



M.P.D.A. SPECIFICATION SERVICES INC.

— INSPECTIONS • SPECIFICATIONS • CONSULTING —

Victoria Heritage Houses

Specifications prepared by

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SP17-12-6563

Victoria Heritage Foundation	Section 00010
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Exterior Repainting Specification	

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1. Submission of Bids

- .1 Bids shall be submitted in duplicate on the Bid and Acceptance Form supplied duly signed and dated complete with all other documents herinafter required, in a sealed envelope addressed as follows.

Bid For: _____

Addressed To: _____

Attention: _____

- .2 Bids shall remain valid, irrevocable and open for acceptance by the Owner for/until _____ April 30 _____ from the time and date specified for closing of bids in 1.2.1

2. Bid Documents

- .1 The Bid and Contract Documents consist of the following:
 - .a Instruction to Bidders
 - .b Bid Form and Appendices
 - .c Bid Qualifications
 - .d General Requirements
 - .e Technical Specification
- .2 Examine the Bid Documents and verify that the documents are complete. Notify the Owner or Authorized Representative should the documents be found incomplete or in error.

3. Examination

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- .1 Bidders are required and responsible to visit the Place of Work and make allowances in their Bids for such conditions as in the sole option of the bidder are warranted.
 - . a The risks, contingencies and other circumstances which may affect the Bidders understanding of the nature and scope of the work.
- .2 The Owner or Authorized Representative makes no representations or warranties as to the condition of the Place of Work.
- .3 Failure to examine the site, documents and conditions and make allowances for same in Bid Price will not justify a claim for additional charges.

4. Clarification and Addenda

- .1 Bidders who find discrepancies, inaccuracies, ambiguities or omissions in the Bidding and Contract Documents shall immediately notify the Owner or Authorized Representative in writing.
- .2 Clarifications will be in the form of written addenda and will be provided to all bidders. If an addendum is not issued, bidders shall include for the more expensive alternative and manner of executing the work.
- .3 The Owner or Authorized Representative will consider such requests and issue the appropriate clarification, provided these requests are received no later than two (2) days prior to the Closing Time.
- .4 Verify receipts of addenda by noting the number, pages and date in the spaces provided on the Bid Form. Any written addenda to the Bid Documents issued by the Owner or Authorized Representative prior to the Closing Time shall be deemed to have been considered by the Bidder, and shall become an integral part of the Contract Documents.
- .5 The Owner or Authorized Representative will not acknowledge or assume responsibility for, any verbal communication, information, clarification or interpretation of the Bid Documents given to any party, unless confirmed in writing.

5. Bid Requirements

- .1 The Bidders shall submit the following documents with their Bid:
 - .a Work References Section 00430
 - .b Financial References Section 00440
 - .c Proposed Sub-Contractors Section 00450
 - .d Contractor's Workforce Section 00460
 - .e Construction Schedule Section 00470

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- .2 All prices quoted shall include the cost of all labour, materials, permits, MPDA fees, Provincial Taxes and GST in force at and during the progress of the project.

6. Separate Prices

- .1 Show separate prices as requested by the Owner or Authorized Representative.
- .2 Fill in amounts in the appropriate spaces provided on Bid Form Section 00420.

7. Queries

- .1 Bidders shall address all queries to the MPDA Technical Representative on behalf of the Owners in regard to the Technical Specifications; all other queries will be directed to the Owners or Authorized Representative.

8. Bid Signing

- .1 Bids shall be signed as noted below under seal by the Bidder.
- .2 If a **Sole Proprietorship**, the sole proprietor shall sign in the presence of a witness who shall also sign, and seal affixed. The words “Sole Proprietorship” shall be inserted after or under the signature.
- .3 If a **Partnership**, all parties shall sign in the presence of a witness who shall also sign, and seal affixed under each partner’s signature. The words ‘Partner’ shall be inserted after or under each partner’s signature.
- .4 If a **Limited Company**, the duly authorized signing officer shall sign with their official capacity inserted after or under each signature and complete a corporate seal affixed. If the bid is signed by officials other than the President or Secretary Treasurer of the company, a copy of the By-Law resolution of the Board of Directors of the Company authorizing such other officials to sign must be submitted with the bid.
- .5 If a **Joint Venture**, each party to the joint venture shall execute the Bid under seal in a manner appropriate to such party.

9. Acceptance of Bid

- .1 The Owner or Authorized Representative reserves the right to reject any or all Bids or to accept any Bid or part of any Bid it considers advantageous. The lowest or any Bid will not necessarily be accepted if the Owner or Authorized Representative determines, at its sole discretion and after appropriate investigation and evaluation that:

- .a The work and financial references are, in the opinion of the Owner or Authorized

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Representative, unsatisfactory;

- .b The Bidder, or company with whom the Bidder is or has been associated, has performed work for the Owner in the previous two (2) years in an unsatisfactory way.
 - .c In the opinion of the Owner or Authorized Representative, the Bidder appears to be unable to fully and properly perform the contractual obligations during the whole life of the Contract.
 - .d The Bid must be cancelled due to financing problems or changing economic circumstances;
 - .e Information becomes available after the Bid Closing which significantly changes the scope of work or extent of the project.
 - .f The lowest Bid, or any Bid, exceed the Bid spending approval of the Owner.
- .2 If only one Bid is received for the Work, the Bidder agrees that the Owner or Authorized Representative may reject the single tender and that the Work may be retendered.
- .3 If the lowest Bid does not fall within the project budget, the Owner or Authorized Representative reserves the right to enter negotiations with the qualified Bidder and its named Subcontractors, on any and all aspects of the Bid, in order to secure a reduction in the Bid Price.
- .4 If such negotiations do not produce a price acceptable to the Owner or Authorized Representative, or if the difference between the lowest calculated tender and the project budget makes negotiations impracticable, all Bids shall be rejected, and all bidders so notified. The Bid Documents may be revised in order that new Bids may be called.
- .5 If the Owner or Authorized Representative, at its sole discretion, considers the Bid Form acceptable, the Owner, will formally notify the successful bidder by executing a Letter of Intent.
- .6 Within ten (10) working days from the date of Notice of Award the successful bidder shall provide the following documents:
- .a Certification that the named Painting Contractor maintains an account with the WCB and is in good standing;
 - .b Proof of required insurance coverage and Certificates of Insurance as outlined in these Contract Documents:
 - .c All other documents required in these Bid Documents:

10. Ownership of Bids

- .1 All responses to this invitation to Bid become the property of the Owner(s).

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1. PROJECT

.1 Title: _____

.2 Address: _____

2. BIDDER

.1 Name: _____
(Hereafter referred to as "Painting Contractor")

Address: _____

3. OWNER

.1 Name: _____

.2 Address: _____

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4. OFFER

.1 The Contractor, having examined the site, and having examined all the Bidding and Contract Documents, including addenda, which documents will form the “Contract Documents” upon acceptance of this Bid, and having gained full knowledge of the scope, character and location of the Work and having familiarized himself with the local conditions, hereby offers to the Owners to Execute the Work for the above named project in accordance with the Contract Documents for the following fixed lump sum figure.

Include MPDA inspection fee calculated at (5%) of the Base Bid Price. If project value is \$8000.00 or less a minimum charge of \$400.00 is to be included with the Base Bid Price.

_____ Dollars
 (\$ _____) in lawful Canadian Funds **Base Bid**

Federal Goods and Services Tax (GST) calculated at (5%) / (5%) of the Base Bid Price is:

_____ Dollars
 (\$ _____) in lawful Canadian Funds **GST**

We Hereby offer to enter into a Contract to perform the Work required by the Bid Documents for the Total Cost (Stipulated price plus GST) of:

_____ Dollars
 (\$ _____) in lawful Canadian Funds **Total Contract Price**

.2 The above amounts shall be subject to adjustment as provided by the Contract Documents.

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5. ACCEPTANCE:

- .1 The Painting Contractor acknowledges, by submitting this bid, that a revised bid need not be called by the Owner if only minor changes to the work are contemplated by the Owner prior to acceptance.
- .2 If notified in writing by the Owner or its Authorized Representative of the acceptance of this Bid within thirty (30) days.
- .3 This offer shall remain open for acceptance by the Owner until **April 30, 201_**

6. SCHEDULE:

- .1 The Contractor offers to commence work by the _____ **201** and substantially perform the work, as certified by the Owner by the _____ **October 31, 201_**.

7. ATTACHMENTS:

- .1 The following Attachments are hereby submitted with our Bid:
 - .a Separate Prices Section 00420
 - .b Contractor's Work References Section 00430
 - .c Contractor's Financial References Section 00440
 - .d Proposed Sub-Contractors Section 00450
 - .e Contractor's Proposed Work Force Section 00460
 - .f Painting Schedule Section 00470

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9. SIGNATURES

.1 The Contractor has read the complete specification and understands all the content.

Initials

.2 Initials are required at General Requirements 13.1

Initials _____

SIGNED, SEALED AND DELIVERED by the Contractor in the presence of:

Corporate Seal

Contractor's Name

Legal Signing Authority

Name and Title

Witness Signature

Name and Title

Date

10. ACCEPTANCE

.1 The Owner hereby accepts this tender within this _____ day of _____
20 (the effective date of the Contract documents).

Name

Title

Witness

Title

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SEPARATE PRICES

1. SEPARATE PRICES:

- .1 We hereby submit our Separate Prices, in lawful Canadian Funds, for each of the projects, listed below.
- .2 The Owner reserves the right to award any or all of the projects in accordance with the Instructions to Bidders.
- .3 Separate Prices are in addition to the Base-Bid price on 4.1 of the Bid Form.

.1		\$ + _____
.2		\$ + _____
.3		\$ + _____
.4		\$ + _____
.5		\$ + _____

Signature of Authorized Signing Officer

Date

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CONTRACTOR'S REFERENCES

1. EXPERIENCE SCHEDULE:

.1 To be eligible for consideration for this Contract, the Painting Contractor must be able to demonstrate successful performance to MPI Standards in comparable work. The following is a record of three (3) projects, of similar nature and value, which the Contractor and its subcontractors have completed within the last three (3) years, that have been completed to MPI Standards.

.2 Company Name: _____
Contact Person: _____
Telephone: _____ Fax: _____
Project Details: _____

Project Value: _____

.3 Company Name: _____
Contact Person: _____
Telephone: _____ Fax: _____
Project Details: _____

Project Value: _____

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.4 Company Name: _____

Contact Person: _____

Telephone: _____ Fax: _____

Project Details: _____

Project Value: _____

Signature of Authorized Signing Officer

Date

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SCHEDULE C - CONTRACTOR'S FINANCIAL REFERENCES

1. FINANCIAL REFERENCES

- .1 The following financial references are required by the Owner. Failure to complete this Schedule may result in disqualification.

Company Particulars:

Name of Company: _____

Address: _____

City: _____

Telephone: _____ Fax: _____

President: _____

Officer: _____

Officer: _____

Officer: _____

Officer: _____

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Financial Institution:

Bank

(or Trust Company:) _____

Address: _____

City: _____

Telephone: _____ Fax: _____

Manager/Contact: _____

GST No: _____

.2 REFERENCE AND CREDIT CHECK AUTHORIZATION

I/We authorize and consent to the Owner or its Authorized Representative, receiving and exchanging with others, including credit bureaus and other persons with whom I/We have had dealing, credit and other information about me/us. I/We understand that such information will be a factor in the Owner's decision to award the Contract for this Bid.

Signature of Authorized Signing Officer

Date

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CONTRACTOR’S PROPOSED WORKFORCE

1. SUPERINTENDENT FOREMAN:

.1 Our proposed superintendent/foreman for this project will be:

Attached hereto is a resume of qualifications and experience.

2. WORKFORCE:

.1 Our proposed crew size for this project will be: _____

.2 The number of trades qualified journeymen and registered apprentices who will be engaged in the Work and throughout the duration of the project will be: _____

Signature of Authorized Signing Officer

Date

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PROPOSED PAINTING SCHEDULE

1. PROPOSED CONSTRUCTION SCHEDULE:

- .1 The following is the schedule of Work which the Painting Contractor intends to follow if awarded the Contract. The Contractor shall complete the following proposed construction schedule indicating planned crew size and number of weeks to complete the Work. In completing this schedule, the Painting Contractor has contemplated “normal” local weather conditions for the time of year.

Item	Crew Size	Weeks After Contract Award												
		1	2	3	4	5	6	7	8	9	10	11	12	13

- .2 All Work, including rectification of deficiencies must be completed no later than

Signature of Authorized Signing Officer

Date

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General Requirements

1. Requirements Included

- .1 Summary/Scope of Work
- .2 Documents
- .3 Guarantee
- .4 Temporary Facilities
- .5 Application for Payment
- .6 Substantial Completion

2. Summary of Work:

- .1 The intent of the Contract Documents is to provide all Labour, Products and equipment, supplies, services, tools, transport facilities and all things necessary for the performance of the Work by the Painting Contractor in accordance with these documents.
- .2 The successful Painting Contractor will be required to provide proof of possession, i.e. serial number of the Master Painters Institute Manual Latest Edition, and have a working knowledge of the Degree of Surface Degradation (DSD) covered in the MPI Repainting Manual.
- .3 Refer to section 09900 for the scope of work covered under this contract.

3. Assignment of Agreement

- .1 This Agreement, or any part thereof, shall not be assigned or subcontracted out, without prior written consent of the Owners or Authorized Representative, which may be arbitrarily withheld.

4. Separate Price Breakdowns:

- .1 Include separate prices on Bid Form, Section 00420

5. Laws and Permits

- .1 The Painting Contractor shall comply and ensure compliance with all laws, regulations and Codes relating to the Work, whether Federal, Provincial or Municipal.

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6. Application for Payment

- .1 Application for payments may be made monthly as the work progresses. The invoice date shall be the last date of each month. Pay period and the amount shall be approved by the Owner, and shall be proportionate to the amount of the Contract, of Work performed.
- .2 The Owner may withhold sufficient amounts from each progress payment to cover the cost of completing the remaining work or defects found in the Work performed by the Painting Contractor.
- .3 The Owner shall retain 10% of the contract price after the painting work is completed and until the lien period has expired and the Owner has received the guarantee.

7. Documents Required on Site

- .1 The Contractor is responsible to maintain the following documents at the Place of Work:
 - .a Specifications
 - .b Addenda
 - .c Change Orders or other modifications to the Contract
 - .d Field Inspection Reports
 - .e Copy of approved work schedule
 - .f Manufacturer's installation and application instructions
 - .g MSDS sheets for all materials
 - .h Copy of approved colour schedule and sample board
 - .i MPI Repainting Manual (Latest Edition)

8. INSURANCE

- .1 The Contractor shall provide the following insurance, to be placed with a company and in a form as may be acceptable to the Owners. This insurance shall remain in force until the date of the Certificate of Total Performance, unless otherwise stipulated, and shall provide for thirty (30) days prior notice of cancellation, lapse or material change.
 - .a Comprehensive General Liability Insurance protecting the Owners, Public, Contractor and their respective servants, agents or employees against damages arising from personal injury (including death) and claims for property damage which may arise out of the operations of the Contractor, agents or employees in connection with the work.
 - .b This insurance shall be for an amount of not less than FIVE MILLION DOLLARS (\$5,000,000.00) inclusive, per occurrence and shall include a standard form of cross-liability clause. Completed operations coverage shall be maintained for at least ONE

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(1) month after the date of the Certificate of Total Performance.

- .c Automobile Liability Insurance on all licensed vehicles owned or leased to the Contractor, protecting against damages arising from bodily injury (including death) and from claims for property damage arising from the operations of the Contractor, its servants, agents or employees. This insurance shall be for a minimum amount of TWO MILLION DOLLARS (\$2,000,000.00) inclusive per accident.
 - .d Contractor's Equipment Insurance covering all equipment owned or rented by the Contractor and its servants, agents or employees against all risks of loss or damage with coverage sufficient to allow for immediate replacement, and shall contain a waiver of subrogation against the Owners.
 - .e All-Risks Insurance covering the work and all property of every description. This insurance shall be primary, include the Owners as a named insured, and contain a waiver of subrogation against the Owners.
- .2 Evidence of insurance shall be lodged with the Owners prior to commencement of any work.
 - .3 The liability of the Contractor under the Contract Documents shall not be affected by the provisions of General Conditions 9.

9. Workers Compensation Insurance

- .1 The contractor shall at all times pay or cause to be paid, any assessment or compensation required to be paid pursuant to the Worker's Compensation Act. Upon failure to do so, the Owner may pay such assessment or compensation to WorkSafeBC and may deduct the amount from monies due, or to become due to the Painting Contractor. The Painting Contractor shall, at the time of entering into a Contract for the Work with the Owner; furnish the Owner or Authorized Representative with a Statutory Declaration that all assessments or compensation payable to WorkSafeBC have been paid, and the Owner may at any time during the performance and upon the completion of the Work, require a further declaration that such assessment or compensation has been paid in full.

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10. Warranty and Rectifications of Defects

- .1 Without restricting any warranty or guarantee implied or stipulated by law, the Painting Contractor will, at his own expense, rectify and make good any defect or fault, that appears in the Work within the mutually agreed specified time from the date of issuance by the Owner, Authorized Representative or MPDA Technical Representative of a Certificate of Total Performance.
- .2 Should the MPDA Technical Representative be required to make more than one re-inspection of rejected Work or should the MPDA Technical Representative perform re-inspection due to failure of the Work to comply with the specifications, the Owner will compensate the MPDA for such additional services including expenses incurred and the Owner will deduct the amount of such compensation to the MPDA Inspection Agency from the final payment to the Contractor. Costs will be based on the MPDA Inspection Agency hourly rates in place at the time of re-inspection.

11. Substantial Performance and Completion of the Work:

- .1 Promptly after the date of Substantial Performance, the Painting Contractor shall remove all surplus Products, tools, construction machinery and equipment not required for the performance of the remaining Work, unless otherwise directed by the Owner or Authorized Representative. The Painting Contractor shall also remove any waste products and debris and leave the Place of Work in a clean and suitable condition for use by the Owner or its tenants.
- .2 The Painting Contractor shall be required to repair or replace any damaged areas due to usage by the Painting Contractor during the duration of the contract, all costs for repairs or replacement to their original condition will be the responsibility of the contractor.
- .3 The Work shall not be considered complete until all deficiencies identified on the MPDA Final Inspection Report have been completed to the Technical Specifications and related sections to the satisfaction of the Owners or MPDA Technical Representative.
- .4 Failure to complete, comply or meet the requirements set forth in this exterior painting specification may result in loss or partial loss of Victoria Heritage Foundation Grant Program

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12. QUALITY CONTROL

.1 Guarantee:

- .1 Furnish a two (2) year 100% Written (one (1) year on Wood Fences). The 100% guarantee shall warrant that all repainting work has been performed in accordance with MPI Repainting Manual requirements.
- .2 All exterior repainting work shall be in accordance with MPI Repainting Manual requirements and shall be inspected by the Master Painting & Decorating Association.
- .3 The cost for such Painting Association inspections, at 5% of the contract value shall be included in the Base Bid Price and paid for by the Painting Contractor. This is to include any Separate Pricing or Cost-Plus items awarded to the Painting Contractor.

.2 Quality Assurance:

- .1 The Contractor shall have a minimum of five (5) years proven satisfactory experience and shall show proof before commencement of work that he will maintain a qualified crew of painters throughout the duration of the work. When requested, the Painting Contractor shall provide a list of the last three comparable exterior repainting jobs including, name, location, Specifying Authority / Project Manager/ Property Management, start / completion dates and value of the work.
- .2 Only trades qualified journeypersons, as defined by local jurisdiction, shall be engaged in exterior repainting work. Registered apprentices may be employed provided they work under the direct supervision of a qualified journeyperson in accordance with trade regulations.
- .3 All materials, preparation and workmanship shall conform to the standards contained in the latest edition of the Master Painters Institute (*MPI*) Maintenance and Repainting Manual (herein referred to as the *MPI* Repainting Manual) as issued by the local *MPI* Accredited Quality Assurance Association having jurisdiction.
- .4 All exterior repainting work shall be inspected by the MPDA Inspection Agency acceptable to the local *MPI* Accredited Quality Assurance Association. The Painting Contractor shall notify the MPDA Inspection Agency a minimum of one week prior to commencement of work and provide all documents defined in Section 1300 Submittals.
- .5 **All surfaces requiring repainting shall be inspected** by the Painting Contractor who shall notify the MPDA Inspection Agency, Owner or Authorized Representative

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in writing of any defects or problems, prior to commencing repainting or after preparation work.

.3 Inspection

- .1 The MPDA Technical Representative will not be responsible for and will not have control, or supervise the Painting Contractor or Subcontractors in performance of the Work.
- .2 The MPDA Technical Representative will be responsible to observe and report and shall not be responsible for the Painting Contractor or Subcontractors failure to carry out the Work in accordance with the Contract Documents.

13. ADDITIONAL FINAL INSPECTION COST

- .1 The contractor will be responsible for paying all inspection costs required under this Contract, which also includes one final follow-up inspection. Any additional final inspections will be charged to the Painting Contractor at the rate of \$ 100.00 per hour, and this amount shall be deducted from the Contract price by the Owners.

Initials: _____

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SUBMITTALS

1. Requirements Included

- .1 MPI Approved Products Intended for Use Form (Attached)
- .2 MPI Assignment of Inspector Form (Attached)
- .3 MSDS Sheets
- .4 Daily Work Records
- .5 Sample and Colour Sample Boards
- .6 Painting Schedule

2. Submittals Check List:

- .1 The following checklist is consolidated for convenience only and is not representative of the complete listing of submittals.
- .2 The Painting Contractor shall provide the following documents within ten (10) days of Contract award to the Owner(s):
 - .a Submit MPI Approved Products Intended for Use Form.
 - .b Submit two copies of all MSDS sheets for products to be used.
 - .c Forward the MPDA Assignment of Inspector Form to the MPDA Inspection Agency.
 - .d Evidence of required insurance coverages.
 - .e Proof of registration and good standing with WorkSafe B.C. (WCB).
 - .f Copies of all necessary permits, licenses, approval certificates and other authorizations required by municipal, provincial or federal authorities.
 - .g Copies of proposed guarantees to be used.
 - .h Copies of proposed manufacturer's guarantee if applicable.
 - .i Completed construction schedule indicating dates of commencement and completion of various phases of the Work.
 - .j Provide MPI Repainting Manual registration number.
- .3 The Painting Contractor shall provide the following submittals with each application for payment during the progress of the Contract:
 - .a Statutory declaration accompanying claim for payment that all wages, accounts for materials, Subcontractors and suppliers have been paid.
 - .b Revised painting schedule.

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- .4 The Painting Contractor shall provide the following submittals at Substantial Performance of Work as a condition thereof:
- .a Painting Contractor's duly executed guarantee or maintenance bond.
 - .b Manufacturer's guarantees where applicable
 - .c Evidence of compliance with WorkSafeBC throughout the Work.
 - .d All reserve and required maintenance materials, clearly labeled and delivered to the Owners or Authorized Representative.
 - .e Statutory declaration indicating that all wages, accounts for materials, Subcontractors suppliers and MPDA fees have been paid.
- .5 The Painting Contractor shall provide the following submittals within thirty (30 days of Substantial Completion of the Contract:
- .a Statutory declaration indicating that all wages, accounts for materials, Subcontractors suppliers and MPDA fees have been paid.
 - .b Release of any liens arising out of the Contract.
 - .c Application for final billings will not be recommended to the Owners or Authorized Representative until all documents have been received in his office and MPDA fees are fully paid.

3. Samples and Colour Schedules

- .1 Complete and apply the approved colour samples by Victoria Heritage Foundation on a designated elevation to include the various substrates to be encountered not less than (5) days prior to commencement of Contract.
- .2 Submit request for review of colour samples by the Owner's Authorized Representative.



PAINT QUALITY ASSURANCE™

M.P.D.A . Specification Services Inc.
2800 Ingleton Avenue, Burnaby, BC V5C 6G7
FAX: 604-298-7571 Phone: 604-298-3875



REQUEST FOR AN ASSIGNMENT OF AN INSPECTOR

PROJECT NAME: _____

PROJECT ADDRESS: _____

City, Province, Postal Code: _____

PAINTING CONTRACTOR: _____

ADDRESS: _____

FAX: _____ CONTACT: _____ PH: _____

EMAIL: _____ (please tick box for fax or email correspondence)

SPECIFYING AUTHORITY: _____

Master Painting & Decorating Association Specification Services Inc

ADDRESS: _____

2800 Ingleton Avenue, Burnaby B.C., V5C 6G7

FAX: 604-298-7571 CONTACT: Glen Ashmore PH: 250-884-9236

EMAIL: g.ashmore@mpda.net (please tick box for fax or email correspondence)

GENERAL CONTRACTOR: _____

ADDRESS: _____

FAX: _____ CONTACT: _____ PH: _____

EMAIL: _____ (please tick box for fax or email correspondence)

OWNER/REP.: _____

ADDRESS: _____

FAX: _____ CONTACT: _____ PH: _____

EMAIL: _____ (please tick box for fax or email correspondence)

SPECIAL COMMENTS: _____

CONTRACT PRICE: _____ **NEW:** _____ **REPAINT:** _____

APPROX. START DATE: _____ **APPROX. DATE OF COMPLETION:** _____

Lower Mainland:

The undersigned contractor or firm, agrees to pay **M.P.D.A. Specification Services Inc.** a fee of 5% of the painting contract price shown above (plus applicable taxes) for projects in the **Lower Mainland** for the inspection services to be rendered by the inspection agency assigned. Out of town projects, 5% of painting related contract plus travel costs. If the cost of the contract is less than \$8000.00 a minimum fee of \$400.00 will be charged. Further, that the contract price will be adjusted to reflect the total contract price at date of substantial performance. *Please note that an additional charge of \$100.00 per hour may be billed to the painting contractor for extra/excessive final follow-up inspections.*

I have read and understand this agreement. I also understand that the MPDA Guarantee applies to MPDA Members only.

SIGNED: _____
Signature of Painting Contractor or Firm

Please provide MASTERCARD or VISA where fees amount to \$500.00 or less.

Card No: _____ Valid /Expiry Date: _____

DATE: _____ SIGNED: _____
Signature of Authorized Card Holder

To be completed by Office:

Assigned Inspector: Glen Ashmore File #: _____

