



TO: Mayor and Members of Council

FROM: Jim Baird, Commissioner of Development Services
Alan Brown, Director of Engineering

Two handwritten signatures in black ink. The top signature is 'Jim Baird' and the bottom signature is 'Alan Brown'.

DATE: April 23, 2010

Re: Request for Quotation/Terms of Reference:

**Richmond Hill/Langstaff Gateway Anchor Mobility Hub and
Rapid Transit Peer Review**

At the April 13, 2010 Meeting of Markham Council, Regional Councillor Jim Jones and Ward 7 Councillor Logan Kanapathi brought forward a "Notice of Motion", which is to be considered at the Council meeting of April 27, 2010. The Notice of Motion deals with a proposal to hire "world class" consultants to undertake a peer review of proposed transit alignments, station locations and land use connectivity in the Richmond Hill/Langstaff Gateway Mobility Hub.

Town staff has been requested to consider the proposal and report back to Council on a possible scope of work / terms of reference.

In response, Town staff has drafted a Request for Quotation and Terms of Reference (copy attached) to engage transportation engineers and urban designers to provide a peer review of:

- a. the Yonge Street subway alignment, subway station and proposed train storage locations, in the vicinity of Highway 7;
- b. the conceptual design of Highway 407 rapid transit line, in the vicinity of Highway 7;
- c. the conceptual design of the multi-modal station in Richmond Hill; and
- d. requirements for commuter parking in the anchor mobility hub area.

In response to the reference to "connectivity" in the Notice of Motion, to unify and connect transportation and land use options across the Urban Growth Centre, the draft Terms of Reference also propose that the study provide recommendations with regard to:

- e. land use integration with the proposed transit services and transit stations, within the area of the Anchor Mobility Hub; and
- f. land use, transportation and urban design elements and features to connect, integrate and unify the land uses proposed by the Richmond Hill and Markham Master Plans.

Whereas the original Notice of Motion makes reference to the Mayors of Markham and Richmond Hill jointly initiating the peer review study, Regional Councillor Jones now advises that the proposal is for a Town of Markham initiated study.

The Region of York, the Town of Richmond Hill, the City of Vaughan, Metrolinx, Ministry of Transportation, Toronto Transit Commission, YRTP (VIVA) and other stakeholders would be invited to actively participate in this process. The Town of Markham would lead the process and co-ordinate the work of the consultants and sub-consultants. Subject to Council authorization, the Langstaff Steering Committee of the Development Services Committee of Markham Council would oversee and provide strategic direction to the peer review study.

Funding for this project is not currently available in the Town's budget. However, landowners in the Langstaff Gateway area have indicated that they are willing to provide funding to pay for the study. Subject to funding being provided by the Langstaff Gateway landowners, the Town would hire the consultants, direct the study, and manage the process, including processing payments to consultants and sub-consultants.

The Request for Quotation (RFQ) and Terms of Reference / Evaluation Criteria attached have been prepared in accordance with the Town's Purchasing By-law and established procurement procedures. The Town of Markham also reserves the right to select a preferred supplier, in consultation with the funding landowners, and subject to the provisions of the Town's Purchasing By-law, including the requirement for approval by the CAO or Council (depending on the amount of the contract award).



THE CORPORATION OF THE TOWN OF MARKHAM
101 Town Centre Boulevard
Markham, Ontario
L3R 9W3

**Request for Quotation
Richmond Hill /Langstaff Gateway
Mobility Hub and Rapid Transit
Peer Review**

CLOSING DATE:

COMPULSORY SITE MEETING: N/A

PROJECT INQUIRIES:

CONTRACTUAL INQUIRIES: Tony Casale, Senior Buyer
905-477-7000, Ext. 3190
tcasale@markham.ca

DOCUMENT PICK-UP: Contact Centre, Tel: 905-477-7000, Ext. 2140

Bid Submission:

All bids must be submitted to the Town Clerk, Clerks' Department, Town of Markham, Main Level, 101 Town Centre Boulevard, Markham, Ontario, no later than the specified closing date and time.

Document Pick-Up:

The official bid document must be obtained C.O.D. (cash on delivery) at **\$25.00 CDN** per package through the Contact Centre, Unionville Entrance, Main Level, 101 Town Centre Boulevard, Markham, ON. The non-refundable bid document fee is payable in cash or cheque to The Corporation of the Town of Markham.

If a courier is picking up the document, the courier must identify the following at the time of pick-up:

1. Project No. and Description
2. Bidder's company name
3. Bidder's Contact Name
4. Bidder's Phone Number

Award Results:

The award results are posted on the Town's web page www.markham.ca.

- **Refer to:** <http://www.markham.ca/Markham/Departments/FincServ/Prch/Overview.htm>

Purchasing ByLaw # 2004-341 (19-Pages) and General Terms and Conditions dated July 21, 2006, Version 4 (16-Pages):

- **Refer to:** <http://www.markham.ca/Markham/Departments/FincServ/Prch/bidopp.htm>

OVERVIEW

The Town of Markham is seeking a Consultant with the experience and knowledge to be recognized as an “industry expert” in the peer review of the rapid transit alignment for the Yonge Street Subway/Highway 407 transitway and the mobility station concept for the Richmond Hill Corporate Centre and Langstaff area (RHCC/Langstaff) at Highway 7 and Yonge Street. Specifically, the Consultant must have international knowledge and experience with respect to subway and light rail transit (LRT) design. Consensus building and well developed skills in presentations, graphics and visualization techniques are essential in stakeholders consultation. The Consultant must have knowledge and understanding of financing and partnership options for the implementation of multi billion dollar rapid transit lines.

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Submission Label	Attached
Notice of No-Bid Form	Attached

SUBMISSION REQUIREMENTS

Bids, executed and signed on the forms provided, must be submitted in a sealed envelope with the provided “submission label” affixed to the outside of the envelope. The submission label should clearly identify the Bid number and Project Description.

This checklist together with all mandatory documents must be completed and inserted at the very front of your submission, in the same order and complete with numerical tabs corresponding to the item numbers listed below.

Bids submitted without the required documents and acknowledgements where marked mandatory may be disqualified. These provisions are included for the benefit and protection of the Town and may be waived or exercised at the sole discretion of the Town.

The Town of Markham is committed to buying environmentally sustainable solutions. Please consider this initiative when submitting your proposal.

	Proposals to be submitted as follows: 4 copies (the original marked <u>MASTER</u> and others marked <u>COPY</u>)		
	Description of Submission Requirements	Mandatory	Initial by Bidder to confirm submission
1	Submission Requirements Form	Yes	
2	Bid Form(s)	Yes	
3	List of References and Sub Consultant List	Yes	
4	In accordance with the “Proposal Submission Content” Section	Yes	
5	Acknowledgement of Receipt of Addendum (If Applicable)	Yes	Addendum #: _____ _____ _____

Please confirm that you have provided the Town with the mandatory documents by initialling the “YES” box before signing this form.

Company Name

Authorized Signing Officer's Signature

Print Name

THIS DOCUMENT MUST BE SIGNED TO BE A VALID BID**BID FORM**

The Bidder agrees that the awarding of a Contract based on this Quotation shall constitute an acceptance of this Quotation. This Quotation, General Terms and Conditions, the Purchasing By-Law and the successful proponent's submission shall represent the agreement between the Town and the Bidder when a purchase order is issued.

The undersigned by this quote, agrees to provide all necessary labour, material and equipment necessary to complete the work or provide goods and services as applicable and as per the work described in this Quotation for the quoted price on the Bid Form(s) and agrees to carry out the provisions of this Quotation in accordance with the terms thereof.

The Bidder, by signing this Bid Form, acknowledges the following:

- this quotation is made without any connection, knowledge, comparison of figures or arrangements with any other firm, company or person putting forward a response to the same quotation for the same work and is in all respects fair and without collusion or fraud,
- further declare that all information stated in response to this quotation is in all respects fair and true,
- further declare that no member of the Town of Markham Council, or any Town employee, is or will become interested directly or indirectly as a contracting party or in the performance of the Contract.

Price	\$
Disbursements	\$
Subtotal	\$
PST	\$
GST	\$
Total	\$

1. Prices MUST be guaranteed until final completion of the contract. The evaluation of the bid prices will be based on the best value to the Town.
2. Bids shall be irrevocable and valid for acceptance by the Town for a period of NINETY (90) business days from the closing date of the Quotation.
3. Payment Terms: _____% discount net 15 days or net 30 days

Name of Firm: _____

Address: _____

City/Town/Postal Code _____ GST Registration #: _____

Signature: _____ Name: _____

(I have authority to bind the Corporation)

Print Name

Title: _____

Telephone Number: _____ Date: _____

Facsimile Number: _____ Email: _____

REFERENCE AND SUB-CONSULTANT LIST**REFERENCE LIST**

List 3 references of past projects of similar size and scope from the last 5 years.

Separate Attachment: Yes _____ No: _____

	Company Name	Contact Person and Phone No.	Contract Value	Description of Work	Completion Date
1					
2					
3					

Note: Reference checks may not be limited to those supplied by the Bidder. The Town reserves the right not to award to the lowest priced bidder whose reference checks do not provide proof of their satisfactory performance and/or qualifications.

RELEVANT SUB-CONSULTANT LIST . Separate Attachment: Yes _____ No: _____

	Company Name	Address	Contact Person and Phone No.	Description of Sub-Consultant's Work
1				
2				
3				

Company Name_____
Authorized Signing Officer's Signature_____
Print Name

Evaluation Criteria/Selection Process

Proposals will be assessed on the basis of information provided by the Respondent at the time of submission as well as any additional information provided during subsequent communications with the Respondent. The evaluation of Proposals will be conducted by an evaluation team comprised of staff members from the Town of Markham Engineering and Planning & Urban Design Departments, in consultation with the funding landowners and the Langstaff Steering Committee or Development Services Committee, and facilitated by staff from the Town's Purchasing Department.

Evaluation Criteria

In recognition of the importance of the procedure by which a Respondent may be selected, the following criterion outlines the primary considerations to be used in the evaluation and consequent awarding of this project:

Proposals meeting the mandatory criteria will be assessed against the following criteria. The Proponents reserves the right to interview short listed firms for further evaluation which may alter the final scoring results. Proposals will be scored based on meeting or exceeding the expectations of the established evaluation criteria. The Proponents reserves the right to negotiate with the highest ranked proponent.

Evaluation Criteria	Weight
1. Past experience of Consulting Firm	20%
2. Qualifications of Lead Consultant and Project Team	20%
3. Project Delivery	30%
4. Price	30%
Grand Total	100%

Selection of a proposal(s) will be based on all the above criteria (but not solely limited to the above) and any other relevant information provided by the Respondent(s). The Proponents reserves the right to prioritize and change the weight of the evaluation criteria.

All proposals are submitted on the understanding that the selection of a proposal for discussion by the Evaluation Committee shall not thereby result in the formation of a contract nor shall it create any obligation on the Proponents to enter into further discussions.

The Proponents reserves the right to contact references on the proponents, the results of which may affect the award decision. Reference checks may not be limited to those supplied by the Bidder.

Terms of Reference

1. Project Overview

The Town of Markham, wishes to retain an experienced internationally accredited consultant team to undertake a peer review of:

- the proposed Yonge St Subway alignment, subway stations and proposed train storage location in the vicinity of Highway 7
- conceptual Hwy 407 rapid transit line in the vicinity of Yonge St.
- conceptual multi model mobility station at Yonge St./Hwy 7 integrating the Yonge St. subway, Hwy 407 transitway, VIVA bus service and GO transit service
- parking lot requirements and location in the vicinity
- land use integration with the transit service and transit stations
- land use, transportation and urban design elements and features to unify and connect the Master Plans recently prepared by the Town of Markham and the Town of Richmond Hill for the Richmond Hill/Langstaff Gateway Urban Growth Centre

The consultant is to prepare a vision and principles for the study area in consultation with Metrolinx, TTC, Region of York, Town of Markham, Town of Richmond Hill, City of Vaughan, the Ministry of Transportation, and other stakeholders. Alternative rapid transit alignments and station locations are to be reviewed with the stakeholders and a recommendation as to the most viable, cost effective and efficient alignment/station locations is to be submitted for consideration by the Province, the Region, local municipalities and Transit Agencies.

In addition, a funding and implementation strategy to advance the Yonge St. subway and the Hwy 407 transitway design, construction and commissioning in the 2011 to 2020 time period is to be provided by the consultant.

2. Background Information

The Province of Ontario has approved 2031 growth and planning policies known as the “Places to Grow”. The Province and Metrolinx has also prepared a “Regional Transportation Plan (RTP)”. Both documents recommend a high intensity, mixed use Urban Growth Centre and a Mobility Hub at the Yonge St. /Hwy 7 area. The identified Urban Growth Centre includes lands in both the Town of Markham and the Town of Richmond Hill.

The Region of York has completed and received approval for a Transit Project Assessment Study for the Yonge St. Subway by the Ministry of Environment on 2008. A copy of the EA document can be accessed at web sit www.vivanext.com.

The Regional Municipality of York approved its first Transportation Master Plan (TMP) in 2002. An update to the TMP has been done to ensure that continuing transportation decisions have been considered according to Growth Management Policies of the Federal and Provincial governments in 2009.

The Region of York and Toronto Transit Commission (TTC) are undertaking a conceptual design of the subway line from Finch Ave. station to the Richmond Hill Corporate Centre.

Funding for detailed design and construction has not yet been committed by the Province of Ontario and Metrolinx.

The Ministry of Transportation (MTO) is currently undertaking a Transit Environmental Assessment study for a Highway 407 Rapid Transit Facility from Highway 400 to Kennedy Road. The preferred alignment and “Background” document are enclosed as noted in section 7.

The Town of Markham (Langstaff Gateway)

In May of 2008 the Town of Markham embarked on a process to create a new Master Plan for the Langstaff area. In December 2009 Development Service Committee received and endorsed the Langstaff Land Use & Built Form Master Plan, prepared by Calthorpe Associates and Ferris + Associates dated October 2009, as the basis for amendments to the Official Plan and a new Secondary Plan for the Langstaff area.

The statutory Public Meeting for the Official Plan Amendment and the new Secondary Plan was held on March 2nd, 2010. Following the Public Meeting the draft Official Plan Amendment and the new Secondary Plan were referred back to staff to respond to comments and questions raised at the Public Meeting and by ongoing review with staff of external agencies and municipalities, including the Region and the inter-municipal planning process. The draft Secondary Plan is intended to be considered by Markham Council in June, 2010.

Langstaff Gateway has a land area of 47 ha, and the plan anticipates approximately 32,000 residents and 15,000 jobs.

A link to the Langstaff Project on the Town of Markham web site is below.

http://www.markham.ca/Markham/Departments/Planning/Studies/Studies_Langstaff+Master+Plan+Project.htm

The Town of Richmond Hill

In October 2008 the Town of Richmond Hill retained Urban Strategies Incorporated to complete a Regional Centre Study. The Town of Richmond Hill Committee of the Whole received a staff report on February 16th 2010 with regarding the Final Recommendations Report for the Richmond Hill Regional Centre Design and Land Use Study, completed by Urban Strategies Inc. The study was endorsed and staff was directed to incorporate key directions from the study into the Richmond Hill Official Plan. They are anticipating completing the Official Plan amendment in the fall of 2010.

The Richmond Hill Centre has a land area of 70 ha, and the plan anticipates approximately 16,000 residents and approximately 16,000 jobs.

Links to the Richmond Hill Centre page on the Richmond Hill web site and the Feb 16th, 2010 staff report are below.

http://www.richmondhill.ca/subpage.asp?pageid=op_areastudy_rhcentre_design

http://www.richmondhill.ca/documents/meetings/cow/2_16_2010_16_30/meeting_2_16_2010_16_30_agenda_cow.pdf?

York Region

York Region is leading a planning coordination process for the Richmond Hill/Langstaff Gateway Urban Growth Centre. This planning coordination process began in mid 2009, and was initiated by the Planning Commissioners of Richmond Hill, Markham and the Region. In April 2010 there were two Regional Municipality of York staff reports related to the Urban Growth Centre area. The first report regarding the Region Led Planning Coordination process for the Richmond Hill/Langstaff Gateway Urban Growth Centre went to the Region's Planning and Economic Development Committee. The second report, with respect to the Richmond Hill Centre/Langstaff Gateway Urban Growth Centre – Transportation Study, went to the Transportation Services Committee. These two reports were subsequently considered by Regional Council on April 22nd, 2010. Links to these two reports are provided below.

<http://www.york.ca/NR/rdonlyres/xiaor7b4kr4dqmhdmthflxvrz5ghxyk2h4tvjgcuz7eftcpzfy7nstl25guwbkylwz36ceqsvvebvtq5deddnxevh/rpt+3+cls+2.pdf>

<http://www.york.ca/NR/rdonlyres/zlgl2nryugbn6pm6pxblkpbcd7xb37gzehtutbyt55fkckwa7kviwtknkrpp74m73a727o5f3rxoowqtxynvjra3dkh/rpt+4+cls+1.pdf>

3. Scope of Work

- a) Meet with transit providers (Ministry of Transportation, Region of York, Toronto Transit Commission and GO Transit) to review their studies, design, issues and work program
- b) Meet with stakeholders (Region of York, Town of Richmond Hill, Town of Markham, and City of Vaughan and Metrolinx) to review their planning studies, transportation studies and draft secondary plans.
- c) Prepare transit principles/vision for the Richmond Hill Corporate Centre/Langstaff Secondary Plans Mobility hub and station.
- d) Review and make recommendations regarding the approved EA Yonge Street Subway alignment (Option C), subway stations and proposed train storage locations, including requirements for parking lots in the vicinity and review and make recommendations about alternative alignments and locations.
- e) Review the preliminary Highway 407 transitway alignment in the Yonge St. /Hwy 7 area and review alternative alignments.
- f) Review the multi-modal hub station concept and review alternative station locations taking into account the previous tasks.
- g) Review local and Regional land use and urban design documents and make recommendations with respect to transit service and stations to optimize land use integration with transit, to ensure connectivity and integration between the two part of the Urban Growth Centre.

- h) Review with Hydro One the feasibility and cost to underground the 2 existing 500kv and existing 230kv overhead hydro lines from Yonge St. to Bayview Ave.
- i) Prepare funding strategies and implementation strategy that would enable the Yonge Subway (Finch Ave. to Hwy 7) and 407 transitway (Hwy 400 to Kennedy Rd.) to be designed, constructed and commissioned from 2011 to 2020

4. Project Deliverables

- The Consultant is to submit a detailed work plan and project schedule to the Town of Markham.
- Preliminary findings and updates to the Town of Markham's Langstaff Steering Committee are to be provided, and defined in the consultant's proposal.
- Consultation meetings and discussions with the Province, the Region, Municipalities and transit agencies will be provided by the Consultant team, as required.
- A presentation of study recommendations to the Region of York, Richmond Hill, Vaughan and Markham Committee's and/or Council's meeting is to be provided by the consultant team.
- A final report, outlining the peer review recommendations, is to be presented by the consultant to the Town of Markham by November 31, 2010.

5. Proponent Responsibilities

The consultant shall report to the Langstaff Steering Committee of the Town of Markham. The consultant can anticipate access to public documents from the Province, the Region, Municipalities and transit agencies and discussion with the Town of Markham Engineering and Planning Departments. Town of Markham staff will also assist in facilitating access to staff from other Municipalities and transit agencies for the purpose of interviews, and fact finding. The Municipalities and transit agencies can be expected to provide copies of any requested documents, where possible and permitted by corporate policy and applicable law. The Town of Markham will support and assist with the coordination of the stakeholder consultation process including communications and media relations. Any documents provided to the consultant by the Town of Markham are Town of Markham property and must be returned to the Town of Markham at the end of the project unless otherwise directed by the Town of Markham.

6. Consultant Responsibilities

The Consultant will communicate all findings and recommendations through the Town of Markham's Langstaff Steering Committee. All information gathered related to this assignment will be treated as confidential by the Consultant. The Consultant may be required to sign a Confidentiality and non-disclosure agreement(s) with the Town of Markham.

7. Public Material Available

The following information is known to be publicly available at this time:

- Places to Grow excerpts
(www.placestogrow.ca)
- Metrolinx's Regional Transportation Plan (2008)
(www.metrolinx.com/en/regionaltransportationplan.aspx)
- Region of York Transportation Master Plan (2009)
(www.york.ca)
- Richmond Hill Regional Centre Design and Land Use Study (Richmond Hill)
- Langstaff Gateway (Markham)
- Yonge Subway Environmental Project Report (2009)
(www.vivanext.com)
- Yonge-Steeles Corridor Study (Markham)
(www.markham.ca)
- Yonge Street Area Study – North and South (Vaughan)
(www.city.vaughan.on.ca)
- 407 Transitway Functional Planning Report
(link to be provided)

Proposal Submission Content

Proposals must be submitted to the Clerks Department on or before the stated closing dated listed on the RFP cover page. Late proposals will not be accepted. The proposal should detail study costs, project management, study team and study approach. The proposal should identify the following:

- Brief description of the Company history and background
- Lead Consultant(s) and Project Manager
- Project team background, relevant projects and achievements
- Project management and implementation record
- Curriculum vitae for all principal study team members
- Role and responsibilities of each member of the consulting team, including project management responsibilities
- Standard per-diem rates
- Vision and approach for meeting the study objectives and deliverables
- Proposed scope of work (work program)

- A detailed description of the above mentioned deliverables (tasks, requirements, products, etc)
- Identification of any potential conflicts of interest
- Detailed draft work program including task timing, phasing, stakeholder consultations, budget requirements, deliverables and time frames.
- Extent and timing of involvement required by Municipal staff in the study process
- Any other information which may be useful and relevant for the Town of Markham to better understand and evaluate the Respondent.

Evaluation Criteria	Weight
<p>1. Past experience of Consulting Firm</p> <ul style="list-style-type: none"> • Consulting firm past experience related to: land use planning and rapid transit • Consulting firm past experience related to: Consensus building with the various stakeholders. <p>For each of the above, please provide details as to staff names that worked on these projects.</p>	20 %
<p>2. Qualifications of lead Consultant and Project Team</p> <ul style="list-style-type: none"> • Lead consultant(s) • Project Manager • Project team background, relevant projects and achievements • Curriculum vitae for all principal study team members • Role and responsibilities of each member of the consulting team, including project management responsibilities. • Understanding and experience of Land Use Planning and rapid transit. • Experience and knowledge of project funding and implementation. 	20 %

<p>3. Project Delivery:</p> <ul style="list-style-type: none"> • A detailed discussion of the approach to be utilized to achieve the objectives and tasks of the assignment. The methodology must contain enough information to indicate a sound understanding of the requirements of the project and provide the evaluators with step by step procedures indicating how the submitted proposal meets these requirements. • Proponent's project management scheme, quality assurance and quality control (QA/QC) programs and cost control measures to ensure completion of the project on time, within budget and meeting all requirements as described and contained in this Request for Proposal. • A detailed time/task breakdown with estimated person-hours (or days) and applicable hourly (or daily) rate for members of the project team required to complete the various components of the assignment and the associated upset limits for consulting fees and disbursements for the project. • A detailed work plan identifying project tasks, milestones, related schedule and deliverables. • Identification of any potential conflicts of interest. • Vision and approach for meeting the study objectives and tasks • Proposed study budget, scope of work (work program) and payment schedule • A detailed description of the above mentioned deliverables (tasks, requirement, product, etc) • Detailed draft work program including task timing, phasing, meetings, Council and stakeholder consultation processes, study process, budget requirements, deliverables and time frames 	30%
4. Price	30%
Grand Total	100%

Supplementary Conditions

Amendments to the following from General Terms and Conditions:

1. Delete Articles 62 to 68 Holdback Payments.

**THE CORPORATION OF THE TOWN OF MARKHAM
SUBMISSION LABEL**

SUPPLIER NAME: _____

ADDRESS: _____

PHONE # _____ **FAX#** _____

**TOWN CLERK
TOWN OF MARKHAM
MAIN LEVEL
101 TOWN CENTRE BOULEVARD
MARKHAM, ONTARIO
L3R 9W3**

CLOSING DATE:

CLOSING TIME:

CONTRACTUAL CONTACT:
Tony Casale, Senior Buyer
905-477-7000, Ext. 3190
tcasale@markham.ca

(Submission Label to be affixed to the outside of the submission envelope/package)

THE CORPORATION OF THE TOWN OF MARKHAM

NOTICE OF "NO-BID"

IMPORTANT - Please read this.

It is important to the Town of Markham to receive a reply from all respondents. There is no obligation to submit a request for proposal, quotation or tender; however, should you choose not to bid, completion of this form will assist the Town in determining the type of goods or service you are interested in bidding on in the future.

INSTRUCTION

If you are unable, or do not wish to bid on this request for proposal, quotation, or tender, please give a brief explanation below.

PLEASE FORWARD THIS COMPLETED FORM BY FAX TO THE PURCHASING
DEPARTMENT AT FAX # **905-479-7762**.

Do you wish to bid on these goods/services in the future? Yes / No

Name of Firm: _____

Address: _____

City/Town/Postal Code: _____

Telephone Number: _____

Facsimile Number: _____

E-Mail Address: _____

Name: _____

Title: _____

Date: _____