

FORM A: PROPOSAL
(See B8)

1. Contract Title

REQUEST FOR PROPOSAL FOR PROFESSIONAL
CONSULTING SERVICES FOR SEWPCC
UPGRADING/EXPANSION PROJECT

2. Proponent

Name of Proponent (Legal Name)

Usual Business Name of Bidder as it appears on Invoice (if different from above)

Street

City

Province

Postal Code

Email Address of Bidder

Facsimile Number

(Mailing address if different)

Street or P.O. Box

City

Province

Postal Code

GST Registration Number (if applicable)

(Choose one)

The Proponent is:

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Proponent hereby authorizes the following contact person to
represent the Proponent for purposes of the Proposal.

Contact Person

Title

Telephone Number

Facsimile Number

4. Definitions

All capitalized terms used in the Contract shall have the meanings
ascribed to them in the General Conditions and D3.

5. Offer The Proponent hereby offers to perform the Services in accordance with the Contract for the Fees, in Canadian funds, set out in the Proposal Submission.
6. Execution of Contract The Proponent agrees to execute and return the Contract no later than seven (7) Calendar Days after receipt of the Contract, in the manner specified in C4.1.
7. Commencement of the Services The Proponent agrees that no Services shall commence until it is in receipt of a notice of award from the City authorizing the commencement of the Services.
8. Contract The Proponent agrees that the Request for Proposal in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Proposal.
9. Addenda The Proponent certifies that the following Addenda have been received and agrees that they shall be deemed to form a part of the Contract:

No.	_____	Dated	_____
	_____		_____
	_____		_____

10. Time This offer shall be open for acceptance, binding and irrevocable for a period of one hundred and twenty (120) Calendar Days following the Submission Deadline.
11. Signatures The Proponent or the Proponent's authorized official or officials have signed this

_____ day of _____, 20_____ .

Signature of Proponent or
Proponent's Authorized Official or Officials

(Print here name and official capacity of individual whose signature appears above)

(Print here name and official capacity of individual whose signature appears above)

Phase	Scope of Services	Fee Basis	Cost Plus Fee %	Estimated Hours	Fee Estimate A	Allowable Disbursements B	Total Fee A+B	Average Hourly Rate
Consultant Services Management Plan	Provision of Consultant Services Management Plan	Fixed Fee						
	Consultant Services Management Plan Updates	Fixed Fee						
	Others (identify)	Fixed Fee						
Subtotals Consultant Services Management Plan								
Project Definition	Consultant Services Management	Time-Based						
	Conceptual Design Development							
	Operational Philosophy	Time-Based						
	Headworks	Time-Based						
	Biological Nutrient Removal	Time-Based						
	Wet Weather Treatment	Time-Based						
	Mass Balance & Biosolids	Time-Based						
	Disinfection	Time-Based						
	Site Development	Time-Based						
	Hydraulic Profiling & Flood Protection	Time-Based						
	Others (Identify)	Time-Based						
	Business Case Evaluations	Time-Based						
	Bid Opportunity for IFAS Media	Time-Based						
	Bid Opportunity for High Rate Clarification	Time-Based						
	Conceptual Project Implementation Plan	Time-Based						
Risk and Opportunity Assessment	Time-Based							
Others (Identify)	Time-Based							
Subtotals Project Definition								
Preliminary Design	Consultant Services Management	Time-Based						
	General Design Criteria and Specifications							
	Development of General Design Basis Criteria	Time-Based						
	Development of General Discipline Specifications	Time-Based						
	Preliminary Design Development							
	Civil	Time-Based						
	Structural	Time-Based						
	Building/Architectural	Time-Based						
	HVAC	Time-Based						
	Process	Time-Based						
	Mechanical	Time-Based						
	Hydraulic Profiling	Time-Based						
	Electrical	Time-Based						
	Instrumentation, Automation and Controls	Time-Based						
	Flood Protection	Time-Based						
	Asbestos Abatement	Time-Based						
	Odour Control	Time-Based						
	Site Security	Time-Based						
	Others (Identify)	Time-Based						
	Preliminary HAZOP Assessment	Time-Based						
Summary of Major Equipment	Time-Based							
Preliminary Project Commissioning Plan	Time-Based							
Project Schedule	Time-Based							
Risk and Opportunity Assessment	Time-Based							
Operational Data	Time-Based							

Phase	Scope of Services	Fee Basis	Cost Plus Fee %	Estimated Hours	Fee Estimate A	Allowable Disbursements B	Total Fee A+B	Average Hourly Rate
	Preliminary Project Implementation Plan	Time-Based						
	Cost Consultant Workshop	Time-Based						
	Others (Identify)	Time-Based						
Subtotals Preliminary Design								
Detailed Design	Consultant Services Management	Time-Based						
	Detail Design Development							
	Civil	Time-Based						
	Structural	Time-Based						
	Building/Architectural	Time-Based						
	HVAC	Time-Based						
	Process	Time-Based						
	Mechanical	Time-Based						
	Hydraulic Profiling	Time-Based						
	Electrical	Time-Based						
	Instrumentation, Automation and Controls	Time-Based						
	Flood Protection	Time-Based						
	Asbestos Abatement	Time-Based						
	Odour Control	Time-Based						
	Site Security	Time-Based						
	Other (Identify)	Time-Based						
	Value Engineering Workshop	Time-Based						
	Risk and Opportunity Assessments	Time-Based						
	HAZOP Assessment	Time-Based						
	Construction Hazard Assessment (CHAIR) or equivalent	Time-Based						
	Bid Opportunity Documents/Bid Opportunity Services	Time-Based						
	Cost Estimates	Time-Based						
	Project Schedule	Time-Based						
	Operational Data	Time-Based						
	Project Commissioning Services							
	Detailed Project Commissioning Plan & Updates	Time-Based						
	Commissioning Specifications and Objectives	Time-Based						
Commissioning Procedures	Time-Based							
Commissioning Records, Reports, Assurance Submittals	Time-Based							
Commissioning Lead	Time-Based							
Other (Identify)	Time-Based							
Comprehensive Drawing Set (reference D5.5.10)	Time-Based							
Others (Identify)	Time-Based							
Subtotals Detailed Design								
Contract Administration	Consultant Services Management	Time-Based						
	Required Non Resident Services							
	Review/acceptance of Contractor Submittals	Time-Based						
	Review/Acceptance of Inspection & Test Reports	Time-Based						
	Provision of Shop Drawings and O&M Manuals	Time-Based						
	Provision of Detail Design Notes Package	Time-Based						
	Meeting Attendance	Time-Based						
	Other Required Non Resident Services	Time-Based						
	Others (Identify)	Time-Based						
	Required Resident Services							

Phase	Scope of Services	Fee Basis	Cost Plus Fee %	Estimated Hours	Fee Estimate A	Allowable Disbursements B	Total Fee A+B	Average Hourly Rate
	Provision of Inspection Services	Time-Based						
	Survey Control & Verification	Time-Based						
	Coordination of Third Party Testing	Time-Based						
	Third Party Testing	Cost Plus Fee						
	Meeting Attendance	Time-Based						
	As Built Drawings	Time-Based						
	Other Required Resident Services	Time-Based						
	Others (Identify)	Time-Based						
Subtotals Contract Administration								
Additional Services	Consultant Services Management	Time-Based						
	Area Manuals	Time-Based						
	Standard Operating Procedures	Time-Based						
	Provision of Printing Services	Cost Plus Fee						
Subtotals Additional Services								
Optional Contract Administration	Consultant Services Management	Time Based						
	Optional Non Resident Services							
	Coordination of all Project Activities	Time-Based						
	Other Optional Non Resident Services	Time-Based						
	Others (Identify)	Time-Based						
	Optional Resident Services							
	Optional Resident Services	Time Based						
Others (Identify)	Time Based							
Subtotals Optional Contract Administration								
Optional Two (2) year Operational Advice	Consultant Services Management	Time Based						
	Two (2) year operational advice services	Time Based						
Subtotals Optional Two (2) Year Operational Advice								
Total Contract Fees								
Applicable Manitoba Retail Sales Tax								
Applicable GST								

Total Contract Fees in Figures (GST and MRST extra)

(In Words)

Name of Proponent

<input type="checkbox"/> Proponent <input type="checkbox"/> Partner <input type="checkbox"/> Subconsultant Name:		Project # :	
Project Name:			
Start Date: Month/Year		Completion Date:	
Project Description: Provide details of owner, location, flows/capacities/size, processes used, treatment objectives and achievements, dates, costs and other relevant information.			
Consultant Services Description: Provide details of the Consultant Services provided. Identify the services performed by each consultant entity			
Description of the organization/partnership in charge of Consult services: Who were the partners? Who was the partnership leader? Role/Responsibility and % of overall			
Consultant Services Assignment Value (of scope performed) Original and Final			
Identify the Design and the Construction Schedules Anticipated and actual			
Assignment Outcomes/Achievements:			
Total Project Consultant services Value in CAN \$:		Proponent/Partner/ Subconsultant Project Value in CAN \$:	
Original Construction Cost CAN \$:		Final Construction Cost CAN \$:	
Reference Name	Title/Function	Email	Phone Number
#1			
#2			
Partner/Subconsultant representative Signature:		Proponent Representative Signature:	
Date:			

Proponent/Partner/Subconsultant:			
Key Personnel Name:			
Current Employer			
Current Role		Current Location:	
Availability:		Residency/Citizenship Status:	
Period of Commitment		Commitment (Full or Part Time):	
Proposed Role and Responsibilities:			
Proposed Role:			
Proposed Base Location (City, Country):			
Responsibilities:			
Capabilities, Skills and other information:			
Core Capabilities and/or Technical Skills:			
Education/Training:			
Other relevant information:			

Recent history – Up to the last 5 projects:

Project #1	
Role:	
Project:	
Project Brief:	
Responsibilities:	
Achievements:	
Years of Service & Company:	

Reference:	
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Repeat the above for each reference project on additional sheets

Proponent/Partner/Subconsultant:		
Project #		
Role:		
Project:		
Project Brief:		
Responsibilities:		
Achievements:		
Years of Service & Company:		
Reference:		

Each proposed Key Personnel and an authorized representative from the Proponent should sign a declaration certifying the Key Personnel Availability for the Project.

Certifying statements should be in the form:

I certify that I am available on a full/part time basis for the duration required of the proposed role.	Name: _____	Signature: _____
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I certify that _____ [Insert Name] is available on the above identified basis.	Name: _____	Title: _____	Signature: _____
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