



TOWN OF PORTUGAL COVE - ST. PHILIP'S

REQUEST FOR PROPOSALS (RFP)

Breakwater Mural Project

RFP #: PCSP – CS – 2026 – 05

Issue Date: April 17th, 2026

Submission Deadline: May 15th, 2026 @ 2:00 PM (NST)

Public Opening: May 15th, 2026 @ 2:30 PM (NST)

Town Hall
1119 Thorburn Road
Portugal Cove – St. Philip's, NL
A1M 1T6

NOTE

It is the Proponent's responsibility to check the Town's website for any addenda.

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1. INVITATION

1.1 Statement of Request for Proposal

The Town of Portugal Cove – St. Philip’s (the “Town”) is seeking Proposals from qualified artists or artist teams to design, fabricate, and install a large-scale mural at the St. Philip’s Small Crafts Harbour breakwater wall.

1.2 Terminology

“Proposal” means a submission in response to this RFP.

“Proponent” means an individual or team submitting a Proposal.

“Town” means the Town of Portugal Cove – St. Philip’s.

“Work” means all labour, materials, and services required to complete the project.

“Successful Proponent” means the Proponent selected by the Town.

1.3 Background

The Town is undertaking a public art initiative to enhance the St. Philip’s Small Crafts Harbour breakwater wall. This project will create a landmark feature that reflects the Town’s heritage, coastal identity, and community pride.

2. PURPOSE & SCOPE OF WORK

2.1 Purpose

The Town of Portugal Cove – St. Philip’s is commissioning a large-scale mural to be installed on the breakwater wall at St. Philip’s Small Crafts Harbour. This public art initiative is part of a broader effort to enhance the Town’s natural and cultural landmarks, foster community pride, and support local artistic talent.

We are seeking bold, visually engaging Proposals that reflect the spirit and identity of our community by capturing the heritage of the Town, fishery, regatta, and natural environment. The mural should serve as a striking visual focal point and a destination for locals and visitors alike.

2.2 Scope of Work

The Successful Proponent will:

- Develop a concept and final design for a mural to be approved by the Town

- Fabricate mural panels or artwork
- Transport materials
- Prepare site as required
- Install artwork (with Town coordination and assistance)
- Provide maintenance guidelines

2.3 Site & Design Requirements

Location: St. Philip's Small Crafts Harbour Breakwater Wall

Dimensions: Height: 2 meters

Length: 13.5 meters

Theme: Maritime and nautical life, nature, coastal environment, local heritage, history, cultural identity of the Town of Portugal Cove – St. Philip's and connection to place.

Medium: The Town is open to a variety of creative approaches and materials, provided they are suitable for a marine, outdoor environment. The mural should be created on panels (such as Dibond, marine-grade plywood, or similar durable materials) and affixed to the structure. High-quality, weather-resistant materials suitable for outdoor marine environments or on a material that can be transferred to more permanent panel as listed above. Material will need to be something that can be cleaned easily.

Artwork may be produced on-site or off-site and delivered to the Town for installation. If panels are proposed, artists should clearly outline fabrication, transportation, and installation requirements in their submission. The Town will assist with installation of panels, subject to discussion with the selected artist.

Artists working in painted, illustrated, graphic, or design-based styles are encouraged to apply. Proposals may include traditional hand-painted approaches or digitally produced artwork adapted for large-scale outdoor application, provided the result meets durability and installation requirements.

Site Characteristics and Design Considerations

The breakwater wall at St. Philip's Small Crafts Harbour is an irregular, linear coastal structure with varying surface conditions and dimensions. Images of the wall will be provided to assist artists in understanding the scale, texture, and context of the site.

Submitting artists are invited to propose how much of the available wall space they envision incorporating into their mural. Concept sketches should clearly indicate the approximate dimensions, placement, and orientation of the proposed artwork on the breakwater wall.

The Town recognizes that working on a non-standard surface presents unique creative and technical opportunities and encourages artists to thoughtfully respond to the site in their design approach.

Content Considerations

The proposed artwork must be appropriate for a public, family-friendly setting and reflect respect for the community and its shared spaces.

Proposals must not include content that is discriminatory, offensive, or promotes hate, violence, or political messaging. The Town reserves the right to request reasonable revisions to ensure alignment with community standards and municipal values.

2.4 Timeline

Timeline: RFP posted on April 17th, 2026. Proposal submission deadline: May 15th, 2026

Artist selection and notification: June 3rd, 2026 (Council meeting motion)

Mural installation: September 8th – 18th, 2026

Project completion: Date to be determined with an unveiling event.

2.5 Eligibility Criteria

This RFP is open to:

- Individual artists or artist teams
- Artists with experience in public art, particularly murals
- Artist able to complete the project within the specified timeline
- Preference may be given to applicants residing in Newfoundland and Labrador. There are no travel expenses
- Both emerging and established artists are encouraged to apply

We welcome submissions from individuals representing diverse cultural backgrounds and artistic perspectives.

2.6 Budget

Total budget: **\$30,000** (inclusive of all costs for design, materials, equipment, installation, taxes, and any other associated costs.) This is a firm amount and no contingencies.

2.7 Insurance and Safety Requirements

The selected artist(s) will be responsible for adhering to all applicable health and safety regulations during installation.

The Town of Portugal Cove – St. Philip's will not be responsible for injury, loss, or damage incurred during the execution of the project.

3. FORMAT FOR PROPOSALS

Proposals must include:

1. Artist Biography (max 100 words)
2. Portfolio with up to 5 examples of previous mural or public art projects
3. Links to websites or social media showcasing your work
4. A written concept description (1-2 pages) and concept sketch
5. Financial Proposal that includes artist fees, list of materials, cost of installation, insurance, equipment rental, safety gear, subcontractor costs, and estimated hours required for completion
6. Timeline for project completion

4. REQUEST FOR PROPOSAL PROCESS

4.1 Review and Interpretation of Proposals

Each Proponent will be solely responsible for examining all the RFP documents, including any addenda and issues during the RFP period and for independently informing itself with respect to all information contained therein, and all conditions that may in any way affect the Proposal, before the Proposal is submitted.

Each Proponent will review all RFP documents and will promptly report and request clarification of any discrepancy, deficiency, ambiguity, error, inconsistency, or omission contained therein. Any such request must be submitted to the Town's Representative in writing, electronically or otherwise, no later than 2:00 PM, five (5) days before the closing date.

Where such requests result in a change or a clarification to the requirements of the RFP, the Town will prepare and issue an addendum to this RFP.

4.2 Not a Tender Call

This RFP is not a tender call and the submission of any response to this RFP does not create a tender process. This RFP is not an invitation for an offer to contract, and it is not an offer to contract made by the Town.

4.3 Addenda

The Town reserves the right to modify the terms of the RFP at any time at its sole discretion. Written addenda issued by the Town will be the only means of varying, clarifying or otherwise changing any of the information contained in this RFP. The Town reserves the right to issue addenda up to the RFP closing date and time. The date set for submitting Proposals may be changed if, in the Town's opinion, more time is necessary to enable Proponents to revise their Proposals. Addenda will state changes to the RFP closing date and time. It is the Proponent's responsibility to ensure that they have all modifications. Proposals must acknowledge receipt of all addenda.

4.4 Preparation of Proposals

All Proponents shall be solely liable for all costs incurred in the preparation of Proposals in response to this RFP. This RFP does not commit the Town to award a contract, to pay any costs incurred in the preparation of a Proposal, or to contract for the goods and/or services offered.

The Proposal submitted by each Proponent will be signed by an authorized representative of the Proponent. If the Proponent is a corporation, in addition to signature, affix corporate seal (if available). If a natural person makes the Proposal, the Proponent must sign it with their name typed or clearly printed below the signature. If the Proponent is carrying on business under a firm name and NOT incorporated, the members of the firm must sign below the firm name and their names must be typed or clearly printed below the signature.

4.5 Proposal Submissions

The Proposal must be labelled with the Proponent's name and RFP title, and it must include:

- Artist Biography (max 100 words)
- Portfolio with up to 5 examples of previous mural or public art projects
- Links to websites or social media showcasing your work
- A written concept description (1-2 pages) and concept sketch

- Financial Proposal that includes artist fees, list of materials, cost of installation, insurance, equipment rental, safety gear, subcontractor costs, and estimated hours required for completion
- Timeline for project completion

Proposals must be signed by a person authorized to legally bind the Proponent to the statements made in the Response to this RFP.

The Proponent may submit a Proposal either by email or in a hard copy, as follows:

(a) Email

If the Proponent chooses to submit by email, the Proponent must submit the Proposal electronically in a single PDF file to the Town by email at: procurement@pcsp.ca on or before the Closing Date and Time.

PDF emailed Proposals are preferred, and the Town will confirm receipt of emails. Note that the maximum file size the Town can receive is 10Mb. If sending large email attachments, Proponents should phone to confirm receipt. A Proponent bears all risk that the Town's equipment functions properly so that the Town receives the Proposal ontime.

(b) Hard Copy

If the Proponent chooses NOT to submit by email, the Proponent shall submit two

(2) copies of the Proposal which must be delivered to:

Town of Portugal Cove-St. Philip's
Attention: Julie Pomeroy
Manager Economic Development
1119 Thorburn Road, NL
A1M 1T6

On, or before, the Closing Date and Time.

4.6 Modification of Bids

Modifications to bids already submitted will only be allowed if submitted in writing prior to the closing date and time unless requested by the Town for purposes of clarification.

4.7 Withdrawal

Proposals may be withdrawn by written notice provided such notice of withdrawal is received prior to the closing date and time.

4.8 Incomplete Proposals

No Proposal shall be altered, amended, or withdrawn after the closing date and time of the RFP. Negligence on the part of the Proponent in preparing the Proposal confers no right for withdrawal of the Proposal after it has been opened.

While the Town has made considerable efforts to ensure an accurate representation of information in each respective RFP, the information contained in the RFP is supplied solely as a guideline for the Proponent and is not necessarily comprehensive or exhaustive. Nothing in a Town RFP is intended to relieve the Proponent from forming their own opinions and conclusions in respect of the matters addressed in the RFP.

The Town expressly reserves the right to reject or accept any Proposal whether or not completed properly and whether it contains all required information. Without prejudice to this right, the Town may request clarification where, in the opinion of the Town, the Proponent's intent is unclear.

4.9 Opening of Proposals

Proposals will be opened on May 15, 2026, at 2:30 am at the Town Hall located at 1119 Thorburn Road. Anyone is welcome to join the Zoom opening by using this link <https://us02web.zoom.us/j/7098958000> with Meeting ID: 7098958000 or in person. All proposals satisfying the requirements of this Request for Proposals will be evaluated to establish which of the offers best fulfills the needs of the Town and this assignment.

In the event that only one proposal is received, the Town reserves the right to award, negotiate, or cancel the open call for bids.

4.10 Acceptance of Proposals & Contract

Each Proposal will be valid and irrevocable for a period of sixty (60) days from the Closing Date and Time for receipt of Proposals.

By submission of a Proposal, the Proponent agrees that should its Proposal

be successful the Proponent will enter a contract with the Town of Portugal Cove - St. Philip's. The RFP accepted submission, and Town contract documents represent the entire agreement between the Town and the Successful Proponent and supersede all prior negotiations, representations, or agreements either written or oral. The contract documents may be amended only by written instrument agreed and executed by the Successful Proponent and the Town.

The acceptance of the Proposal by the Town shall be made only by notice in writing to the Successful Proponent. Such acceptance shall bind the Successful Proponent to execute in a manner satisfactory to the Town.

The Town shall not be obligated in any manner to any Proponent whatsoever until a written agreement has been duly executed relating to an approved Proposal.

4.11 Rejection of Proposals

The Town reserves the right to accept or reject, at the Town's sole discretion, any or all Proposals received as a result of this request. The Town also has the right to negotiate with all qualified officers or to cancel this Request for Proposal or accept the Proposal that is deemed most advantageous to the Town if it is in the best interests of the Town to do so. The Town reserves the right to award this Proposal in whole or part and retains sole discretion not to award at all. The decision of the Town shall be final.

5. PROPOSAL EVALUATION AND SELECTION CRITERIA

Proposals will be evaluated by a committee using the following matrix:

Category	Description	Score
Artistic Merit	Creativity, originality, visual impact	30
Relevance	Alignment with theme and site	20
Feasibility	Materials, durability, execution plan	20
Experience	Past work and portfolio	15
Budget	Cost effectiveness	15
Total		100

$$\text{Cost : Points Awarded} = \frac{\text{Lowest Proposal Cost}}{\text{Proposal Cost Being Evaluated}} \times \text{Total Points Available for Cost}$$

NOTE: A score of ZERO (0) on ANY of the Rated Criteria items MAY result in disqualification of a Submission. The highest score or any submission will not necessarily be accepted.

Preference will be given to local Proposals of acceptable, equivalent quality and readily available services in the event of a tie.

6. OWNERSHIP AND INTELLECTUAL PROPERTY RIGHTS

The artist agrees that all artworks provided belong to them and do not infringe on any existing patent, trademark, or copyright registered or recognized in Canada or elsewhere.

The artist grants the Town of Portugal Cove – St. Philip’s permission to post images of the artwork, in whole or in part, on their website, social media accounts, and/or any of its printed promotional materials. Any other reproductions, including but not limited to items for sale or merchandise, must be approved and licensed by the artist.

7. MAINTENANCE AND CONSERVATION

The Town of Portugal Cove – St. Philip’s will assume responsibility for routine maintenance of the mural following completion. Artist will provide a maintenance document with instructions for the Town to follow as well as annual maintenance costs.

Due to the coastal environment, some fading or wear over time is expected. The artist will not be held responsible for natural deterioration caused by weather, environmental exposure, or vandalism beyond reasonable control.

8. GENERAL INSTRUCTIONS

8.1 Instructions to Proponents

The following terms will apply to this RFP and to any subsequent Contract. Submission of a Proposal in response to this RFP indicates acceptance of all the following terms:

- a. The law applicable to this RFP shall be the law in effect in the Province of Newfoundland and Labrador. Except for an appeal from a Newfoundland and Labrador Court to the Supreme Court of Canada, no action in respect to this RFP shall be brought or maintained in any court other than in a court of the appropriate jurisdiction of the Province of Newfoundland and Labrador.
- b. In carrying out its obligations hereunder, the Proponent shall familiarize itself and comply with all applicable laws, bylaws, regulations, ordinances, codes, specifications, and requirements of all regulatory authorities, and shall obtain all necessary licenses, permits and registrations as may be required by law. Where there are two or more laws, ordinances, rules, regulations, or codes applicable to the Services, the more restrictive shall apply.
- c. Applicability of law: All references in the RFP to statutes and regulations thereto and Town bylaws shall be deemed to be the most recent amendments thereto or Replacements thereof.
- d. Copyright: All designs, drawings, concept drawings, specifications, digital, hard copies, web pages, internet pages, maps and plans commissioned by the Town of Portugal Cove - St. Philip’s, shall remain the property of the Town of Portugal Cove - St. Philip’s.

- e. In the case of any inconsistency or conflict between the provisions of the RFP, the provisions of such documents and addenda thereto will take precedence in governing in the following order: (1) Addenda; (2) RFP; (3) Special Conditions; (4) Drawings; (5) all other documents.
- f. Headings are for convenience only: Headings and titles in the RFP are for convenience only and are not explanatory of the clauses with which they appear.
- g. Town policy as well as applicable Federal and Provincial laws govern methods of payment.
- h. The RFP, accepted submission, and Town contract documents represent the entire Agreement between the Town and the Successful Proponent and supersede all prior negotiations, representations, or agreements either written or oral. The contract documents may be amended only by written instrument agreed and executed by the Successful Proponent and the Town.

8.2 Proponent's Responsibility

It is the responsibility of the Proponent to ensure that the terms of reference contained herein are fully understood and to obtain any further information required for this Proposal call at their own initiative. The Town reserves the Right to share, with all Proponents, all questions and answers related to this Proposal call.

8.3 No Obligation to Proceed

Though the Town fully intends to proceed through the RFP, to select the services, the Town is under no obligation to proceed to the Contract, or any other stage. The receipt by the Town of any information (including submissions, ideas, plans, drawings, models, or other materials communicated or exhibited by any intended Proponent, or on its behalf) shall not impose any obligations on the Town. There is no guarantee by the Town, its officers, employers, or Managers, that the process initiated by the issuance of this RFP will continue, or that this RFP process or any RFP process will result in a contract with the Town for the purchase of goods or services.

8.4 No Collusion

Except as otherwise specified or as arising by reason of the provision of the Contract Documents, no person whether natural, or body corporate, other than the Proponent has or will have any interest or share in this Proposal or in the proposed contract which may be completed in respect thereof. There is no collusion or arrangement between the Proponent and any other actual or prospective Proponents in connection with Proposals submitted for this Request for Proposal and the Proponent has no knowledge of the contents of other Proposals and has made no comparison of figures or agreement or arrangement, express or implied, with any other party in connection with the making of the Proposal.

8.5 Town Responsibility

The Town will provide the Successful Proponent with Town documents such as existing bylaws or plans that may be required to complete the scope of work and achieve the goals and objectives laid out herein.

8.6 Conflict of Interest

At no time during the Proposal stage, evaluation stage, after award, or during the preparation of the Scope of Work shall a Town employee or Council Member or appointed Authority, Committees or Commissions be in any way connected with the Proponent. Proponents are to include, with their initial Proposal, and at any subsequent time where requested to do so by the Town, full details of any employee, person, firm or corporation that could be considered at conflict with the Town.

8.7 Confidentiality

The Town will endeavor to keep all Proposals confidential. The material contained in the Successful Proposal will be incorporated in a contract and information which is considered sensitive and/or proprietary shall be identified as such by the Proponent. Technical or commercial information included in the Town contract shall not be released if the Town deems such releases inappropriate, subject to the Access to Information and Protection of Privacy Act.

8.8 Limitation of Damages

The Proponent, by submitting a Proposal agrees that it will not claim damages, for whatever reason, relating to the RFP, by reason of submitting a Proposal, in respect of the competitive process, or in respect of any breach of

any implied duty of fairness, including but not limited to any costs incurred by the Proponent in preparing its Proposal. The Proponent, by submitting a Proposal, waives any and all such claims.

8.9 Ownership of Documents

All documents and materials submitted in response to this RFP shall become the property of the Town.

8.10 Gifts and Donations

Proponents will not offer entertainment, gifts, gratuities, discounts, or special services, regardless of value, to any employee of the Town. The Successful Proponent shall report to the Chief Administrative Officer any attempt by Town employees to obtain such favours.

8.11 Insurance & WCB

The Successful Proponent must indemnify the Town and their employees, officers, directors and agents (each an "Indemnified Person") against all claims, actions, proceedings, damages, losses, costs, expenses and liabilities of any kind incurred that an Indemnified Person may sustain, incur, suffer or be put to, either before or after this Contract ends, which are based upon, arise out of or occur, directly or indirectly, by reason of, any act or omission by you or by any of your agents, employees, officers, directors, or Successful Proponents in providing the Services, except liability arising out of any independent negligent act by the Town.

The Successful Proponent accepts responsibility for the acts and omissions of all Subcontractors it may engage in rendering the Service on the Project.

The Proponent must comply with all applicable laws and bylaws within the jurisdiction of the work. The Proponent must further comply with all conditions and safety regulations of the Workers' Compensation Act of NL and must be in good standing during the term of any Contract entered into from this process.

8.12 Negotiation Delay

If a written Contract cannot be negotiated within thirty (30) days of notification of the Successful Proponent , the Town may, at its sole discretion at any time thereafter, terminate negotiations with that Proponent and either negotiate a Contract with the next qualified Proponent or choose to terminate the RFP process and not enter into a Contract with any of the Proponents.

8.13 Execution of Contract

If the offer contained in this Proposal is accepted, upon being advised that the Contract Documents are available, the Proponent will obtain the Contract Documents and Drawings, if any, and will execute and identify the documents and drawings in a form and manner acceptable to the Town, and will deliver the same within Thirty (30) days from the time when the same are available, delivered or mailed to the Proponent.

8.14 Failure or Default of Proponent

If the Proponent for any reason whatsoever fails or defaults in respect of any matter or thing which is an obligation of the Proponent under the terms of this Proposal, the Town at its option may consider the Proponent has abandoned the offer made or the contract if the offer has been accepted, whereupon the acceptance, if any, of the Town shall be null and void and the Town shall be free to select an alternate solution of its choosing.

If the Proponent is a corporation, in addition to signature, affix corporate seal (if available). If a natural person makes the Proposal, the Proponent must sign it with his/her name typed or clearly printed below the signature. If the Proponent is carrying on business under a firm name and NOT incorporated, the members of the firm must sign below the firm name and their names must be typed or clearly printed below the signature.

9. ADDITIONAL TERMS

a. Sub-Contracting

Using a Subcontractor (who must be clearly identified in the Proposal) is acceptable. This includes a joint submission by two Proponents having no formal corporate links. However, in this case, one of these Proponents must be prepared to take overall responsibility for successful interconnection of the two product or service lines and this must be defined in the Proposal.

Subcontracting to any firm or individual, whose current or past corporate or other interests may, in the Town's opinion, give rise to a conflict of interest in connection with this project will not be permitted. This includes, but is not limited to, any firm or individual involved in the preparation of this Proposal.

b. Liability for Errors

While the Town has made considerable efforts to ensure an accurate representation of information in this RFP, the information contained in this RFP is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the Town, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve Proponents from forming their own opinions and conclusions with respect to the matters addressed in this RFP.

c. Agreement with Terms

By submitting a Proposal, the Proponent agrees to all the terms and conditions of this RFP. Proponents who have obtained the RFP electronically must not alter any portion of the document, with the exception of adding the information requested. To do otherwise will invalidate the Proposal.

d. Use of Request for Proposal

This document or any portion thereof may not be used for any purpose other than the submission of Proposals.

10. SPECIAL CONDITIONS

- a. A qualified Proposal is one which meets the needs and specifications of the Town, the terms and conditions contained in the RFP. The preferred Proposal is a qualified Proposal offering the best value, as determined by the Town.
- b. The Town will decide whether a Proposal is qualified by evaluating all the Proposals based on the needs of the Town, specifications, terms and conditions and price. The Town will examine all Proposals and recommend which Proposal is in the Town's best interest.
- c. A Proposal which is unqualified is one that exceeds the cost expectations of the Town and/or does not meet the terms and conditions contained in the RFP and/or do not meet the needs and specifications of the Town. The Town reserves the right to reject any or all unqualified Proposals.
- d. The Town reserves the right to cancel this solicitation at any time. The lowest, or

highest ranking, or any bid may not necessarily be accepted.

- e. The Successful Proponent, herein named the Consultant, shall guarantee that his Proposal will meet the needs of the Town and that any or all item(s) supplied and/or service(s) rendered shall be correct. If the item(s) supplied by the Consultant and/or the service(s) rendered by it are in any way incorrect or unsuitable, all correction costs shall be borne solely by the Consultant.
- f. Cancellation Clause - The Town reserves the right to cancel the Contract Agreement for goods and/or services as outlined in this RFP, at any time, by providing 30 days' written notice to the Vendor.
- g. Protection of Town Against Patent Claim - The Successful Proponent shall hold and save the Town, its officers, agents, servants, and employees, harmless from liability of any nature or kind, including costs and expenses for or on account of any copyrighted or un-copyrighted composition, secret or other process, patented or unpatented invention, articles or appliance manufactured or used in the performance of this contract, and/or used or to be used by the Town before or after completion of the work unless otherwise stipulated in this contract, and if the Successful Proponent shall fail to save harmless the Town, its officers, agents, servants, or employees in manner aforesaid, any money collected from the Town, its officers, agents, servants, or employees by reason of such failure shall be charged to the Successful Proponent .

11. ADDITIONAL NOTES

11.1 ATIPPA (Access to Information and Protection of Privacy Act, 2015)

The financial value of any contract resulting from this procurement process will be publicly released as part of the award notification process.

This procurement process is subject to the Access to Information and Protection of Privacy Act, 2015 (ATIPPA). Proponents are advised that:

- Information submitted to the Town may be subject to disclosure under ATIPPA
- Proponents should clearly identify any specific information in their submission that they believe may qualify for an exemption from disclosure under subsection 39(1) of ATIPPA
- If no specific information is identified, it will be assumed that the Proponent does not consider any portion of their submission to be exempt

The Town will use its discretion in determining whether information qualifies for exemption and will comply with all applicable legislation.

11.2 Confidentiality

The Town will make reasonable efforts to maintain the confidentiality of submitted Proposals. However, Proponents acknowledge that information may be disclosed in accordance with ATIPPA requirements.

11.3 Provincial Supplier Allowance

In the evaluation of submissions, the Town must apply a ten per cent (10%) reduction to the bid price of a provincial supplier prior to the evaluation based on the thresholds for the Canadian Free Trade Agreement (CFTA). The 10% reduction only needs to be applied when the evaluation includes suppliers that are not provincial suppliers.

The submission with the lowest price, following the application of the provincial supplier reduction allowance if required, and that meets all the requirements will ultimately be determined to be the preferred supplier and be awarded a contract if an award is made.

APPENDIX A – SITE INFORMATION

Length: 13.5 meters

*from the corner down the wharf towards the water

Height: 2 meters



