

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215

1

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
<b>1.0</b>	<b>INTRODUCTION</b>		
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 184 schools with an estimated enrolment of 77,000 students.		
1.1	<b>PURPOSE</b>		
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 to provide water treatments, chemical and service needs, subject to the conditions herein.		
<b>2.0</b>	<b>BID DEFINITIONS AND INFORMATION</b>		
2.1	<b>DEFINITIONS</b>		
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 " <b>MUST</b> " 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 " <b>SHOULD</b> " shall mean bidders "should" include the required information in bid submission.		
2.1.1.3	The word " <b>NONCOMPLIANT</b> " 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 " <b>SUBCONTRACTOR</b> " 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 " <b>QUALIFIED</b> " shall mean a bidder who is compliant and has included the required information in their bid submission.		
2.1.1.6	<b>BID IRREGULARITY:</b> 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.		
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.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215

2

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
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.		
<b>2.2</b>	<b>STRUCTURE OF THIS BID</b>		
2.2.1	Bidders <b>must</b> use the electronic bidding file (setup.exe) which is available on the internet at:		
2.2.1.1	www.tvdsb.on.ca		
2.2.1.2	"Purchasing Bids"		
2.2.1.3	"Electronic Bidding Instructions, Bid Download and Bid Results",		
2.2.1.4	Scroll to the end of the document, click		
2.2.1.5	"Proceed to inquiry/download page".		
2.2.1.6	Proceed to the bid, click		
2.2.1.7	"New" Icon		
2.2.1.8	The setup.exe file contains the Appendices:		
2.2.1.9	Worksheet A: Terms and Conditions in Excel format		
2.2.1.10	Worksheet B - Requirements in Excel format		
2.2.1.11	Worksheet C - Pricing in Excel format		
<b>2.3</b>	<b>RETURN LOCATION</b>		
2.3.1	Sealed bid submissions <b>must</b> be returned to:		
2.3.2	"Tenders Clerk"		
2.3.3	Tenders Clerk's box, Basement, Education Centre		
2.3.4	Thames Valley District School Board		
2.3.5	1250 Dundas Street		
2.3.6	London, Ontario		
2.3.7	N5W 5P2		
2.3.8	The bid submission envelope should show the bid document name, number, return date and time (as set out in Section 9.9 - Labelling of Envelope and diskette or CD).		
2.3.9	The bid submission <b>must</b> be returned to the "Tenders Clerk" for your bid submission to be accepted.		
2.3.10	Delivery to the "Tenders Clerk" is the responsibility of the bidder.		
2.3.11	Submissions received by electronic transmission (i.e. fax or email) will not be accepted.		
2.3.12	Late bids will be returned to the bidder, unopened, if a return address is included on the submission envelope.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215

3

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
<b>2.4</b>	<b>IMPORTANT DATES</b>		
2.4.1	ISSUE DATE: Monday, April 20, 2009		
2.4.2	QUESTIONS: Tuesday, April 28, 2009		
2.4.3	ANSWERS TO QUESTIONS: Wednesday, April 29, 2009		
2.4.4	MANDATORY SITE VISIT: Monday, April 27, 2009		
2.4.5	RETURN DATE and TIME: prior to 12:00:00 noon local time Friday, May 15, 2009		
<b>2.5</b>	<b>QUESTIONS</b>		
2.5.2	All questions pertaining to this bid document are to be addressed to: Stacey Shoemaker, Buyer by fax (519) 452-2399 or email to stacey.shoemaker1@tvdsb.on.ca no later than Tuesday, April 28, 2009. After this date no further inquiries, concerns or questions may be submitted. The TVDSB reserves the right to distribute a notice of content of any inquiry and the TVDSB's response to all other registered bidders. All questions pertaining to this bid document <b>must</b> be submitted in writing.		
2.5.3	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. Direct questions in written form only to: Stacey Shoemaker, Buyer. The TVDSB will only be bound by written answers to questions .		
2.5.4	Answers to all questions will be posted to the TVDSB web site at www.tvdsb.on.ca		
2.5.4.1	"Purchasing Bids"		
2.5.4.2	"Electronic Bidding Instructions, Bid Download and Bid Results"		
2.5.4.3	Scroll to the end of the document, click		
2.5.4.4	"Proceed to inquiry/download page"		
2.5.4.5	Proceed to the Bid, click		
2.5.4.6	"Answers to Questions"		
2.5.4.7	View documents in PDF format.		
2.5.4.8	All bid files are available for downloading at no charge from the TVDSB web site.		
2.5.5	Should any questions raised by a bidder necessitate an addendum to this bid document, the addendum will be posted to the TVDSB Web Site. See Section 2.5.3.		
<b>2.6</b>	<b>SITE VISIT</b>		
2.6.1	A mandatory site visit is required for all bidders. Site visits will be conducted at our sites by a representative from the site. <b>Bidders that attended the site visit on April 6 are not required to attend.</b> Bids will not be accepted from bidders who do not attend the site visit. Bidders <b>must</b> attend the site visit on: <b><u>MONDAY, APRIL 27, 2009</u></b> at the following locations:		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215

4

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
2.6.1.1	8:30 am - 9:00 am - Huron Park Secondary School, 900 Cromwell Street, Woodstock (Steam and Hot Water)		
2.6.1.2	9:15 am - 9:30 am - Algonquin Public School, 59 Algonquin Road, Woodstock (Hot Water, Cooling Tower and Heat Pump)		
2.6.1.3	10:30 am - 10:45 am - Ashley Oaks Public School, 121 Ashley Crescent, London (Molybdate Treatment Centre - Hot Water, Heat Pump and Condenser)		
2.6.1.4	11:00 am - 11:15 am - White Oaks Public School, 565 Bradley Avenue, London (Heat Pump and Nitrite Treatment System)		
2.6.1.5	11:30 am - 12:00 pm - Rick Hansen Public School, 70 Ponderosa Crescent, London (Hot Water Aluminum)		
<b>3.0</b>	<b>CONTRACT TERM / PRICING / TAXES / DELIVERY / PAYMENT</b>		
<b>3.1</b>	<b>3.1 CONTRACT TERM</b>		
3.1.1	The term of this agreement shall be for three years commencing on May 31, 2009 and unless otherwise provided herein, terminating on May 31, 2012.		
3.1.2	The TVDSB may, at the end of this contract term, extend the contract for a period of two years in one (1) year increments and will advise the bidder in writing of their intentions.		
3.1.3	Bidders <b>must</b> state if your company would agree to extending this contract with the same terms and conditions for a second term ending May 31, 2013.		
3.1.4	Bidders <b>must</b> state if your company would agree to extending this contract with the same terms and conditions for a third term ending May 31, 2014.		
<b>3.2</b>	<b>PRICING</b>		
3.2.1	Bidders <b>must</b> print and sign Appendices.		
3.2.2	Each location is to be priced <b>SEPARATELY</b> . No extra or additional billing will be permitted. Pricing is to be entered in Worksheet B.		
3.2.3	All charges <b>must</b> be included in the cost of the item. All charges including start-up costs, training, test kits and documentation <b>must</b> 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.		
3.2.4	Prices <b>must</b> include delivery, F.O.B. destination. <b>NO AWARDS WILL BE MADE TO FIRMS QUOTING FREIGHT EXTRA.</b>		
3.2.5	Prices <b>must</b> remain in effect for the initial one year term of the contract, commencing on May 31, 2009 and ending May 31, 2010.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
5

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
3.2.6	Any request for a price increase in the remaining terms of this contract <b>must</b> be provided in writing. For any priced increase to be accepted, a manufacturer's letter of an industry increase <b>must</b> be provided.		
<b>3.3</b>	<b>TAXES</b>		
3.3.1	GST and PST: Where applicable, Goods & Services Tax and Provincial Sales Tax <b>must</b> be shown separately as extras on all invoices in accordance with Canadian and Provincial Government regulations.		
<b>3.4</b>	<b>DELIVERY &amp; ORDERING</b>		
3.4.1	Delivery for all items will be directly to our Schools, Distribution Centre, Educational Resource Centre or Community Education Centres.		
3.4.2	TVDSB personnel will not receive, handle or transport any materials unless dictated by their on-site responsibilities. Deliveries are to be made <b>only</b> with company service vehicles which are appropriately equipped with emergency spill kits, fire extinguisher apparatus and appropriate hazard placards on their vehicles. The successful bidder(s) must comply with the transportation of dangerous goods requirements.		
3.4.3	The successful bidder(s) bears the cost of repairs to the site and to hardware with respect to damage caused from shipping or installation.		
3.4.4	The successful bidder(s) will remove all packaging and shipping debris at no cost to the TVDSB. No empty containers are to be left on site or disposed of on TVDSB property. There will be no surcharge for delivery or empty container removal.		
<b>3.5</b>	<b>INVOICING/PAYMENT TERMS</b>		
3.5.1	Invoicing is to be monthly. Detailed monthly invoices listing all sites separately and the individual services & products which are being billed for are to be sent to the Thames Valley District School Board, Facility Services, Operations, 951 Leathorne Street, London, Ontario N5Z 3M7 Attention: Tim Dixon using #215 as the purchase order number. Strathroy is a shared facility with the London District Catholic School Board. We therefore require this location to be submitted on a separate invoice.		
3.5.2	Applicable taxes <b>must</b> be shown as separate line items on all invoices.		
3.5.3	Bidders should indicate any specific payment terms. It is generally expected that payment will be 45 days from receipt of invoice.		
3.5.3.1	Bidders should state percentage discount for early payment and net payment terms.		
<b>4.0</b>	<b>SPECIFICATIONS/REQUIREMENTS</b>		
<b>4.1</b>	<b>SECTION 4.1 QUALITY</b>		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
6

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
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	Any material, equipment, service or work ordered which, in the opinion of the TVDSB, does not completely fulfill the specifications <b>must</b> immediately be removed and/or completed to the specifications or sample quality at the expense of the successful bidder.		
4.1.4	The successful bidder(s) <b>must</b> carry out all work to the satisfaction of the TVDSB. All trade work is to be performed by appropriately certified staff.		
<b>4.2</b>	<b>QUANTITY/TERM</b>		
4.2.1	The annual estimated value of this contract is \$92,000.00 based on the last year's purchases of water treatments, chemicals and services.		
<b>4.3</b>	<b>REQUIREMENTS</b>		
4.3.1	For each requirement as described in Worksheet B bidders must place a response in the appropriate column.		
<b>4.4</b>	<b>ILLUSTRATIVE LITERATURE</b>		
4.4.1	Bidders <b>should</b> submit ILLUSTRATIVE and SPECIFICATION INFORMATION for all products, including the testing equipment proposed in the RFP.		
4.4.1.1	Bidders <b>should</b> state if this literature can be obtained directly from the manufacturer via the internet.		
4.4.1.2	Bidders <b>should</b> state the web site addresses for each manufacturer.		
<b>4.5</b>	<b>SAMPLES/DEMONSTRATION</b>		
4.5.1	Each bidder may be required to submit, at the bidder's own expense, samples of the products which are being proposed for examination and comparison purposes. This includes sample testing equipment complete with instructions. This must be done on request and at a time of location chosen by the TVDSB. Should a demonstration be required to determine equivalency, the TVDSB will advise chosen bidders of the date and time. NO alteration of the bid will be allowed.		
<b>4.6</b>	<b>TRAINING / SUPPORT</b>		
4.6.1	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. Field or support staff should be ISO certified. Please provide proof if applicable.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215

7

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
4.6.2	Each successful bidder will be required to do an in-service instruction demonstration to our custodial operational &/or maintenance staff at all sites. The costs for this are to be included in your bid. This cost should also include training of new site staff to TVDSB locations as required.		
4.6.3	Successful bidder(s) will be responsible for providing and maintaining on-site log book records applicable to testing and all staff training.		
<b>4.7</b>	<b>ENVIRONMENT</b>		
4.7.1	Bidder(s) should include a detailed description of any environmental initiative and how your program would be implemented and benefit TVDSB.		
4.7.2	Please include a statement with your return submission outlining your policy/procedure for chemical disposal/reuse and/or recovery.		
<b>4.8</b>	<b>STATISTICAL DATA</b>		
4.8.1	The successful bidder(s) must be capable of supplying the TVDSB with statistical data in a flat ASCII format. Please include a sample(s) of any reports that your company can provide.		
<b>5.0</b>	<b>TERMS AND CONDITIONS</b>		
<b>5.1</b>	<b>GENERAL TERMS AND CONDITIONS</b>		
5.1.1	Any response submitted to the bid is IRREVOCABLE for 180 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 supercede and invalidate all previous submissions by that bidder as it applies to this bid. Addenda <b>must</b> 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 <b>must</b> 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 must 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.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215

8

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
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.		
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 the 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) <b>must</b> 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.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
9

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
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 <b>must</b> 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.		
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 willful 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.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
10

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.1.20	This bid document is being issued pursuant to the TVDSB's Purchasing Policies and Procedures.		
5.1.21	The acceptance of the bid by the successful bidder and the award of the contract contemplated by this bid document is subject to approval of the Board of Trustees.		
<b>5.2</b>	<b>5.2 CANCELLATION OF CONTRACT / LOSS OF SERVICE</b>		
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.		
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.		
<b>5.3</b>	<b>FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT</b>		
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.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215

11

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
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.		
<b>5.4</b>	<b>HUMAN RIGHTS AND CHILD LABOUR LAWS</b>		
5.4.1	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.		
5.4.2	Bidders should indicate its firm's policy and present practices and procedures in place to encourage promotion of this objective.		
5.4.3	For bidders information the web site address of the International Labour Organization and its objectives toward the abolition of child labour is:		
5.4.3.1	<a href="http://www.ilo.org">http://www.ilo.org</a>		
5.4.3.2	<a href="http://www.ilo.org/public/english/comp/child/policy/towards.htm">http://www.ilo.org/public/english/comp/child/policy/towards.htm</a>		
<b>5.5</b>	<b>HEALTH, SAFETY REGULATIONS</b>		
5.5.1	All equipment requiring approval (Hydro One, C.S.A., ULC., etc.) <b>must</b> 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.		
5.5.2	Every person who supplies any machine, device, tool, equipment or service to the TVDSB <b>must</b> 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.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
12

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.5.3	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) <b>must</b> supply MATERIAL SAFETY DATA SHEETS providing us with the breakdown of components for any products used in our facilities with every shipment.		
5.5.4	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 <b>must</b> adhere to all of the TVDSB's Health and Safety Policy, Procedures and Guidelines and Municipal Bylaws.		
<b>5.6</b>	<b>WORKPLACE SAFETY AND INSURANCE BOARD</b>		
5.6.1	The successful bidder(s) <b>must</b> ensure that all workers are covered by the Workplace Safety & Insurance Board for the duration of this contract.		
5.6.2	The successful bidder(s) <b>must</b> 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.		
5.6.3	All workplace injuries or accidents on TVDSB property <b>must</b> be reported by the successful bidder(s) to the TVDSB's representative within 24 hours.		
<b>5.7</b>	<b>COMMERCIAL LIABILITY INSURANCE</b>		
5.7.1	The successful bidder(s) <b>must</b> 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.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
13

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.7.2	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 \$5 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 \$5 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 \$5 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.		
5.7.2.1	This liability policy shall contain the following coverage:		
5.7.2.2	Personal Injury & Property Damage		
5.7.2.3	Non-Owned Automobile Liability		
5.7.2.4	Owners and Contractors Protective Coverage		
5.7.2.5	Contractual Liability		
5.7.2.6	Broad Form Property Damage		
5.7.2.7	Products & Completed Operation Insurance		
5.7.2.8	Contingent Employees Liability		
5.7.2.9	Cross Liability Clause and Severability of Interest Clause		
5.7.3	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.		
5.7.4	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 willful 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.		
<b>5.8</b>	<b>MOTOR VEHICLE LIABILITY INSURANCE</b>		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
14

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.8.1	Bidders <b>must</b> state if its own vehicles and/or those vehicles owned by its employees or subcontractors shall operate on the property of the TVDSB.		
5.8.2	In the event of an affirmative answer to 5.8.1, the successful bidders <b>must</b> 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 5.8.3 to subsection 5.8.4 applies to those employees or subcontractors who operate their own automobiles on the property of the TVDSB.		
5.8.3	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.		
5.8.3.1	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:		
5.8.3.2	Third Party Liability Coverage in the form of OAP-1		
5.8.4	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.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
15

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.8.5	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.		
<b>6.0</b>	<b>BIDDER PROFILE</b>		
<b>6.1</b>	<b>REFERENCES</b>		
6.1.1	Bidders <b>must</b> provide a minimum of three references where you have successfully provided goods and or services similar to this bid document. Bidders should include references from customers that use aluminum applications. The reference <b>should</b> contain the following information:		
6.1.1.1	Reference 1 - Company Name:		
6.1.1.2	Reference 1 - Address:		
6.1.1.3	Reference 1 - Contact Name:		
6.1.1.4	Reference 1 - Phone Number:		
6.1.1.5	Reference 1 - Fax Number:		
6.1.1.6	Reference 1 - e-mail address:		
6.1.1.7	Reference 2 - Company Name:		
6.1.1.8	Reference 2 - Address:		
6.1.1.9	Reference 2 - Contact Name:		
6.1.1.10	Reference 2 - Phone Number:		
6.1.1.11	Reference 2 - Fax Number:		
6.1.1.12	Reference 2 - e-mail address:		
6.1.1.13	Reference 3 - Company Name:		
6.1.1.14	Reference 3 - Address:		
6.1.1.15	Reference 3 - Contact Name:		
6.1.1.16	Reference 3 - Phone Number:		
6.1.1.17	Reference 3 - Fax Number:		
6.1.1.18	Reference 3 - e-mail address:		
<b>6.2</b>	<b>ADMINISTRATION &amp; ORGANIZATION</b>		
6.2.1	Bidders <b>should</b> include an organizational chart.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
16

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
6.2.2	The TVDSB reserves the right at any time after the closing date, to request from any bidder evidence of its financial standing and stability, including that of each of its officers, directors and principals. All bidders agree to provide at their own expense all such above-related information as may be requested by the TVDSB within four (4) days of the date of any such request.		
6.2.3	Bidders are required to list any and all pending or ongoing legal claims or disputes where the bidder could individually or in combination with other claims, suffer a potential economic loss greater than \$100,000.00.		
<b>7.0</b>	<b>7.0 BID SUBMISSION</b>		
<b>7.1</b>	<b>BIDDER'S RESPONSE GUIDE</b>		
7.1.1	Each bid submission should be structured using only the criteria identified in this bid document. When submitting bids, bidders should use the same numbering format, as on this bid document.		
7.1.2	The bid submission <b>must</b> include:		
7.1.2.1	Printed and signed copies of all Appendices		
7.1.3	One Diskette or CD with file names:		
7.1.3.1	Worksheet A: Terms and Conditions Response in Excel format - Electronic response required		
7.1.3.2	Worksheet B: Requirements in Excel format - Electronic response required		
7.1.3.3	Worksheet C: Pricing in Excel format - Electronic response required		
7.1.4	It is the bidders responsibility to ensure the that the necessary "files" on the diskette or CD.		
7.1.5	Failure to respond in electronic format will deem the bid noncompliant.		
7.1.6	All bid documents should be submitted in an envelope marked with the bid name and number (as set out in Section 9.3 - Labelling Instructions).		
7.1.7	Bidders' submissions should include page numbers for ease of reference by committee members.		
7.1.8	The specifications and pricing section of the bid submission should not make reference to supplemental materials.		
7.1.9	Supplemental materials will not qualify as substitutes for direct responses to the bid's requirements unless specifically requested.		
<b>8.0</b>	<b>8.0 AWARD</b>		
<b>8.1</b>	<b>EVALUATION PROCESS</b>		
8.1.1	An evaluation committee will be established to evaluate bid submissions.		
8.1.2	All bid submissions will first be evaluated on their compliance with the requirements of this bid document.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
17

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
8.1.3	All compliant bid submissions will be evaluated by a TVDSB evaluation committee based on the following evaluation criteria:		
8.1.3.1	Ability to supply the requirements identified in Appendixes and other relevant sections.		
8.1.3.2	Total Capital, Operating, Maintenance, Life Cycle costs.		
8.1.3.3	Operation, service, support and warranty of the solutions and its various components.		
8.1.3.4	Experience - Bidders' relevant experience of similar clients		
8.1.3.5	References must include experience with aluminum applications and the length of service provided.		
8.1.3.6	Financial standing and stability.		
8.1.3.7	Freedom from potential legal liabilities which would have an impact on the ability of the bidder to complete the agreement		
8.1.3.8	Interview, if required		
8.1.4	Compliant bidders may be requested to make a presentation of their bid for clarification only. No alteration of your submission will be permitted. Notification will be given to qualified bidders as to the time and place. The presentation shall be at the expense of the bidder.		
8.1.5	Delivery, lead times, service, performance record, and the value of the overall award will also be taken into consideration when awarding this contract.		
8.1.6	The determination of equal quality will be based on our internal professional opinions.		
<b>8.2</b>	<b>AWARD AND NOTIFICATION OF CONTRACT</b>		
8.2.1	The results of this bid will be posted to the TVDSB web site as soon as decisions have been made:		
8.2.1.1	www.tvdsb.on.ca		
8.2.1.2	"Purchasing Bids"		
8.2.1.3	"Electronic Bidding Instructions, Bid Download and Bid Results",		
8.2.1.4	Scroll to the end of the document, click		
8.2.1.5	"Proceed to inquiry/download page".		
8.2.1.6	Proceed to the Bid, click		
8.2.1.7	"Results - Check Mark"		
8.2.1.8	View documents in PDF format.		
8.2.2	All bid files are available for downloading at no charge from the TVDSB web site.		
<b>9.0</b>	<b>ELECTRONIC BIDDING INSTRUCTIONS</b>		
9.1	<b>DOWNLOADING BID DOCUMENTS</b>		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
18

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.1.1	All documents are available from the TVDSB Web Site at www.tvdsb.on.ca		
9.1.2	Click "Purchasing - Bids" icon		
9.1.3	Click "Electronic Bidding Instructions, Bid Download and Bid Results" or "Bids"		
9.1.4	Read instructions		
9.1.5	Click "Proceed to Inquiry/Download page"		
9.1.6	Click on the "Name of the Bid" to view documents in PDF format.		
9.1.7	Click on the "NEW" logo to download the executable files for preparing and submitting your bid.		
9.1.8	All bid files are available for downloading at no charge from the TVDSB web site.		
<b>9.2</b>	<b>PRINTING COPIES OF BID DOCUMENTS</b>		
9.2.1	To print a working copy of any bid document - Click on the "name of the Bid" to print documents in PDF format.		
<b>9.3</b>	<b>SECTION 9.3 COMPUTER SYSTEM REQUIREMENTS</b>		
9.3.1	To use the electronic system, bidders <b>must</b> have the following equipment:		
9.3.1.1	Microsoft Windows, version 9.5 or greater		
9.3.1.2	2.5 MB available hard drive space		
9.3.1.3	3 ½ 1.44 MB diskette drive or CD Burner.		
<b>9.4</b>	<b>INSTALLATION OF BID PROGRAM ONTO YOUR COMPUTER:</b>		
9.4.1	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.		
9.4.2	Download the executables from our Web Site as shown above. Double click on the "NEW" logo for the executable file. Follow the instructions.		
9.4.3	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.		
9.4.4	To begin the Bid Program:		
9.4.4.1	Go to Windows Explorer		
9.4.4.2	Click on C:\ drive		
9.4.4.3	Open the folder "lbtender"		
9.4.4.4	Double click on the "tender.exe file." to open the program (Option for Oracle files - please include and Worksheets/Excel files)		
9.4.4.5	The following files will be installed in the C:\lbtender directory:		
9.4.4.6	Worksheet A Terms and Conditions.xls		
9.4.4.7	Worksheet B Requirements.xls		
9.4.4.8	Worksheet C Pricing.xls		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
19

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.4.5	To start the process open the Excel files and complete as instructed.		
<b>9.5</b>	<b>SECTION 9.5 THE RETURN DISKETTE OR CD:</b>		
9.5.1	After all bids have been entered:		
9.5.1.1	Copy the all Appendixes to either a 3.5" Diskette or CD using your company's standard CD Writing program.		
9.5.1.2	Check to ensure that the "files" are on the diskette or CD. Without these files we will not be able to download your bid.		
9.5.1.3	Be sure to label your diskette or CD with company name and signature.		
<b>9.6</b>	<b>LABELLING OF ENVELOPE AND DISK</b>		
9.6.1	ADDRESS BID ENVELOPE AS SHOWN BELOW:		
9.6.2	From - Company Name & Address		
9.6.3	To:OFFICE OF THE TENDERS CLERK		
9.6.4	Thames Valley District School Board		
9.6.5	EDUCATION CENTRE,		
9.6.6	1250 Dundas Street,		
9.6.7	LONDON, Ontario		
9.6.8	N5W 5P2		
9.6.9	Water Treatment Chemicals and Service		
9.6.10	#215		
9.6.11	Return Date: Friday, May 15, 2009		
<b>9.7</b>	<b>PLEASE AFFIX LABEL ON DISK AS SHOWN BELOW:</b>		
9.7.1	THAMES VALLEY DISTRICT SCHOOL BOARD		
9.7.2	Water Treatment Chemicals and Service		
9.7.3	#215		
9.7.4	Return Date: Friday, May 15, 2009		
9.7.5	Signature:		
9.7.6	Firm Name:		
<b>10.0</b>	<b>10.0 SIGNATURE PAGE</b>		
10.1	This section must be completed, signed, and included with your submission for your bid to be accepted.		
10.2	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.		
10.3	I/We the undersigned are duly authorized to execute this Bid Submission on behalf of:		
10.4	NAME (Please print):		
10.5	TITLE:		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
REQUEST FOR PROPOSAL - WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET A - TERMS AND CONDITIONS**

#215  
20

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
10.6	SIGNATURE:		
10.7	FIRM NAME:		
10.8	State the legal entity that your organization operates under:		
10.8.1	Proprietorship		
10.8.2	Partnership		
10.8.3	Corporation		
10.9	If your organization is incorporated, bidders <b>must</b> state the jurisdiction in which the corporation was originally incorporated in:		
10.9.1	Name of each individual Partner or Correct Legal Name of Corporation:		
10.9.2	E-MAIL ADDRESS:		
10.9.3	ADDRESS:		
10.9.4	INTERNET ADDRESS:		
10.9.5	TELEPHONE NO.:		
10.9.6	FAX NO.:		
10.10	If subcontracting, bidders <b>must</b> 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:		
10.10.1	Firm Name:		
10.10.2	Firm Address:		
10.10.3	Telephone Number:		
10.10.4	Fax Number:		
10.10.5	E-MAIL ADDRESS:		

**Stacey Shoemaker  
Buyer, Purchasing Services**

**James Stewart  
Chairperson**

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET B - REQUIREMENTS**

#215  
21

ITEM NO.	REQUIREMENTS	WILL COMPLY/WILL NOT COMPLY	COMMENT
<b>SECTION 1.0 SERVICE AND MAINTENANCE</b>			
B1.1	All proposals <b>must</b> include an ISO equivalency rating of service quality. Bidders are to submit a current copy of their registration of this certification with their bid return.		
B1.1.2	Service is an extremely important consideration in the award of this bid. Describe your service and maintenance program.		
B1.1.3	Bidders must state the location of service facilities.		
B1.1.4	Bidders must state the specific location where their service people are stationed and how many service people they have available that could potentially be used for servicing the TVDSB account should their bid be successful.		
B1.1.4.1	Bidders must state time to response to service calls:		
B1.1.4.2	Less than one half day		
B1.1.4.3	One half day		
B1.1.4.4	One full day		
B1.1.4.5	More than one day		
B1.1.4.6	Other		
B1.1.4.7	All successful bidder(s) MUST maintain an emergency information line. This number must be available 24 hours per day, seven days per week, 365 days per year, to provide information in the event of a spill or other emergency.		
B1.1.4.8	Please state the phone number available for this service.		
B1.1.5	Bidders must include a statement outlining your company's quality assurance philosophy and program. This statement should detail how your company will respond to:		
B1.1.5.1	Service related problems		
B1.1.5.2	Quality problems		
B1.1.6	Should additional chemical be required due to unforeseen circumstances, the TVDSB on-site personnel would be responsible for notifying their supervisor. Their supervisor would be responsible for contacting the successful bidder(s) by phone or email to advise of the additional chemical need. This would be at the cost of the successful bidder(s).		
B1.1.6.1	Please provide your company contact name, phone number and e-mail that would be used for this type of contact.		
B1.1.7	The TVDSB reserves the right to initiate a survey to measure customers' satisfaction.		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET B - REQUIREMENTS**

#215  
22

ITEM NO.	REQUIREMENTS	WILL COMPLY/WILL NOT COMPLY	COMMENT
B1.1.8	Successful bidders will be required to provide resources to our Maintenance and Projects Department.		
B1.1.9	Successful bidders will be required to provide resources to our Health and Safety Department.		
B1.1.10	Please include a statement with your return submission outlining your policy/procedure for chemical disposal/reuse and/or recovery.		
<b>SECTION 2.0 ACCEPTABLE CHEMICALS</b>			
B2.1	<b>Open Re-circulating Cooling Water:</b>		
B2.1.1	Only all organic scale and corrosion inhibitors are acceptable. Molybdate and chromate chemicals are NOT to be used.		
B2.1.2	Only non-oxidizing biocides are acceptable as part of a regular biocide program. Chlorine and bromine-based biocides are NOT to be used. A dual biocide program using biocides with different kill mechanisms should be utilized to reduce chances of immunities developing.		
B2.1.3	All biocides must be approved for use in re-circulating water systems and labels must show PCP registration number.		
B2.1.4	Please state if you are able to provide products in one litre containers where manual addition is required by on-site staff.		
B2.2	<b>Closed Heating/Cooling Systems:</b>		
B2.2.1	The chemical inhibitors for closed systems will be compatible with existing chemicals in these systems. Phosphate, molybdate and chrome-based products are NOT acceptable. The successful bidder(s) must also have available an all organic closed system inhibitor that meets or exceeds proposed MISA guidelines should the TVDSB request such product.		
B2.3	<b>Steam:</b>		
B2.3.1	Steam boiler treatment is to be non-phosphate, non-molybdate and non-hydrazine. The treatment program should utilize neutralizing type amine within their program as dictated by system objectives.		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET B - REQUIREMENTS**

#215  
23

ITEM NO.	REQUIREMENTS	WILL COMPLY/WILL NOT COMPLY	COMMENT
B2.3.2	It is the intention of the TVDSB to eliminate the use of sodium molybdate chemistry from systems in which this product component is currently utilized. The successful bidder(s) is to provide information on the transition to eliminate this product and identify a suitable alternative. It is the bidder(s) responsibility to include any transition cost within their submissions and identify locations in which this chemical is to be discontinued.		
B2.4	State your company's practice for the control of Legionella. State how you would apply this to TVDSB sites.		
<b>SECTION 3.0 SERVICES</b>			
B3.1	Uniformed service representatives will supply, deliver to point of use, add and monitor all products necessary to inhibit the formation of scale, corrosion and biological fouling in each hydronic system. The successful bidder(s) personnel should be outfitted with a pager or cell phone so that they may be quickly contacted to respond that day to any problems that may arise on-site during normal working hours. The successful bidder(s) may not subcontract or use temporary personnel to fulfil any contractual obligations without written permission from the TVDSB. Pricing is to be based on the following service schedule and include additional products and services.		
B3.2	<b>Closed Systems - H.W.H., Chilled, Heat Pump and Combination:</b>		
B3.2.1	Minimum of two (2) per year on-site service calls in an operating season (please include a proposed servicing schedule with your return submission).		
B3.2.2	Supply and change filter cartridges where units exist at each visit.		
B3.2.3	Supply, install and analyze corrosion coupons annually where stations exist.		
B3.2.4	Supply and add system cleaners for flushings as conditions warrant or as required by the TVDSB.		
B3.2.5	Provide service and materials to recharge flushed systems as required.		
B3.2.6	Maintain chemical feeders and filter units with gaskets and ring fittings as required.		
B3.2.7	It will be the responsibility of the bidder to utilize their own high pressure injection pump to administer the treatment chemicals where feeders are inoperative or nonexistent.		
B3.3	<b>Closed Systems - Aluminum:</b>		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET B - REQUIREMENTS**

#215  
24

ITEM NO.	REQUIREMENTS	WILL COMPLY/WILL NOT COMPLY	COMMENT
	Testing to include bulk iron content, bulk water copper content, alkalinity, conductivity, pH, corrosion inhibitor, supply, install and analyze corrosion coupons. Adjust chemical levels in order to maintain pH under 8.5.		
B3.3.1	System pH is critical for locations using aluminum boilers. The successful bidder(s) are to monitor pH and perform any adjustments during service visit. Once adjustment is complete a retest must be performed and documentation must be supplied.		
B3.3.2	The successful bidder(s) will be required to respond to on-site staff within 48 hours when pH adjustments are necessary.		
B3.3.3	Additional service calls required by TVDSB will be at no additional cost.		
B3.3.4	The successful bidder(s) to supply each aluminum site an electronic pH tester to allow on-site staff to test pH every two weeks. It is the responsibility of the successful bidder(s) to maintain the tester and verify calibration at every visit.		
B3.3.5	The successful bidder(s) is required to provide with their submission information on their corrosion inhibitor program and technology as relevant to aluminum boiler applications. Identify product type, control parameters, and any supporting documentation as to its effectiveness within these systems. A product MSDS and product overview is required.		
B3.3.6	The successful bidder(s) must document make-up water meter readings on system utilizing aluminum boiler equipment on their scheduled service visits.		
B3.4	<b>Steam:</b>		
B3.4.1	The successful bidder(s) will be required to make a minimum of six (6) on-site winter service calls (one per month October to March). Please include a proposed servicing schedule with your return submission.		
B3.4.2	Supply, install 'on-loan' chemical feed equipment where none exists - Chemical pump, 45 gallon poly tank, and day timer.		
B3.4.3	Maintain loaner chemical feed/control equipment.		
B3.4.4	Provide minor maintenance to TVDSB's feed equipment to ensure proper operation of check valve, "O" rings, diaphragms and chemical tubing.		
B3.4.5	Provide cost estimates on the TVDSB's behalf for major repairs to TVDSB's chemical feed equipment.		
B3.4.6	Supply loaner feed equipment for interim while TVDSB equipment is repaired.		
B3.5	<b>Condenser - Heat Rejector (Cooling Tower):</b>		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET B - REQUIREMENTS**

#215  
25

ITEM NO.	REQUIREMENTS	WILL COMPLY/WILL NOT COMPLY	COMMENT
B3.5.1	The successful bidder(s) will be required to make a minimum of two (2) on-site service calls per month during operation (twelve service calls per annum). Please include a proposed servicing schedule with your return submission. The successful bidder(s) will be kept informed of such site information and the successful bidder(s) invoicing would be required to reflect the reduction in servicing required during these shut downs.		
B3.5.2	Supply and install 'on loan' chemical feed equipment where none exists - Chemical pump, 45 gallon Poly tank, and day timer.		
B3.5.3	Maintain loaner chemical feed/control equipment.		
B3.5.4	Supply and add system cleaners for flushings as conditions warrant or as required by the TVDSB.		
B3.5.5	Provide service and materials to recharge flushed systems as required.		
B3.5.6	Provide minor maintenance to TVDSB's feed equipment to ensure proper operation of check valve, "O" rings, diaphragms and chemical tubing.		
B3.5.7	Provide cost estimates on the TVDSB's behalf for major repairs to TVDSB's chemical feed equipment.		
B3.5.8	Supply loaner feed equipment for interim while TVDSB equipment is repaired.		
B3.5.9	Biocide program to utilize two products of non-oxidizing type - product is to be in containers which are no larger than one litre containers, if the unit is not auto feed.		
B3.6	<b>Glycol:</b>		
B3.6.1	Glycol testing - annual sampling of systems containing glyco is required. Samples require analytical reporting from a certified laboratory complete with documentation. This information is to be provided to the specific Maintenance (Zone) personnel. Analysis is to include but not be limited to: Total Iron - ppm, Total Copper - ppm, Inhibitor - ppm, pH, Specific Gravity, Density, Glycol Type and Freeze Point.		
B3.6.2	Additional service calls required by TVDSB will be at no additional cost.		
B3.7	The successful bidder(s) will be responsible for testing all closed Systems (H.W.H., Chilled, Heat Pump, and Combination systems) containing antifreeze solutions for freeze protection. It will be analyzed in September annually, utilizing an ISO accredited lab facility. Results with recommendations are to be provided in a format approved by the TVDSB and include metal content, corrosion inhibitor levels, glycol type and concentration and applicable freeze points.		
<b>SECTION 4.0 ADDITIONAL SERVICES</b>			

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET B - REQUIREMENTS**

#215  
26

ITEM NO.	REQUIREMENTS	WILL COMPLY/WILL NOT COMPLY	COMMENT
B4.1	Potable water testing is NOT part of the requirements of this contract.		
B4.2	During the life of this contract, equipment may change on a site by site basis as renovations are made. The successful bidder(s) will be expected to adjust invoicing to reflect these equipment changes.		
B4.3	Should any new sites be opened up, the successful bidder(s) will be obliged to provide the same services at the similar pricing for the new location.		
B4.4	The TVDSB will be responsible to advise the successful bidder(s) of any site closures during the life of this contract and the successful bidder(s) invoicing would be required to reflect the reduction in servicing required during these shut downs.		
B4.5	The successful bidder(s) MUST provide a list of the chemicals that they would be using throughout the contract. If your chemicals are not compatible with what we are currently using, any change over or start-up costs are to be included in your bid price. Please describe any proposed changes to start-up procedures.		
B4.6	On-site inventory of all chemicals & filters will be maintained by the successful bidder(s) and monitored by on-site staff. On-site staff will apply and utilize inventory dictated by their on-site responsibilities. At no time should on-site inventory at any site exceed a two-month supply.		
B4.7	All bidders are to include, in their return submission, a copy of their program and associated costs in the management of low risk legionella protocol.		
B4.8	Extra or emergency service calls, where warranted, will be conducted at no additional cost to the TVDSB. System water tests are to be conducted on-site at time of sampling.		
B4.9	The successful bidder(s) will replenish and set up chemical systems at no additional cost, if unforeseen circumstances necessitate maintenance or drainage of a system.		
B4.10	Testing equipment as appropriate by site which would be kept up to date and refurbished as required during the term of this contract.		
B4.11	The successful bidder(s) will be expected to keep the TVDSB current with emerging issues on water treatment & testing.		
B4.12	Each successful bidder will be required to do an in-service instruction demonstration to our custodial operational &/or maintenance staff at all sites. The costs for this are to be included in your bid. This cost should also include training of new site staff to TVDSB locations as required.		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
WATER TREATMENT CHEMICALS AND SERVICE  
WORKSHEET B - REQUIREMENTS**

#215  
27

ITEM NO.	REQUIREMENTS	WILL COMPLY/WILL NOT COMPLY	COMMENT
B4.13	The successful bidder(s) will be required to test the water quality of the softeners for total hardness and total chlorides at Strathroy District Collegiate Institute.		
<b>SECTION 5.0 SERVICE FREQUENCY AND REPORTING</b>			
B5.1	Cooling - total of 12 calls - April and October 1 call - May, June, July, August and September 2 calls. Heat pump loop 2 calls per heating season.		
B5.2	Heating - 2 calls per heating season.		
B5.3	Aluminum heating - 3 calls per heating season. Include a proposed servicing schedule with your submission.		
B5.4	Steam - 6 calls 1 per month per heating season.		
B5.5	<b>Service Reports:</b>		
B5.5.1	Computerized annual reports are to be provided for each site as requested by TVDSB. Semi-annual overall review to be provided as requested by TVDSB.		
B5.5.2	Service reports must be signed by on site staff at time of service. Typed service reports are to be provided to on-site staff immediately following scheduled service. Reports are to be sent via e-mail to each location. Reports are to identify all test results, actions performed and recommendations.		
<b>SECTION 6.0 CLEANLINESS</b>			
B6.1	After inspection of steam boilers and condenser tubes, the bidder will guarantee their cleanliness while covered under this agreement. If scaling should occur, the bidder will provide labour and materials to chemically clean the system(s) at no charge to the TVDSB.		
<b>SECTION 7.0 LABORATORY AND TECHNICAL SUPPORT</b>			
B7.1	Where required, laboratory analysis, annually glycol analysis, and technical support services are to be provided at no charge and included within your bid price.		
B7.2	Would a Video Scope be available for a tube inspection upon request by the TVDSB at no extra charge?		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

WTS Number	LOCATION	Square Footage of site	Equipment on site	Aluminum Application			Legionella Service Per Site	Total Annual Price per site
					Minimum number of visits per site	Annual Total Price Per Site		
2524-1	A.E. Duffield Public School	27,580	Hot Water Heating			2		
3022-6	A.J. Baker Public School	19,666	Hot Water Heating			2		
2524-2	Aberdeen Public School	41,400	Hot Water Heating	YES		3		
2758-10	Adelaide-W.G. MacDonald Public School	28,967	Hot Water Heating / Glycol Heat Pump / Condenser			14		
2179-28	Aldbrough Public School	24,075	Hot Water Heating			2		
3022-4	Algonquin Public School	64,403	Glycol Hot Water / Heat Pump / Condenser	YES		15		
2524-3	Arthur Ford Public School	31,482	Hot Water Heating			2		
2524-82	Arthur Stringer Public School	33,260	Hot Water Heating			2		
2524-4	Ashley Oaks Public School	72,979	Hot Water Heating / Heat Pump / Condenser			14		
2179-22	Balaclava Public School	30,877	Glycol Hot Water Heating / Steam Heating			6		
3022-7	Beachville Public School	19,726	Hot Water Heating / Steam Heating			6		
2758-16	Biddulph Central Public School	18,092	Hot Water Heating	YES		3		
2524-5	Bishop Townshend Public School	23,393	Hot Water Heating			2		
3022-37	Blossom Park Education Centre	12,851	Hot Water Heating			2		
2524-79	Bonaventure Meadows Public School	74,562	Hot Water Heating / Heat Pump / Condenser			14		
2524-6	Brick Street Public School	32,101	Hot Water Heating			2		
2524-7	Byron Northview Public School	33,074	Hot Water Heating			2		
2524-8	Byron Somerset Public School	56,554	Hot Water Heating / Heat Pump / Condenser			14		
2524-9	Byron Southwood Public School	39,975	Hot Water Heating			2		
2524-10	C.C. Carrothers Public School	41,814	Hot Water Heating	YES		3		
2758-22	Caradoc Central Public School	26,396	Hot Water Heating			2		
2758-23	Caradoc North Public School	18,320	Hot Water Heating			2		
2758-4	Caradoc South Public School	14,588	Hot Water Heating			2		
2758-19	Centennial Central Public School	26,307	Hot Water Heating	YES		3		
3022-9	Central Senior Public School	44,375	Hot Water Heating			2		
2524-11	Chippewa Public School	59,208	Hot Water Heating / Heat Pump / Condenser			14		
2524-12	Clara Brenton Public School	33,181	Hot Water Heating			2		
2524-13	Cleardale Public School	57,827	Hot Water Heating / Heat Pump / Condenser			14		
2758-7	Colborne Street Public School	34,623	Hot Water Heating			2		
3022-10	D M Sutherland	27,528	Hot Water Heating	YES		3		
2179-1	Davenport Public School	36,941	Hot Water Heating			2		
2758-24	Delaware Central Public School	25,917	Hot Water Heating			2		
3022-11	Drumbo Central Public School	13,026	Hot Water Heating			2		
2179-24	Dunwich-Dutton Public School	40,465	Hot Water Heating	YES		3		
2524-14	Ealing Public School	47,793	Hot Water Heating			2		
3022-13	East Oxford Central Public School (Sweden)	33,740	Hot Water Heating			2		
2758-13	East Williams Memorial Public School	24,085	Hot Water Heating			2		
3022-12	Eastdale Public School	25,793	Hot Water Heating			2		
2179-2	Edward Street Public School	20,231	Hot Water Heating			2		
2758-1	Ekcoe Central Public School	36,478	Hot Water Heating			2		
2179-3	Elgin Court Public School	40,595	Hot Water Heating	YES		3		
2179-18	Elmdale Public School	15,562	Steam Heating			6		
2524-15	Emily Carr Public School	64,613	Hot Water Heating / Heat Pump / Condenser			14		
2524-16	Empress Public School	46,440	Hot Water Heating			2		
2524-17	Evelyn Harrison Public School	41,088	Hot Water Heating	YES		3		
2524-19	Fairmont Public School	35,197	Hot Water Heating			2		
2179-29	Field Studies Centre	4,359	Hot Water Heating			2		
2179-31	Forest Park Public School	43,468	Hot Water Heating			2		
2524-18	Franklin D. Roosevelt Public School	39,607	Hot Water Heating	YES		3		
2524-20	Glen Cairn Public School	88,021	Hot Water Heating / Heat Pump / Condenser			14		
3022-15	Harris Heights Public School	38,028	Hot Water Heating			2		
3022-16	Hickson Central Public School	40,245	Hot Water Heating	YES		3		
2524-21	Hillcrest Public School (London)	34,860	Hot Water Heating	YES		3		
3022-17	Hillcrest Public School (Wdstk)	25,400	Steam Heating			6		
2179-4	Homedale Public School	31,686	Hot Water Heating			2		
2524-22	Huron Heights F.I. Public School	25,655	Hot Water Heating			2		
3022-18	Innerkip Public School	30,049	Hot Water Heating			2		
2524-78	Jack Chambers Public School	65,040	Hot Water Heating / Heat Pump / Condenser			14		
2524-23	John Dearnness Public School	27,636	Hot Water Heating	YES		3		
2524-24	John P Roberts Public School	72,765	Hot Water Heating / Heat Pump / Condenser			14		
2524-25	Kensal Park F. I. Public School	54,072	Hot Water Heating / Heat Pump / Condenser			14		
2524-26	Knollwood Park Public School	49,449	Hot Water Heating			2		
2758-28	Leesboro Central Public School	20,122	Hot Water Heating			2		
2524-27	Lester B. Pearson School for the Arts	52,996	Hot Water Heating / Heat Pump / Condenser			14		
3022-33	Livingston Education Centre (Tillsonburg)	38,015	Hot Water Heating			2		
2179-5	Lockes Public School	41,859	Hot Water Heating	YES		3		
2758-31	Lord Elgin Public School	33,007	Hot Water Heating			2		
2524-28	Lord Nelson Public School	62,852	Hot Water Heating			2		
2524-29	Lord Roberts F.I. Public School	41,349	Hot Water Heating			2		
2524-30	Lorne Avenue Public School	79,407	Hot Water Heating / Steam Heating			6		
2758-15	Lucan Public School	15,046	Hot Water Heating			2		
2524-31	M.B. McEachren Public School	30,724	Hot Water Heating			2		
2524-32	Manor and Highland Park Public School	25,145	Hot Water Heating			2		
3022-19	Maple Lane Public School	32,128	Hot Water Heating			2		
2524-33	Masonville Public School	33,615	Hot Water Heating			2		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

WTS Number	LOCATION	Square Footage of site	Equipment on site	Aluminum Application			Legionella Service Per Site	Total Annual Price per site
					Minimum number of visits per site	Annual Total Price Per Site		
2758-14	McGillvray Central Public School	20,798	Hot Water Heating			2		
2179-6	McGregor Public School	40,013	Hot Water Heating			2		
2758-5	Metcalfe Central Public School	15,203	Hot Water Heating			2		
	Mitchell Hepburn Public School		Hot Water Heating / Heat Pump / Condenser	YES		15		
2758-2	Mosa Central Public School	21,887	Hot Water Heating			2		
2524-34	Mountsfield Public School	52,466	Hot Water Heating			2		
3022-45	Museum School	5,246	Hot Water Heating			4		
2179-19	Myrtle Street Public School	25,013	Hot Water Heating			2		
2179-7	New Sarum Public School	40,861	Hot Water Heating			2		
2524-84	Nicholas Wilson Public School	33,981	Hot Water Heating			2		
2758-9	North Meadows Public School	39,348	Hot Water Heating / Glycol Hot Water Heating / Glycol Chilled Water			4		
3022-20	North Norwich Public School	19,593	Hot Water Heating			2		
2524-35	Northbrae Public School	37,752	Hot Water Heating			2		
2758-25	Northdale Central Sr. Public School	33,465	Hot Water Heating			2		
2524-36	Northdale Public School (London)	17,435	Hot Water Heating			2		
3022-21	Northdale Public School (Wdstk)	27,436	Hot Water Heating	YES		3		
2524-37	Northridge Public School	43,779	Hot Water Heating	YES		3		
3022-22	Norwich Public School	27,130	Hot Water Heating			2		
3022-1	Oliver Stephens Public School	41,419	Hot Water Heating / Glycol Chilled Water			4		
2524-38	Orchard Park Public School	26,948	Hot Water Heating			2		
3022-23	Otterville Public School	20,188	Hot Water Heating			2		
2758-17	Oxbow Public School	29,694	Hot Water Heating			2		
2524-39	Oxford Park Public School	22,820	Hot Water Heating			2		
2758-11	Parkhill-West Williams	25,591	Glycol Heat Pump / Condenser	YES		15		
2758-21	Parkview Public School	25,865	Hot Water Heating			2		
3022-24	Plattsville & District Public School	31,892	Hot Water Heating	YES		3		
2758-29	Plover Mills Public School	18,222	Hot Water Heating	YES		3		
2179-8	Port Burwell Public School	22,932	Hot Water Heating			2		
2758-30	Prince Andrew Public School	18,596	Hot Water Heating			2		
2524-40	Prince Charles Public School	55,847	Hot Water Heating			2		
2524-41	Princess Anne F.I. Public School	40,920	Hot Water Heating			2		
3022-25	Princess Anne Public School (Ings)	19,532	Hot Water Heating			2		
3022-26	Princess Elizabeth Public School (Ings)	28,295	Hot Water Heating			2		
2524-42	Princess Elizabeth Public School (Londo	65,769	Hot Water Heating			2		
3022-27	Princeton Central Public School	17,910	Hot Water Heating			2		
2524-43	Rick Hansen Public School	43,949	Comb'n Hot Water Heating & Heat Pump / Condenser	YES		15		
2758-27	River Heights Public School	29,511	Hot Water Heating			2		
2524-44	Riverside Public School	44,727	Hot Water Heating			2		
3022-28	Rolph Street Public School	37,319	Hot Water Heating			2		
2524-45	Ryerson Public School	44,856	Hot Water Heating			2		
2179-9	Scott Street Public School	25,852	Hot Water Heating			2		
2524-47	Sherwood Forest Public School	16,908	Hot Water Heating			2		
2524-80	Sir Georges Etienne Cartier Public Scho	27,209	Hot Water Heating	YES		3		
2524-81	Sir Isaac Brock Public School	33,820	Hot Water Heating			2		
2524-48	Sir John A. MacDonald Public School	65,416	Hot Water Heating			2		
2524-49	Sir Winston Churchill Public School	34,962	Hot Water Heating			2		
2179-10	South Dorchester Public School	16,511	Hot Water Heating			2		
3022-2	South Ridge Public School	30,527	Comb'n Hot Water Heating & Heat Pump / Condenser	YES		15		
2758-6	Southdale Public School	27,929	Hot Water Heating			2		
3022-5	Southside Public School	16,756	Hot Water Heating	YES		3		
2179-11	Southwold Public School	50,922	Hot Water Heating			2		
2179-17	Sparta Public School	28,503	Hot Water Heating			2		
3022-29	Springbank Public School	25,735	Hot Water Heating	YES		3		
2179-12	Springfield Public School	24,152	Hot Water Heating			2		
2524-46	St. Georges Public School	42,269	Hot Water Heating			2		
2758-32	Stoneybrook Public School	38,221	Hot Water Heating			2		
2179-13	Straffordville Public School	43,864	Hot Water Heating			2		
2179-26	Summer's Corners Public School	61,551	Hot Water Heating / Glycol Heat Pump / Condenser			14		
3022-30	Sweaburg Public School	5,597	Hot Water Heating			2		
3022-31	Tavistock Public School	44,318	Hot Water Heating			2		
2524-50	Tecumseh Public School	44,781	Hot Water Heating			2		
3022-32	Thamesford Public School	27,699	Hot Water Heating			2		
3022-34	Tollgate Central Public School	16,302	Hot Water Heating	YES		3		
2524-51	Trafalgar Public School	44,128	Hot Water Heating			2		
2524-52	Tweedsmuir Public School	38,605	Hot Water Heating	YES		3		
2524-53	University Heights Public School	30,121	Hot Water Heating / Chilled Water / Condenser			14		
2758-18	Valleyview Public School	21,123	Hot Water Heating			2		
2524-54	Victoria Public School (London)	44,893	Hot Water Heating			2		
3022-36	Victory Memorial Public School	53,152	Hot Water Heating / Steam Heating			6		
2524-77	W. Sherwood Fox Public School	62,396	Hot Water Heating / Heat Pump / Condenser			14		
2179-20	Wellington Street Public School	28,221	Steam Heating			6		
2179-27	West Elgin Senior Public School	35,199	Hot Water Heating / Glycol Heat Pump / Condenser	YES		15		
2524-83	Westdale Public School	20,709	Glycol Hot Water Heating			2		
2524-55	Westminster Central Public School	28,123	Hot Water Heating			2		

