



Request for Proposals

**Engineering Consultant Service for Runway
15-33 Rehabilitation with Upgraded Approach
and Edge Lighting**

REQUEST FOR PROPOSALS

ENGINEERING CONSULTANT SERVICE FOR RUNWAY 15-33 REHABILITATION WITH UPGRADED APPROACH AND EDGE LIGHTING

Greater London International Airport Authority

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PROPOSAL INSTRUCTIONS

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Request for Proposals

Engineering Consultant Service for Runway 15-33 Rehabilitation with Upgraded Approach and Edge Lighting

A. PROPOSAL INSTRUCTIONS

A.1. Proposal Submission Information

Proposals to be considered must be made on this form (without any alteration or addition, except where specified) and enclosed in a sealed envelope marked with Project “**Engineering Consultant Service for Runway 15-33 Rehabilitation with Upgraded Approach and Edge Lighting**”, and must be addressed to:

Chris Ryan
Chief Financial Officer
Greater London International Airport Authority
10 Seabrook Way
London, ON
N5V 3B6

A.2. Proposal Inquiries

2.1 Technical inquiries should be directed to Steve Faulkner, Manager of Airport Operations.

Steve Faulkner, Operations Manager
T: 519-452-4001
sfaulkner@flylondon.ca

2.2 Proposal/Contract inquiries should be directed to the Chief Financial Officer, Chris Ryan.

2.3 All questions in relations to the bid documents, whether technical or contract, must be submitted no later than **December 6th at noon.**

2.3 The submission of a proposal document shall be considered prima facie evidence that the proponent has made an investigation as to the conditions to be encountered in performing the services and the requirements of the documents that form the proposal package.

A.3. Proposal Closing

3.1 Proposals must be received at the office stipulated above on or before **December 15th at noon.** Proposals received after this time will not be considered regardless of the reason for being late.

A.4. Official Proposal Form

4.1 All proposals must be submitted on the proposal forms provided and are to be properly executed, in single copy and submitted as instructed herein.

4.2 Proposals shall be placed in sealed envelopes, clearly indicating their contents, and addressed to the office indicated herein.

4.3 Any paper submission shall be accompanied by an electronic copy of the proposal in PDF format.

A.5. Proposal and Contract Documents

5.1 All papers bound with or attached to the proposal forms are necessary parts thereof and must not be detached or altered.



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- 5.2 All plans, specifications, and other documents, designated in the proposal form, will be considered a part of the proposal whether attached or not, and all such documents, including the proposal form when executed and accepted, will constitute part of the contract.

A.6. Withdrawal of Proposals

- 6.1 No proposal can be withdrawn after it is filed unless the proponent makes the request in writing to the office stipulated above, and such request is received prior to the proposal closing. A written notice of withdrawal submitted by the proponent must be signed by the authorized signatory of the proponent.

A.7. Rejection of Irregular Proposals

- 7.1 All spaces in the proposal must be completed and the person or persons executing the proposal on behalf of the proponent must initial all handwritten or typewritten alterations to the parts so completed. The initials must be adjacent to the alteration or correction. Any other alteration, additions not called for, conditions, limitation, unauthorized alternate proposals or other irregularities of any kind on the preprinted part of the proposal may render it subject to disqualification.

A.8. Revisions to Proposal Documents

- 8.1 Proponents are advised that no request for suggested amendments to the proposal documents, i.e.: extension of the scheduled closing date, the completion date and the like, can be entertained unless the request is received in writing at least seven (7) days prior to the time set for closing proposals.
- 8.2 Where a formal proposal has been received, a revision thereto by facsimile or e-mail is acceptable, provided that:
- 8.2.1 It is received on, or before, the time set for closing proposals.
 - 8.2.2 It sets forth complete and precise details of all changes.

A.9. Interpretation of Proposal Documents

- 9.1 Oral interpretation of the meaning or intent of the proposal documents, or correction of any apparent ambiguity, inconsistency or error, shall not be binding. Written interpretation shall be provided by the Contracting Authority to all proponents in the form of an addendum to the proposal documents by delivery prior to the proposal closing date.
- 9.2 Only written interpretation/addenda shall be binding, and proponents are warned that no other source is authorized to interpret the proposal documents.

A.10. Award of Contract

- 10.1 An award of contract will not be made until the necessary investigation of the qualifications of the proponents has been made and it has been determined that all requirements have been met.
- 10.2 GLIAA reserves the right to award any resulting Contract based upon that which is believed to represent best value to GLIAA.



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- 10.3 Neither the lowest price nor any proposal shall necessarily be accepted. In making the selection GLIAA will also consider the degree and quality of product, relevant experience offered by the supplier, references, etc., in addition to proposed price. Price and content of proposals will not be released to other parties after the award of the contract.
- 10.4 There will be no payments made to suppliers for proposal preparation. This work is at the expense of the proponent.
- 10.5 In the case of error in the extension of prices, the unit price shall govern. The total proposal price shall be the total resulting from the correct mathematical addition of individual lump sum prices and unit price extensions.
- 10.6 The proponent shall state in the proposal form (Section B.11) the time within which the bidder expects to be able to complete the Work based on production. Proposal schedules will be a major consideration when awarding the contract.

A.11. Qualifications and proposed Approach

- 11.1 The Qualifications and Proposed Approach Document should provide the GLIAA with a detailed overview of the qualifications and proposed approach the Proponent brings to the project. The following information is required, at a minimum:
- a. **Cover Letter**
The proposal must include a letter of transmittal attesting to its accuracy. The cover letter must provide the name, address, telephone, and e-mail addresses of the Proponent.
 - b. **Experience with the ACAP Program**
Proponents shall demonstrate their past experience with the ACAP process. Additional information may be requested during the evaluation of the qualifications.
 - c. **Project Team**
Proponents shall provide a complete list of personnel who will be working on the project include the name, experience, estimated time to be spent, and the rate of pay for each individual. All subconsultants shall be listed in this section with their role, personnel, experience, estimated time and rates of pay for each individual.
 - d. **Relevant Project Qualifications/Experience/References**
Demonstrated background, successful experience, and relevant knowledge. A reference list of three (3) clients with whom the Proponent has provided similar services at an Airport shall be provided. The GLIAA reserves the right to contact any/all of the references listed as part of their evaluations. All projects must be airports and work completed in the last three (3) years. Of the three past relevant projects, at a minimum, two of the references shall be ACAP funded projects.
 - e. **Proposed Approach**
Demonstrated level of commitment and ability to provide all services as outlined in the RFP; specific outline of how the work will be performed; any special resources the Proponent offers. In this section any key issues with the works proposed should be stated and how the Proponent intends to mitigate the issues.
 - f. **Experience with Regulatory Approvals**
Demonstrated level of commitment and ability to provide all services required to prepare and submit all regulatory approvals to the appropriate organization. This includes, but is not



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limited to, Plan of Construction Operations submission to Transport Canada and Land Use submission to NavCanada. Proponent to demonstrate their experience in obtaining such approvals and their relationship with the appropriate regulatory agencies.

A.12. Cost

12.1 Professional Fees

This section should provide a summary of fixed fees, terms and conditions (if any). All taxes are to be excluded. The format for provision of fees shall be divided into two distinct phases, Pre-Construction and Construction, and are to be provided below:

Part A - Pre-Construction – Design/Engineering/Tendering

Item No.	Fee Description	Proposed Fixed Fee
1.0	Site Survey	\$
2.0	Geotechnical Investigation	\$
3.0	Detail Design	\$
4.0	Regulatory Approvals	\$
5.0	Tendering Services	\$
	TOTAL FEE (Excluding HST)	\$

A detail fee matrix for each summary item listed above must be provided with the proposal to understand the effort, including hours, hourly rates, and expenses, for each task.

Part B - Construction – Project Management/Post Construction Services

Weekly cost of Project Management Services (based on attached Scope of Work for Construction Services):

\$ _____

Total cost of Project Management Services based on 12-week construction schedule:

\$ _____

Post Construction Services:

\$ _____

Total Bid Cost: Part A + Part B =

\$ _____



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12.2 Review/Evaluation

The following scoring matrix will be utilized by the evaluation team. The evaluation team may consist of GLIAA personnel, Board of Directors, and any other required authority. The GLIAA reserves the right to cancel this RFP at any time for any reason, prior to an official contract/agreement being signed.

Overall Impression – Quality and depth of proposal	10%
Experience with ACAP Program	15%
Overall Qualification and Experience – The Proponent will be evaluated on the depth of experience in projects relating to scope outlined in the RFP and qualifications of individual team members. References will also be considered to ensure satisfactory performance on past projects.	25%
Proposed Approach – Evaluated based on proposed approach, work plan, timelines, and deliverables.	25%
Experience with Regulatory Approvals – Evaluated based on experience and success on obtaining required regulatory approvals.	10%
Cost	15%

A.13. Execution of Legal Documents

- 13.1 Contract documents must be signed by the proponent's officers who are authorized to enter into legal contracts. When the contract is signed under embossed company seal it is not mandatory to have the signature(s) of a witness. When a contract is not signed under an embossed company seal it is **mandatory** that each signature be witnessed.

A.14. Insurance and Safety

- 14.1 On award of contract, the successful proponent shall furnish evidence of coverage, as follows and continue to provide evidence of coverage during the course of the contract:
- General Liability Insurance - \$5,000,000.00
 - Automobile Insurance - \$3,000,000.00
 - Workers Compensation
 - Company Health and Safety Policy
- 14.2 The proponent shall submit certification from the proponent's insurance company indicating that the required insurance shall be available upon contract award.

A.15. Taxes and Duty

- 15.1 All taxes and duties, except for Harmonized Sales Tax (HST). Are to be included in the prices quoted herein.



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A.16. Mandatory Proposal Briefing Visit

A Proposal Briefing will be held on **November 25th at 1:00pm in the Executive Boardroom at the London International Airport** for all prospective bidders. Bidders will be able to attend the meeting live or virtually, and attendance at the Proposal Briefing is mandatory.

Bidders can contact sfaulkner@flylondon.ca for an invite to the virtual Proposal Briefing.

B SCOPE OF WORK

B.1 General

- 1.1 The scope of work has been developed based on all available information and recommendations by various consultants over the past two years. Based on the scope submitted to ACAP, the planned works are as follows:
- a. Mill and pave 75mm of Runway 15-33 full width and length except for the runway/runway intersection.
 - b. Runway/Runway intersection mill full depth asphalt and partial depth granular and place 150mm of asphalt.
 - c. Remove and replace all runway edge lighting, including new homeruns to the FEC, new conduits, new pullpits, and all other works required to replace the edge lighting infrastructure. Upgrade edge lights with new LED technology compliant with TP312 5th Edition Standards.
 - d. Complete a condition and compliance check of the Runway 15 SSALR system. Complete all modifications to make it TP312 5th Edition compliant, including slopes, interleaving, and all other requirements as well as upgrade steady burning fixtures to LED technology. Design new homeruns from FEC to SSALR system as part of the requirement for circuit interleaving.
 - e. Replace all Runway 15-33 pavement markings to meet TP312 5th Edition Standards.

In general, the objectives are to provide professional airport engineering and project management services for the above project as approved by the GLIAA. These services will be broken down into the following tasks.

- a. Preliminary Works including full survey, geotechnical visual inspection, and confirmation of design scope.
- b. Detailed Design
- c. Tendering Services and Award Recommendation
- d. Project Management Services During Construction
- e. Post Construction Services

B.2 Survey, Pavement Inspection and Design Scope Definition Services

The consultant team will complete a detailed survey covering the scope of work outlined in this RFP. The survey is required to cover all aspects of the project and the consultant is to ensure that the survey is completed once and to avoid additional impacts to the airfield.

The consultant team will be required to confirm the geotechnical information collected to date via visual inspection or other non-intrusive methods. Boreholes and cores are not anticipated to be required as detailed information is available from 2019 and will be provided to the winning proponent after award.

Once the survey and geotechnical confirmation is complete, the proponent will provide a scope definition report (preliminary design report) stating the planned design scope and Class D estimate. The report should address all project elements, restraints, solutions, options, costs, scheduling, and construction implementation strategies (staging). This document will be submitted to the GLIAA for their review and acceptance prior to moving on to the next stages of the project.

B.3 Detailed Design Services

The consultant will complete the detailed design (all specifications and drawings) in coordination with the GLIAA requirements and timelines as stated in this RFP.

B.4 Key Deliverables

- a. Technical Memorandum, detailed design drawings, construction specifications, and cost estimate – for, 75%, and 100% design and design finalization.
- b. Communication Plan, Risk Management and Risk Mitigation Plan, Stakeholder List and Communication approaches, Constructability of Design, list of the features (authorized/unauthorized) that will be impacted by the construction, etc.
- c. Organize design review meetings at 75%, and 100% of the design with all key stakeholders at the GLIAA. A cost estimate must be produced at each milestone to forecast the total cost of the contract/project.
- d. Conduct one (1) Airport Stakeholder Briefing to provide a project overview and schedule update including presentation drawings and handouts.

B.5 Responsibilities

The responsibilities of the consultant are briefly outlined below, but are not limited to:

- a. Meet the GLIAA project team to review details of the project and establish priorities.
- b. Collection and analysis of background information regarding each objective including a site visit.
- c. Complete full survey for scope of work (as defined in Section B.2).
- d. Conduct any pavement inspections to confirm rehabilitation scope of work (as defined in Section B.2).
- e. Create “ftp site/SharePoint” for project communication and upload project related documents/specifications/drawings.
- f. Develop preliminary construction schedule.
- g. Responsible for obtaining all permits, approvals, agreement, etc. as required by the federal, provincial, municipal, or aviation authorities.
- h. Stakeholder communication strategy.
- i. Liaison with required regulatory and other federal/provincial government agencies and obtain all regulatory approvals, if necessary.
- j. Prepare final design to meet the requirements of the scope stated in this RFP.
- k. Prepare tender drawings and specifications.
- l. Preparation of cost estimates at various stages during the design process and as requested by the GLIAA Project Team.
- m. Prepare a Plan of Construction Operations, including Transport Canada approval, liaise and consult with stakeholders including NAV CANADA and the airlines.
- n. Confirm approval requirements with NAV CANADA; complete and administer any applications for the approval process.
- o. Three (3) on-site client review meetings are required including: kick off meeting, 75% design and 100% design meetings. All other meetings can be via teleconference or web-based conferencing tools.

The GLIAA will provide the successful proponent with any additional background information not already provided with this RFP.



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B.6 Tendering Services

The consultant will be required to provide tendering services for the project and assist/work in conjunction with the GLIAA to complete this task. The tasks as part of the tendering services include, but are not limited to:

- a. Completing the tender package based on the scope of work which will include, but not limited to:
 - i. Instructions to Bidders
 - ii. Sample Contract
 - iii. Bid Form
 - iv. Contract Drawings
 - v. Contract Specifications
 - vi. Contract Special Provisions
- b. Post Tender Package on MERX or approved equal.
- c. Collect Tender Questions and Provide Responses
- d. Prepare any/all addendums during the tender period as required.
- e. Create a pre-bid presentation and chair/run the pre-bid meeting for all interested bidders.
- f. After bids close, consultant team is to complete a tender review and provide a tender analysis report along with a recommendation or post-bid clarification requirements.
- g. Assist the GLIAA with any post-bid clarifications or negotiations until award is prepared by the GLIAA.

B.7 Code and Regulation Compliance

The Consultant will review all relevant codes, statutes, regulations, and by-laws applicable to the design and ensure those authorities having jurisdiction are consulted and approvals as appropriate are secured or complied with.

B.8 Project Management

The consultant will be responsible for all elements of project management throughout the entire project. Effective management and cost control techniques are requirements for a project of this nature. The proponent will provide an overview of their project management philosophy and methods that will be utilized for this project. The tasks as part of the project management include, but are not limited to:

- a. Provide cost and schedule control for the engineering agreement, supply and installation contracts. Any requests for change or payments will be processed promptly as required by the contract documents.
- b. Submit the consultant's invoices monthly. The invoices will provide a breakdown of the engineering fees by individual personnel showing the hours worked and the charge for the period.
- c. Disbursements will be itemized to show fees from each sub-consultant and broad expense categories.
- d. Provide a documentation control system that will log and track all project correspondence, minutes, reports, vendor drawings, engineering drawings, material receiving reports, etc.
- e. Construction and Post Construction Services as detailed in Sections B.9 and B.10.

B.9 Construction Services

For the purposes of this document, the construction period for this project is expected to consist of 12-hour days, 6 days per week for a period of 12 weeks. Throughout the construction period the consultant will provide full time site supervision of all contractors and sub-contractors associated with this contract. This supervision shall include the following:



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- a. Contractor Kickoff Meeting prior to initiation of Construction
- b. Contract Administration and Oversight
- c. Documentation of Daily Inspection Services
- d. Weekly Contractor Progress Assessments
- e. Enforcement of Contractor Compliance with airport Safety and Security Programs as well as any Applicable Environmental Regulations
- f. Development of a Quality Assurance Program that will track materials used and work conducted by the contractor(s), and compare actual against planned performance
- g. Provision of a Quality Management Program that will Provide Materials Testing Services on an As-Needed Basis.

B.10 Post Construction Services

Post Construction services included/requested as part of this RFP include:

- a. Creation of a full set of As-Built Drawings for all Construction Works
- b. Provision of Project Completion Services Including Commissioning and Re-Opening of the Rehabilitated Surfaces.
- c. Warranty Inspection and Follow-Up

B.11 Project Schedule

Based on the attached Scope of Work the proposed schedule for the following benchmarks is expected to be:

- Complete Survey and Confirm Scope of Work - _____
- Complete Detailed Design and submit progress at 75%, 100% and IFT for review and comment - _____
- Tendering - _____
- Award of Construction - _____
- Construction Management is estimated at 12 weeks
- Post Construction Services - _____

END OF SECTION



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PROPOSAL DOCUMENTS



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Engineering Consultant Service for Runway 15-33 Rehabilitation with Upgraded Approach and Edge Lighting

PROPOSAL DOCUMENTS

TO: Greater London International Airport Authority
10 Seabrook Way
London, ON
N5V 3B6

FOR: **Engineering Consultant Service for Runway 15-33 Rehabilitation with Upgraded Approach and Edge Lighting**

FROM: _____

C.1 PROPONENT DECLARES:

- .1 That this proposal was made without collusion or fraud.
- .2 That the proposed work was carefully examined.
- .3 That the Proponent was familiar with local conditions.
- .4 That Contract Documents and Addenda No. _____ to _____ inclusive were carefully examined.
- .5 That all the above were taken into consideration in preparation of this Proposal.

C.2 PROPONENT AGREES:

- .1 Where entering into a contract for the supply and/or installation of equipment the Proponent agrees to supply the equipment and to do all work necessary to construct, outfit, test, and deliver the equipment, and train GLIAA Staff as to its proper operations and maintenance as described and specified herein for the prices stated herein.
- .2 Where entering into a contract to design and/or build a facility, install a service, utility or road or make alternations to an existing facility, service, utility or road, the Proponent agrees to maintain a high standard consistent with existing elements and to implement in an environmentally responsible manner. All design elements, planning and engineering must be fully coordinated and consistent in adherence to good design principles.
- .3 The Proponent will work within regular airport operations and comply with the airport safety and security requirements.
- .4 That wherever possible, the total proposed price shall be the sum of the products of the proposed unit prices times the estimated quantities herein.

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- .5 That this Proposal is valid for acceptance for Thirty **(30) days** from the time of Proposal Closing.
- .6 That all expenses incurred by a Proponent in the preparation of their Proposal, and any subsequent presentations or demonstrations, are entirely the responsibility of the Proponent. The Proposal should indicate a primary contact person in the Proponent's organization and also a person authorized to make commitments on behalf of the Proponent.
- .7 To execute in single copy the Agreement and forward it together with the applicable insurance documents to GLIAA within **14 days** of written notice of award.
- .8 Any products supplied by the successful Proponent(s) (if any) shall be supplied in such a manner as to preserve any and all manufacturer's warranties, for the benefit of GLIAA.
- .9 In the event that a Proponent is supplying a product that is all or partially sourced from other parties, the Proponent guarantees that it is an authorized reseller of the product.
- .10 That GLIAA shall not be liable for, and Proponents shall indemnify GLIAA with respect to any dumping duties, which may be levied by Canada Customs and Revenue Agency, under provisions of the Anti-Dumping Act.
- .11 That the Proposal is not made in connection with any other Proponent submitting a Proposal for the same product and is in all respects fair and without collusion or fraud.
- .12 That the products and or services offered comply in all respects with existing Provincial and Federal laws, and failure to comply with this condition shall be considered a breach of contract.
- .13 To pay all royalties and patent license fees required for the performance of the contract, and at the Proponent's own expense, defend all suits and proceedings against, and indemnify GLIAA against any award of damages, demands, losses, charges or costs made against GLIAA if such suits or proceedings are based on any claim that any of the products or services supplied by the successful Proponent(s), constitutes an infringement of a patent by the successful Proponent(s). Further, if any of the products or services supplied results in an infringement of patent and its use is enjoined, the successful Proponent(s) shall, at the Proponent's own expense, procure for the GLIAA, the right to continue using the product, replace or modify the product so it becomes non-infringing and meets the requirements of GLIAA for loss of use of the product.
- .14 The copyright of any drawings, plans and/or specifications for design/ build projects are assigned to and licenced in favour of Her Majesty the Queen in Right of Canada, represented by the Minister of Transport (Landlord). This includes any new construction, alteration of existing facilities or installation of any utility, service or road. The Architect or Engineer shall not hold GLIAA nor the Landlord responsible for any costs or expenses incurred or to be incurred in connection with the preparation of such drawings, plans and specifications or their subsequent use by the Landlord and that the Landlord is entitled to use such drawings, plans and specifications for any purpose or purposes related to the Project whatsoever at any time without any further consent and without any further payment.

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- .15 That no commitment shall exist under this Request for Proposals until such time as the successful Proponent(s) receives official written confirmation from GLIAA accompanied by a Purchase Order.
- .16 That any agreement resulting from this RFP shall be between GLIAA and the successful Proponent(s). The agreement between the parties shall ensure to the benefit of and be binding upon them and their successors, executors and administrators.
- .17 The successful Proponent shall be responsible for strict adherence to all Federal, Provincial, Municipal and Engineering codes and by-laws and shall obtain all permits, certificates and licenses as applicable including work completed by Sub-Proponents.
- .18 The GLIAA may award the Agreement on the basis of initial offers received, without discussion. Therefore, each initial offer shall contain the Proponent's best terms/information, including all required documentation as listed. The GLIAA reserves the right to enter into negotiations with the selected Proponent. If the GLIAA and the selected Proponent cannot negotiate a successful agreement, the GLIAA may terminate the negotiations and begin negotiations with the next selected Proponent. This process will continue until an agreement has been executed or all Proponents have been rejected. No Proponent shall have any rights against the GLIAA arising from negotiations.
- .19 Consulting firms submitting a proposal shall satisfy themselves by personal examination of the site, or by such means as they prefer, as to the actual conditions and requirements of the Work. Proponents shall not rely on information provided by the GLIAA including reports, existing drawings or any work completed under prior assignments, or any other information provided by the GLIAA but shall satisfy themselves as to the accuracy of the information and accept full responsibility for design of the works.
- .20 The GLIAA shall not be responsible for any delays or costs to the Proponents associated with any reviews or the approval process.
- .21 That all costs are to be quoted in Canadian Currency and will be paid in Canadian Currency.
- .22 **The award of any contract, and continuation of any resultant work beyond the Design, engineering, and tendering phase (Part A above) is conditional upon funding availability through the Airport Capital Assistance Program (ACAP) and approval by the GLIAA Board of Directors.**

C.3 GLIAA'S RIGHTS IN RESPECT OF THE RFP

This RFP does not constitute an offer of any nature or kind whatsoever by the GLIAA to the Proponent. The GLIAA does not bind itself to accept any Proposals and may proceed as it determines, in its sole discretion, following receipt of the Proposals. The GLIAA reserves the right to accept any proposal in whole or in part or to discuss with any Proponent, different or additional terms to those envisaged in this RFP or in such Proponents proposal.

GLIAA has the right:

- To cancel the RFP at any time without liability whatsoever to any Proponent;
- To reject any or all of the Proposals;
- To accept any or all of the Proposals;
- If only one Proposal is received, elect to accept or reject it;



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- Not to accept the lowest fixed fee amount;
- To alter the schedule; RFP process, procedures or objective of the project or any other aspect of the RFP, as it may determine in its sole and absolute discretion; or
- To negotiate with one or more Proponents to reach a final agreement for the services.

It is the nature of this RFP process that this RFP and/or the Proposal in response to the RFP will not constitute a binding agreement but will only form the basis for the finalization of the terms upon which the GLIAA and the chosen Proponent will enter into a final agreement (the "Agreement") and does not mean that the Proposal is necessarily totally acceptable in the form submitted. After the selection of a Proponent, if any, the GLIAA has the right to negotiate with the Proponent and, as part of that process, to negotiate changes, amendments, or modifications to the proposal without offering the other Proponents to the right to amend their proposals.

C.4 COMPLETING SCHEDULE OF QUANTITIES AND PRICES

- .1 The Proponent shall provide a detailed list of all items included in the bid on a separate sheet and attach to the proposal.
- .2 All prices shall include delivery and training as applicable.

C.5 COMPLETION TIME

- .1 The Proponent agrees to complete this Project by December 31, 2022.



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C.6 SIGNATURES*

DATED THIS _____ DAY OF _____, 2016.

Name of Firm

Signature of Signing Officer

Witness

Name and Title (Printed)

Witness

Signature of Signing Officer

Name and Title (Printed)


Company Address

Telephone No.

FAX No.

***NOTE:** Proposals submitted by or on behalf of any Corporation must be signed and sealed in the name of such Corporation by a duly authorized officer or agent.

END OF SECTION

	<p align="center">Request for Proposals</p> <p align="center">Engineering Consultant Service for Runway 15-33 Rehabilitation with Upgraded Approach and Edge Lighting</p>
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D.1 ARTICLES OF AGREEMENT

These Articles of Agreement made in duplicate this ____ day of _____, 2021.

a) BETWEEN

Greater London International Airport Authority
10 Seabrook Way
London, ON
N5V 3B6

hereafter referred to as “GLIAA”

and

hereafter referred to as the “Contractor”

WITNESS that in consideration for the mutual promises and obligations contained in the Contract, GLIAA and the Contractor covenant and agree as follows:

Article No. 1 CONTRACT DOCUMENTS

- 2.1 The Contractor hereby undertakes to perform, construct and complete the Work, at the place and in the manner set out in the plans and specifications, in accordance with these Contract Documents.
- 2.2 In the contract:
 - 2.2.1 “Fixed Price Arrangement” means that part of the Contract that prescribes a lump sum as payment for performance of the Work to which it relates; and
 - 2.2.2 “Unit Price Arrangement” means that part of the Contract that prescribes the product of a price multiplied by a number of units of measurement of a class of labor, plant or material as payment for performance of the Work to which it relates.
- 2.3 Any of the provisions of the Contract that are expressly stipulated to be applicable only to a Unit Price Arrangement are not applicable to any part of the Work to which a Fixed Price Arrangement is applicable.



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- 2.4 Any of the provisions of the Contract that are expressly stipulated to be applicable only to a Fixed Price Arrangement are not applicable to any part of the Work to which a Unit Price Arrangement is applicable.

Article No. 2 CONTRACT AMOUNT

- 3.1 Subject to any increase, decrease, deduction, reduction or set-off that may be made under the Contract, GLIAA shall pay the Contractor at the times and in the manner that is set out or referred to in the Terms of Payment the sums as follows:

Bid \$ _____, HST extra

in consideration for the performance of the Work or the part thereof.

- 3.2 The Contractor agrees that the prices proposed above include and cover customs duties, sales tax, royalties, handling, transportation, overhead, profit, and all other charges, but DO NOT include the applicable HST.

Article No. 3 PERIOD OF WORK

- 4.1 The Contractor hereby undertakes to complete the Work (final completion) by **December 31, 2022**.

Article No. 4 REPRESENTATIVES OF GLIAA

- 5.1 For the purposes of this Contract the Site Authority/Representative is:

Steve Faulkner
Manager, Operations
Greater London International Airport Authority
10 Seabrook Way
London, ON
N5V 3B6

TEL: (519) 452-4001 FAX: (519) 453-6219

- 5.2 For the purposes of this Contract the Contracting Authority is:

Chris Ryan
Chief Financial Officer
Greater London International Airport Authority
10 Seabrook Way
London, ON
N5V 3B6

TEL: (519) 452-1577 FAX: (519) 453-6219



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Article No. 5 CONTRACTOR'S ADDRESS

CONTRACTOR'S NAME, ADDRESS, PHONE/FAX NUMBER:

TEL: () _____

FAX: () _____

It is understood that, with respect to the Proposal Form, should any item be omitted or illegible, should any alteration be made to the text, or should any condition be added on or submitted with the Proposal Form, the proposal may be declared invalid and rejected by GLIAA.

Article No. 6 ADDENDA

7.1 The Contractor agrees that the following addenda issued by GLIAA have been received and have been considered in its proposal.

ADDENDUM NO.

DATE

Date: _____ Authorized Signature: _____



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Article No. 7 INVOICES

- 8.1 Invoices are to include and cover all labor, material, overhead, profit and all other charges and must be in accordance with the Contract proposal amounts and related job estimate.
- 8.2 Itemized invoices, quoting the contract number and HST registration number, are to be submitted directly to:

Greater London International Airport Authority
Accounts Payable
10 Seabrook Way
London, ON
N5V 3B6

Article No. 8 SALES TAX

- 9.1 HST will be payable on the purchase or lease of goods and real property and on the provision of services supplied in Canada or imported, except for those specifically declared to be tax-free or tax-exempt.
- 9.2 HST is excluded from the price(s) rates quoted herein. Any amount to be levied against GLIAA in respect of the HST is to be shown separately on all invoices for goods or services supplied. The Contractor agrees to include the Contractor's HST Registration Number on all invoices and to remit to Revenue Canada any HST paid or due.



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Article No. 9 AGREEMENT BETWEEN GLIAA AND THE CONTRACTOR

SIGNATURE PAGE

This Contract has been executed on behalf of the Contractor and on behalf of the Greater London International Airport Authority by their duly authorized officers.

COMPANY NAME

Printed Name

Signature

Position and/or Title

Witness

Date

Affix Corporate Seal if Incorporated:

Note: When these documents are signed under embossed Company Seal it is not mandatory to have signature(s) witnessed. When these documents are not signed under embossed Company Seal it is mandatory that each signature be witnessed and these proposal documents be submitted with a certified true copy of a resolution naming the person or persons in question.

Greater London International Airport Authority

Chris Ryan
Chief Financial Officer

Steve Faulkner
Manager, Operations

Witness

Date

END OF SECTION