

**FORM A: PROPOSAL**  
(See B7)

1. Contract Title REQUEST FOR PROPOSAL FOR PROFESSIONAL CONSULTING SERVICES FOR ANNUAL FLOOD MANUAL UPDATES

2. Proponent

\_\_\_\_\_  
Name of Proponent (Legal Name)

\_\_\_\_\_  
Usual Business Name of Proponent as it appears on Invoice (if different from above)

\_\_\_\_\_  
Street

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Email Address of Proponent

\_\_\_\_\_  
Facsimile Number

(Mailing address if different)

\_\_\_\_\_  
Street or P.O. Box

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
GST Registration Number (if applicable)

The Proponent is:

(Choose one)

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 D5.

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 ninety (90) 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)

**FORM B: FEES**  
(See B8)

REQUEST FOR PROPOSAL FOR PROFESSIONAL CONSULTING SERVICES  
FOR ANNUAL FLOOD MANUAL UPDATES

Item No.	DESCRIPTION	REF.	FEES	DISBURSEMENTS	TOTAL FEES
1	Project Management	D4.4(a)			
2	Flood Manual Updates	D4.4(b)			
3	Training	D4.4(c)			
4	Familiarization	D4.4(d)			
<p>TOTAL BID PRICE (GST and MRST extra) (in figures) \$ _____</p> <p>(in words) _____</p> <p>_____</p>					

\_\_\_\_\_  
Name of Proponent