



**PROJECT # 2017-15
Request for Proposal
PORT COLBORNE LIBRARY SHADE SHELTER
(310 King Street)**

Sealed Bids, plainly marked as to contents, will be received by the office of the City Clerk until 2:00:00 p.m. local time on:

MONDAY NOVEMBER 20, 2017

The work to be carried out under this contract is the:

- Supply & Installation of a New Shade Shelter & Concrete Pathway

Including all appurtenances and restoration.

PLEASE NOTE THE FOLLOWING:

There will be a **Mandatory Site Meeting** with the Contract Administrator on **Tuesday November 7, 2017 at 10:30am** at the Port Colborne Public Library located at **310 King Street** in the City of Port Colborne.

All Bidders wishing to bid on this project are required to attend this mandatory site meeting and sign in. The full document will be released at this meeting; a watermarked version will be available for review prior to the mandatory site meeting at the bidder's request.

Interested bidders are required to respond in writing by contacting Janice Peyton – Executive Administrative Assistant, DEO at the email: janicepeyton@portcolborne.ca **by email only** and by no later than: **Friday November 17, 2017 at 4:30:00 pm**. If a response is not received by the deadline, no documents will be available at your firm.

This contract utilizes the “Niagara Peninsula Standard Contract Document” which forms the specification documents excepting the “Standard Instruction to Bidders, Form of Tender, and Supplementary Special Provisions.” The “Standard Document” is available on the internet at the “Tenders” section of the Regional Municipality of Niagara website www.niagararegion.ca

Bids will be publicly opened after 2:15:00 p.m. local time on Monday November 20th, 2017 in Committee Room #3 on the Third Floor, City Hall located at 66 Charlotte Street, Port Colborne. The lowest or any bid will not necessarily be accepted.

Ashley Grigg
City Clerk

Steve Shypowskyj
Design Technologist