



REQUEST FOR QUOTATION

INSPECTION OF LIFT DEVICES FOR DISABLED STUDENTS

#194

Issue Date: May 3, 2011
Issued by: The Thames Valley District School Board
#194
Cheryl MacKenzie, Buyer
Return Date: Thursday, May 12, 2011

**THAMES VALLEY DISTRICT SCHOOL BOARD
REQUEST FOR QUOTATION -
SAFETY INSPECTION OF LIFT DEVICE FOR DISABLED STUDENTS
WORKSHEET A-TERMS AND CONDITIONS**

<i>ITEM NO.</i>	<i>TERMS AND CONDITIONS</i>	<i>WILL COMPLY/WILL NOT COMPLY</i>	<i>COMMENT</i>
1.0	INTRODUCTION		
1.01	The Thames Valley District School Board (hereafter referred to as the TVDSB) invites interested parties to submit sealed submissions in response to this bid document. The TVDSB is one of the largest public school boards in the Province of Ontario and is comprised of all public schools within the counties of Elgin, Middlesex, and Oxford. The TVDSB is the employer of approximately 8,000 staff and operates 178 schools with an estimated enrolment of 71,000 students.		
1.1	PURPOSE		
1.1.1	The purpose of this bid document is to provide interested parties with sufficient information to enable them to prepare and submit bids for consideration by the TVDSB for Safety Inspection of Lift Units for disabled students in Elementary and Secondary Schools, subject to the conditions herein.		
2.0	BID DEFINITIONS AND INFORMATION		
2.1	DEFINITIONS		
2.1.1	The following words are used throughout this bid document and bidders should note these conditions when completing their bid submission.		
2.1.1.1	The word "MUST" shall mean bidders "must" include the required information in bid submission. Failure to include the required information will deem submission noncompliant.		
2.1.1.2	The word "SHOULD" shall mean bidders "should" include the required information in bid submission.		
2.1.1.3	The word "NONCOMPLIANT" shall mean bid submissions will be eliminated from further evaluation if the submission does not include the required information.		
2.1.1.4	The word "SUBCONTRACTOR" shall mean a person, firm or company hired by the bidder(s) or the successful bidder(s) to perform any portion or all of this bid.		
2.1.1.5	The word "QUALIFIED" shall mean a bidder who is compliant and has included the required information in their bid submission.		
2.1.1.6	BID IRREGULARITY: A deviation between the requirements (terms, conditions, specifications, special instructions) of a bid response for the purposes of this bid; bid irregularities are further classified as major irregularities or minor irregularities. The classification of what is a major irregularity or a minor irregularity shall be the sole discretion of the TVDSB.		

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2.1.1.6.1	Major Irregularity: A deviation from the bid request which affects the price, quality, quantity or delivery, and is material to the award. If the deviation is permitted, the bidder could gain an unfair advantage over competitors. The TVDSB will reject any bid submission which contains a major irregularity.		
2.1.1.6.2	Minor Irregularity: A deviation from the bid request which affects form, rather than substance. The effect on the price, quality, quantity or delivery is not material to the award. If the deviation is permitted or corrected the bidder would not gain an unfair advantage over competitors. The TVDSB may permit the bidder to correct a minor irregularity.		
2.2	STRUCTURE OF THIS BID		
2.2.1	Bidders must use the electronic bidding file (setup.exe) which is available on the internet at:		
2.2.1.1	www.tvdsb.ca		
2.2.1.2	"Board"		
2.2.1.3	"Purchasing"		
2.2.1.4	"Bids"		
2.2.1.5	Scroll to the end of the document, click		
2.2.1.6	"Proceed to inquiry/download page".		
2.2.1.7	Proceed to the bid, click		
2.2.1.8	"New" Icon		
2.2.1.9	The setup.exe file contains Appendices194.xls with the following worksheets:		
2.2.1.10	Worksheet A: Terms and Conditions Response in Excel format - Electronic response is required.		
2.2.1.11	Worksheet B: Specifications in Excel format - Electronic response is required.		
2.2.1.12	Worksheet C: Staff in Excel format - Electronic response is required.		
2.2.1.13	Worksheet D: Pricing - in Excel format - Electronic response is required.		
	Worksheet E: Locations/Equipment to be Inspected - in Excel format - no response required.		
2.3	RETURN LOCATION		
	COPIES OF REQUEST FOR QUOTATION, CONTRACT TERMS AND CONDITIONS MUST BE RETURNED BY E-MAIL TO: c.mackenzie@tvdsb.on.ca FOR YOUR QUOTATION TO BE ACCEPTED. Delivery of the quotation is the responsibility of the bidder. If you would like an electronic copy of this document, please call 519-452-2514.		
2.3.1			
2.4	IMPORTANT DATES		
2.4.1	ISSUE DATE: Wednesday, May 4, 2011.		
2.4.2	RETURN DATE and TIME: prior to Thursday, May 12, 2010.		
2.5	QUESTIONS		

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2.5.1	All questions pertaining to this bid document are to be addressed to: Cheryl MacKenzie, by Fax (519) 452-2399 or email c.mackenzie@tvdsb.on.ca The TVDSB reserves the right to distribute a notice of content of any inquiry and the TVDSB's response to all other bidders.		
2.5.2	Questions concerning the terms and conditions of the bid document, whether made orally or in writing, to any individual other than indicated above may, at the sole discretion of the TVDSB, render your submission noncompliant.		
2.5.3	Should any questions raised by a bidder necessitate an addendum to this bid document, the addendum will be posted to the TVDSB Web Site.		
3.0	CONTRACT TERM / PRICING / TAXES / DELIVERY / PAYMENT		
3.1	CONTRACT TERM		
3.1.1	The term of this agreement shall be for one (1) year, terminating on August 31, 2012.		
3.2	PRICING		
3.2.1	Bidders must print and sign Worksheet D - Pricing.		
3.2.2	All charges must be included in the cost of the item. Prices quoted must be for goods and services exactly as specified and in Canadian funds, unless otherwise indicated.		
3.2.3	Prices must remain in effect for the term stated in your bid of the contract, ending on August, 31, 2012.		
3.2.4	The TVDSB will not expect any price increases for the exact configuration quoted during the roll out.		
3.2.5	The TVDSB would like to take advantage of any promotions, price decreases, rebates or new technologies available during the term of the contract. Detail your company's strategy related to future pricing or new technologies.		
3.3	TAXES		
3.3.1	HST: Where applicable, Harmonized Sales Tax must be shown separately as extra on all invoices in accordance with Canadian and Provincial Government regulations.		
3.4	RENEWAL OPTIONS		
3.4.1	The TVDSB may, at the end of this contract term, extend the contract for a period of up to five (5) years in one (1) year increments and will advise the bidder in writing of their intentions.		
3.4.2	Bidders must state if your company would agree to extending this contract with the same terms and conditions for a second year ending August 31, 2013.		

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3.4.3	Bidders must state if your company would agree to extending this contract with the same terms and conditions for a third year ending August 31, 2014.		
3.4.4	Bidders must state if your company would agree to extending this contract with the same terms and conditions for a fourth year ending August 31, 2015.		
3.4.5	Bidders must state if your company would agree to extending this contract with the same terms and conditions for a fifth year ending August 31, 2016.		
3.5	DELIVERY & ORDERING		
3.5.1	The TVDSB's purchase order number should appear on all packages, packing slips, correspondences, customs documentation and freight bills of lading.		
3.5.2	The lead time shown will be used to calculate delivery dates on our purchase orders and to monitor your company's performance. The lead time must be met as it is one of our criteria considered in the decision, and award, of this and future contracts.		
3.6	INVOICING/PAYMENT TERMS		
3.6.1	All invoices must be sent to the attention of the Accounts Payable Department: Thames Valley District School Board, 1250 Dundas Street, P.O. Box 5888, London, Ontario N5W 5P2.		
3.6.2	Applicable taxes must be shown as separate line items on all invoices.		
3.6.3	Bidders should indicate any specific payment terms. It is generally expected that payment will be 45 days from receipt of invoice.		
3.6.4	Bidders should state percentage discount for early payment and net payment terms.		
3.6.5	Purchase order numbers must be stated on all invoices; invoices without will be returned unpaid.		
4.0	SPECIFICATIONS/REQUIREMENTS		
4.1	QUALITY		
4.1.1	Unless otherwise specified, supplies must be new, in good condition, fit for the purpose for which they are being acquired and free from defects. The decision of the TVDSB pertaining to items being rejected is final.		
4.1.2	The determination of equal quality will be based on our internal professional opinions.		
4.1.3	In addition to price, quality and suitability will be among the first considerations. Delivery lead times, service, performance record, manufacturer's warranties and the value of the overall award will be also taken into consideration when awarding this contract.		

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4.1.4	Any material, equipment, service or work ordered which, in the opinion of the TVDSB, does not completely fulfill the specifications must immediately be removed and/or completed to the specifications or sample quality at the expense of the successful bidder.		
4.1.5	The successful bidder(s) must carry out all work to the satisfaction of the TVDSB. All work is to be performed by appropriately certified staff.		
4.2	REQUIREMENTS		
4.2.1	The requirements are detailed in Requirements List - Worksheet B		
4.2.2	For each requirement as described in Worksheet B bidders must place a response in the appropriate column.		
4.3	SCHEDULING/IMPLEMENTATION		
4.3.1	The successful bidder(s) must carry out all work between 8:00 a.m. and 5:00 p.m. Monday to Friday during the months of May and June of 2011.		
4.3.2	The successful bidder(s) shall schedule inspections directly with the facility as outlined in Worksheet D at least two (2) weeks prior to commencing the inspections. Schedules for the following school years must be submitted to the Special Education Program Services Officer at the Education Centre, 1250 Dundas Street East, London, Ontario.		
4.3.3	The successful bidder(s) is expected to follow the schedule as submitted or update the schools directly if dates change. All contact with the schools shall be through the Principal or Charge Custodian.		
4.4	TRAINING / SUPPORT		
4.4.1	Installation, training and support services are a consideration in awarding this bid. Include any and all support and implementation services your company will provide, identifying certification relevant to the support role envisioned.		
4.5	WARRANTY AND MAINTENANCE		
4.5.1	Bidders must state location of service facilities.		
4.5.2	Bidders must state number of service people at each location.		
4.5.3	Bidders must state time to respond to service calls:		
4.5.3.1	Less than one half day		
4.5.3.2	One half day		
4.5.3.3	One full day		
4.5.3.4	More than one day		
4.5.3.5	Other		
4.5.4	Bidders should include a statement outlining your company's quality assurance philosophy and program. This statement should detail how your company will respond to:		
4.5.4.1	Service related problems		

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4.5.4.2	Quality problems		
5.0	TERMS AND CONDITIONS		
5.1	GENERAL TERMS AND CONDITIONS		
5.1.1	Any response submitted to the bid is IRREVOCABLE for 120 days.		
5.1.2	A bidder who has already submitted a bid may submit an addendum in writing and signed by the bidder at any time up to the official closing time. No facsimiles shall be accepted. The last submission shall supersede and invalidate all previous submissions by that bidder as it applies to this bid. Addenda must be submitted to the "Tenders Clerk" in the same manner and within the same time constraints as the bid submission.		
5.1.3	A bidder may withdraw the bid at any time up to the official closing time by letter bearing his/her signature as it is in the submission. Withdrawal requests received after the closing date shall not be permitted. Submission withdrawals must be submitted to the "Tenders Clerk" in the same manner and within the same constraints as a bid submission.		
5.1.4	The issuance of this call for bids shall not constitute any obligation on the part of the TVDSB to any firm or individual who submits a bid.		
5.1.5	The bidder should have satisfactorily fulfilled all relevant obligations as required under the terms and conditions of any previous award in order to be considered as an acceptable bidder.		
5.1.6	The laws of the Province of Ontario shall govern in any dispute occasioned as a result of the performance or non-performance and/or workmanship of a contract issued pursuant to the bid and any dispute arising out of the issuance of and response to this bid.		
5.1.7	The TVDSB reserves the right to withdraw the award of the contract to a successful bidder(s) within 30 days of the award if in the opinion of the TVDSB the successful bidder(s) is unable or unwilling to enter into a form of contract satisfactory to the TVDSB. The TVDSB shall be entitled to do so without any liability being incurred by the TVDSB to the bidder		
5.1.8	The lowest or any bid submission may not necessarily be accepted. The TVDSB reserves the right to decline any or all bid submissions, or to cancel the bid call in whole or in part at any time prior to making an award, for any reason, or no reason, without liability being incurred by the TVDSB to any bidder for any expense, cost, loss or damage incurred or suffered by the bidder as a result of such withdrawal.		
5.1.9	All costs associated with the preparation of the bid submission will be solely the responsibility of the bidder.		

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5.1.10	The TVDSB reserves the right to decline or purchase one or all items in this bid from one supplier or from multiple suppliers.		
5.1.11	All of the terms and conditions of this bid are deemed to be accepted by the bidder and incorporated into the bidder's proposal submission. It is the TVDSB's intention that the Terms and Conditions stated in this bid and the successful bidder's response to this bid will form the contract between TVDSB and the successful bidder(s). Any conflict in the wording of the bidder's invoice and/or sales agreement and the wording of the terms and conditions of this proposal, shall be resolved in favour of the TVDSB and shall be deemed to be incorporated into the bidder's invoice and/or sales agreement.		
5.1.12	The successful bidder(s) must not at any time subcontract any portion of its contract with the TVDSB nor shall it assign the contract without the written permission of the TVDSB. The successful bidder(s) must not, at any time, change subcontractors approved by the TVDSB without written permission of the TVDSB.		
5.1.13	While the TVDSB has used considerable efforts to ensure an accurate representation of information in this bid document, the information contained herein is contained solely as a guideline for bidders. The information is not guaranteed or warranted to be accurate by the TVDSB, nor is it necessarily comprehensive or exhaustive. Nothing in this bid document is intended to relieve bidders from forming their own opinions and conclusions in respect to the matters addressed in this bid document.		
5.1.14	The TVDSB may accept or waive a minor irregularity, or where practical to do so the TVDSB may as a condition of bid acceptance request a bidder to correct a minor irregularity with no change in bid price. Items of non compliancy on any bid submissions which do not strictly comply with the provisions, procedures and requirements of this bid, or are incomplete, ambiguous, or which contain errors, alterations, misleading information, omissions, or irregularities of any kind, may be rejected and disqualified at the discretion of the TVDSB. All bidders agree to provide all such additional information as, and when requested, at their own expense, provided no bidder in supplying any such information shall be allowed, in any way to change the pricing or other cost quotations originally given in its bid submission or in any way materially alter or add to the solution originally proposed.		
5.1.15	All TVDSB policies, procedures and regulations must be adhered to by the successful bidder(s).		
5.1.15.1	Smoking is prohibited in all TVDSB buildings and on all TVDSB property.		
5.1.15.2	Some TVDSB sites are equipped with video surveillance cameras.		

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5.1.15.3	The successful bidder(s) is obliged to cooperate with all recycling and environmental procedures and initiatives established by government, the TVDSB and each school.		
5.1.16	The successful bidder(s) will reimburse the TVDSB for any damages through negligence or wilful acts of any of the successful bidder(s)' employees or contracted staff.		
5.1.17	The successful bidder(s)' employees and contracted staff shall not be considered TVDSB employees and shall not represent themselves as an agent of the TVDSB nor be eligible for any of the benefits provided to TVDSB employees.		
5.1.18	The TVDSB reserves the right to demand the removal of any successful bidder's employees or contracted staff engaged in this contract if, in the TVDSB's opinion, their conduct has been of an unacceptable nature.		
5.1.19	The successful bidder(s) will be responsible for seeing that regular supervision is maintained over all working personnel. It is the bidder's responsibility to see that all their activities are properly coordinated with the TVDSB's operations and modify assignments as required.		
5.1.20	This bid document is being issued pursuant to the TVDSB's Purchasing Policies and Procedures.		
5.2	CANCELLATION OF CONTRACT / LOSS OF SERVICE		
5.2.1	The TVDSB reserves the right to terminate this contract within 30 days written notice if, in its opinion, the successful bidder(s) fails to meet the terms and conditions of the contract. Notwithstanding the termination of the contract, the successful bidder(s) shall remain responsible for its obligations under this contract up to the date of termination. The TVDSB reserves the right to commence an action in a court of competent jurisdiction against the successful bidder(s) for damages that result from the breach of the terms and conditions of the contract, by the successful bidder(s).		
5.2.2	The TVDSB shall have the right to retain and set off from any monies payable to the successful bidder(s) under the contract the total outstanding amount from time to time and for all damage claims by the TVDSB or any third parties arising out of this contract which have not been resolved by the successful bidder(s) or its insurer.		
5.2.3	The TVDSB reserves the right to withhold monies owing under a contract to the value of the obligation to a maximum of the monies owing to the successful bidder(s) for any indebtedness of the supplier that may impact on the TVDSB.		

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5.2.4	The successful bidder(s) shall be responsible for ensuring continuous delivery of the goods and services in the event of a labour disruption by either, the successful bidder(s), the TVDSB's staff or third party interruptions.		
5.2.5	In the event that the successful bidder(s) becomes insolvent, and/or the successful bidder(s) is unable or unwilling to provide the contracted service for a period of more than 30 consecutive days during the period of the contract, the TVDSB shall have the right to replace the successful bidder(s) with another service provider suitable to the TVDSB in addition to all of its other rights pursuant to the term of this bid.		
5.3	FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT		
5.3.1	Bidders agree that all documentation and information contained in any bid submissions and any addendum that becomes the property of the TVDSB shall be subject to disclosure pursuant to an application pursuant to a Municipal Freedom of Information and Protection of Privacy Act request for disclosure. Notwithstanding that a bid submission or an addendum may contain a trade secret of the bidder, intellectual property right of the bidder, or scientific, technical, commercial, pricing or other financial or labour relations information or any other similar secret.		
5.3.2	A bidder specifically consents to the disclosure of any and all information contained in their bid submission or any addendum pursuant to a request for disclosure pursuant to a Municipal Freedom of Information and Protection of Privacy Act and such consent shall be considered a consent given pursuant to Subsection 10(2) of the said Act. Notwithstanding the aforesaid, the bidder assigns all right, title and interest that they have in the bid submission, and any addendum to the TVDSB, including the right to copy and/or publish the same as the TVDSB sees fit, notwithstanding that no request for disclosure is made pursuant to the Municipal Freedom of Information and Protection of Privacy Act.		
5.3.3	All bidders agree not to disclose any information provided by the TVDSB in this bid document to any third party without the written consent of the TVDSB.		
5.4	PERSONAL INFORMATION PROTECTION AND ELECTRONIC DOCUMENTS ACT		

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5.4.1	The Bidder represents and warrants that if the bidder is or becomes subject to any private sector privacy legislation in responding hereto, or in carrying out its obligations under any subsequent agreement, the Bidder will be solely responsible for compliance with such legislation. Without limitation, the Bidders represents and warrants that if the Bidder is subject to the Personal Information protection and Electronics Act, S.C. 2000, c.5, including any amendments thereto ("PIPEDA"), the Bidders shall ensure PIPEDA compliance of:		
5.4.2	All PIPEDA Protected Information the Bidders collects directly from the individual or indirectly form the Board or others		
5.4.3	All PIPEDA Protected Information the Bidders uses or discloses in the course of responding hereto or in performing its obligation under any subsequent agreement and,		
5.4.4	All PIPEDA Protected Information the Bidder transfers or discloses to the Board		
5.4.5	For the purposes hereof, "PIPEDA Protected Information" means any "Personal Information" or "Personal Health Information" as such terms are defined in PIPEDA.		
5.5	HUMAN RIGHTS AND CHILD LABOUR LAWS		
5.5.1	Any infringement on human rights, but namely those of children, is of considerable concern to the TVDSB. Bidders wishing to do business with the TVDSB, are asked to promote the purchase of goods from companies that operate in full compliance with the laws of their respective countries and with all applicable child labour laws, rules and regulations related to hiring, wages, hours worked, overtime and working conditions.		
5.5.2	Bidders should indicate your firm's policy and present practices and procedures in place to encourage promotion of this objective.		
5.5.3	For bidders information the web site address of the International Labour Organization and its objectives toward the abolition of child labour is:		
5.5.4	http://www.ilo.org		
5.6	HEALTH, SAFETY REGULATIONS		
5.6.1	All equipment requiring approval (Hydro One, C.S.A., ULC., etc.) must be completely assembled and must bear label showing approval of assembly prior to delivery. The TVDSB shall not accept any equipment that has not been inspected and approved. If not so approved, the TVDSB reserves the right to invoice the successful bidder(s) for the cost of certification/replacement.		

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5.6.2	Every person who supplies any machine, device, tool, equipment or service to the TVDSB must ensure that the machine, device, tool, equipment or service complies with the Occupational Health and Safety Act and Regulations of Industrial Establishments. The burden of proof rests with the supplier.		
5.6.3	The Ministry of Education and Training and the Ministry of Health provides regulations specifying which substances/ products are not acceptable. If applicable, the successful bidder(s) must supply MATERIAL SAFETY DATA SHEETS providing us with the breakdown of components for any products used in our facilities with every shipment.		
5.6.4	The Occupational Health and Safety Act describes the responsibilities of an employer. The TVDSB requires contractors maintain procedures, training and enforcement so that the responsibilities are carried out at our workplace. The contract shall abide by and strictly adhere to the regulations and conditions set out and laid down by the most current versions of the Occupational Health and Safety Act, 1990, Chapter 0-1. Their workers must be trained in WHIMS in accordance with Occupational Health and Safety Act Regulations. They must adhere to all of the TVDSB's Health and Safety Policy, Procedures and Guidelines and Municipal Bylaws.		
5.6.5	No supplier will be awarded any product that requires a Material Safety Data Sheet unless the bidder complies with the conditions above.		
5.6.6	The TVDSB reserves the right to request to request a copy of a bidder's Health & Safety Policy, Procedures and Guidelines.		
5.7	WORKPLACE SAFETY AND INSURANCE BOARD		
5.7.1	The successful bidder(s) must ensure that all workers are covered by the Workplace Safety & Insurance Board for the duration of this contract.		
5.7.2	The successful bidder(s) must furnish a Certificate of Clearance from the Workplace Safety and Insurance Board as evidence that all returns have been made and all necessary assessments have been paid as required, or levied, by the Workplace Safety and Insurance Board. This certification is to be furnished prior to the commencement of this contract. The good standing must be maintained throughout the contract. It is the responsibility of the Contractor to ensure that the Workplace Safety & Insurance Board Certificate is updated every sixty (60) days. The TVDSB reserves the right to request proof of coverage any time throughout the duration of the contract.		
5.7.3	All workplace injuries or accidents on TVDSB property must be reported by the successful bidder(s) to the TVDSB's representative within 24 hours.		
5.8	COMMERCIAL LIABILITY INSURANCE		

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5.8.1	The successful bidder(s) must be covered by Commercial General Liability Insurance throughout the term of the contract. Each bidder must state if it has Commercial General Liability Insurance Coverage.		
5.8.2	Each bidder should show proof with the submission of this bid that upon the award of this contract that it will be covered by Commercial Liability Insurance coverage with limits of \$2 million per occurrence for liability (by way of primary coverage and/or Umbrella Coverage and/or otherwise), arising at law for damages caused by reason of bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$2 million per occurrence of Commercial Liability Insurance coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or agent's letterhead that liability insurance limits will be increased to \$2 million per occurrence from the commencement of the contract should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain good standing throughout the term of the contract. The TVDSB reserves the right to request proof of coverage any time throughout the duration of the contract.		
5.8.2.1	This liability policy shall contain the following coverage:		
5.8.2.2	Personal Injury & Property Damage		
5.8.2.3	Non-Owned Automobile Liability		
5.8.2.4	Owners and Contractors Protective Coverage		
5.8.2.5	Contractual Liability		
5.8.2.6	Broad Form Property Damage		
5.8.2.7	Products & Completed Operation Insurance		
5.8.2.8	Contingent Employees Liability		
5.8.2.9	Cross Liability Clause and Severability of Interest Clause		
5.8.3	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damages and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract.		

FIRM NAME : _____

SIGNATURE : _____

**THAMES VALLEY DISTRICT SCHOOL BOARD
REQUEST FOR QUOTATION -
SAFETY INSPECTION OF LIFT DEVICE FOR DISABLED STUDENTS
WORKSHEET A-TERMS AND CONDITIONS**

<i>ITEM NO.</i>	<i>TERMS AND CONDITIONS</i>	<i>WILL COMPLY/WILL NOT COMPLY</i>	<i>COMMENT</i>
5.8.4	The successful bidder(s) agrees to indemnify, hold harmless and defend the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason or injury (including death) or damage to any property arising out of negligent or wilful acts on the part of the successful bidder(s) or any of its representatives or employees or subcontractors in the execution of the work performed or from defects in the equipment supplied.		
5.9	MOTOR VEHICLE LIABILITY INSURANCE		
5.9.1	Bidders must state if its own vehicles and/or those vehicles owned by its employees or subcontractors shall operate on the property of the TVDSB		
5.9.2	In the event of an affirmative answer to 5.9.1, the successful bidders must be covered by Automobile Liability Insurance through the term of the Contract. If the bidder's employees or subcontractors will operate their own vehicles during the contract then they must maintain the same Automobile Liability Coverage as the bidder. Each bidder must state if it or its employees or subcontractors have Automobile Liability Insurance Coverage. Sub clauses also subsection 5.9.3 to subsection 5.9.4 applies to those employees or subcontractors who operate their own automobiles on the property of the TVDSB.		
5.9.3	Bidders should show proof with the submission of this bid, that upon the award of this contract that it will be covered by Automobile Liability Insurance with coverage limits of \$2 million (Commercial and \$1million on all personally owned vehicles) per occurrence for liability arising at law for damages caused by reason or bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$2 million per occurrence of Automobile Liability Insurance Coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or the agent's letterhead that liability insurance limits will be increased to \$2 million for Commercial Vehicles and \$1 million personally owned vehicles per occurrence from the commencement of the contract and annually thereafter for the term of the contract, should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain that good standing throughout the term of the contract.		
5.9.3.1	The TVDSB reserves the right to request proof of coverage anytime throughout the duration of the contract. This liability policy shall contain the following coverage:		
5.9.3.2	Third Party Liability Coverage in the form of OAP-1		

FIRM NAME : _____

SIGNATURE : _____

**REQUEST FOR QUOTATION -
SAFETY INSPECTION OF LIFT DEVICE FOR DISABLED STUDENTS
WORKSHEET A-TERMS AND CONDITIONS**

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.9.4	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damage and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract by way of the ownership or operation of an automobile.		
5.9.5	The successful bidder(s) agrees to indemnify, hold harmless, and defend, the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason of injury (including death) or damage to any property arising out of negligence on the party of the successful bidder(s) or any of its representatives or employees by way of the ownership or operation of an automobile.		
6.0	RETURN DATE		
6.1	Return Date: Thursday, May 12, 2011		
7.0	ELECTRONIC BIDDING INSTRUCTIONS		
7.1	DOWNLOADING BID DOCUMENTS		
7.1.1	All documents are available from the TVDSB Web Site at www.tvdsb.ca		
7.1.2	Click "Board"		
7.1.3	Click "Purchasing"		
7.1.4	Click "Bids"		
7.1.5	Read "Electronic Bidding Instructions, Bid Download and Bid Results" or "Bids"		
7.1.6	Click "Proceed to Inquiry/Download page"		
7.1.7	Click on the "Name of the Bid" to view documents in PDF format.		
7.1.8	Click on the "NEW" logo to download the executable files for preparing and submitting your bid.		
7.1.9	All bid files are available for downloading at no charge from the TVDSB web site.		
7.2	PRINTING COPIES OF BID DOCUMENTS		
7.2.1	To print a working copy of any bid document - Click on the "name of the Bid" to print documents in PDF format.		
7.3	INSTALLATION OF BID PROGRAM ONTO YOUR COMPUTER:		
7.3.1	The TVDSB has made every effort to ensure the files are free of any virus and are functional. However, in safe computing practice, you are responsible for checking the files on your own virus checker to ensure it is free of any virus.		
7.3.2	Download the executables from our Web Site as shown above. Double click on the "NEW" logo for the executable file. Follow the instructions.		

FIRM NAME : _____

SIGNATURE : _____

**THAMES VALLEY DISTRICT SCHOOL BOARD
REQUEST FOR QUOTATION -
SAFETY INSPECTION OF LIFT DEVICE FOR DISABLED STUDENTS
WORKSHEET A-TERMS AND CONDITIONS**

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
7.3.3	The bid files are installed into a default directory called C:\LBTENDER. When the installation process is complete, a box will appear with a "Remove Thames Valley District School Board Tender icon"; please close this box. When the setup is complete, click close.		
7.3.4	To begin the Bid Program:		
7.3.4.1	Go to Windows Explorer		
7.3.4.2	Click on C:\ drive		
7.3.4.3	Open the folder "lbtender"		
7.3.4.5	The following files will be installed in the C:\lbtender directory:		
7.3.4.6	Appendices194.xls		
7.3.5	To start the process open the Excel files and complete as instructed.:		
7.4	THE RETURN FILES		
7.4.1	Please return the completed file "Appendices194.xls" by e-mail to c.mackenzie@tvdsb.on.ca by		
8.0	SIGNATURE PAGE		
8.1	This section must be completed, signed, and included with your submission for your bid to be accepted.		
8.2	I hereby acknowledge and agree that I have read and completed all of the preceding Contract Terms and Conditions and all Appendices. All required Appendices are included in our bid submission.		
8.3	I/We the undersigned are duly authorized to execute this Bid Submission on behalf of:		
8.4	NAME (Please print):		
8.5	TITLE:		
8.6	SIGNATURE:		
8.7	FIRM NAME:		
8.8	State the legal entity that your organization operates under:		
8.8.1	Proprietorship		

FIRM NAME : _____

SIGNATURE : _____

**THAMES VALLEY DISTRICT SCHOOL BOARD
REQUEST FOR QUOTATION -
SAFETY INSPECTION OF LIFT DEVICE FOR DISABLED STUDENTS
WORKSHEET A-TERMS AND CONDITIONS**

<i>ITEM NO.</i>	<i>TERMS AND CONDITIONS</i>	<i>WILL COMPLY/WILL NOT COMPLY</i>	<i>COMMENT</i>
8.8.2	Partnership		
8.8.3	Corporation		
8.9	If your organization is incorporated, bidders must state the jurisdiction in which the corporation was originally incorporated in:		
8.9.1	Name of each individual Partner or Correct Legal Name of Corporation:		
8.9.2	E-MAIL ADDRESS:		
8.9.3	ADDRESS:		
8.9.4	INTERNET ADDRESS:		
8.9.5	TELEPHONE NO.:		
8.9.6	FAX NO.:		
8.10	If subcontracting, bidders must provide the correct legal name for any sub contractor, their full personal name and address, telephone number, fax number, as well as the name(s) of appropriate contact persons (with whom the TVDSB, may consult regarding this bid with whom the bidder enters into a contract(s) with to carry out any portion of this contract:		
8.10.1	Firm Name:		
8.10.2	Firm Address:		
8.10.3	Telephone Number:		
8.10.4	Fax Number:		
8.10.5	E-MAIL ADDRESS:		

FIRM NAME : _____

SIGNATURE : _____

REQUEST FOR QUOTATION -
SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS
WORKSHEET B - REQUIREMENTS

ITEM NO.	DESCRIPTION	WILL COMPLY/WILL NOT COMPLY/AGREE/DISAGREE	COMMENTS
B1.0	WORKSHEET B - REQUIREMENTS/SCOPE OF WORKS		
B1.1	Inspections are to be done in accordance with the Ministry of Labour, Occupational Health and Safety Act, the Industrial Accident Prevention Association, International Standards Organization and C.S.A. standards specifically:		
B1.1.2	• CSA #Z323.5 - Electromechanical Lifting Devices for Persons		
B1.1.3	• ISO #10535 - Hoists for the transfer of disabled Persons - requirements and test methods		
B1.1.4	• CSA #B167-06 Safety Standards for Maintenance and Inspection of Overhead Cranes, Gantry Cranes Monorails, Hoists and Trolley		
B2.0	Lifting Power Units - the following components must be inspected:		
B2.1	• Lifting Strap		
B2.2	• Strap Supports		
B2.3	• Tarzan Hook		
B2.4	• Upper Limit		
B2.5	• Lower Limit		
B2.6	• Indicators		
B2.7	• Up/Down Switches		
B2.8	• Emergency Shut Off		
B2.9	• Spool		
B2.10	• Batteries		
B2.11	• Voltage		
B2.12	• Load Test		
B2.13	• Status		
B2.14	• Charger - Voltage - Serial No.		
B2.15	• Lowering Tool		
B2.16	• Handset		
B2.17	• Number of Cycles		
B2.18	• Load Tested		
B2.19	• Cleaned		
B3.0	Tracking Systems - the following components must be inspected:		
B3.1	• Support Structure		
B3.2	• Installation Hardware		
B3.3	• Lift Trolley		
B3.4	• Carriage		
B3.5	• End Auto Stops		
B3.6	• Track Brackets		
B3.7	• Extension Straps		
B3.8	• Load Tested		
B3.9	• Cleaned		
B4.0	Change Tables - the following components must be inspected:		
B4.1	• Actuator		
B4.2	• Upper Limit		
B4.3	• Lower Limit		
B4.4	• Power Supply		
B4.5	• Hand Control		
B4.6	• Straps		

FIRM NAME: _____

SIGNATURE: _____

**THAMES VALLEY DISTRICT SCHOOL BOARD
REQUEST FOR QUOTATION -
SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS
WORKSHEET B - REQUIREMENTS**

ITEM NO.	DESCRIPTION	WILL COMPLY/WILL NOT COMPLY/AGREE/DISAGREE	COMMENTS
B4.7	• Table Top		
B4.8	• Frame Mattress		
B4.9	• Castors		
B4.10	• Load Tested		
B4.11	• Cleaned		
B5.0	REPORTING		
B5.1	LABELLING OF EQUIPMENT		
B5.2	Upon completion of the inspection of each piece of equipment, the Contractor shall affix a self adhesive label identifying:		
B5.2.1	Make and Model No.		
B5.2.2	Approximate Age		
B5.2.3	Condition		
B5.2.4	Date of Inspection		
B5.2.5	Contractor's Name		
B5.2.6	Initials of Inspector		
B5.3	Equipment not meeting the minimum safety standards during the inspection shall be repaired or removed from service by disconnecting the power source and rendering it unusable and affix a "Danger Tag" with an explanation of the hazard and repairs of action to be taken. All of the Danger Tag items must be reviewed with the Principal, Charge Custodian, or Technical Department Head prior to leaving the school.		
B6.0	REPORTS		
B6.1	Upon completion of the Inspection, the successful bidder(s) shall provide two (2) copies. One copy of the report is to be sent directly to the site. One copy of the report is to the Special Education Program Officer, at the Education Centre, 1250 Dundas Street, London, Ontario, N5W 5P2. The report shall contain at minimum, the following information:		
B6.1.1	School		
B6.1.2	Location in Building		
B6.1.3	Type of Equipment - i.e. Ceiling Lift		
B6.1.4	Make and Model No.		
B6.1.5	Approximate Age		
B6.1.6	Date of Inspection		
B6.1.7	Results of Inspection - with a checklist showing that each of the components listed above have been inspected.		
B6.1.8	Repair requirements including price estimate		
B6.1.9	Action requirements		
B6.1.10	Digital or still photographs of danger tagged equipment on site		
B6.1.11	A compiled Board report summarizing all findings by location is required Microsoft Word/Excel format.		
B6.1.12	All reports are to be received at the sites and Board office no later than June 30, 2012.		
B7.0	SERVICE		
B7.1	State your response time to the schools' requests for equipment repair/service.		
B7.2	Is your company able to provide the TVDSB with recommendations when it is no longer safe to operate or economical to repair equipment?		
B7.3	State make/models of equipment your Company can repair - See Worksheet D - Repair Staff Qualifications.		

FIRM NAME: _____

SIGNATURE: _____

REQUEST FOR QUOTATION -
 SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS
 WORKSHEET B - REQUIREMENTS

ITEM NO.	DESCRIPTION	WILL COMPLY/WILL NOT COMPLY/AGREE/DISAGREE	COMMENTS
B7.4	State if your company is interested in providing a Service Contract for Inspection and Maintenance. Please state details and cost of this program.		
B7.5	Bidder(s) should submit a price list for standard or common parts.		
B7.6	Please provide pricing for these items and what discount will be allowed off list price.		
B8.0	ADMINISTRATION		
B8.1	Bidders must state the number of employees involved in this contract. Bidders must list and provide job descriptions and qualifications for all staff including volunteers involved in the execution of this contract in Worksheet C - Staffing.		
B8.2	Bidders should state location of their distribution centre.		
B8.3	Bidders should state if their employees service sites wearing uniforms.		
B8.4	Bidders should state if their employees carry photo identification.		
B8.5	Bidders should state if they are ISO registered and if so what level.		
B8.6	Bidders should state if the staff involved in the execution of this contract are employees or sub-contractors.		
B9.0	REFERENCES		
B9.1	New bidders should provide a minimum of three references where you have successfully provided goods and or services similar to this bid document. The reference must contain the following information:		
B9.2	Reference 1 - Company Name:		
B9.3	Reference 1 - Address:		
B9.4	Reference 1 - Contact Name:		
B9.5	Reference 1 - Phone Number:		
B9.6	Reference 1 - Fax Number:		
B9.7	Reference 1 - e-mail address:		
B9.8			
B9.9	Reference 2 - Company Name:		
B9.10	Reference 2 - Address:		
B9.11	Reference 2 - Contact Name:		
B9.12	Reference 2 - Phone Number:		
B9.13	Reference 2 - Fax Number:		
B9.14	Reference 2 - e-mail address:		
B9.15			
B9.16	Reference 3 - Company Name:		
B9.17	Reference 3 - Address:		
B9.18	Reference 3 - Contact Name:		
B9.19	Reference 3 - Phone Number:		
B9.20	Reference 3 - Fax Number:		
B9.21	Reference 3 - e-mail address:		

FIRM NAME: _____

SIGNATURE: _____

REQUEST FOR QUOTATION - SAFETY INSPECTIONS
OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS - WORKSHEET C - STAFFING

<i>Item No.</i>	<i>Employee Name</i>	<i>Position/Title</i>	<i>Brief Job Description</i>	<i>Qualifications/Certifications</i>	<i>Number of Years Experience</i>
C1					
C2					
C3					
C4					
C5					
C6					
C7					
C8					
C9					
C10					
C11					
C12					
C13					
C14					
C15					
C16					
C17					
C18					
C19					
C20					

FIRM NAME: _____

SIGNATURE: _____

**THAMES VALLEY DISTRICT SCHOOL BOARD
REQUEST FOR QUOTATION -
SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICAL DISABLED STUDENTS
WORKSHEET D - PRICING**

<i>Item No.</i>	<i>State Total Number of Shops You Are Willing to Inspect</i>	<i>Cost per Inspection</i>	<i>What is the Hourly Labour Rate for Repairs?</i>	<i>Is mileage (cost per kilometre) extra? If yes, please state cost.</i>	<i>Discount for Parts</i>	<i>Is Labour Rate based on your time at our location or upon leaving your premises?</i>	RECOMMENDED NO. OF INSPECTIONS PER YEAR	Proposed Cost of Yearly Service CONTRACT COST FOR INSPECTION AND MTCE. FOR EACH
D1.0	Worksheet C - Pricing							
D1.1	Lifting Power Units							
D1.2	Tracking System							
D1.3	Change Tables							
D1.4	The following are schools have Ceiling Lifts to be inspected before June 30, 2012							
D1.4.1	College Avenue Secondary School, 700 College Avenue, Woodstock, ON N4S 2C8							
D1.4.2	Oakridge Secondary School, 1040 Oxford Street West, London, ON N6H 1V4							
D1.4.3	Thames Secondary School, 785 Trafalgar Street, London, ON N5Z 1E6							
D1.4.4	Algonquin Public School, 59 Algonquin Road, Woodstock, ON N4T 1R8							
D1.4.5	Ekcoe Central Public School, 3719 Parkhouse Drive, R. R. 3, Glencoe, ON N0L 1M0							
D1.4.6	McGregor Public School, 204 John Street South, Aylmer, ON N5H 2C8							
D1.4.7	North Meadows Public School, 82 Middlesex Drive, Strathroy, ON N7G 4G5							
D1.4.8	Oxbow Public School, 13624 Ilderton Road, R. R. 3, Ilderton, ON N0M 2A0							
D1.4.9	Prince Charles Public School, 1601 Wavell Street, London, ON N5W 2C9							
D1.5	Please state if you can service all locations in Worksheet E							

FIRM NAME: _____

SIGNATURE: _____

TENDER # 224

**SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS -
WORKSHEET E - LIST OF SCHOOLS**

ITEM NO.	SCHOOL/DEPARTMENT	LOCATION CODE	ADDRESS	POSTAL CODE	PHONE NO	FAX NO.
WORKSHEET E - LIST OF SCHOOLS						
SECONDARY SCHOOLS						
E1	A.B. Lucas Secondary School	2190	656 Tennent Avenue, London, ON	N5X 1L8	452-2600	452-2749
E2	Arthur Voaden Secondary School	2030	41 Flora Street, St. Thomas, ON	N5P 2X5	631-3770	633-8097
E3	Central Elgin C. I.	2060	201 Chestnut Street, St. Thomas, ON	N5R 2B5	631-4460	633-0793
E4	Central Secondary School	2070	509 Waterloo Street, London, ON	N6B 2P8	452-2620	452-2659
E5	Clarke Road Secondary School	2080	300 Clarke Road, London, ON	N5W 5N4	452-2640	452-2659
E6	College Avenue Secondary School	2090	ON	N4S 2C8	539-9873	539-0793
E7	East Elgin Secondary School	2100	ON	N5H 1K6	773-3174	765-1943
E8	Glencoe District Secondary School	2120	3581 Concession Drive, Box 370,	N0L 1M0	287-3310	287-3889
E9	Glendale Secondary School	2130	37 Glendale Drive, Tillsonburg, ON	N4G 1J6	842-4207	842-4551
E10	H.B. Beal Secondary School	2140	525 Dundas Street, London, ON	N6B 1W5	452-2700	452-2729
E11	Huron Park Secondary School	2150	900 Cromwell Street, Woodstock, ON	N4S 5B5	537-2347	537-5741
E12	Ingersoll District C. I.	2160	37 Alma Street, Ingersoll, ON	N5C 1N1	485-1200	425-0142
E13	Lord Dorchester Secondary School	2180	61 Queen Street, Dorchester, ON	N0L 1G0	268-7351	660-0506
E14	Medway Secondary School	2210	14405 Medway Road, Arva, ON	N0M 1C0	660-8418	294-0096
E15	Montcalm Secondary School	2220	1350 Highbury Avenue, London, ON	N5Y 1B5	452-2730	468-2015
E16	North Middlesex District Secondary School	2230	100 Main Street, Box 610, Parkhill, ON	N0M 2K0	294-6236	452-2769
E17	Oakridge Secondary School	2250	1040 Oxford Street West, London, ON	N6H 1V4	452-2750	452-2799
E18	Parkside Collegiate Institute	2260	241 Sunset Drive, St. Thomas, ON	N5R 3C2	633-0090	452-2819
E19	Saunders Secondary School	2280	941 Viscount Road, London, ON	N6K 1H5	452-2770	452-2859
E20	Sir Frederick Banting Secondary School	2040	125 Sherwood Forest, London, ON	N6G 2C3	452-2800	452-2639
E21	Sir George Ross Secondary School	2270	365 Belfield Street, London, ON	N5Y 2K3	452-2820	452-2839
E22	Sir Wilfrid Laurier Secondary School	2170	450 Millbank Drive, London, ON	N6C 4W7	452-2840	268-3772
E23	South Secondary School	2290	371 Tecumseh Avenue, London, ON	N6C 1T4	452-2860	452-2879
E24	Strathroy District Secondary School	2320	361 Second Street, Strathroy, ON	N7G 4J8	245-2680	245-5498
E25	Thames Secondary School	2340	785 Trafalgar Street, London, ON	N5Z 1E6	452-2880	452-2899
E26	West Elgin Secondary School	2360	139 Graham Street, West Lorne	N0L 2P0	768-1260	768-0534
E27	Westminster Secondary School	2370	230 Base Line Road West, London, ON	N6J 1W1	452-2900	452-2919
E28	Woodstock Collegiate Institute.	2390	35 Riddell Street, Woodstock, ON	N4S 6L9	537-6241	537-3668
ELEMENTARY SCHOOLS						
E29	A. J. Baker Public School	1010	528 Allen Street, Kintore	N0M 2C0	283-6461	283-1095
E30	Aberdeen Public School	1015	580 Grey Street, London, ON	N6B 1H8	452-8010	452-8019
E31	Adelaide-W. G. MacDonald Public School	1020	29059 School Road, R. R. 5, Strathroy, ON, ON	N7G 3H6	247-3369	247-3030
E32	Aldborough Public School	1025	11443 Furnival Road, Box 400, R. R. 3, Rodney, ON, ON	N0L 2C0	785-0811	785-2143
E33	Algonquin Public School	1030	59 Algonquin Road, Woodstock, ON	N4T 1R8	421-2219	421-0347
E34	Annandale School	1999	60 Tillson Avenue, Tillsonburg, ON	N4G 3A1	688-2171	688-4839
E35	Annadale School	2020	60 Tilsonburg Ave. Tilsonburg, Ontario	N4G 3A1	688-3498	688-4839
E36	Arthur Ford Public School	1035	617 Viscount Road, London	N6J 2Y4	452-8020	452-8029
E37	Arthur Stringer Public School	1040	43 Shaftsbury Avenue, London	N6C 2Y5	452-8030	452-8039
E38	Ashley Oaks Public School	1045	121 Ashley Crescent, London	N6E 3P8	452-8040	452-8049
E39	Balaclava Street Public School	1050	20 Balaclava Street, St. Thomas,	N5P 3C2	631-4930	631-1006
E40	Beachville Public School	1055	23 Zorra Street, Beachville, ON	N0J 1A0	423-6222	423-1924
E41	Bishop Townshend Public School	1065	814 Quebec Street, London, ON	N5Y 1X4	452-8050	452-8059
E42	Blenheim District P.S.	1925	32 Wilmot St. S., Drumbo, Ontario	N0J 1G0	463-5169	463-5658

TENDER # 224

**SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS -
WORKSHEET E - LIST OF SCHOOLS**

ITEM NO.	SCHOOL/DEPARTMENT	LOCATION CODE	ADDRESS	POSTAL CODE	PHONE NO	FAX NO.
E43	Bonaventure Meadows Public School	1070	141 Bonaventure Drive, London, ON	N5V 4S6	452-8060	452-8069
E44	Byron Northview Public School	1085	1370 Commissioners Road West, London, ON	N6K 1E1	452-8080	452-8089
E45	Byron Somerset Public School	1090	175 Whisperwood Cres., London, ON	N6K 4C6	452-8090	452-8099
E46	Byron Southwood Public School	1095	1379 Lola Street, London, ON	N6K 3R6	452-8100	452-8109
E47	C.C. Carrothers Public School	1100	360 Chippendale Crescent, London, ON	N5Z 3G2	452-8110	452-8119
E48	Caradoc Public School	1105	714 Bowan Street East, Box 244, Mount Brydges, ON	N0L 1W0	264-1630	264-2097
E49	Caradoc North Public School	1115	8041 Scotchmere Drive, R. R. 1, Strathroy, ON	N7G 3H3	245-2085	289-0522
E50	Centennial Central Public School	1120	14774 Medway Road, R. R. 1, Arva, ON	N0M 1C0	660-8193	660-1466
E51	Central Senior Public School	1125	410 Hunter Street, Woodstock, ON	N4S 4G4	537-5362	537-5514
E52	Chippewa Public School	1135	1035 Chippewa Drive, London, ON	N5V 2T6	452-8120	452-8129
E53	Clara Brenton Public School	1140	1025 St. Croix Avenue, London, ON	N6H 3X8	452-8130	452-8139
E54	Cleardale Public School	1145	780 Dulaney Drive, London, ON	N6C 3W4	452-8140	452-8149
E55	Colborne Street Public School	1150	25 Colborne Street, Strathroy, ON	N7G 2M1	245-2044	245-4225
E56	D. M. Sutherland Senior Public School	1155	110 Winchester Street, Woodstock, ON	N4S 7K6	537-3543	537-7244
E57	Davenport Public School	1160	80 Rutherford Avenue, Aylmer, ON	N5H 2N8	773-9216	765-2941
E58	Delaware Central Public School	1165	14 James Street, Box 36, Delaware, ON	N0L 1E0	652-5371	652-3578
E59	Dunwich-Dutton Public School	1175	239 Main Street, Box 40, Dutton, ON	N0L 1J0	762-2419	762-5267
E60	Eagle Heights P.S.	1505	284 Oxford Street West, London, ON	N6H 1S9	452-8460	452-8469
E61	Ealing Public School	1180	840 Hamilton Road, London, ON	N5Z 1V5	452-8150	452-8159
E62	East Oxford Central Public School	1190	R.R.#4 Old Stage Rd. & Cty. R. 14, Woodstock, ON	N4S 7V8	467-5243	467-5536
E63	East Williams Memorial Public School	1185	4441 Queen Street, R. R. 1, Ailsa Craig, ON	N0M 1A0	232-4505	232-4497
E64	Eastdale Public School	1195	65 Aileen Drive, Woodstock, ON	N4S 4A2	537-2652	537-3695
E65	Edward Street Public School	1200	84 Edward Street, St. Thomas, ON	N5P 1Y7	631-5010	631-7756
E66	Ekcoe Central Public School	1205	3719 Parkhouse Drive, R. R. 3, Glencoe, ON	N0L 1M0	287-3330	287-3559
E67	Elgin Court Public School	1215	254 First Avenue, St. Thomas, ON	N5R 4S7	631-1360	631-3515
E68	Emily Carr Public School	1230	44 Hawthorne Road, London, ON	N6G 2H5	452-8160	452-8179
E69	Evelyn Harrison Public School	1245	50 Tewksbury Crescent, London, ON	N5V 2M8	452-8180	452-8189
E70	F.D. Roosevelt Public School	1250	560 Second Street, London, ON	N5V 2B7	452-8190	452-8199
E71	Fairmont Public School	1255	1040 Hamilton Road, London, ON	N5W 1A6	452-8200	452-8209
E72	Forest Park Public School	1260	ON	N5R 2K5	631-9750	631-3630
E73	Glen Cairn Public School	1265	53 Frontenac Road, London, ON	N5Z 3Y5	452-8210	452-8219
E74	Harris Heights Public School	1270	2 Caffyn Street, Ingersoll, ON	N5C 3Y5	485-1600	485-4256
E75	Hickson Central Public School	1275	161 Loveys Street, Hickson, ON	N0J 1L0	462-2415	462-1931
E76	Hillcrest Public School (East)	1280	840 Sloan Street, Woodstock, ON	N4S 7V3	537-2642	537-8478
E77	Hillcrest Public School (Central)	1285	1231 Fuller Street, London, ON	N5Y 4P7	452-8220	452-8229
E78	Huron Heights Public School	1295	1245 Michael Street, London, ON	N5V 2H4	452-8230	452-8239
E79	Innerkip Central Public School	1300	Box 40, 180 Coleman St., Innerkip, ON	N0J 1M0	469-3698	469-3008
E80	Jack Chambers Public School	1305	1650 Hastings Drive, London, ON	N5X 3E3	452-8240	452-8249

TENDER # 224

**SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS -
WORKSHEET E - LIST OF SCHOOLS**

ITEM NO.	SCHOOL/DEPARTMENT	LOCATION CODE	ADDRESS	POSTAL CODE	PHONE NO	FAX NO.
E81	Jeanne Sauve Public School	1310	127 Sherwood Forest Sq., London, ON	N6G 2C3	452-8250	452-8259
E82	John Dearness Public School	1320	555 Sanatorium Road, London, ON	N6H 3W6	452-8260	452-8269
E83	John P. Robarts Public School	1315	84 Bow Street, London, ON	N5V 1B1	452-8270	452-8279
E84	John Wise P.S.	1905	100 Parkside Dr. St. Thomas, ON	N5R 3T9	633-1611	633-8902
E85	Kensal Park Public School	1325	328 Springbank Drive, London, ON	N6J 1G5	452-8280	452-8289
E86	Knollwood Park Public School	1330	70 Gammage Street, London, ON	N5Y 2B1	452-8290	452-8299
E87	Lambeth P.S. (formerly AE Duffield & MB McEachern)	1005	6820 Duffield Road, London, ON	N6P 1A4	652-2050	652-1372
E88	Lester B. Pearson School for Arts	1335	795 Trafalgar Street, London, ON	N5Z 1E6	434-2124	452-8309
E89	Locke's Public School	1345	22 South Edgeware Road, St. Thomas, ON	N5P 2H2	631-8890	631-3229
E90	Lord Elgin Public School	1355	1100 Victoria Street, London, ON	N5Y 4E2	452-8310	452-8319
E91	Lord Nelson Public School	1350	1990 Royal Crescent, London, ON	N5V 1N8	452-8320	452-8329
E92	Lord Roberts Public School	1360	440 Princess Avenue, London, ON	N6B 2B3	452-8330	452-8339
E93	Lorne Avenue Public School	1365	723 Lorne Avenue, London, ON	N5W 3K7	452-8340	452-8349
E94	Maple Lane Public School	1390	25 Maple Lane, Tillsonburg, ON	N4G 2Y8	688-0810	688-0197
E95	Masonville Public School	1400	25 Hillview Boulevard, London, ON	N6G 3A7	452-8390	452-8399
E96	McGillivray Central Public School	1410	34714 Creamery Road, R. R. 3, Ailsa Craig, ON	N0M 1A0	293-3342	293-3944
E97	McGregor Public School	1405	204 John Street South, Aylmer, ON	N5H 2C8	773-3362	765-2844
E98	Mitchell Hepburn P.S	1900	95 Raven Ave. St. Thomas, ON	N5R 0C2	631-3370	631-1976
E99	Mosa Central Public School	1420	22741Pratt Siding Road, R. R. 1, Glencoe, ON	N0L 1M0	693-4691	693-4575
E100	Mountsfield Public School	1425	8 Mountsfield Drive, London, ON	N6C 2S4	452-8400	452-8409
E101	New Sarum Public School	1435	9473 Belmont Road, R. R. 3, St. Thomas, ON	N5P 3S7	773-5185	773-5755
E102	Nicholas Wilson Public School	1440	927 Osgoode Drive, London, ON	N6E 1C9	452-8410	452-8419
E103	North Meadows Public School	1450	82 Middlsex Drive, Strathroy, ON	N7G 4G5	245-7373	245-7303
E104	North Norwich Public School	1445	Box 40, 40 Main Street South, Burgessville, ON	N0J 1C0	424-9815	424-2855
E105	Northbrae Public School	1455	335 Belfield Street, London, ON	N5Y 2K3	452-8420	452-8429
E106	Northdale Central Public School	1460	3860 Catherine Street, Dorchester, ON	N0L 1G0	268-7862	268-7941
E107	Northdale Public School	1470	290 Victoria Street North, Woodstock, ON	N4S 6W5	537-5761	537-1088
E108	Northridge Public School	1475	25 McLean Drive, London, ON	N5X 1Y2	452-8440	452-8449
E109	Norwich Public School	1480	Box 327, 8 Elgin Street, Norwich, ON	N0J 1P0	863-2741	863-3128
E110	Oliver Stephens Senior Public School	1485	164 Fyfe Avenue, Woodstock, ON	N4S 3S6	539-2068	539-3528
E111	Orchard Park Public School	1490	50 Wychwood Park, London, ON	N6G 1R6	452-8450	452-8459
E112	Otterville Public School	1495	118 Main Street West, Otterville, ON	N0J 1R0	879-6546	879-1109
E113	Oxbow Public School	1500	13624 Ilderton Road, R. R. 3, Ilderton, ON	N0M 2A0	666-0310	666-0365
E114	Parkhill-West Williams Public School	1510	204 McLeod Street, Box 488, Prkhill, ON	N0M 2K0	294-6274	294-1124
E115	Parkview Public School	1515	10008 Oxbow Drive, Komoka, ON	N0L 1R0	657-3868	657-2503
E116	Pierre Elliot Trudeau F.I.PS.	1290	112 Churchill Crescent, St. Thomas, ON	N5R 1R1	631-7820	631-3352
E117	Plattsville & District Public School	1520	112 Mill Street East, Plattsville, ON	N0J 1S0	684-7436	684-7194
E118	Port Burwell Public School	1530	Box 209, 30 Strachan, Port Burwell, ON	N0J 1T0	874-4558	874-4326
E119	Port Stanley Public School	1535	Box 490 Carlow Road, Port Stanley, ON	N5L 1B6	782-3983	782-5508

TENDER # 224

**SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS -
WORKSHEET E - LIST OF SCHOOLS**

ITEM NO.	SCHOOL/DEPARTMENT	LOCATION CODE	ADDRESS	POSTAL CODE	PHONE NO	FAX NO.
E120	Prince Charles Public School	1540	1601 Wavell Street, London, ON	N5W 2C9	452-8470	452-8479
E121	Princess Anne Public School (East)	1550	210 King Street, Ingersoll, ON	N5C 1L8	485-2640	485-5848
E122	Princess Anne Public School (French Imm	1555	191 Dawn Dr., London, ON	N5W 4W9	452-8480	452-8489
E123	Princess Elizabeth Public School (East	1560	37 William Street, Ingersoll, ON	N5C 1M2	485-2560	452-8499
E124	Princess Elizabeth Public School	1565	247 Thompson Road, London, ON	N5Z 2Z3	452-8490	485-4280
E125	Rick Hansen Public School	1575	70 Ponderosa Cresent, London, ON	N6E 2L7	452-8500	452-8509
E126	River Heights Public School	1580	4269 Hamilton Road, Dorchester, ON	N0L 1G3	268-7884	268-7951
E127	Riverside Public School	1585	550 Pinetree Drive, London, ON	N6H 3N1	452-8510	452-8519
E128	Rolph Street Public School	1590	83 Rolph Street, Tillsonburg, ON	N4G 3Y2	842-2077	842-4323
E129	Ryerson Public School	1595	940 Waterloo Street, London, ON	N6A 3X3	452-8520	452-8529
E130	Scott Street Public School	1600	50 Scott Street, St. Thomas, ON	N5P 1K6	631-5020	631-1382
E131	Sherwood Forest Public School	1605	7 Annadale Drive, London, ON	N6G 2B5	452-8540	452-8549
E132	Sir G.E. Cartier Public School	1620	695 Chiddington Avenue, London, ON	N6C 2W9	452-8550	452-8559
E133	Sir Winston Churchill Public School	1610	1837 Churchill Street, London, ON	N5W 2L3	452-8580	452-8589
E134	Sir Isaac Brock Public School	1615	80 St. Lawrence Boulevard, London, ON	N6J 2X1	452-8560	452-8569
E135	Sir John A. MacDonald Public School	1625	1150 Landor Street, London, ON	N5Y 3W3	452-8570	452-8579
E136	South Dorchester Public School	1630	48614 Crossley Hunter Line, R.R.1, Belmont, ON	N0L 1B0	765-4090	765-4547
E137	South Ridge Public School	1635	R. R. 7/391Quarter Line Road,Tillsonburg, ON	N4G 4H1	842-7319	842-7310
E138	Southdale Public School	1640	248 Keefer Street, Strathroy, ON	N7G 1E2	245-0473	245-5074
E139	Southside Public School	1645	360 Albert Street, Woodstock, ON	N4S 2L4	539-1131	539-1193
E140	Southwold Public School	1650	R. R. 1/39261 Fingal Line, St. Thomas, ON	N5P 3S5	631-5997	631-5625
E141	Sparta Public School	1655	Box 60/45885 Sparta Line, Sparta, ON	N0L 2H0	775-2541	775-0172
E142	Springbank Public School	1660	1060 Sprucedale Road, Woodstock, ON	N4S 4Z9	539-9732	539-0351
E143	Springfield Public School	1665	133 Main Street, Springfield, ON	N0L 2J0	765-4225	765-4247
E144	St. George's Public School	1670	782 Waterloo Street, London, ON	N6A 3W4	452-8530	452-8539
E145	Stoneybrook Public School	1675	1460 Stoneybrook Crescent, London, ON	N5X 1C4	452-8590	452-8599
E146	Stoney Creek Public School	1915	1335 Nicole Ave., London, ON	N5X 4M7	850-8698	850-8754
E147	Staffordville Public School	1680	Box 94,9188 Plank Road, Staffordville, ON	N0J 1Y0	866-3021	866-3268
E148	Summers' Corners Public School	1685	50576 Talbot Line, RR 1, Aylmer, ON	N5H 2R1	773-8110	765-2775
E149	Tavistock Public School	1695	Box 370, 79 Maria Street, Tavistock, ON	N0B 2R0	655-2350	655-3431
E150	Tecumseh Public School	1700	401 Tecumseh Avenue, London, ON	N6C 1T4	452-8600	452-8609
E151	Thamesford Public School	1705	Box 250, 130 McCarty Street, Thamesford, ON	N0M 2M0	285-2043	285-3738
E152	Tollgate Central Public School	1710	744993 Oxford Rd.17 & Hwy 59, Woodstock, ON	N4S 7W1	537-7321	537-7729
E153	Trafalgar Public School	1715	919 Trafalgar Street, London, ON	N5Z 1G3	452-8610	452-8619
E154	Tweedsmuir Public School	1720	349 Tweedsmuir Avenue, London, ON	N5W 1L5	452-8620	452-8629
E155	University Heights Public School	1725	27 Ford Crescent, London, ON	N6G 1H8	452-8630	452-8639
E156	Valleyview Public School	1730	10339 Ilderton Road, R. R. 2, Ilderton, ON	N0M 2A0	666-1417	666-2795
E157	Victoria Public School	1740	130 Wharcliffe Road South, London, ON	N6J 2K5	452-8640	452-8649
E158	Victory Memorial	1745	210 Thames Street South, Ingersoll, ON	N5C 2T5	485-2340	485-5721

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**SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS -
WORKSHEET E - LIST OF SCHOOLS**

ITEM NO.	SCHOOL/DEPARTMENT	LOCATION CODE	ADDRESS	POSTAL CODE	PHONE NO	FAX NO.
E159	W. Sherwood Fox Public School	1750	660 Steeplechase Drive, London, ON	N6J 3P4	452-8730	452-8739
E160	West Elgin Senior Elementary School	1760	Box 280, 139 Graham Street, West Lorne, ON	N0L 2P0	768-1260	768-1778
E161	West Nissouri P.S.	1920	37 Elliott Trail, Thorndale, ON	N0M 2P0	461-9575	461-9603
E162	Westdale Public School	1765	1050 Plantation Road, London, ON	N6H 2Y5	452-8650	452-8659
E163	Westfield Public School	1770	38 Glenn Avenue, Ingersoll, ON	N5C 2C8	485-1360	485-4178
E164	Westminster Central Public School	1775	2835 Westminster Drive, London, ON	N6N 1L7	452-8660	452-8669
E165	Westmount Public School	1780	1011 Viscount Road, London, ON	N6K 1H5	452-8670	452-8679
E166	White Oaks Public School	1785	1400 Ernest Avenue, London, ON	N6E 2H8	452-8680	452-8689
E167	Wilberforce P.S.	1910	340 Beech St., Lucan, ON	N0M 2J0	227-2185	227-1273
E168	Wilfrid Jury Public School	1790	950 Lawson Road, London, ON	N6G 3M7	452-8690	452-8699
E169	Wilton Grove Public School	1795	626 Osgoode Drive, London, ON	N6E 1C1	452-8700	452-8709
E170	Woodland Heights Public School	1800	474 Springbank Drive, London, ON	N6J 1G8	452-8710	452-8719
E171	Wortley Road Public School	1805	301 Wortley Road, London, ON	N6C 3R6	452-8720	452-8729
E172	Zorra Highland Park Public School	1810	R.R.#1 County Rd. 6 Embro, ON	N0J 1J0	475-4121	475-4922
	ADULT, ALTERNATIVE AND CONTINUING EDUCATION ADULT EDUCATION SITES					
E173	Blossom Park Education Centre	3020	391 Blossom Park Road, Woodstock, ON	N4S 7J3	537-0109	537-0135
E174	G.A. Wheable Centre for Adult Education	3050	70 Jacqueline Street, London, ON	N5Z 3P7	452-2660	452-2689
E175	St. Thomas Adult Learning Centre	3010	10 Ontario Rd., St. Thomas, ON	N5P 3N4	633-3242	633-4296
E176	Strathroy Adult Learning Centre	3030	51 Front Street East, Strathroy, ON	N7G 1Y5	245-3900	245-8992
E177	Tillson Avenue Education Centre	3040	90 Tillson Avenue, Tillsonburg, ON	N4G 3A1	842-9000	688-3956
E178	Adult, Alternative and Continuing Education	3090	70 Jacqueline Street, London, ON	N5Z 3P7	452-2660	452-2689
E179	Anishnaabe Skiniw	3094	2213 Elm Ave., Southwold, ON	N0L 1G0	652-9204	652-6179
E180	Continuous Intake Cooperative Education for Alternative Education	3089	41 Mondamin Street, Unit 7, St. Thomas, ON	N5P 2V4	633-0136	633-7326
E181	East London Centre	3058	1090 Highbury Ave. N, London, ON	N5Y 4W1	453-1818	453-2552
E182	Ingersoll Centre	3088	121 Thames St. N., Ingersoll, ON	N5C 3C9	425-1929	425-2418
E183	St. Thomas Alternative School	3095	41 Mondamin Street, Unit 7, St. Thomas, ON	N5R 2Z9	633-0136	633-7278
E184	Springbank Centre	3097	360 Springbank Drive, London, ON	N6J 1G5	474-4946	474-4951
E185	Merrymount Centre	3335	1064 Colborne Drive, London, ON	N6A 4B3	200-0786	434-6851
E186	Richmond Centre	3092	240 Richmond Street, London, ON	N6B 2H6	452-2980	452-2924
E187	Tillsonburg Alternative Education	3041	90 Tillson Avenue, Tillsonburg, ON	N4G 3A1	842-9008	842-6138
E188	U-Turn Suspension and Expulsion Program	3091	405 Dundas Street, London, ON	N6B 1V9	660-8530	660-7697
E189	U-Turn Suspension and Expulsion Program	3089	41 Mondamin Street, Unit 7, St. Thomas, ON	N5P 2V4	631-6539	631-0669
E190	Waterloo Centre	3098	580 Waterloo St., Suite 101, London, ON	N6B 2P9	433-0506	433-6973
E191	Wiingashk at N'Amerind Centre	3093	260 Colborne Street, London, ON	N6B 2S6	452-2567	452-2568
E192	Woodstock Transition School	3096	95 Huron Street, Woodstock, ON	N4S 6Z5	537-5863	537-5343
	SECTION 23 PROGRAMS					
E193	Madeline Hardy	3450	600 Sanitorium Road, London, ON	N6H 3W7	858-2774	452-8961
E194	W.D. Sutton	3385	1350 Highbury Avenue, London, ON	N5Y 1B5	452-8740	452-8749
E195	Anago Girls' Home	3210	258 Hastings Street, Parkhill, ON	N0M 2K0	294-0050	294-6984
E196	Children's Aid Society Receiving Home	3230	52 Argyle Street, London, ON	N6H 1Y7	858-3301	679-1683

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**SAFETY INSPECTIONS OF LIFT DEVICES FOR PHYSICALLY DISABLED STUDENTS -
WORKSHEET E - LIST OF SCHOOLS**

ITEM NO.	SCHOOL/DEPARTMENT	LOCATION CODE	ADDRESS	POSTAL CODE	PHONE NO	FAX NO.
E197	Children's Hospital of Western Ontario	3240	800 Commissioners Road East, London, ON	N6A 4G5	685-8500	685-8389
E198	W.A.Y.S. Adelaide Street	3250	1517 Adelaide Street North, London, ON	N5X 1K5	434-4109	679-6210
E199	W.A.Y.S. Sylvan Street	3260	345 Sylvan Street, London, ON	N6G 4L9	679-4637	673-0458
E200	Craigwood Youth Services - Ailsa Craig	3270	RR# 1 Ailsa Craig, ON	N0M 1A0	232-4301	232-4639
E201	Craigwood Youth Services - London	3280	520 Hamilton Rd., London, ON	N5Z 1S4	432-2623	432-8964
E202	Genest Detention Centre for Youth	3300	1670 Oxford Street East, London, ON	N5V 3G2	453-7070	451-1918
E203	King Street Detention Centre	3310	583 King Street, London, ON	N6B 1T4	433-0695	433-2089
E204	Regional Mental Health Care London	3320	850 Highbury Avenue, London, ON	N5Y 1A4	455-5110	455-8256
E205	Madame Vanier Children's Services	3330	871 Trafalgar Street, London, ON	N5Z 1E6	433-3101	433-1302
E206	Raoul Wallenburg Centre	3350	1233 Dundas Street East, London, ON	N5W 3B1	453-6317	453-0124
E207	Salvation Army Bethesda Centre	3360	54 Riverview Avenue, London, ON	N6J 1A2	438-8371	438-0032
E208	W.A.Y.S. - Belton House	3375	70 Riverside Dr., London, ON	N6H 1B4	433-2209	432-9649
E209	W.A.Y.S. - Hardy Geddes House	3390	507 Queens Avenue, London, ON	N6B 1Y3	432-2209	438-6863
E210	W.A.Y.S. - Maitland Street	3395	372 Maitland Street, London, ON	N6B 2Y9	432-2209	432-2442
ENVIRONMENTAL CENTRES						
E211	London Environmental Ed Centre	3150	1095 Pond View Rd., London, ON	N5Z 4K2	452-8880	452-8889
E212	Jaffa Environmental Ed Centre	8346	48346 John Wise Line, Alymer, ON	N5H 2R4	773-5196	773-5292
E213	Vansittart Woods Environmental Ed Centre	7527	775275 Blandford Road, Woodstock, ON	N4S 7V9	467-5468	467-5103
DEPARTMENTS						
E214	Facility Service - East	5325	745 Hounsfield Street, Woodstock, ON	N4S 1P6	537-2733	
E215	Education Centre	5390	1250 Dundas Street, P.O. Box 5888, London, ON	N5W 5P2	452-2000	
E216	Facility Services - Corporate Off.	5010	951 Leathorne Street, London, ON	N5Z 3M7	452-2000	
E217	Facility Services - West	5320	14766 Medway Rd., Arva, ON	N0M 1C0	452-2000	
E218	Facility Services - South	5310	259 Edward Street, St. Thomas, ON	N6C 4G3	471-1913	