



**GLENGARRY INTER-AGENCY GROUP INC.
624 Main Street South, Alexandria ON K0C 1A0
Fax: 613-525-4699 Phone: 613-525-1533**

REQUEST FOR QUOTES TLC-2026-01

**ENGINEERING / ARCHITECTURAL SERVICES FOR THE
IROQUOIS DAYCARE REFURBISHMENT**

Issue Date: Monday, June 29, 2026 (ET)

Closing Date: Friday, July 24, 2026 at 14:00 (ET)

**Glengarry Inter-Agency Group Inc.
624 Main Street South, Alexandria ON K0C 1A0
Fax: 613-525-4699 Phone: 613-525-1533**

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Section 1) INFORMATION FOR PROPONENTS

1. Request for Quotes will be received until **July 24, 2026 at 14:00 (EDT)**.

Submissions can be sent as follows:

By Mail:

Two hard copies sealed in an envelope clearly marked as:

Glengarry Inter-Agency Group Inc.
624 Main Street South, Alexandria ON K0C 1A0

Engineering / Architectural Services for the Iroquois Daycare Refurbishment
Request for Quotes TLC-2026-01

Attention: Anne Leduc
Executive Director

- The first envelope will contain the documents related to the Technical Response:
 - Document Reference Page
 - Availability to Start Work Form
 - References and Experience Summary Form
 - Work Plan Form
 - Proponent's Declaration Form
 - Acknowledgement of Receipt of Addenda Form
- The second envelope will contain information for the Pricing Response:
 - Request for Quotes TLC-2026-01 Bid Form information.

OR

By E-mail:

One copy emailed to executivedirector@giag.ca

Subject line: Engineering / Architectural Services for the Iroquois Daycare
Refurbishment
Request for Quotes TLC-2026-01

Email contains two files:

- The first file will contain the documents related to the Technical Response:
 - Document Reference Page
 - Availability to Start Work Form
 - References and Experience Summary Form
 - Work Plan Form
 - Proponent's Declaration Form
 - Acknowledgement of Receipt of Addenda Form
 - The second file will contain information for the Pricing Response:
 - Request for Quotes TLC-2026-01 Bid Form information.
2. Quotes shall contain the full name of the authorized party or parties bidding and the signature of the authorized party or parties bidding shall be in their respective handwriting.
 3. All forms as listed in the "Documentation to be provided" section must be submitted with this document or the Request for Quotes will be rejected.
 4. Proponents are solely responsible for any expenses they incur in preparing the Quote and for subsequent negotiations with the Glengarry Inter-Agency Group (hereinafter referred to as Organization), if any. If the Organization elects to reject any or all Quotes or cancel the Request for Quotes at any time the Organization will not be liable to any Proponent for any claims, whether for costs or damages incurred by the

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Proponent in preparing the Quote, loss of anticipated profit in connection with any final Contract, or any other matter whatsoever.

5. A Proponent may withdraw a submitted Quote at any time up to the official closing time by letter bearing a signature of a senior official to the designated recipient of the Quote to which the request for withdrawal applies. The withdrawn Quote will be returned unopened to the Proponent.
6. A Proponent who has already submitted a Quote may submit a further Quote at any time up to the official closing time. The last Quote received shall supersede and invalidate all Quotes previously submitted by that Proponent as it applies to this Request for Quotes.
7. All changes to or clarifications of the terms, conditions or specifications required before closing will be issued by Anne Leduc, Executive Director, in the form of a written addendum posted to the Organization's website www.giag.ca. The receipt of addenda issued must be acknowledged by the Proponents in the appropriate section of the Form of Quote. The Organization assumes no responsibility for oral instructions or suggestions. **FAILURE TO ACKNOWLEDGE RECEIPT OF ALL ADDENDA ON THE FORM OF QUOTE WILL RESULT IN THE QUOTE BEING REJECTED.**

Questions can be directed to:

Anne Leduc
Executive Director
613-525-1533 x 224
executivedirector@giag.ca

8. Each Proponent must thoroughly examine all documents as well as make their own estimate for the proposed work before submitting a Quote and must satisfy themselves by personal examinations as to the local conditions to be met while completing the specified work. A Proponent is not to claim at any time after the submission of their Quote that there was any misunderstanding of the terms and conditions of the Request for Quotes.
9. The documentation comprising any Request for Quotes submitted, along with all correspondence, documentation and information provided to the Organization by any Proponent in connection with, or arising out of this Request for Quotes, once received by the Organization:
 - a. Shall become the sole and unfettered property of the Organization;
 - b. Shall become subject to the *Personal Information Protection and Electronic Documents Act* ("PIPEDA"), and may be released, pursuant to that Act.

Because of PIPEDA, Proponents are advised to identify in their Request for Quotes submission any scientific, technical, commercial, proprietary or similar confidential information, the disclosure of which could cause them injury.

10. All prices shall be stated in Canadian funds. Prices must also be inclusive of customs, duty and freight where applicable. Prices quoted are to be in Canadian funds and are to remain firm and irrevocable and continue open for acceptance by the Organization for the term of the Request for Quotes.
11. Quotes are to remain firm for acceptance for a period of sixty (60) days from the date of closing of Request for Quotes unless otherwise stated by the Organization.
12. The successful Proponent will issue an invoice in an expedient manner upon meeting the payment milestones stipulated in the contract. The Organization requires 30 days to facilitate the invoice approval and to make payment. There shall be no interest charged during this period.

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13. The Organization is committed to providing quality goods and service that are accessible to all persons that it serves. Documents are available in various accessible formats upon request. Individuals are advised to contact the Organization's Office, and the Organization will work with the individuals to provide a format that meets their needs.

Section 2) AWARD

Consideration for award shall only be undertaken in relation to Proponents who are determined by the Organization to have satisfied all the requirements.

The acceptance and award of the Quote, execution of an agreement, contract or purchase order is subject to payment terms and conditions in writing that are acceptable to the Executive Director along with approval by the Organization through the budget process or as otherwise directed by Organization.

The lowest or any Quote will not necessarily be accepted. The award is based, amongst other things, on a combination of factors as expressed in the Method of Selection section of this document. The Organization may reject any Proponent who is involved in litigation with the Organization, its elected or appointed officers and employees in relation to any contracts or services, or any matter arising from the Organization's exercise of its powers, duties or functions. The Organization reserves the right to cancel this Quote or portions thereof at any time for any reason, prior to an official contract/agreement being signed. Regardless of the decision to award, or not to award, this Request for Quote, the prospective Proponents are responsible for all costs incurred in the preparation of its Quote.

No announcement concerning any Request for Quotes submission received by the Organization, or regarding the evaluation process used to determine a successful proponent (if any), will be made until a report has been presented to the Organization's Board of Directors recommending an award.

Any notification of award will be conducted in a manner that respects applicable privacy legislation, including PIPEDA, and will maintain the confidentiality of proprietary and personal information provided by proponents.

Section 3) SITE

Proponents are responsible for having ascertained pertinent local conditions, such as equipment, conditions, locations, accessibility, and general character of the site, knowledge of conditions affecting the work. The act of submitting a Quote is to be considered as full acknowledgment that the Proponent inspected the site and is familiar with the conditions and requirements of these specifications.

Section 4) SCHEDULE

- RFQ Available: June 29, 2026
- Site Visit: July 7, 2026 at 2 pm
- Deadline for submittal of Questions: July 14, 2026 at 14:00
- Response to Questions: July 17, 2026 at 14:00
- Deadline for submission of Quotes: July 24, 2026 at 14:00
- Report Presented to Board of Directors: On or before August 18, 2026

The Organization reserves the right to make adjustments to the above noted schedule as necessary.

Section 5) ADDENDA AND ADDENDA ACKNOWLEDGEMENT

Copies of all questions and answers, and any addenda to supplement the Quote, will be posted on the Organization's website at a minimum (5) business days prior to the Quote due date.

Only formal written responses to properly submitted questions will be binding on the Organization. Any such clarifications or addenda shall become part of this Quote.

Proponents may contact the individual listed in Section 1) point 7 for clarification and information pertaining to this request for Quotes.

Section 6) METHOD OF SELECTION

The Organization reserves the right to select Proponents based on pricing, performance and availability.

6.1 Selection Process

The Quote will be evaluated using a two-stage process:

- Stage 1:
 - Quote will be reviewed to determine compliance with all mandatory criterion identified in Section 6.2 – Technical Response.
 - Quotes that do not meet the minimum qualifying score of 50 as set out in Section 6.2 will be given no further consideration.
- Stage 2: Quotes will be scored on Pricing Response as set out in Section 6.3.
- The compliant Quote that receives the highest score will be recommended for award of a contract.

6.2 Stage 1 – Technical Response

Technical Response Criterion (Minimum score required - 50)	Weight	Score
<p>Understanding of Project & Proposed Methodology and Timeline</p> <ul style="list-style-type: none"> • Understanding of project requirements, scope of work and deliverables • Proposed Approach <ul style="list-style-type: none"> ○ Identify any potential options or changes to outlined approach that could be advantageous to the Organization • Project Plan <ul style="list-style-type: none"> ○ Format, clarity and quality of proposed work plan and schedule detailed by major part and each key task • Timeline <ul style="list-style-type: none"> ○ A demonstration of schedule concerns and confirm how it will be managed. 	25	
<p>Demonstrated Expertise</p> <ul style="list-style-type: none"> • Experience of the firm in providing similar services <ul style="list-style-type: none"> ○ A demonstration of the Proponent’s ability and experience in performing similar projects. It is mandatory that the Proponent has led the design of arena and recreation projects of similar scale on schedule and on budget. Experience of the Staff in providing similar services ○ Demonstrates qualifications and capability of key personnel 	30	

<p>Proposed Resources, Resumes & References</p> <ul style="list-style-type: none"> • Quality of Proponent’s work based on recent and relevant project experience on similar assignments, demonstrating suitability to undertake work. • Provide the names and responsibilities of key personnel on the proponents Project Team. If Sub-Consultants are being 	15	
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<p>used outline their firm and role on the project team. Provide resumes for the key personnel as applicable.</p> <ul style="list-style-type: none"> It is imperative that the key design personnel have the background, experience, and qualifications to complete the project. After the contract is signed, the proponent may not replace key staff unless their employment is terminated or agreed upon by the Organization. 		
Technical Response Qualifying Score	70	

6.3 Stage 2 – Pricing Response

Pricing Response Criterion	Weight	Score
Pricing Response Qualifying Score <ul style="list-style-type: none"> Break out of costing of each major part and key task to complete the Project 	30	

Financial Proposal

The proponent shall provide their financial proposal on the Bid Form. The fixed fee price shall include all expenses, fees and disbursements required to complete the work as described in the RFQ. The fixed fees Full points will be awarded to the lowest cost proposal which meets the requirements noted in the terms reference and other proposals will be awarded points based on the following formula:

1 –	$\frac{(nx - n1)}{n1}$	X Financial Points Available
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Where

nx is the dollar value of the proposed fee

n1 is the dollar value of the lowest proposed fee

6.4 Total Score

Score	Weight	Score
Stage 1 – Technical Response Qualifying Score	70	
Stage 2 – Pricing Response Qualifying Score	30	
TOTAL SCORE	100	

6.5 Final Selection

Upon selection of the finalist, the Organization may, if necessary, begin scope clarifications, draft contract revisions, and final price negotiations in order to comply with the budget set out for this activity. Should the negotiations fail to result in an executed contract with the preferred respondent, the Organization may, in its sole discretion, elect to terminate negotiations with the preferred respondent and begin negotiations with the second most preferred respondent (and so on) or cancel the procurement process.

Section 7) TERMS OF REFERENCE

7.1 Introduction

The Glengarry Inter-Agency Group (GIAG) is a non-profit organization incorporated in 1976, governed by a volunteer board. The Organization has had a French Language Designation since 1994.

The Organization’s Programs include the Integrated Employment Services, The Learning Centre, the Early ON Program, Senior Services (Adult Day Program and Home Maintenance Support), and a Youth in Transition Program.

7.2 Technical Specifications

Glengarry Inter-Agency Group Inc.
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The Proponent is required to meet specifications or suggest alternative specifications to those listed below. Some variations from this specification may be accepted provided these variations are, in the opinion of the Organization, minor in nature and will not adversely affect the project. Any variations must be clearly stated.

7.3 Proposed Term of Work

The proposed term of the contract requires completion of project according to the following timeline:

- Design and acceptance of plans – Start date: August 25, 2026 and completion by October 23, 2026.

Section 8) GENERAL SPECIFICATIONS

8.1 Timing of Project

The Organization wishes to be shovel ready for construction in anticipation of funding opportunities. The Engineering / Architectural designs are to be completed by October 23, 2026.

8.2 Project Considerations

The Organization is issuing this Request for Quotes (RFQ) seeking the services of a qualified firm to complete the detailed design for the refurbishment of the south space of the former Iroquois Medical Clinic (herein after named “Facility”) located at 5 College St, South Dundas, Ontario, K0C 1H0, into daycare space, including but not limited to kitchen, staff area, bathrooms, indoor and outdoor play areas, to accommodate 49 children – 10 infants, 15 toddlers, and 24 pre-schoolers.

The Facility is a single-story building that was formerly a primary school constructed in approximately the late 1950’s and underwent a significant renovation in 2013.

A number of other upgrades have been carried out over the years, most recently, the refurbishment of the north section of the Facility that is being used as a youth hub.

The successful proponent will be responsible for retrofitting the space to meet all licensing requirements for 49 children – 10 infants, 15 toddlers and 24 school-aged children.

The changes to accommodate a daycare in the facility will require modifications and relocation of existing building services to the existing archives that are located in part in the building and in the former gymnasium.

8.3 Specifications for Designs

Part A. Iroquois Daycare

- Designs shall be based on the Principles of Universal Design, meet AODA standards and include considerations for energy efficiency and heat recovery;
- Preliminary floor and site plans must be submitted, reviewed and approved by the Director of the Ministry of Education.
- Designs will be compliant with Ontario’s 2026 child care guidelines - Child Care and Early Years Act (CCEYA) and Ontario Regulation 137/15;
 - Design of indoor spaces will include:
 - Dividing indoor spaces, including but not limited to sleep, classroom, restrooms, kitchen, staff, storage spaces, etc. according to minimum space requirements for infants, toddlers and school-aged children;
 - Design of outdoor spaces will include:
 - Defining and design allotment of outdoor play spaces according to minimum space requirements for infants, toddlers and school-aged children;

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- Direct access if at all possible from individual classroom areas.
- In alignment with safety considerations, the design of the outdoor play area shall exclude high-level and climbing play structures, with a focus instead on ground-level, age-appropriate, and accessible play elements;
- If required, include curbs in the design to protect outdoor spaces from street traffic.

Part B. Modifications to Archives Space and Base Building

- **OBC Compliance Review:** Review the existing space for conformance with the Ontario Building Code (OBC). Ensure that all proposed modifications and spaces are adequately separated by appropriate fire separations and closures based on the proposed occupancy classifications.
- **Office and Amenities Design:** Design new office and storage spaces within the existing Gymnasium/Archives area. The design must accommodate future office operations, including mechanical and electrical (M&E) engineering. The layout shall also incorporate a small kitchenette typical of a standard small-office environment.
- **Layout and Security Partitioning:** Complete a comprehensive review of the existing archives space, including current shelving and furniture layouts. Modifications to these layouts must be integrated into the final renovation design drawings. The design shall establish distinct open-access areas and restricted-access zones utilizing partition walls secured for Municipal Archival material storage.
- **Provisional Roofing Works:** Include a provisional allowance and technical specification within the design drawings for the removal and replacement of the existing lower roof structure, including necessary upgrades to the roof slope, framing, and waterproofing membrane.

Part C. Class B estimates

- Providing Class B (66% design development) cost estimates to improve cost predictability;
 - Provided separately for Daycare;
 - Provided separately for Archives.

Part D. Plans

- Provide stamped and issued for permit and construction Engineering / Architectural Plans.

Part E. Tender & Construction Admin.

- Prepare Tendering Documents
- Liaison with Executive Director during tendering
- Attend site walk-about with contractors, if requested.
- Aide Organization in responding to Contractor requests for clarification.
- Issue clarifications and/or addenda, as appropriate.
- Visit the site for field review as required. Make such visits to the project site at intervals appropriate to the stage of construction as necessary to enable ascertain whether the Contractor is carrying out the work in general conformity with the Contract Documents for the project. (Assume minimum 4 Inspections).
- Prepare site visit reports.
- Provide interpretations and clarifications of the contract drawings related to the design during construction.
- Provide supplementary details, instructions and field sketches as necessary.
- Attendance (possibly virtually) of Construction Site meetings in conjunction with field reviews.
- Review shop drawings related to the construction for general conformity to the project requirements.
- Provide all documentation required for Permitting.

8.4 Additional Specifications

Referenced Standards

Comply with all codes and standards (latest versions) applicable to this type of work, including but not limited to:

- Ontario Building Code
- Electrical Safety Code
- WSIB Regulations
- Boiler and Pressure Vessels Act (if applicable)
- TSSA Gas Code (if applicable)
- Any other local or provincial requirements

All work is to be performed to applicable OPSS standards.

8.5 Available Support Documents / Resources

The following documents are available for review upon request through a shared drive. Emails requesting the documents should be sent to executivedirector@giag.ca.

- Available scans of the original building plans
- Roof System Assessment – May 2018

8.6 Constraints

Site work, if required, must be carried out during normal operating hours from 8 am to 5 pm year-round.

Section 9) OBLIGATIONS

9.1 Proponent Obligations

- 9.1.1 Provide and obtain all necessary materials, equipment and labor.
- 9.1.2 If applicable, provide and obtain all necessary permits with the Municipality of South Dundas and utilities agencies as required by law. If applicable, the Proponent is responsible for calling Ontario One Call for utilities locates.
- 9.1.3 If applicable, schedule all necessary inspections with the Municipality of South Dundas and utilities agencies as required by law.
- 9.1.4 Strictly adhere to proposed work. The Organization reserves the right to withhold partial or all payment until the work is completed to the specifications and satisfaction of the Organization. Any work not completed to specifications will be the Proponent's sole responsibility and expense to redo.
- 9.1.5 Indemnify and save harmless the Organization, its officers and employees from and against any liability, loss, claims, demands, costs and expenses, including reasonable legal fees, occasioned wholly or in part by any negligence acts or omissions whether willful or otherwise by the Proponent, their agents, officers, employees or other persons for whom the Proponent is legally responsible.

9.2 WSIB

Within 5 days of notification of acceptance and prior to the commencement of work the proponent will provide the Organization, at their own expense, with proof of WSIB coverage as required by Law.

9.3 Insurance

Within 5 days of notification of acceptance and prior to the commencement of work the proponent will provide the Organization, at their own expense, with evidence of Professional General Liability Insurance issued on an occurrence basis for an amount of not less than \$5,000,000 per occurrence / aggregate for any negligent acts or omissions relating to their obligations under this Agreement. Such insurance shall include, but is not limited to bodily injury and property damage including loss of use; failure to perform; personal injury; contractual liability; premises, property & operations; non-owned automobile; broad form property damage; broad form completed operations; Organization & Proponents protective; occurrence property damage; products; employees as Additional Insured(s); contingent employers liability; tenants legal liability; cross liability and severability of interest clause.

Such insurance shall add the Organization as Additional Insured with respect to the operations of the operator. This insurance shall be non-contributing and apply as primary and not as excess of any insurance available to the Organization.

Insurance shall be maintained until the termination of the contract or as otherwise stated.

Certificate of Insurances must be updated throughout the term of the Contract and copies forwarded to the Executive Director for the Organization upon renewal.

9.4 Successful Proponent – Execution of Contract

The successful Proponent will enter into a contract with the Organization within 10 business days of the award.

9.5 Documentation to be Submitted

The following documentation, available in this document, must be submitted with the Proponent's Quote:

- a) Request for TLC-2026-01 Quote Bid Form
- b) Document Reference Page
- c) Availability to Start Work Form
- d) References and Experience Summary Form
- e) Work Plan
- f) Proponent's Declaration Form
- g) Acknowledgement of Receipt of Addenda Form

Section 10) REQUEST FOR QUOTE TLC-2026-01 BID FORM

**ENGINEERING OR ARCHITECTURAL SERVICES FOR THE IROQUOIS
DAYCARE REFURBISHMENT
REQUEST FOR QUOTES TLC-2026-01**

(To be submitted with Original and each copy of Quote Submitted)

The Proponent offers to provide the services detailed herein and as further detailed in the Proponent's Quote, to the acceptance of the Organization for the following stated prices:

TLC-2026-01 Bid Form			
<u>Tasks</u>	<u>Fees</u>	<u>Disbursements</u>	<u>Total</u>
A. Consulting Fees:			
Part A. Iroquois Daycare			
Part B. Modifications to Archives Space			
Part C. Class B estimates			
Part D. Stamped plans issued for construction			
Part E. Tender and Construction Admin			
Other (Please supply details)			
•			
•			
•			
SUBTOTAL =			
B. HST (as applicable):			
TOTAL PRICE =			

Company / Proponent's

Name:

Address:

City/Province:

Postal Code:

Telephone Number:

Fax Number:

Email:

HST Registration No.:

Authorized Signature(s):

Signature

Signature

Name(s) (please print or type):

Print Name

Print Name

Date Signed:

Section 11) DOCUMENT REFERENCE PAGE

Using the table below, inserting the **reference/page number** corresponding to the appropriate sections within your Quote that deal with each criterion under evaluation.

Technical Response Criterion (Minimum score required - 50)	Weight	Minimum Score Required	Proponent's Reference / Page Number
Understanding of Project & Proposed Methodology and Timeline <ul style="list-style-type: none"> • Understanding of project requirements, scope of work and deliverables • Proposed Approach <ul style="list-style-type: none"> ○ Identify any potential options or changes to outlined approach that could be advantageous to the Organization • Project Plan <ul style="list-style-type: none"> ○ Format, clarity and quality of proposed work plan and schedule detailed by major part and each key task • Timeline <ul style="list-style-type: none"> ○ A demonstration of schedule concerns and confirm how it will be managed. 	25		
Demonstrated Expertise <ul style="list-style-type: none"> • Experience of the firm in providing similar services <ul style="list-style-type: none"> ○ A demonstration of the Proponent's ability and experience in performing similar projects. It is mandatory that the Proponent has led the design of daycare and or education projects of similar scale on schedule and on budget. Experience of the Staff in providing similar services ○ Demonstrates qualifications and capability of key personnel 	30		
Proposed Resources, Resumes & References <ul style="list-style-type: none"> • Quality of Proponent's work based on recent and relevant project experience on similar assignments, demonstrating suitability to undertake work. • Provide the names and responsibilities of key personnel on the proponents Project Team. If Sub-Consultants are being used outline their firm and role on the project team. Provide resumes for the key personnel as applicable. • It is imperative that the key design personnel have the background, experience, and qualifications to complete the project. After the contract is signed, the proponent may not replace key staff unless their employment is terminated or agreed upon by the Organization. 	15		
Technical Response Criterion (Minimum score required - 50)	70		
Pricing Response Criterion	Weight	Score	
Pricing Response Qualifying Score <ul style="list-style-type: none"> • Break out of costing of each major part and key task to complete the Project 	30		
Maximum Score Possible	100		

Section 12) AVAILABILITY TO START WORK FORM

AVAILABILITY TO START WORK	
Date of earliest commencement of work upon award:	_____ 20____ Day Month
Date of completion of work:	_____ 20____ Day Month

Section 13) REFERENCES AND EXPERIENCE SUMMARY FORM

The Proponent shall also submit a brief summary that outlines and defines their technical competence, experience on similar projects, proven performance, and availability of dedicated experienced personnel for the duration of the project, ability to perform within time constraints, location and/or local knowledge, professional independence/integrity and managerial ability.

FIRM'S EXPERIENCE – SUBMIT THREE (3) REFERENCES		
Project Description	Name of Contact:	
	Address of Contact:	
	Telephone Number	
	Email:	
Project Description	Name of Contact:	
	Address of Contact:	
	Telephone Number	
	Email:	
Project Description	Name of Contact:	
	Address of Contact:	
	Telephone Number	
	Email:	

The Proponent shall submit a brief summary on the quality of staff that will be performing the services attached to this project.

STAFF'S EXPERIENCE	
Name of staff:	
Qualifications:	
Projects:	
Name of staff:	
Qualifications:	
Projects:	
Name of staff:	
Qualifications:	
Projects:	

Pursuant to (PIPEDA), I _____, authorize GIAG. to contact any person(s)/companies for the purpose of obtaining reference information.

Authorized Signature(s): _____
Signature

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Section 14) WORKPLAN FORM

This section demonstrates the Proponent’s comprehension of the Organization’s objectives and work requirements and the Proponent’s ability to satisfy those objectives and requirements.

It is used to describe the proposed approach for addressing the scope of the project, outlining the approach that would be undertaken in providing the requested services. A timetable is included for the project.

WORKPLAN TIMELINES		
Component:	Start Date: ____ 20__ Day Month	Completion Date: ____ 20__ Day Month
Description of Work:		
Component:	Start Date: ____ 20__ Day Month	Completion Date: ____ 20__ Day Month
Description of Work:		
Component:	Start Date: ____ 20__ Day Month	Completion Date: ____ 20__ Day Month
Description of Work:		
Component:	Start Date: ____ 20__ Day Month	Completion Date: ____ 20__ Day Month
Description of Work:		
Component:	Start Date: ____ 20__ Day Month	Completion Date: ____ 20__ Day Month
Description of Work:		
Component:	Start Date: ____ 20__ Day Month	Completion Date: ____ 20__ Day Month
Description of Work:		

Section 16) ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

(To be submitted with original and each copy of the Quote submitted)

This will acknowledge receipt of the following addendum/addenda and that the pricing quoted includes all provisions set out in such addendum/addenda.

ADDENDUM #	DATE RECEIVED

Check here if NO Addendum received

Company / Proponent's
Name:

Authorized Signature(s):

Signature

Signature

Name(s) (please print or
type):

Print Name

Print Name

Date Signed:
