

**FORM A: PROPOSAL**  
(See B8)

1. Contract Title **PROFESSIONAL ENGINEERING CONSULTING SERVICES  
FOR THE NEWPCC POWER SUPPLY UPGRADE**

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)

**FORM B: FEES  
SUMMARY OF ALL FEES**

Phase	Scope of Services	Estimated Hours	Fee Estimate A	Allowable Disbursements B	Total Fee A+B		Average Hourly Rate
<b>Fixed Fees</b>							
<b>Project Management</b>	Project management plan						
	Project management plan updates						
	Coordination with MB Hydro						
	Conceptual design						
	Preliminary design						
	Procurement services						
	Project management activities						
	Others (identify)						
<b>Subtotals Project Management</b>							
<b>Conceptual Design</b>	Conceptual design development						
	Power transformation and distribution system						
	Digester switchgears						
	Secondary clarifier switchgears						
	Conceptual level project implementation plan						
	Risk and opportunity assessment						
	Others (Identify)						
<b>Subtotals Conceptual Design</b>							
<b>Preliminary Design</b>	Preliminary Design Development						
	Power transformation and distribution system						
	Digester switchgears						
	Secondary clarifier switchgears						
	Preliminary HAZOP assessment						
	Preliminary CHAIR assessment						
	Project implementation plan update						
	Design build technical performance elements						
	Class 3 cost estimate						
	Critical path schedule						
	Preliminary design cost development documents						
	Risk and opportunity assessment						
		Others (Identify)					
<b>Subtotals Preliminary Design</b>							
<b>Procurement Services</b>	Design build procurement						
	RFQ period						
	RFP period						
	Arch flash specialist procurement						
		Others (Identify)					
<b>Subtotals Procurement Services</b>							

**FORM B: FEES  
SUMMARY OF ALL FEES**

Phase	Scope of Services	Estimated Hours	Fee Estimate A	Allowable Disbursements B	Total Fee A+B		Average Hourly Rate
<b>Time Based Fees</b>							
<b>Project Management</b>	Project management plan						
	Project management plan updates						
	Project management activities						
	Others (identify)						
<b>Subtotals Project Management</b>							
<b>Contract Administration Services</b>	Non resident engineering services						
	Resident engineering services						
	Third party testing						
	Commissioning						
	Others (Identify)						
<b>Subtotals Contract Administration Services</b>							
<b>Post Construction Services</b>	Warranty services						
	One year operational advice services (on call basis)						
	Others (Identify)						
<b>Subtotals Post Construction Services</b>							
<b>Total Fixed Fee</b>							
<b>Total Time Based Fees</b>							
<b>Total Fees</b>							

Total Fixed Fees in Figures (GST and MRST extra)

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( In Words)

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Total Time Based Fees in Figures (GST and MRST extra)

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( In Words)

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Name of Proponent

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**FORM B: FEES**  
**HOURLY RATE - TIME BASED FEE PERIOD**

Item #	Description	Name of Personnel (Where applicable)	Hourly rates				
			2015	2016	2017	2018	2019
<b>A</b>	<b>Project direction / project management</b>						
A.1	Principal in charge						
A.2	Owner's Advocate project manager						
A.3	Procurement specialist						
A.4	Resident engineer						
A.5	Non-resident engineer						
A.6	Clerks						
A.7	Others (identify)						
A.7.1	#1						
A.7.2	#2						
A.7.3	#3						
<b>B</b>	<b>Electrical</b>						
B.1	Discipline Leader						
B.2	Senior engineers						
B.2.1	#1						
B.2.2	#2						
B.2.3	#3						
B.3	Intermediate engineers						
B.3.1	#1						
B.3.2	#2						
B.3.3	#3						
B.4	Junior engineers						
B.5	Senior technicians / technologists						
B.6	Intermediate technicians / technologists						
B.7	Junior technicians / technologists						
B.8	Experts/advisers						
B.8.1	#1						
B.8.2	#2						
B.8.3	#3						
<b>C</b>	<b>Civil works</b>						
C.1	Discipline Leader						
C.2	Senior engineers						
C.2.1	#1						
C.2.2	#2						
C.2.3	#3						
C.3	Intermediate engineers						
C.3.1	#1						
C.3.2	#2						
C.3.3	#3						
C.4	Junior engineers						
C.5	Senior technicians / technologists						
C.6	Intermediate technicians / technologists						
C.7	Junior technicians / technologists						
C.8	Experts/advisers						
C.8.1	#1						
C.8.2	#2						
C.8.3	#3						

**FORM B: FEES**  
**HOURLY RATE - TIME BASED FEE PERIOD**

Item #	Description	Name of Personnel (Where applicable)	Hourly rates				
			2015	2016	2017	2018	2019
<b>D</b>	<b>Instrumentation &amp; Control</b>						
D.1	Discipline Leader						
D.2	Senior engineers						
D.2.1	#1						
D.2.2	#2						
D.2.3	#3						
D.3	Intermediate engineers						
D.3.1	#1						
D.3.2	#2						
D.3.3	#3						
D.4	Junior engineers						
D.5	Senior technicians / technologists						
D.6	Intermediate technicians / technologists						
D.7	Junior technicians / technologists						
D.8	Experts/advisers						
D.8.1	#1						
D.8.2	#2						
D.8.3	#3						
<b>E</b>	<b>Building services</b>						
E.1	Discipline Leader						
E.2	Senior engineers						
E.2.1	Architect						
E.2.2	Structural engineer						
E.2.3	Building mechanical engineer (HVAC, plumbing, fire protection)						
E.2.4	Electrical, instrumentation, control, automation engineer						
E.2.5	Other engineers						
E.3	Intermediate engineers						
E.3.1	#1						
E.3.2	#2						
E.3.3	#3 etc.						
E.4	Junior engineers						
E.5	Senior technicians / technologists						
E.6	Intermediate technicians / technologists						
E.7	Junior technicians / technologists						
E.8	Experts/advisers						
E.8.1	#1						
E.8.2	#2						
E.8.3	#3						
	<b>Additional on-site staff (e.g. site engineers, quantity surveyors, commissioning engineers...)</b>						
<b>F</b>							
F.1	#1						
F.2	#2						
F.3	#3						
F.4	#4						
F.5	#5						
<b>G</b>	<b>Others (identify)</b>						
G.1	#1						
G.2	#2						
G.3	#3						
G.4	#4						
G.5	#5						



**FORM C: EXPERIENCE OF PROPONENT AND SUBCONSULTANT**

<input type="checkbox"/> <b>Proponent</b>	<b>Name:</b>		<b>Project # :</b>
<input type="checkbox"/> <b>Subconsultant</b>			
<b>Project Name:</b>			
<b>Start Date: Month/Year</b>		<b>Completion Date:</b>	
<b>Project Description:</b> <i>Include project owner, project objectives; size of electrical power transmission and transformation system and other relevant information demonstrating similarity to project criteria in B10.3.</i>			
<b>Consultant Services Description:</b> <i>Provide clear and comprehensive description of the consultant services, details of the role of the consultant/ Subconsultant, and assignment outcomes and achievements.</i>			
<b>Original and Final Cost</b> <i>Provide this information for the consultant services assignment value of scope performed and the construction. Identify the amount of scope changes and the reasons for each of them.</i>			
<b>Design and Construction Schedules</b> <i>Include anticipated project schedule and actual project delivery schedule, showing design and construction separately and provide the reasons for any discrepancies between the two (if any).</i>			
<b>Reference Name</b>	<b>Title/Function</b>	<b>Email</b>	<b>Phone Number</b>
#1			
#2			
<b>Proponent Representative Signature:</b>		<b>Subconsultant Representative Signature:</b>	
<b>Date:</b>			

**FORM D: EXPERIENCE OF KEY PERSONNEL**

<b>Proponent/Partner/Subconsultant:</b>			
Key personnel name			
Current employer			
Current role		Current location	
Availability		Residency/Citizenship status	
Period of commitment		Commitment (Full or Part Time)	
<b>Proposed Role and Responsibilities:</b>			
Proposed role			
Proposed base location (City, Country)			
Proposed responsibilities			
<b>Capabilities, Skills and other information:</b>			
Core capabilities and/or Technical skills	<i>Indicate how skills, experience and capabilities match the scope of services</i>		
Education background and degrees			
Professional recognition and titles			
Years of experience in similar role as proposed			
Years of experience with current employer			

<b>Project #1</b>				
Role on the project				
Project name and owner				
Project Award and completion dates				
Project description				
Responsibilities & achievements				
Reference	<b>Name</b>	<b>Title/Function</b>	<b>Email</b>	<b>Phone Number</b>

#1				
#2				

Repeat the above for each reference project on additional sheets

<b>Proponent/Partner/Subconsultant:</b>				
Project # 2				
Role				
Project name and owner				
Project Award and completion dates				
Project description				
Responsibilities & achievements				
Reference	<b>Name</b>	<b>Title/Function</b>	<b>Email</b>	<b>Phone Number</b>
#1				
#2				

I certify that I am available on a full/part time basis for the duration required of the proposed role.	Name:	Signature:
	_____	_____

I certify that _____ <b>[Insert Name]</b> is available on the above identified basis.	Name:	Title:	Signature:
	_____	_____	_____