



**Architettura Inc., Architects**

1361 Ouellette Avenue  
Suite 201  
Windsor, Ontario N8X 1J6  
Ph: (519) 258-1390 Fx: (519) 258-2921  
[www.architettura-inc.com](http://www.architettura-inc.com)

**GENERAL CONTRACT BIDDER REGISTRATION FORM**

**PROJECT: ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
FULL DAY KINDERGARTEN / HVAC PROJECT  
ST. JOSEPH'S SCHOOL  
43 ST. CLAIR STREET, TILBURY ONTARIO  
ARCHITETTURA INC. ARCHITECTS, PROJECT # 1202

ISSUED FOR TENDER: **FEBRUARY 15, 2012**

CLOSING DATE/TIME: **MARCH 16, 2012 @ 2:00 pm**

MANDATORY SITE EXAMINATION /BIDDER'S BRIEFING DATE /TIME: **FEBRUARY 22, 2012  
11:00 AM**

FIRMS MUST REGISTER WITH ARCHITETTURA INC. ARCHITECTS IN ORDER TO BE LISTED AS A BIDDER AND TO ENSURE RECEIPT OF ADDENDA. PLEASE PROVIDE THE FOLLOWING INFORMATION AND SUBMIT TO: **JASON PILLON;**  
**[jason@architettura-inc.com](mailto:jason@architettura-inc.com), OR BY FAX 519-258-2921**

GENERAL CONTRACTORS NAME \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_

FAX # \_\_\_\_\_



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This notification is provided to inform and advise of a project proposed by the St. Clair Catholic District School Board and shall be considered as a supplement to the instructions to Bidders which are included with the Bid Package for the project.

### **Invitation**

Offers signed under seal, executed and dated will be received by St. Clair Catholic District School Board, 420 Creek St, Wallaceburg, Ontario for FDK/HVAC Project to St Joseph's School 43 St. Clair Street, Tilbury, Ontario until **2:00 pm local time** as indicated on the timeclock of the SCCDSB, reception desk at 420 Creek Street, Wallaceburg, Ontario, on **Friday, March 16, 2012**.

### **Scope of Work**

Project consists of the following work outlined as a one storey existing masonry school building comprising of approximately 34,000 sq.ft at which will require Full Day Kindergarten Renovation to an existing classroom and a complete HVAC upgrade to 17 Classrooms and a Gym along with associated Administration Areas.

### **Bidder Registration**

General Contract Bidders shall register and obtain bid documents from the Consultant, Architettura Inc. Architects can be done in person, by fax or email as follows:

Email: [jason@architettura-inc.com](mailto:jason@architettura-inc.com)

Fax: 519-258-2921

In Person: 1361 Ouellette Ave, Suite 201, Windsor, Ontario

A registration form will be sent out, and when received, access codes will be provided to the Bidders. Bids will not be received from General Contract Bidders who do not register with the Consultant, and who do not attend the Mandatory Site Examination and Bidder's Briefing.

### **Mandatory Site Examination and Bidder's Briefing**

Mandatory Site Examination and Bidder's Briefing has been scheduled for **Wednesday, February 22, 2012 beginning at 11:00 am**. All interested parties will meet at the office of St. Joseph's School, 43 St Clair Street, Tilbury, Ontario. The site may not be available for viewing at any other times. All General Contractors and major subtrade tenderers and suppliers are invited. Attendance will be taken and the General Contract Bidder's List prepared from attendances. Bids will not be accepted from General Contractors who do not attend the Mandatory Site Examination and Bidder's Briefing, and who do not register as a bidder with the Consultant. Attendance for subtrades and suppliers is recommended, but not mandatory.

### **Drawing Availability**

Drawings are accessible from the Architettura Inc. Architects office and will not be provided in hard copy format during the bid period. Drawings and specifications may be down loaded from PMIT (Project Manage IT) site and printed at the bidder's convenience and expense.

Drawings and Specifications will be available for viewing **after 11:00 am on Wednesday, February 22, 2012** on Architettura Inc. Architects PMIT site. Access information will be provided to registered bidders.



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### **Addenda**

Addenda will be issued electronically to Registered Contractors during the Bid Period, and will be published to the Architettura Inc Architects PMIT site.

### **Contract**

The contract will be CCDC-2008 modified with Supplementary Conditions which are part of the bid package.

### **Bid Security and Performance Assurance**

All Bidders shall provide a 10% Bid Bond and an Agreement to Bond at time of bidding.

All Labour and Material Payment Bond and a Performance Bond, each in the amount of 50% of the **Total Contract Amount** is required from the successful Bidder.

### **Insurance**

At time of Bid Closing, provide a signed standard form provided by the Contractor's Insurance Co. or broker stating its intention to provide insurance to the Bidder in accordance with the insurance requirements CCDC2-2008.

### **WSIB**

At time of Bid Closing, provide a certificate of good standing from the Workplace Safety and Insurance Board.