORE,

TIME OF DAY, LOCAL TIME.

(E-MAILING OR FAXING OF THIS FORM IS UNACCEPTABLE)

1.2. BID SUBMISSION BREAKDOWN

Building Construction:

- 1.2.1. The construction of the school building includes all of the Work of all trades, including mechanical and electrical, the supply and installation of all specified equipment, base bid supply and installation, but excludes the cost of site Work identified in Item 1.9.2. below.

\$ _____ (*excluding H.S.T.*)

Site Work:

- 1.2.2. Cost of all Site Work; i.e. rough and finish grading, landscaping, asphalt and concrete paving, site drainage, sewers, water mains, and Mechanical & Electrical services outside the Building, including temporary and permanent fencing and hoarding.

\$ _____ (*excluding H.S.T.*)

1.3. ATTACHMENTS

1.3.1. The Undersigned is enclosing the following attachments with this Supplementary Information Form:

Supplementary Conditions (Signed and executed by the Undersigned)
Mechanical Supplementary Bid Submission Form
Electrical Supplementary Bid Submission Form

1.4. MECHANICAL AND ELECTRICAL SUB CONTRACTORS

1.4.1. The Undersigned affirms that the names of the Mechanical and Electrical Sub-Contractors listed below are the same as the names listed on the Form of Tender previously submitted.

1.4.2. The Undersigned proposes to have the following Sub-Contractors perform the Work on this project and these are an integral part of this Tender.

1.4.3. The Undersigned warrants that the Undersigned has received Agreement to Bond from both of the Sub-Contractors named below.

1.4.4. The Undersigned confirms that we have investigated their reliability, bonding abilities and competence to carry out the Work as specified.

1.4.5. The Undersigned agrees that no changes to these names will be made without the express written approval of the Board.

1.4.6. **Mechanical Bid** (Includes "Controls")

Name of Mech. Sub-Contractor: _____

(Must be the same name as per Form of tender)

\$ _____ (*excluding H.S.T.*)

1.4.7. Electrical Bid

Name of Electr. Sub-Contractor: _____

(Must be the same name as per Form of Tender)

\$ _____ (*excluding H.S.T.*)

1.5. ADDITIONAL LIST OF SUB-CONTRACTORS

- 1.5.1. The Undersigned proposes to have the additional Sub-Contractors perform the Work on this project and these are an integral part of this Bid Submission.
- 1.5.2. Except in the event of any Sub-Contractor becoming bankrupt, the Undersigned confirms that the Undersigned shall not substitute other Sub-Contractors for any of the Sub-Contractors listed below. In the case of Sub-Contractor going bankrupt the Undersigned agrees that any such substitution shall be subject to the Consultants' and Board's approval.
- 1.5.3. Where the Undersigned proposes to do the Work the Undersigned shall so note by inserting the word, "Contractor". The list identified below, contains the names of Sub-Contractors other than those of Mechanical and Electrical trades whose bids were received directly by the Undersigned.
- 1.5.4. The Undersigned confirms that the Undersigned has investigated their reliability, bonding abilities where required, and competence to carry out the Work as specified. The Undersigned agrees that no changes to this list will be made without the express written approval of the Board.
- 1.5.5. The Undersigned confirms that if more than one name is given for a specific sub-trade, the Board has the right to select the preferred trade without any adjustment to the Contract Amount.

1.6. WORK DIVISION

- 1.6.1. The Undersigned confirms that the Division of Work among all the Sub-Contractors and suppliers/installers is the Undersigned's responsibility and the Undersigned covenants that neither the Consultants nor the Board will be requested to act as an arbiter to establish sub-contract limits between Sections or Division of Work.

SUB-TRADE	NAME OF SUBCONTRACTOR
Site Services	
Asphalt Paving	_____
Concrete Sidewalks	_____
Landscaping	_____
Unit Masonry	_____

**Name of
Elementary/Secondary
School (Addition)**

Structural Steel

Cabinetwork

Built-up Roofing System

Steel Doors and Frames

Overhead Doors
(as Applicable)

Alum Windows & Curtainwall

Resilient Flooring

Sheet Goods Flooring

Wood Flooring
(As applicable)

Painting

Toilet Partitions

Lockers
(As applicable)

Folding Partitions
(As applicable)

Gymnasium Equipment

Gymnasium Curtain

Laboratory Equipment

Food Service Equipment

Telescoping Bleachers
(Gymnasia)

Telescoping Stands
(Lecture Room)

Elevator

Wheel Chair Lift

ARCHITECT TO AMEND/DELETE/ADD AS REQUIRED FOR THE PROJECT

**Name of Architect
Project Number**

1.7. UNIT PRICES

- 1.7.1. The Undersigned agrees that the following unit prices will apply in connection with approved additions or deductions; that unit prices shall include statutory charges, overhead and profit, and that the unit prices shall be valid for the term of the Contract. The unit prices shall not include H.S.T.
- 1.7.2. The Undersigned further stipulate that UNIT PRICES FOR ADDITIONS WILL NOT TO EXCEED PRICES FOR DEDUCTIONS BY MORE THAN twenty percent (20%); that the Board reserves the right to accept or reject all unit prices, and that where changes exceed \$15,000, a unit price will be negotiated which reflects a fair value for the Work involved.
- 1.7.3. The Undersigned agrees that the Board reserves the right to accept or reject any or all of the unit prices prior to entering into a Contract.
- 1.7.4. The Undersigned agrees that the Board further reserves the right to negotiate any of all of the unit prices with the Undersigned prior to the signing of the Contract.
- 1.7.5. The Undersigned agrees that should the Board and the Undersigned be unable to mutually agree on the amounts of the unit prices, the Undersigned agrees that the Board has the right to hire outside contractors to perform the Work concerned under a separate contract, without any financial penalty whatever to the Board and without additional overhead and profit to the Undersigned.

1.8. LIST OF UNIT PRICES (INCLUDING ALL TAXES OTHER THAN VALUE ADDED TAXES WHICH ARE EXCLUDED)

	ADD	DEDUCT
1. Concrete 20.7 Mpa per cu m in place (excluding formwork and reinforcement)	\$ _____	\$ _____
2. Concrete 27.6 Mpa per cu m in place (excluding formwork and reinforcement)	\$ _____	\$ _____
3. Structural Steel (per tonne)	\$ _____	\$ _____

4. Steel joists (per tonne)	\$		\$	
5. Roof Deck per square meter	\$		\$	
6. Machine Excavation deposited on site	\$	CM	\$	CM
7. Machine excavation & Removal of excavated material from site	\$	CM	\$	CM
8. Granular 'A' fill in place including compaction	\$	CM	\$	CM
9. Granular 'B' fill in place including compaction	\$	CM	\$	CM
10. Formwork to sides of Strip Footings (Contact face areas)	\$	SM	\$	SM
11. Formwork to sides of Walls (Contact face area)	\$	SM	\$	SM
12. Type H/7.5/CM concrete block laid up as specified:				
4" (90mm) block	\$	SM	\$	SM
6" (140mm) block	\$	SM	\$	SM
8" (190mm) block	\$	SM	\$	SM
13. Cost for removal and disposal of material to the closest acceptable Landfill Site	\$	tonne	\$	tonne

	ADD	DEDUCT
14. Cost for removal and disposal of material to the closest hazardous materials Landfill Site	\$ _____ tonne	\$ _____ tonne
15. Extra excavation for earth (stripping) including disposal off site at landfill facility	\$ _____ CM	\$ _____ CM
16. Extra excavation for trenching by hand including disposal off site at landfill facility	\$ _____ CM	\$ _____ CM
17. Extra excavation for trenching by machine including disposal off site at appropriate landfill facility	\$ _____ CM	\$ _____ CM
18. Backfill by hand imported granular material, including compaction	\$ _____ CM	\$ _____ CM
19. Backfill by machine imported granular material, including compaction	\$ _____ CM	\$ _____ CM
20. Formwork for footings/foundation	\$ _____ CM	\$ _____ CM
21. Concrete block for foundations including mortar and laying	\$ _____ 250 mm unit	\$ _____ 250 mm unit
22. Additional light duty paving including bases	\$ _____ SM	\$ _____ SM
23. Additional medium duty paving including bases	\$ _____ SM	\$ _____ SM
24. Additional heavy duty paving including bases	\$ _____ SM	\$ _____ SM
25. Concrete Caissons	\$ _____ M of depth	\$ _____ M of depth

ARCHITECT TO AMEND/DELETE/ADD AS REQUIRED FOR THE PROJECT

1.9. ALTERNATE, SEPARATE AND ITEMIZED PRICES

The Undersigned, has inserted in the attachment(s) prepared and requested by the Architects, all Alternate, Separate, and Itemized prices. The Undersigned agrees to the following:

- 1.9.1. All prices submitted take into consideration and allow for changes and adjustments in other Work as may be necessary, to provide a finished and functional result, unless specifically indicated otherwise.
- 1.9.2. **Alternate Prices** are for Work that is not included in the Bid Submission Price requested by the Architect and identified in this *Supplementary Information Form* or submitted by the Undersigned as an attachment to this *Supplementary Information Form*, but which may be substituted by the Board for Work which is included. (No price listed shall mean no change in the cost.)
- 1.9.3. **Separate Prices** are for Work that is not included in the Bid Submission Price listed in this *Supplementary Information Form*, but which may be added by the Board for the price quoted on the attachment(s).
- 1.9.4. **Itemized Prices** are for Work that is included in the Bid Submission Price to be supplied by the Tenderer as listed in the *Instruction to Bidders*.
- 1.9.5. The Undersigned confirms that the Board reserves the right to accept or reject any of the prices proposed on the Supplementary Information Form or as attachment(s) to this Form.
- 1.9.6. The Undersigned acknowledges that none of the prices listed on the attachment(s) include HST.

1.10. LIST OF SUPPLIERS

- 1.10.1. The Undersigned acknowledges that Bid Submission is based on the completed *List of Suppliers* below. Where more than one name is indicated on the *List of Suppliers*, the Undersigned has **CIRCLED** the one on which the Bid Price is based. The Undersigned further agrees that if no name is circled, the name identified in **bold lettering** shall be used.
- 1.10.2. The Undersigned agrees that substitutions, if any, will need to be approved by the Consultant, no less than ten (10) days prior to Bid Submission closing. Beyond the ones approved by the Consultant, the Undersigned further agrees that no other substitutions will be permitted in this *Supplementary Information Form*.

1.10.3. If inappropriate substitutions were made by the Undersigned on the List of Suppliers, the Undersigned agrees that the list will be revised to conform to the Specification Manual and to the approval of the Consultant.

	Base Bid Name in Bold Font Alternate name Alternate name
1. Concrete Curing & Sealing & Concrete Hardener	
2. Concrete Block	
3. Brick	
4. Plastic Laminate for Casework & Wood Doors	
5. Membrane Air Barrier	
6. Preformed Metal Wall System	
7. Built -up Bituminous Roofing Insulation	
8. Insulation Type 1	
Type 2	
9. Roof Hatch	
10. Aluminum Windows, Entrances & Curtainwall	
11. Hollow Metal Doors & Frames	
12. Ceramic Tile	
13. Acoustical Ceilings	

14. Resilient Flooring - VCT	
15. PVC Flooring	
16. Textured Coatings	
17. Epoxy Wall Coatings	
18. Painting	
19. Chalkboards and Tackboards	
20. Laminated Toilet partitions	
21. ALL Washroom Accessories	
22. Irrigation System (Controller)	Rainbird "ESP-SAT SITE"

ARCHITECT TO AMEND/DELETE/ADD AS REQUIRED FOR THE PROJECT

1.11. ALTERNATE PRICES (Not included in Base Bid)

1.11.1. Architect's Alternate Prices Summary

Specified Product or Method:

Description of Product in lieu of specified product or specified method of installation.

Proposed Alternate Product or Method:

Description of Alternate Product or Method of installation to be priced as a deduction/addition to the Contract:

Add: _____ Deduct: _____

ARCHITECT TO AMEND/DELETE/ADD AS REQUIRED FOR THE PROJECT

1.11.2. The Undersigned's Proposed Alternates:

1.11.2.1. The Undersigned proposes, for the Board's consideration, possible alternates to specified materials or products by indicating the alternate and the sum to be added to, or deducted from, the Stipulated Price. The Undersigned acknowledges that the Board is under no obligation to consider or accept such proposed alternates.

Description of Alternate Product or Method of installation proposed as a deduction/addition to the Contract:

1.) _____

Add: _____ Deduct: _____

2.) _____

Add: _____ Deduct: _____

1.12. SEPARATE PRICES (Not included in Base Bid)

1.12.1. The amount to be added to or deducted from the Bid Submission Price should

Add \$

Deduct \$

1.12.2. The amount to be added to or deducted from the Bid Submission Price should

Add \$

Deduct \$

ARCHITECT TO AMEND/DELETE/ADD AS REQUIRED FOR THE PROJECT

1.13. ITEMIZED PRICES FOR FURNITURE & EQUIPMENT (INCLUDED IN BASE BID)

1.13.1. The Undersigned agree to submit, prior to the first draw, the following price breakdowns for Work included in the...?....

1.13.2. The Undersigned understands that this list is provided for reference only, and is for the Board's information.

1.13.3. The Undersigned further acknowledges that the Board reserves the right to include additional items for cost breakdowns.

1.13.4. The Undersigned acknowledges that copies of breakdowns shall be submitted to the Construction and Design Departments simultaneously.

1.13.4.1. The price breakdowns are exclusive of HST.

SECONDARY SCHOOL PROJECTS

- Above ground exterior bleachers.
- Exterior free standing sign
- Bicycle racks.
- Telescoping Bleachers in the gym.
- Telescoping Seating in the Lecture Room.
- Commercial dishwasher in the teaching kitchen.
- Overhead Demonstration mirror
- Gymnasium Basketball backstops.
- Vented cabinets in all areas.
- Electrically operated projection screens.
- Scoreboard(s) in Gymnasia.
- Theatrical light fixtures
- Library security gate (s).

ELEMENTARY SCHOOL PROJECTS

- Motorized stage screen
- Interior basketball backstops
- Under-stage Dollies
Kindergarten dollies on casters

ARCHITECT TO AMEND THE ABOVE LIST FOR EACH SPECIFIC PROJECT

1.14. ITEMIZED PRICES RELATING TO SITE PREPARATION (INCLUDED IN BASE BID)

1.14.1. The Undersigned agrees to submit, prior to the first draw, the following price breakdowns for Work included in the Bid Submission.

1.14.2. The Undersigned understands that this list is provided for reference only, and is for the Board's information.

1.14.3. The Undersigned further acknowledges that the Board reserves the right to include additional items for cost breakdowns.

- 1.14.4. The Undersigned acknowledges that copies of breakdowns shall be submitted to the Construction and Design Departments simultaneously.
- 1.14.5. The Undersigned warrants that the costs provided below are correct, without HST, and exclusive of any work carried out by change order and/or within any other contracts.

Total Cost to remove materials and debris from the site

Total Cost to demolish existing structures

Total Cost to strip the site and stockpile any topsoil

Total Cost of Engineered fill

Total Cost of deeper or unusual foundations due to poor site conditions

Total Cost of grading related to storm water management site

Total Cost for additional/abnormal compacted fill under asphalt surfaces

Total Cost for additional/abnormal rough grading to establish the finished floor level

Total Cost of abnormal depth of under slab compacted fill

Total Cost to provide services to the edge of then school site

Total Cost to provide temporary access road to edge of school site

Total Cost to provide, or connect to municipal services outside of the school site

Total Cost of unusually long service runs

Total Costs to provide municipal improvements outside the school site.

ARCHITECT TO AMEND/DELETE THE ABOVE LIST FOR EACH SPECIFIC PROJECT

Name of
Elementary/Secondary
School (Addition)

CONTRACT DOCUMENTS

Supplementary Information Form

1.15. SIGNATURE OF SUPPLEMENTARY INFORMATION FORM

The Undersigned is submitting this *Supplementary Information Form* under a Corporate Seal as a Limited Company, or witnessed as an individual or partnership and in accordance with ***Instructions to Bidders***.

NAME OF BIDDER _____

PRINT NAME OF SIGNING OFFICER _____

PRINT TITLE OF SIGNING OFFICER _____

SIGNATURE OF AUTHORIZED SIGNING OFFICER _____

DATED AT _____ THIS _____ DAY OF _____ 200-

END OF SUPPLEMENTARY INFORMATION FORM

ISSUED: NOVEMBER 2007
REV 1 MAR 2009
REV 2 MAY 2010
REV 3 JUN 2010

REV 4

AUG 2015

LATEST REVISIONS IN BLUE

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Name of Architect
Project Number

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