City of Mississauga
Procurement Services
Corporate Services Department
300 City Centre Drive
Mississauga ON L5B 3C1
www.mississauga.ca

PRE-CONDITIONS OF AWARD

Procurement No.: RFT-2026-0059

Procurement Name: Lisgar High Water Protocol Pump Deployment Services

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The award of the Contract is subject to the receipt of sufficient funding and appropriate staff and Council approvals.

The successful bidder shall, within seven (7) business days of receiving written notice of award from the City, upload via the Dropbox function provided at time of award, the following documentation:

Failure to submit the following required documents within 7 business days may result in this award being rescinded, at the sole discretion of the City:

Submittals		
Insurance Completed, signed and otherwise valid City Standard Certificate(s) of Insurance, evidencing the insurance identified in the RFx document; the City Standard Certificate of Insurance can be found on the City's website		
Type	**Amount**	**X = Req'd**
Wrap-up Construction General Liability or Commercial General Liability (CGL) Liability insurance extended to include: ☒ No XCU Exclusion	$10,000,000.00	x
Commercial General Liability (CGL)	$5,000,000.00	
Automobile Liability	$5,000,000.00	x
All Risk Property and/or Installation Floater	Total replacement cost	
Environmental Impairment or Contractor's Pollution Liability	$2,000,000.00	x
Broad Form Builder's Risk or Course of Construction	Total contract price	
Aviation Liability or Unmanned Aerial Vehicle (UAV or Drone)	$2,000,000.00	
Professional Liability (Errors & Omissions)	$5,000,000.00	
Network/Cyber Liability Security and Privacy Liability Insurance	$5,000,000.00	
Cyber Liability Insurance, including Technology Errors and Omission insurance	$5,000,000.00	
Note: If Automobile Liability is not applicable, please upload a notice on company letterhead indicating that your company does not require Automobile Liability as no company owned and/or leased automobiles will be used or operated in order to fulfil the City's contract.		

Other Submittals – As Applicable	
Type	**X = Req'd**
Current Workplace Safety and Insurance Board (WSIB) Certificate of Clearance	x
Sealed CCDC 2/CCDC 5B Agreement: Please print, apply the CCDC 2/CCDC 5B seal to the front page, scan (in color) the completed document and upload accordingly. The City will facilitate execution of the copyright sealed contract through DocuSign.	
Signed Health and Safety Acknowledgment Form	x
Health and Safety Manual	x
Proof of certification with a City approved OHSMS	
A list of the individuals the bidder proposes for the Key Personnel positions identified in its response to a prequalification process. If any of the proposed Key Personnel are different from those proposed in the bidder's response to the prequalification process, the bidder shall identify the reason for the change	
A preliminary construction schedule	
A list of personnel assigned to the project, together with proof of applicable certification and licenses	
Trillium Award Certificate – current Trillium Award certificate as awarded by the Ontario Association of Asphalt Pavement Council, refer to Supplemental Specifications SS 310, if applicable	

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PRE-CONDITIONS OF AWARD

Proof of Concrete Ontario Facility Certification/Application - current certification or submitted application for certification for all concrete suppliers, equipment, plants, and trucks with the Ready-Mix Association of Ontario (Concrete Ontario), refer to Supplemental Specifications SS 350, SS 351, and SS 353, if applicable. Reference OPSS.MUNI 1350.04.02.01.		
Bonding		
Note: Only digital bonds will be accepted.		
Performance Bond	50% of the contract price, excluding HST	
Labour and Material Payment Bond	50% of the contract price, excluding HST	
Renewable Performance Bond for Multi-Year Contract	$25,000.00, excluding HST, for the term of one year with the option for 3 additional one year.	x
Sustainability Criteria		
Category		**X = Req'd**
Social Value Plan	The Social Value Plan should include employment opportunities and hiring of suppliers and/or subcontractors from members of equity-deserving communities; apprenticeships and paid work opportunities; or use of small businesses, social enterprises or diverse-owned businesses as suppliers and/or subcontractors. The plan could also include strategies to partner with employment agencies and/or with community organizations to employ members of equity-deserving communities and how any barriers like transportation are addressed when aiming to employ low/moderate income and other equity-deserving groups	x
Skills & Training Strategy	The Skills and Training Strategy must include the number of hours to be completed by apprentices, paid interns, or other paid work experience positions. Provide a detailed strategy for how the bidder will meet the commitment, including how the bidder proposes to allocate the hours over the life of the Contract.	x
Climate Change Plan	A non-exhaustive list of the strategies the City would like to see included in the Climate Change Plan is as follows: • Defined targets for reducing embodied carbon throughout the Project such as lower carbon design alternatives (renewable electricity, rail freight, biodiesel use, green hydrogen, electrify heating); • Design and size the Project to reduce overall materials used; • Amount of tCO2e (tonnes of carbon equivalent) of greenhouse gas (GHG) emissions as a direct result if contract scope/construction project (i.e. use of vehicles, generators, and other equipment that runs on fossil fuels and/or emits GHG's) • Strategies for using recycled upcycled, reused, or lower embodied carbon materials wherever possible; • Considerations for potential application of low-carbon concrete and/or Portland-limestone cement for concrete and mortar; • Identification of products, where available, from manufacturers who have validated triple bottom line (environment, economical, and social) life-cycling information relevant to the product through independent, consensus-based, third-party certification; • Intentions to use local contractors to reduce transportation emissions • Intentions to use energy efficient or low emissions vehicles and equipment wherever possible; such as temporary construction facilities (trailers, lighting, HVAC) that meet energy efficiency standards • Consideration of maintenance and repair needs when selecting materials; • Consideration for spatial and technical aspects that allow for adaptability, deconstruction, and/or disassembly at end-of-life;	

PRE-CONDITIONS OF AWARD

	• Strategies to minimize waste and provide sufficient space for waste separation and monitoring on site. include a waste diversion rate, volume or % of waste created on site The Climate Change Plan will form part of the Supplier's Contract obligations.	
Waste Reduction Strategy	The Waste Reduction Strategy must demonstrate what actions will be taken to: • Divert the amount of waste going to landfill, including any packaging which must be easily recycled or composted and in compliance with the Reduction of Single-use Items in City Facilities and Operations Policy. • How will this be measured (i.e. % of waste diverted vs. % landfill disposal rate, % of waste reduced, % of selected packaging is accepted as recyclable or compostable in municipal disposal program, % of recycled content in packaging/goods, % of materials reused in packaging/goods) • Include opportunities for circularity around reuse, take-back, leasing, rentals, repairs, durability and maintenance, and upgradability. • For construction, need to indicate how Supplier will meet requirements of Level 3 Corporate Green Building Standards • For IT: Describe the take back and recycling program for IT equipment/supplies. Describe the approach to extending product lifecycles including repairability and refurbishment. • Identify volumes recycled, recovered, and refurbished to date and any innovations/awards in this process. The submitted Waste Reduction Strategy will form part of the Supplier's Contract obligations.	
Energy Efficiency Strategy	The Energy Efficiency Strategy should demonstrate what actions will be taken to: • Reduce energy or fuel consumption and/or increase energy efficiency over the lifetime of products, equipment, or services, including purchases that significantly affect energy performance. • Explain how the actions will be evaluated and measured, including project-specific metrics such as Renewable Energy Factor (REF), kilowatt-hours (kWh) of energy consumed, or other relevant measures. • For IT specific procurements: list the Eco-labels or EPEAT ratings for all products or list the IT Eco Declaration for all products. List the Safety Data Sheets (SDSs) for all printer supplies (Ink and Toner). List any IT products that are TCO Certified.	
Pollution Reduction Strategy	The Pollution Reduction Strategy must indicate how the Supplier will: • Reduce the use of hazardous products (as defined in the Hazardous Products Act, R.S.C. 1985, c. H-3) and how will this be measured • Describe how the selection of materials supplied or used will be managed to mitigate adverse environmental effects. Information could include but is not limited to: sustainably certified products, (coffee, paper products), optional substitutions to improve environmental impact and use of renewable materials. • If applicable, what actions will the bidder take to reduce emissions of harmful gasses and airborne substances, such as nitrous oxide (NOx), sulfur oxide (SOx), particulate matter (PM) and volatile organic compounds (VOC) and how this will be measured	
Greenhouse Gas Reduction Strategy	The Greenhouse Gas Reduction Strategy should describe strategies to reduce greenhouse gas emissions generated through the project or manufacture of the product, including Scope 1 and Scope 2 emissions	

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	and, where possible, Scope 3 emissions. The Strategy should also explain how emissions will be measured using project-specific metrics . Scope 1 can include information on: - Stationary combustion (production of electricity, heat or steam) - Mobile combustion (transportation of raw materials/waste) - Fugitive emissions (mainly HFC emissions during use of refrigeration and air-conditioning equipment) Scope 2 can include information on: - Stationary combustion (consumption of purchased electricity, heat or steam) Scope 3 can include information on: - Stationary combustion (production of purchased materials) - Process emissions (production of purchased materials) - Mobile combustion (transportation of raw materials/ products/ waste, employee business travel, employee commuting)	
Indigenous Reconciliation Plan	The Indigenous Reconciliation Plan must identify practical, project-specific actions, which may include employment, training, or apprenticeship opportunities; opportunities for Indigenous suppliers or subcontractors; support for Indigenous community initiatives and priorities; engagement with local Indigenous communities, where appropriate; and cultural contributions to the community or project.	

ATTENTION: NEW SUPPLIERS!

New suppliers: If your company is not yet set up with the City for payment by Electronic Fund Transfer (EFT), the following documentation will be required:

1. Supplier Request Form;
2. Supplier Registration (Articles of Incorporation, Sole Proprietorship Registration, Partnership Agreements, etc.);
3. Canada Revenue Agency Registration (Business Number);
4. Signed EFT Form, voided cheque or official bank letter for payments (Electronic Funds Transfer set-up); and
5. Sample Invoice.

Important: The supplier's name on all submittals must match the bidder's account information on the e-bidding system and bid submission.

Upon approval of all documentation submitted, the City will issue the agreement for execution via DocuSign. Upon final execution by the City, a fully executed copy of the contract documents, including purchase order, will be provided to you for your records.