



QUOTATION

Item #L-34/26

Services – Snow Clearing

Services – Snow Clearing

TABLE OF CONTENTS

1.	DEFINITIONS	1
2.	ENQUIRIES	1
4.	PRICING	1
5.	RECEIPT OF QUOTATIONS.....	1
6.	SUBMISSION OF QUOTATIONS.....	1
7.	ADDENDA.....	2
8.	ALTERNATE BIDS.....	3
9.	WITHDRAWAL OF QUOTATIONS.....	3
10.	REJECTION OF QUOTATIONS	3
11.	AWARD AND EXECUTION OF QUOTATIONS	3
12.	TRADE AGREEMENT ACKNOWLEDGEMENT	3
	PART B. – SUPPLEMENTAL CONDITIONS.....	4
A)	Application.....	4
B)	Local License Requirements.....	4
C)	Schedule	4
D)	Selection Process/Criteria.....	4
E)	Submittal Requirements.....	5
F)	Insurance and Indemnification Requirements	5

Appendix 1 – Specifications

Bid Form

The following information is available for download on the City of Brandon website <https://purchasing.brandon.ca>:

1. Sample Agreement – City of Brandon Managed Property
2. Sample Agreement – Privately Owned Property
3. Maps
4. 5 Granite Road Map
5. McTavish Avenue Map

PART A. - INSTRUCTIONS TO BIDDERS

1. DEFINITIONS

Where in the Quotation Documents where the singular or masculine are used, the same shall be construed as meaning the plural or the feminine or the neuter as the context may reasonably require, and where the following terms are used, the intent and meaning shall be, unless the context otherwise requires, as follows:

"Bidder" means any person submitting a Bid Submission for work, which includes but is not limited to vendor, supplier, firm, contractor, architect, consultant, proponent, or tenderer.

"Bid Submission" means an offer from a Bidder in response to a Bid Solicitation.

"City" means the Municipal Corporation of the City of Brandon.

"Contractor" means supplier, vendor, consultant or service provider who provides goods, services or construction to the City of Brandon.

"Contractor Personnel" means all individuals provided by the Contractor to perform services under the contract including employees, representatives, and consultants of the Contractor or subcontractor and any other individual for whom the Contractor is responsible for by law.

"Quotation Documents" means the Invitation to Bid, these Instructions to Bidders, Supplemental Conditions, the Bid Form, Specifications, and all Addenda.

2. ENQUIRIES

Administrative inquiries and requests for clarification of the Bid process shall be made to the Procurement Specialist in writing at purchasing@brandon.ca and must be received not less than five (5) calendar days prior to the date for closing of Bids.

3. SITE VISIT

There is no formal site visit scheduled; however, Bidders are encouraged to view the sites prior to submitting a Bid. Bidders are advised technical support will not be available to address any questions during the site investigation. Bidders shall not be entitled to rely on any information or interpretation provided by the City at the Site unless that information or interpretation is provided by the Procurement Specialist in writing.

4. PRICING

Prices shall be in Canadian Funds and shall be the total cost to the City of Brandon, including all applicable Federal and Provincial Taxes, duties, license costs, fees, insurance, workers compensation, vacation pay and all other charges, costs and assessments with all items being F.O.B., Various Locations, Brandon, Manitoba. It is the Bidder's sole responsibility to determine whether or not taxes are applicable.

5. RECEIPT OF QUOTATIONS

The Quotation must be received by the method indicated below before 5:00:00 p.m. local Brandon time, **Thursday, August 20, 2026** to be accepted as a bona fide Bid Submission.

Bid Submissions must be received by the City before the stipulated closing time. Late Bid Submissions will not be accepted.

6. SUBMISSION OF QUOTATIONS

The Bidder shall submit their Quotation on original or unaltered copies of the Bid Form provided herein. Any information provided by the City on any form must not be altered by the Bidder unless instructed to do so by written Addenda. The Bidder shall initial and date each correction, change, and/or erasure on the Bid Form. The Bid Form shall be clearly signed by the Bidder and shall clearly indicate the address of the Bidder, the Bidder's telephone number, and the date on which the Bid Form was signed by the Bidder.

Bids submitted by a partnership shall be signed and sealed in the name of the partnership by the authorized signing and sealing officers of the company. The name of the company and the names of the company along with titles of the signing officers shall be clearly printed in the spaces provided on the Bid Form.

The Bid Submission shall be submitted to the City by the following method:

Via Online Bidding Platform (E-submission)

One (1) copy of an electronic Bid Submission in .PDF format shall be submitted via the "Submit Online Bid" link for the associated Bid Opportunity on the City of Brandon Purchasing & Tenders website: <https://purchasing.brandon.ca>.

The City utilizes an online bidding platform where electronic Bid Submissions may be submitted until the closing time indicated herein for receipt of Quotations.

The procedure for submitting electronic Bid Submissions can be viewed on the City's Purchasing & Tenders website or by clicking [here](#). Failure to follow the procedure as indicated may result in a Bid Submission not being received. Any failure or delay in the transmission or storage of an electronic Bid Submission is the sole responsibility of the Bidder and not of the City.

The City will ONLY accept electronic Bid Submissions uploaded to the City's online bidding platform. Electronic Bid Submissions sent via e-mail will **not** be accepted. If a Bidder encounters issues uploading an electronic Bid Submission, contact the City's Procurement Services Department at 204-729-2251.

A Bid Submission will only be considered to have been submitted once it has been received by the City in the online bidding platform. The time the Bid Submission is received shall be determined by the City's server time, which is linked to National Institute of Standards & Technology time. Bidders are advised the time the electronic Bid Submission is received is based on when the Bid Submission is received by the City's server.

A confirmation webpage will display advising the Bid Submission was submitted successfully and a confirmation email will be sent. Bidders should not consider their Bid Submission to have been submitted if the confirmation webpage does not display and a confirmation email is not received.

Bid Submissions received via the online bidding platform are held securely and are inaccessible by Procurement Services staff until after the stipulated closing date and time.

Mail, Courier, Hand Delivered, Facsimile or E-mail Submissions Are Not Accepted.

7. ADDENDA

The City shall have the right to amend the Quotation Documents prior to the date set for receipt of Bids. Revisions or clarifications will be issued in the form of Addenda forwarded to all registered recipients of the Documents. Verbal and other interpretations or clarifications will be binding only when confirmed by written Addenda. Bidders shall acknowledge receipt of all Addenda to the Quotation Documents in the space provided on the Bid Form. Failure to acknowledge all Addenda may cause the Quotation to be rejected.

8. ALTERNATE BIDS

Alternate Bid Submissions are accepted. A separate Bid Form offering an alternate may be attached to the Bid Submission, but a Bid Submission in the proper form must be offered complete and in no way be made conditional upon the terms contained in the separate Bid Form. A note "See Alternate Attached" may be added to the Bid Submission.

9. WITHDRAWAL OF QUOTATIONS

A Bidder shall be permitted to withdraw their Quotation, without penalty, if such request is received in writing by the Procurement Specialist, prior to the time specified herein for receipt of Bids:

The City of Brandon
410-9th Street
Brandon, MB R7A 6A2

Ph: 204-729-2251
E: purchasing@brandon.ca

The City shall retain the Quotation until after the time specified herein for the receipt of Quotations. The submission will be opened to verify that the name and signature of the person requesting the Quotation be withdrawn is the same as the name and signature of the person who submitted the Quotation. If the information is the same, the Procurement Specialist will declare the bid withdrawn.

10. REJECTION OF QUOTATIONS

The City reserves the right to reject any or all Quotations, the City in its sole discretion may reject as non-compliant any Quotation which contains omissions, erasures; is ambiguous or unclear as to meaning or intent; is incomplete, illegible, conditional or contains a qualifier; contains any non-requested alterations or additions to the information provided by the City; is obviously unbalanced; or fails to comply sufficiently with the Instructions to Bidders. The City may, in its sole discretion, waive any and all defects, informalities, and accept any Quotation, as compliant, which it considers is in the best interest of the City of Brandon.

11. AWARD AND EXECUTION OF QUOTATIONS

The City reserves the right to cancel this Quotation at any time. The Award of the Quotation, if it is to be awarded, shall be made within sixty (60) calendar days of the date on which the Quotations were opened, unless an extension of the said sixty (60) days is mutually agreed upon in writing between one or more Bidders and the City. Should no award be made within the said sixty (60) days or within any mutually agreeable extension thereof, then all Bidders shall be relieved of any obligation to enter into a Contract.

The award of the Quotation will not be binding until the successful Bidder has received written notification of the award of the Quotation from the Procurement Specialist of the City of Brandon. No other act of the City shall constitute an award of the Quotation. The award of the Quotation shall fall under the governing laws of the Province of Manitoba.

The lowest or any Bid will not necessarily be accepted.

12. TRADE AGREEMENT ACKNOWLEDGEMENT

Trade Agreements help create market access for goods and services by reducing barriers. Each trade agreement is comprehensive and outlines a number of provisions. This project is subject to the Canadian Free Trade Agreement (CFTA), and Northwest Trade Partnership Agreement (NWTPA).

PART B. – SUPPLEMENTAL CONDITIONS

The City of Brandon For Services – Snow Clearing

A) Application

- A.1** The City requires pricing for snow clearing and removal services for City managed property for parking, sidewalks and loading dock areas at various locations.
- A.2** The City desires to obtain snow clearing services for privately owned property throughout the City of Brandon on an as needed basis.
- A.3** The City cannot guarantee any minimum or maximum use of service.
- A.4** The Contractor shall provide all the necessary material, equipment and labour to perform the Work.
- A.5** The duration of the contract will be for the 2026/2027 and 2027/2028 snow clearing season, where upon it can be renewed for three (3) - one (1) year terms thereafter, on similar conditions at the written request of the City and written acceptance of the successful Bidder. Indicate percentage increase/decrease for the following on the Bid Form:
 - A.5.1 2027/2028 winter season
 - A.5.2 Optional 2028/2029 winter season
 - A.5.3 Optional 2029/2030 winter season
 - A.5.4 Optional 2030/2031 winter season
- A.6** All Work shall be performed in compliance with the applicable Workplace Safety and Health, Federal, Provincial, and Municipal Rules, Regulations and By-laws.
- A.7** Appendix 1 indicates the minimum specifications.

B) Local License Requirements

Any persons conducting business within the City of Brandon from a Brandon residential address must have a valid Business License. This includes agents from companies that are not based in Brandon but where the agent is conducting their business from a Brandon address. Non-compliance will result in rejection of a Bid.

All successful Bidders of construction or service work for the City of Brandon, whether Brandon-based or otherwise, must obtain a City of Brandon License. This is not applicable to suppliers from outside of the City who supply the City of Brandon with goods for the sole use of the City.

Any inquiries on the above should be directed to Municipal Licensing at 204-729-2230.

C) Schedule

The City of Brandon intends to evaluate the Quotations and provide recommendations to Procurement Services within four (4) weeks of Quotations closing.

D) Selection Process/Criteria

- a) Cost.**

The City reserves the right to contact or interview any or all Bidders to clarify their Bid Submission.

The City reserves the right to award in whole or in part, based on best overall value for the City.

The City will normally award contracts to the lowest competent Bidder meeting the required specifications. However, the City retains the right to reject any or all Bids and take into consideration past performance of bidders on similar contracts, both in and out of the City and such other factors the City considers relevant including the timing of services to be provided.

E) Submittal Requirements

Limit the submittal to 8½"x11" pages. Failure to include the following information will render the Bid Submission non-compliant.

Please include the following:

- 1) Bid Form;
- 2) Sample Agreement – City of Brandon Managed Property referencing changes (if any); and/or
- 3) Sample Agreement – Privately Owned Property referencing changes (if any).

F) Insurance and Indemnification Requirements

Workers Compensation Number must be current and in good standing.

The Contractor shall be deemed the prime contractor for the project and is solely responsible for construction and public safety at the site and for securing the site at all times to prevent public access. The Contractor shall carry out the work in accordance with the construction safety code in force at the place of work and in accordance with the applicable Workplace Safety and Health Act Regulation for Manitoba. The Contractor shall insure that when work is stopped, the Contractor leaves the Site in a safe and secure manner. At the discretion of the Building Maintenance Chargehand or their designate, may require additional safety precautions over and above the codes during the construction.

The Contractor shall at their own expense obtain Comprehensive General Liability (Occurrence form) policy written in the Contractor's name and including the City of Brandon as an additional insured in the amount of not less than \$2,000,000 (two million dollars) inclusive for bodily injury and/or property damage for any one occurrence or series of occurrences arising out of one cause. Legal or defence costs incurred in respect of a claim or claims shall not operate to decrease the limit of liability. A Certificate of Insurance shall be provided prior to commencing work.

APPENDIX 1

SPECIFICATIONS ITEM #L-34/26

Services – Snow Clearing

The following specifications are the minimum specifications acceptable by the City. Actual specifications may exceed these specifications. Should the quote have additional features that are not in the specifications, include them with the Bid Submission so the Quotation can be fairly evaluated.

A. AREAS OF WORK – Snow Clearing and Removal for City of Brandon Managed Property

A.1 The areas to be cleared are as follows:

- A.1.1 Brandon Community Sportsplex (30 Knowlton Drive)
 - A.1.1.1 Front ramp on East side including parking area beside front entrance;
 - A.1.1.2 Parking lot on South side including all entrances;
 - A.1.1.3 Parking lot on West side including laneway; and
 - A.1.1.4 Tennis court/overflow parking on North side.
- A.1.2 Brandon Police Service (1020 Victoria Avenue)
 - A.1.2.1 Visitor and employee parking lot north side of the building.
 - A.1.2.2 Police parking lot on the south side of the building from the east end of the McTavish Avenue entrance to the west boundary.
 - A.1.2.3 All sidewalks at front of building.
 - A.1.2.4 All entrances to building from parking lots (man doors and garage doors).
 - A.1.2.5 The City reserves the right to temporarily remove sections from the Police parking lot on the south side of the building from the east end of the McTavish Avenue entrance to the west boundary due to construction during the term of the Agreement.
- A.1.3 Brandon Police Service (5 Granite Road)
 - A.1.3.1 Visitor and employee parking lot parking lot
 - A.1.3.2 All entrances to building from parking lot
- A.1.4 A.R. McDiarmid Civic Complex and City owned public parking lots (addresses indicated below)
 - A.1.4.1 Visitor and Employee parking lot south of the A.R. McDiarmid Civic Complex, located at 638 Princess Avenue, Brandon, MB inclusive of entrance, wheelchair ramp, wooden staircase and deck;
 - A.1.4.2 Visitor and on-street parking on 7th Street (between Lorne Avenue and Princess Avenue) located on the west side of the A.R. McDiarmid Civic Complex ;
 - A.1.4.3 Paved loading dock area where garbage bins are located on the southwest side of the A.R. McDiarmid Civic Complex ;
 - A.1.4.4 Parking lot located at 1201 Pacific Avenue ;
 - A.1.4.5 Parking lot located at 329 – 10th Street ;
 - A.1.4.6 Parking lot located at 20 – 8th Street and lane across from 9th Street ;
 - A.1.4.7 Parking lot located at 21 – 8th Street ;
 - A.1.4.8 Parking lot located at 641 Rosser Avenue ;
 - A.1.4.9 Parking lot located at 149 – 10th Street ; and
 - A.1.4.10 Loading dock and parking stalls at 710 Rosser Avenue .

A.2 Maps of the areas to be cleared are provided for reference.

B. AREAS OF WORK – Snow Clearing for Privately Owned Property

B.1 As per City of Brandon Community Standards By-Law No. 7282, Part II. Property Standards and Maintenance, Section 2.3 Boulevards and Sidewalks, Subsection 2.3.2.

This By-Law can be viewed at the following link:

<https://www.brandon.ca/images/pdf/Bylaws/7282.pdf>

B.2 Failure to comply with this By-Law within the stated timeline, authorizes the City to carry out this work.

C. SCOPE OF WORK

C.1 Brandon Community Sportsplex

- C.1.1 All areas to be cleared whenever there is a snow fall of five (5) centimeters or two (2) inches and once the snow has stopped falling or has accumulated to the maximum of twenty (20) centimeters or eight (8) inches whether still snowing or not.
- C.1.2 Snow and ice is to be cleared away and removed from sidewalks adjacent to the property to a condition to provide safe passage by pedestrians:
 - C.1.2.1 Clear the entire width of the sidewalk of snow and ice; and
 - C.1.2.2 Apply sand and/or salt to prevent slips and falls, as required.
- C.1.3 Sand parking lot following snow clearing operations
- C.1.4 Weekly sand and/or salt maintenance for areas including, but not limited to, entrance ways, main walkways into buildings and accessibility ramps, unless conditions do not warrant or on an as-needed basis.
- C.1.5 Clearing to be done between 11:00 p.m. to 6:00 a.m.
- C.1.6 All snow piles must be placed in approved locations that do not obstruct parking stalls and stored in a manner agreed upon until removal can be completed.
- C.1.7 The City reserves the right, at its sole discretion, to issue notice requiring removal of any such snow piles.

C.2 Brandon Police Service (BPS) (1020 Victoria Avenue)

- C.2.1 Snow is to be cleared from the Visitor and employee parking lot north side of the building and the Police parking lot on the south side of the building from the east end of the McTavish Avenue entrance to the west boundary whenever there is a snow fall of five (5) centimeters or two (2) inches and once the snow has stopped falling or has accumulated to the maximum of ten (10) centimeters or four (4) inches whether still snowing or not. Snow is to be cleared from all sidewalks at front of building and all entrances to building from parking lots when there is a snow fall of two (2) centimeters or approx. one (1) inch once the snow has stopped falling or has accumulated to five (5) centimeters or two (2) inches whether still snowing or not.
- C.2.2 Snow and ice is to be cleared away and removed from sidewalks adjacent to the property to a condition to provide safe passage by pedestrians:
 - C.2.2.1 Clear the entire width of the sidewalk of snow and ice; and
 - C.2.2.2 Apply sand and/or salt to prevent slips and falls, as required.
- C.2.3 Sand parking lot following snow clearing operations
- C.2.4 Weekly sand and/or salt maintenance for areas including, but not limited to, entrance ways, main walkways into buildings and accessibility ramps, unless conditions do not warrant or on an as-needed basis.
- C.2.5 Clearing to be completed by 6:00 a.m.
- C.2.6 Snow cannot be stockpiled on the BPS property or boulevards on 11th Street. Snow must immediately be removed from the site once it is cleared.
- C.2.7 Entrances to the parking lot should not be blocked off at anytime.

C.3 Brandon Police Service (5 Granite Road)

- C.3.1 All areas to be cleared whenever there is a snow fall of five (5) centimeters or two (2) inches and once the snow has stopped falling or has accumulated to the maximum of twenty (20) centimeters or eight (8) inches whether still snowing or not.
- C.3.2 Snow and ice is to be cleared away and removed from sidewalks adjacent to the property to a condition to provide safe passage by pedestrians:
 - C.3.2.1 Clear the entire width of the sidewalk of snow and ice; and
 - C.3.2.2 Apply sand and/or salt to prevent slips and falls, as required.
- C.3.3 Sand parking lot following snow clearing operations
- C.3.4 Weekly sand and/or salt maintenance for areas including, but not limited to, entrance ways, main walkways into buildings and accessibility ramps, unless conditions do not warrant or on an as-needed basis.
- C.3.5 All snow piles must be placed in approved locations that do not obstruct parking stalls and stored in a manner agreed upon until removal can be completed.
- C.3.6 The City reserves the right, at its sole discretion, to issue notice requiring removal of any such snow piles.

C.4 A.R. McDiarmid Civic Complex and City owned public parking lots

- C.4.1 Snow is to be cleared from all areas whenever there is an actual snowfall of at least five (5) centimeters or two (2) inches and once snow has stopped falling or in the event of a continuous snowfall, the Contractor shall clear all areas each time snowfall has accumulated to twenty (20) centimeters or eight (8) inches within all areas.
- C.4.2 Snow and ice is to be cleared away and removed from sidewalks adjacent to the property to a condition to provide safe passage by pedestrians:
 - C.4.2.1 Clear the entire width of the sidewalk of snow and ice; and
 - C.4.2.2 Apply sand and/or salt to prevent slips and falls by pedestrians, as required.
- C.4.3 Sand parking lot following snow clearing operations
- C.4.4 Weekly sand and/or salt maintenance for areas including, but not limited to, entrance ways, main walkways into buildings and accessibility ramps, unless conditions do not warrant or on an as-needed basis.
- C.4.5 All snow piles must be placed in approved locations that do not obstruct parking stalls and stored in a manner agreed upon until removal can be completed.
- C.4.6 The City reserves the right, at its sole discretion, to issue notice requiring removal of any such snow piles.
- C.4.7 Clearing is to be completed by 7:30 a.m.

C.5 Privately Owned Property

- C.5.1 Snow and ice is to be cleared away and removed from sidewalks adjacent to the property to a condition to provide safe passage by pedestrians:
 - C.5.1.1 Clear the entire width of the sidewalk of snow and ice; and
 - C.5.1.2 Apply sand and/or salt to prevent slips and falls by pedestrians, as required.
- C.5.2 Jobs will be requested on an as required basis. Services will be required when Brandon Police Services By-Law Enforcement issues a By-Law Violation Notice (BVN) to a property owner regarding snow clearing and the property owner fails to comply with the BVN.
- C.5.3 Work to be completed within 48 hours of notification.

D. DAMAGES

D.1 The Contractor will be held responsible for any damage to City or private property sustained as a result of the snow clearing operations. Prior to commencement of the first clearing operation, the Contractor shall document and/or photograph all existing damage to pavements, curbs, utilities, wood fences, etc., and shall provide this information to the City for verification.

D.2 The Contractor shall immediately report damages to City or private property to the Contract Administrator.

E. PRICING

E.1 Specification A - Snow Clearing and Removal for City of Brandon Managed Property

E.1.1 Pricing shall be firm for the 2026/2027 winter season.

E.1.2 Indicate on the Bid Form base price per occurrence.

E.1.3 Indicate on the Bid Form the rate per occurrence for supply, materials and labour for weekly sand and/or salt maintenance.

E.1.4 Indicate on the Bid Form pricing for the following optional services:

E.1.4.1 Street sweeping

E.1.5 Indicate on the Bid Form the regular hourly rate. Overtime premiums, if applicable, are the responsibility of the Contractor. The City will not compensate the Contractor for overtime incurred.

E.2 Specification B - Snow Clearing for Privately Owned Property

E.2.1 Pricing shall be firm for the length of the term.

E.2.2 Indicate on the Bid Form base price per hour.

E.3 Hourly rate must include all equipment, labour, fuel, insurance, travel time to and from the worksite, and any other applicable fees. The City will only pay the hourly rate listed on the Bid Form. Contractors will be compensated for a minimum of one (1) hour should the work take less.

F. INVOICING AND PAYMENT

F.1 Invoices can be mailed to City Hall, Accounts Payable, 410 – 9th Street, Brandon, MB R7A 6A2 or emailed to payables@brandon.ca. Invoices shall indicate the date, location and description of the Work performed.

F.2 The successful Bidder must enroll for payment by electronic funds transfer (EFT).

F.3 Invoices will be paid with Net 30 payment terms upon receipt of invoice and work being deemed satisfactory.

F.4 The City will only pay for work completed.

QUOTATION: Item: #L-34/26

CLOSING DAY: 5:00:00 pm local Brandon time, Thursday, August 20, 2026

Email Address:

The total amount of my bid price, in Canadian Funds, including all duties and applicable fees, F.O.B., Various Locations, Brandon, Manitoba, Canada is:

Item 2026 – 2027 Winter Season	Base Price per Occurrence	G.S.T. (5%)	TOTAL BID PRICE per Occurrence
Sportsplex – All Areas			
BPS – All Areas (1020 Victoria Ave & 5 Granite Rd)			
A.R. McDiarmid (A.1.4.1 - A.1.4.3)			
City Owned Public Parking (A.1.4.4 - A.1.4.10)			

Weekly sand and/or salt maintenance	Supplies & Materials per Property	Labour per Property
Salting/Sanding		

Optional Services	Sportsplex	BPS – All Areas	BPS – Excluding Area B	A.R. McDiarmid & Public Parking – All Areas
Street Sweeping*				

State regular hourly rate: \$ _____ /hour (includes taxes)

...2

Services – Snow Clearing – Privately Owned Property

Item	Base Price Per Hour	Plus (5%) G.S.T.	TOTAL BID PRICE per Hour
2026 - 2027 Winter Season			

Price increase/decrease for 2027/2028 Winter Season for all services: _____%

Price increase/decrease optional 2028/2029 Winter Season for all services: _____%

Price increase/decrease for optional 2029/2030 Winter Season for all services: _____%

Price increase/decrease for optional 2030/2031 Winter Season for all services: _____%

Contact information for two (2) references whom you've provided the same or similar service to:

Company: _____

Company: _____

Contact Name: _____

Contact Name: _____

Contact #: _____

Contact #: _____

Workers Compensation # _____ must be current and in good standing.

Note: Review Section E Submittal Requirements to ensure all documentation is submitted.

We hereby acknowledge receipt of the following Addenda to the Quotation Documents:

Addendum No. _____ Date Received _____

Addendum No. _____ Date Received _____

Addendum No. _____ Date Received _____

(Signature) (Date) (Witnessed by)*

I am authorized to bind the Corporation

Print Name of Witness

*This document must be witnessed to be compliant.