



## NEWS & EVENTS

### January 25th, 2019

DATE	2019 EVENTS	LOCATION
February 21, 2019	Membership Dinner and AGM	Four Points Sheraton, Mapleton Rd, Moncton, NB
April 11, 2019	Membership Dinner	Four Points Sheraton, Mapleton Rd, Moncton, NB
April 26, 2019	Spring Thaw	Delta Beausejour, 750 Main St, Moncton, NB
June 7, 2019	Northern Golf Tournament	Gowan Brae Golf and Country Club Bathurst, NB
September 12, 2019	Moncton Golf Tournament	Lakeside Golf and Country Club Moncton, NB
October 17, 2019	Membership Dinner	Four Points Sheraton, Mapleton Rd, Moncton, NB
December 19, 2019	Membership Dinner	Four Points Sheraton, Mapleton Rd, Moncton, NB

KNOWLEDGE IS POWER  
UPGRADE YOUR SKILLS

**CANB** Moncton  
Northeast



# 2018 - 2019 COURSES

Construction 101  
October 25 & 26, 2018

Profitable  
Contracting  
October 30, 2018

Finance and  
Accounting  
October 31 &  
November 1, 2018

Essential Skills for  
Key Site Supervisor  
November 28, 2018-  
March 27, 2019

Plans and  
Specifications  
Readings  
Jan 14-18, 2019

The Power of  
Trust: Building,  
Measuring and  
Protecting  
Customer Trust  
Jan 22 & 29, 2019

Construction Project  
Manager  
Jan 23-Mar 20, 2019

Construction  
Industry Ethics  
March 13, 2019

Construction 101  
April 3 & 4, 2019

Survey Skills for  
Construction  
Supervisor  
TBD 2019

Contact us for  
more details on  
Gold Seal Credits  
506.857.4038

Visit our Website  
for Registration  
Form  
[www.mneca.ca](http://www.mneca.ca)

*Course Registration Form*



Tel: (506) 857-4038  
Fax: (506) 857-8861  
info@mneca.ca

## MONCTON NORTHEAST CONSTRUCTION ASSOCIATION

297 Collishaw Street, Moncton, NB E1C 9R2

August 31, 2018

### OFFICE SPACE AVAILABLE

Moncton Northeast Construction Association, located at 297 Collishaw Street, Moncton, has one (1) office unit (#4) for rent available October 1<sup>st</sup>.

The unit measures 15 X 15. Rent is \$370.00 per month and includes heat and lights.

For more information please call 857-4038.



Canadian  
Construction  
Association

*Building Canada's Future...*



## **FIVE 7-minute modules for you to take at your own pace!**

CANB-Moncton Northeast is pleased to announce its partnership with Sayle Group to offer our members online training on "Cannabis & Workplace Safety" at discounted rate of **\$25 per course** for our members!

What you will learn:

- Cannabis use & workplace safety considerations
- Workplace responsibilities: rights, obligations and accommodation
- Identifying & addressing: physical safety & mental health hazards
- Cannabis & workplace safety best practices
- Reasonable suspicion & the workplace

The CANB-Moncton Northeast board has taken the training and fully endorses the training for employers and employees of our member companies.

**CANB** Moncton  
Northeast



# Prove the competence of your workforce.

Our renowned E-learning certification program is the trusted and most efficient way to train your entire workforce. The certification:

- Provides proof of competency
- Ensures due diligence
- Decreases liability
- Empowers workers
- Supports safety policies

An educated workforce is your greatest asset.

## COURSE OUTLINE

### Five 7-minute modules:

1. Cannabis Use & Workplace Safety Considerations
2. Workplace Responsibilities: Rights, Obligations & Accommodation
3. Identifying & Addressing: Physical Safety & Mental Health Hazards
4. Cannabis & Workplace Safety Best Practices
5. Reasonable Suspicion & the Workplace

- » *Printable FAQ*
- » *Quiz*
- » *Certificate (valid for 2 years)*

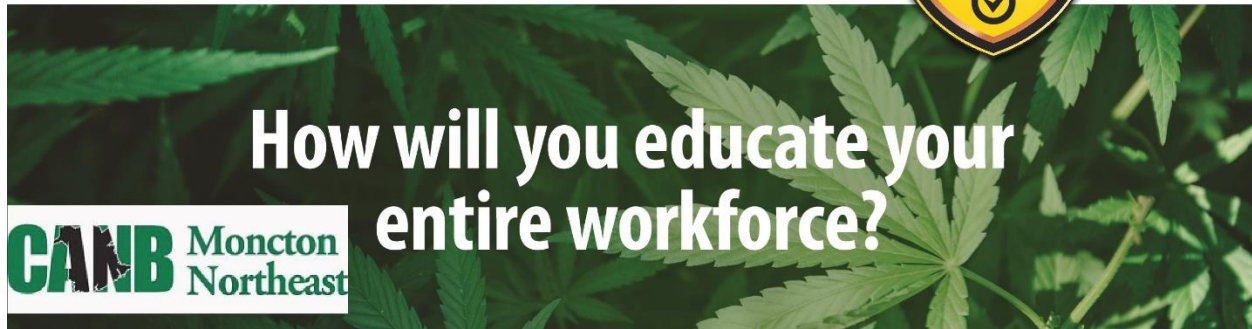
*Volume Discounts Available*



[safetycultureworks.com](http://safetycultureworks.com)

For more information, please contact  
[sales@saylegroup.com](mailto:sales@saylegroup.com) or (902) 478-2004

## Online Learning: Cannabis & Workplace Safety



That means safety-sensitive and decision-critical positions. Managers, Supervisors and Front-line staff. Revising your policy is just the first step.

Providing education on cannabis and workplace safety is the best way to ensure worker competence and employer due diligence. Endorsed and used by the Canadian Police Knowledge Network, this course is the credible and preferred resource.



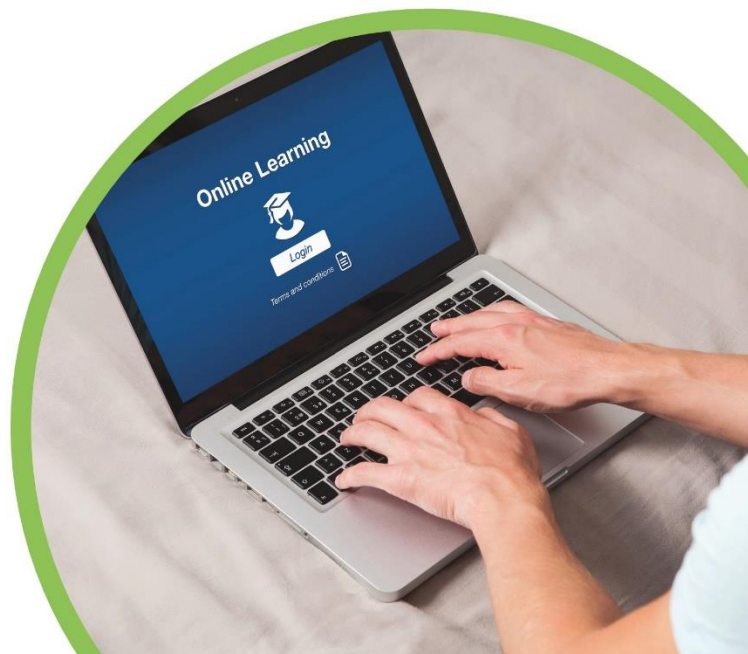
*Studies show there will be a substantial increase in cannabis users post-legalization - this will impact your workplace.*



*Workforce awareness on this issue is your greatest defence against incidents resulting from impairment.*



*Empower your workforce to protect your interests - don't put your organization at risk of criminal negligence.*





**SAVE THE DATE!**  
**INSCRIVEZ LA DATE A VOTRE CALENDRIER!**



**PROVINCIAL COMPETITIONS**  
**LES COMPETITIONS PROVINCIALES**

**APRIL 12 2019 12 AVRIL**



**NEW BOOTS**

Progressing women in trades



**NOUVELLES BOTTES**

Le progrès des femmes dans les métiers

**ANNUAL NEW BOOTS SUMMIT**

***SAVE - the - DATE***

Join us on **April 11th, 2019**, for the annual New Boots Summit.

Exploring recruitment and retention in skilled trades from an employers and tradeswomen perspective.

(Special networking event in partnership with Skills Canada NB:

Featuring a guest speaker and a VIP walkthrough of the competition grounds at NBCC Saint John)

**NEW BOOTS**  
Progressing women in trades



**NOUVELLES BOTTES**  
Le progrès des femmes dans les métiers

**Formal Invitation to Follow**

**LE SOMMET ANNUEL DE NOUVELLES BOTTES**

*Please share this event with your friends & colleagues!*





## **EXCLUSIVE PROGRAM FOR TRADESMEN**

*We created the Tradesmen Support Program—the first of its kind—to support the people who work on the toughest jobsites, and require the toughest tools to complete their work. Through discounts on high-quality tires and worksite support, we'll make sure you can meet the demands of any job head on, without fear of downtime halting your progress.*



### **\$100 DISCOUNT ON A SET OF 4 KO2 TIRES**

There are two ways to receive your discount: Purchase through [BFGoodrichtires.com](http://BFGoodrichtires.com) for an instant rebate\* - OR - Purchase in-store for a mail-in rebate.

### **30-DAY SATISFACTION GUARANTEE**

If you're not happy within 30 days of purchase, bring the tires back for a full refund.

### **WORKSITE ASSISTANCE PROGRAM**

The worksite assistance program is a two-year program. Includes towing within 150 miles.

\*Website rebate sent as a prepaid Visa gift card through the mail.

**SIGN UP FOR THE TRADESMEN SUPPORT PROGRAM AT  
[BFGOODRICH TIRES.COM/TRADESMEN](http://BFGOODRICH TIRES.COM/TRADESMEN)**





## Feds announce apprenticeship grant program for women

*December 21, 2018*

The federal government has launched a grant program for women in the trades.

Registered apprentices in eligible Red Seal trades who have successfully completed their first or second year/level can receive \$3,000 per year or level, up to a maximum amount of \$6,000.

Only women who have progressed in their training on or after April 1, 2018 are eligible. For those who progressed in 2018, the deadline is June 30, 2019. The deadline is 12 months after the date of progression for women who progressed after January 1, 2019.

Applications are available online at [www.canada.ca/apprenticeship-grants](http://www.canada.ca/apprenticeship-grants). Those interested can also call 866.742.3644 to request an application form. [www.canada.ca](http://www.canada.ca)

# NEW BOOTS

Progressing women in trades



# NOUVELLES BOTTES

Le progrès des femmes dans les métiers

## SAVE the DATE

for an exciting event coordinated by New Boots:  
Progressing Women in Trades

## TRY A TRADE

March 8<sup>th</sup>, 2019  
CCNB Dieppe  
10:00am – 2:00pm



This event is open to the community to promote skilled trades to younger generations.

\*Includes an optional sit down luncheon with guest speakers promoting non-traditional skilled trades to girls and women from 11:30am – 1:00pm

If you would like to have an **interactive booth** at this event, please contact New Boots Officer Ashley Ritchie by email at [ashley@nb-map.ca](mailto:ashley@nb-map.ca), as booths are limited.

To learn more: contact 506-658-8282 or email [info@nb-map.ca](mailto:info@nb-map.ca)



  @NBNewBoots #NBNewBoots [www.nb-map.ca](http://www.nb-map.ca)

NEW BOOTS  NOUVELLES BOTTES  
Progressing women in trades Le progrès des femmes dans les métiers

***Please share this event with your friends & colleagues!***

***S'il vous plaît partager ce événement avec vos amis et collègues!***



The following is a list of courses that are being offered by the NBCSA. If you would like to register for any of these courses please contact **Krista Jardine** at 506-627-1477, by e-mail at [registration@nbcsa.ca](mailto:registration@nbcsa.ca) or fax at 506-624-9581. **NOTE:** All of our courses are available in any area, providing there are sufficient numbers of interested participants or if the company (companies) wish to cover a **minimum class recovery fee** to put on the course.

**New to NBCSA – Manlift Awareness On-Line!**

**Our New Schedule for January-June 2019 is located on our website @ [www.nbcsa.ca](http://www.nbcsa.ca)!**

**We have Safety Orientation, WHMIS, Confined Space Awareness Refresher and Fall Protection Refresher On-Line\***

**\*Please note:** Students taking the On-Line Fall Protection Refresher are only permitted to refresh on-line once every six years. This means that if a person has taken a classroom course, when their certificate is up for expiry they can take the Refresher On-Line, however when that certificate expires they must take the classroom course.

**Due to the high demand, additional courses may have been added to our schedule with more being added every week. Please check this bulletin for added dates. Dates in bold have been added to the regular schedule.**

<b>MONCTON AREA</b>		
January 28/29, 2019	Miramichi	Confined Space Awareness
January 28/29, 2019	Tracadie	Confined Space Awareness (French)
February 1, 2019	Moncton	Fall Protection I
February 4/5, 2019	Miramichi	Principles of Loss Control
February 4/5, 2019	Tracadie	Principles of Loss Control (French)
February 4/5, 2019	Moncton	Confined Space Awareness
February 6/7, 2019	Moncton	Leadership for Safety Excellence
February 7, 2019	Tracadie	Fall Protection I (French)
February 8, 2019	Miramichi	WHMIS 2015 GHS (8:30 a.m.-12:00 Noon)
February 8, 2019	Miramichi	Safety Orientation (1:00 p.m.-4:30 p.m.)
<b>February 8, 2019</b>	<b>Moncton</b>	<b>Fall Protection I</b>
February 11/12, 2019	Tracadie	Confined Space Awareness (French)
February 11, 2010	Miramichi	Harassment
February 13, 2019	Moncton	Incident Investigation
February 14, 2019	Miramichi	Principles of Loss Control Audit
February 14, 2019	Tracadie	Principles of Loss Control Audit (French)
February 19/20, 2019	Moncton	Principles of Loss Control
February 20, 2019	Miramichi	Hazard ID and Control
February 21, 2019	Moncton	Trenching Awareness
February 22, 2019	Moncton	WHMIS 2015 GHS (8:30 a.m.-12:00 Noon)
February 22, 2019	Moncton	Safety Orientation (1:00 p.m.-4:30 p.m.)
February 22, 2019	Miramichi	Fall Protection I
February 25, 2019	Moncton	Manlift Awareness
February 25, 2019	Moncton	Traffic Control Person
February 25/26, 2019	Miramichi	Confined Space Awareness
February 26, 2019	Moncton	DTI Workplace Area Traffic Control Manuel
February 27, 2019	Tracadie	WHMIS 2015 GHS (8:30 a.m.-12:00 Noon) French
February 27, 2019	Tracadie	Safety Orientation (1:00 p.m.-4:30 p.m.) French
February 27/28, 2019	Miramichi	Leadership for Safety Excellence
February 28, 2019	Moncton	Principles of Loss Control
March 1, 2019	Moncton	Fall Protection I
March 4/5, 2019	Moncton	Confined Space Awareness
March 6/7, 2019	Tracadie	Leadership for Safety Excellence (French)
March 13, 2019	Moncton	Hazard Identification and Control
March 14, 2019	Tracadie	Fall Protection I (French)
March 18/19, 2019	Tracadie	Confined Space Awareness (French)
March 20, 2019	Miramichi	Accident Investigation

March 22, 2019	Miramichi	Fall Protection I
March 25/26, 2019	Miramichi	Confined Space Awareness
March 27, 2019	Tracadie	WHMIS 2015 GHS (8:30 a.m.-12:00 Noon) French
March 27, 2019	Tracadie	Safety Orientation (1:00 p.m.-4:30 p.m.) French
March 28, 2019	Miramichi	Trenching Awareness
March 29, 2019	Moncton	Fall Protection I

REVISED December 6, 2018

***THE BID DEPOSITORY OF NEW BRUNSWICK  
REGULATIONS AND RULES OF PROCEDURE  
CONSTRUCTION ASSOCIATION OF NEW BRUNSWICK INC.  
{Important - Refer to Users Guide CANB Membership Directory}***

## GENERAL CONDITIONS

### 1. DEFINITION AND PURPOSES

- a) The Bid Depository of New Brunswick, referred to as "Bid Depository", has been established as a system designed to improve tendering practices in the Construction industry. It provides for the reception of sealed tenders from Trade Contractors, whereby the sanctity of bidding is protected, and those receiving their tenders obtain firm quotations in writing and in adequate time to compile their bids, completely and accurately. These procedures are in the best interests of Owners, Architects, Engineers and Contractors.
- b) The use of the Bid Depository System for any project does not create any right of action against the Construction Association of New Brunswick Inc., the Joint Advisory Board, or any Officers, Directors or Members thereof.
- c) The use of this Bid Depository System in accordance with the Rules and Regulations herein set forth, and any supplementary instructions that may be issued, is intended to create a code of tendering practice, which each user voluntarily assumes for his own benefit, and at his own risk and own liability.

### 2. MANAGEMENT

- a) The New Brunswick Bid Depository System is operated by CANB via three satellite offices, located at the Fredericton Northwest Construction Association, Moncton North-east Construction Association, and Saint John Construction Information Centre. Under the guidance of a B-D Chair Person appointed by, and who is a member of CANB Board of Directors. This B-D Chair Person shall oversee an operating Committee consisting of the B-D Chairperson plus the three satellite committee chairpersons. -

### 3. SCOPE

The Bid Depository will receive and transmit tenders for all construction trades as called for in the specifications of the project being called; or in the official news media Tender Advertisement, when the specifications do not list the trades being called through the Bid Depository.

### 4. ELIGIBILITY

Any Owner, Person or Company may use the facilities of the Bid Depository of New Brunswick, **providing he/she/it adheres to all the Regulations and Rules of Procedure** established by the Bid Depository.

### 5. PRINTED REGULATIONS AND RULES AND "THOSE GIVEN ON TENDER FORMS"

These Regulations and Rules in printed form, covering all phases of the operation of the Bid Depository, shall be available for the information of all interested parties. They should be read in conjunction with requirements included on the official Bid Depository Tender Form

### 6. ENVELOPES, TENDER FORMS AND FEES

In all cases when the Bid Depository is used, the following procedures shall apply:

All tenders called through the Bid Depository shall be on the official Tender Form and placed in official envelopes purchased from the Bid Depository.

- a) The Bid Depository Tender Form consists of three copies.
  - (1) The Pink copy is for the Prime Contractor and must be placed in the pink envelope and sealed. The pink envelope will be made available to the Prime Bidders by the Bid Depository.
  - (2) The Green copies of the bids to the Prime Bidders are to be placed in a single green envelope or individual green envelopes and sealed. The green envelopes are to be left on deposit with the Bid Depository.
  - (3) The Buff copy is for the Bidder's own file

- b) All the above envelopes shall be placed in the official Bid Depository large white envelope, sealed and delivered to the Depository. All blank spaces appearing on the envelopes must be completed. (See Regulation 12)
- c) Charges for Envelopes and Tender Forms: on application.

### 7. CLOSING TIME

The closing time for the Bid Depository shall be at 14:00 hours, two working days before the closing of the Main Tender, unless otherwise specifically directed by the Owner, or his Tender Calling Agent. On, or before, the hour and day specified, Trade Contractors shall deliver their sealed tenders to the Bid Depository in the official large white envelopes. The envelope will be time-stamped immediately on receipt by the Bid Depository, and a receipt issued, showing the name of the project and the time received. The sealed tenders shall then be deposited in a locked tender box, and under no circumstances can the tender be removed prior to the official Bid Depository closing time. Tenders received late shall be time-stamped and retained, but will not be transmitted. The Bid Depository Time Stamp shall be the official timing device governing a closing.

### 8. PROCEDURE FOR SUB BIDDERS: "READ INSTRUCTIONS IN TENDER FORM "WITHDRAWALS ARE PERMITTED" - (8f)(a)(1)

{See Guidelines for completion of Tender Submission}

Bidders shall indicate on their bid forms and envelopes all Section numbers being bid. These must agree with the listing specified for each Division. The primary tender price must be entered in the space provided in written and numerical format and include all sections as specified. Written value shall govern. Alternate and Separate prices may be in numerical format only.

Bidders may exercise the option of not listing the specific Division and Section numbers by instead the Trade being bid, as named by the Tender Calling Authority, and declaring "As defined by the Tender Call Authority" on the envelopes and forms, however, in doing so the Bidder assumes full liability for including the full scope of work as defined in the tender/specification documents.

Bidders acknowledge that, should they use the above method, all Section numbers as listed in the specifications are included in their tendered price.

- (2) Separate prices must be provided for each complete division and/or trade section as officially requested in the tendering documents.
- (3) The lump sum of combined prices may be quoted which need not be the aggregate of the separate prices for the two or more complete trade sections quoted, but **only** if separate trade section prices have been quoted as specified. The amount of each of these separate prices shall determine if a Bid Bond is required as provided for in Regulation 12 (Tender Security). When a combined price is quoted the requirement of tender security shall be determined on the basis of the combined price.
- b) Where alternatives are specifically called for in the tender document, the resultant price differential shall be clearly shown as deduction from, or addition to, the separate prices quoted in 8(a) above, in the space provided for on the official tender form or an attached page should space not permit.
- c) Trade Contractors are responsible for submitting their Bids all in accordance with the tender documents.
- d) Written advice (including facsimile or delivered telegrams) concerning amendments to a Trade Contractor's tenders may be submitted to the Bid Depository, provided that each amendment, and the official large white envelope, are received

prior to the Bid Depository closing time. An original copy of each amendment shall be addressed separately to each Prime Contractor concerned, in care of the Bid Depository. Amendments received late shall be time-stamped and retained, but not transmitted. Multiple amendments shall be calculated in the sequence of receipt unless directed otherwise by the bidder.

- (e) Tenders shall not be altered, or amended in any way, after the Bid Depository closing time. The Bid Depository shall take no action in notifying the Prime Contractors of a withdrawal of a bid, except to make available to Prime Contractors, letters or telegrams/fax of withdrawal addressed to each of them, that may be deposited with the Bid Depository before the Bid Depository closing time.
- (f) Tenders may be withdrawn up to twenty-four (24) hours prior to the Main Tender closing time. This must be confirmed by the Trade Contractor in writing or delivered Telegram/Fax, to **ALL Prime Contractors** originally bid, up to twenty-four (24) hours prior to the Main Tender closing time. **The Responsibility of proof of time of effective withdrawal rests with the bidder.** It is the Sub-Bidders responsibility to notify by Company Identifiable Telegram/Fax, or otherwise in writing, to **ALL Prime Contractors** of their decision to withdraw. A copy of the written notice of withdrawal must be filed with the Bid Depository. In an instance when a trade contractor bids separate prices on a category or categories of work specified, and he quotes a combined price for all the work bid, the validity of the combined price is dependent upon all separate prices remaining in bid. If the trade contractor bidding exercises his right of withdrawal of any one or more of the separate prices bid, his combined price is automatically negated. The trade contractor is precluded from withdrawing his combined price only.
- "IF YOU MISSED SOMEONE"**
- (g) When a Sub-Bidder has inadvertently missed bidding to a Prime Contractor:
- (1) They may, not later than four hours prior to the Main Tender closing time, send a Company Identifiable telegram/fax to the Bid Depository where tenders are being received, reading as follows: "We missed bidding to (Black Construction) on (ABC Project). Please consider our bid addressed to (White Construction) as if it were also submitted to (Black Construction).  
(Signed) "Sub-Bidder"  
and
- (2) They shall, after sending the telegram/fax to the Bid Depository, advise (Black Construction).

#### **9. PROCEDURE FOR PRIME CONTRACTORS: "DID YOU ADVISE THE DEPOSITORY?"**

The procedure to be followed by the Prime Bidders receiving bids from the Bid Depository is as follows:

- (a) The Prime Bidders should advise the Bid Depository of their intention to bid a particular project when accessing Tender Documents. They should also advise Trade Contractors of their intention to bid.
- (b) The onus lies with the Prime Bidders to pick up their envelopes.
- (c) (1) A Prime Contractor need not accept an unsolicited sub-trade tender and in such a case shall return it unopened to the Bid Depository.
- (2) Where a Prime Bidder lists their own forces for the work to be performed, it is **mandatory that they must do that work with their own employees**, or in the event they are unable to do so, they must use one of the bidders who tendered through the Bid Depository, at the **sub-bidder's tender price**, and must not call bids from other sources.
- (3) The "OWN FORCES" rule means that a Prime Bidder to bidding a sub-trade through the Bid Depository must be equipped to carry out, and in fact normally carries out, the

trade work concerned in their own direct employment; prior to the time of their bid through the Bid Depository. Verification may be requested by the Bid Depository Committee.

It is the responsibility of a Prime Contractor to provide compliance to Rule 9(3) either by affidavit or a copy of a license, in the case of a licensed trade. This must be done prior to, or with the tender submission.

- (d) After the closing time of the Bid Depository, the Prime Contractor shall pick up their bids from the Bid Depository and pay the stipulated fee. Any Prime Bidder who decides not to bid, shall advise the Bid Depository of his intention of withdrawing at least twenty-four (24) hours prior to closing of the Bid Depository. Failure to do so will make the Prime Contractor liable for the payment of the fee, whether or not he picks up their bid envelopes.

#### **"NO TENDER RECEIVED?"**

- (e) When a Prime Bidder has not received any tenders in a certain trade, he must contact the Bid Depository and obtain the names of bidders in that trade and solicit tenders from them as outlined in Regulation 8(g).
- (f) In the event that no valid tenders are received by a Prime Bidder through the Bid Depository for any one trade, or trades, then the Prime Bidder becomes a free agent, to obtain tenders for that particular trade, or trades only, and subject to meeting all requirements of Regulations 12 and 13.
- (g) Rules 9(e), (f) are not applicable to a Prime Bidder who is under a Joint Advisory Board imposed suspension.

#### **"ONE BID RECEIVED BY A PRIME CONTRACTOR"**

- (h) When only one bid is received by a Prime Contractor then it must be used by that Prime Bidder, subject to Regulations 8(g) and 9(c).

#### **"ONE BID RECEIVED BY THE BID DEPOSITORY"**

- (i) When only one bid is received by the Bid Depository, then the Owner or Tender Calling Agent is to be contacted prior to the opening of the one bid. The Owner, or Tender Calling Agent should issue one of the following instructions to the Bid Depository:

- (1) Accept the bid and make it available to the Prime Bidders, or
- (2) Reject the bid and return it unopened to the Sub-Contractor and Rule 9(f) would apply.

In the event the Owner or the Tender Calling Agent cannot be contacted within a 24-hour period, then the bid shall be returned unopened to the Sub-Contractor and Rule 9(f) would apply.

- (3) When only two sub-bids are received, one of these bids being disqualified and rejected, does not create a "one bid" condition. **Nor does an "Own Forces" bid plus one sub-trade create a one bid condition.**

#### **10. DISPOSITION OF ENVELOPES AND PRICE INFORMATION**

- (a) Not later than two hours after the closing of the Bid Depository, the Tender Box shall be opened by an official of the Depository and the white envelopes shall be opened. All pink envelopes shall be placed in a separate envelope for each Prime Bidder; the green envelope shall be opened by the Depository.
- (b) A list of bidders and prices will be compiled and posted as soon after the tender closing as possible, for the benefit of the Tendering Trade Contractors, Prime Contractors and Tender Calling Agent if requested.
- (c) In the event a Trade Section has an valid "Own Forces" bid, the names of the bidders only shall be posted. Prices will not be posted until, at or after, the closing time of the Prime Tender. Tally sheets shall be completed and pink envelopes made available to the Prime Bidders as usual.



## 11. IRREGULARITIES AND COMPLAINTS

- (a) Failure by a Prime Contractor or a Trade Contractor to comply with the Regulations and Rules of Procedure of the Bid Depository may result in reprimand or suspension from use of the Bid Depository, or could result in a Prime Contractor's or Sub-Contractor's bid being declared invalid.
- (b) Any user of the Bid Depository who wishes to lodge a complaint, must do so in writing, to the B-D Chairperson of the CANB Bid Depository c/o Construction Association of New Brunswick Inc., 59 Avonlea Court, Fredericton, NB E3C 1N8 Immediately upon receipt of a complaint. The CANB Chairman shall advise the Tender Calling Authority of the receipt of a complaint, and shall investigate the alleged complaint.
- (c) In situations involving a disputed tender rejection, or a rule violation, the complaint may be referred for review by the CANB B-D Chairperson. Should the CANB B-D Chairperson at his or her sole discretion, determine the complaint involves a rule infraction, the B-D Chairperson may send the complaint for further review by a committee of the two non-involved satellite Chairpersons plus a CANB Board member, at which the B-D Chairperson shall serve as non-voting advisor. Any decision of this Committee shall be final but there shall be no obligation on the committee to conduct any hearing in order to render its decision, or for the TCA to abide by the decision rendered by this Committee after the Prime Tender Closing.
- (d) If, after investigation of a complaint by the above CANB B-D Committee, a failure to comply with the Bid Depository Regulations and Rules of Procedure is established, CANB shall advise the Tender Calling Authority of the rule infraction, and may recommend to the Directors of the Construction Association of New Brunswick Inc., that the party in breach be reprimanded or suspended for a certain period from the use of the Bid Depository. **Such a breach could disqualify the Sub-Contractor's Tender or the Tender Calling Authority could disqualify the Prime Contractor's Tender.**
- (e) The party or parties in breach of the Regulations shall be notified by CANB of its recommendations, and that they have the right to appear before the Directors of the Construction Association of New Brunswick Inc., to make representations regarding the matter at such time as directed by the Directors, but, in any event, prior to the imposition of any disciplinary action. Failure of the party in breach to attend at the time and place established by the Directors shall constitute a waiver by that party of its right to appear and make representations.
- (f) The decision of a CANB Board of Directors hearing shall be final.

## 12. BONDING - THIS SECTION APPLIES ONLY WHERE THE PRIME CONTRACTOR IS REQUIRED TO PROVIDE BONDING. "DID YOU READ INSTRUCTIONS TO BIDDERS?"

The Bid Depository recommends the procedure and use of Bid Bonds as defined in the publication, "A Guide to Construction Surety Bonds" (latest edition), as published by the Canadian Construction Documents Committee and which has been endorsed by R.A.I.C., A.C.E.C., C.C.A., and C.S.C.

The following clauses in respect to tender security will apply, unless otherwise stipulated by the Owner or Tender Calling Authority.

The purchase and payment for all bonding requirements shall be the responsibility of the Trade Contractor.

- (a) The Trade Contractor shall **separately enclose** in the large white envelope containing his bid either:
  - (1) A letter stating his tender is \$25,000.00 or less, or in the case of a Mechanical, Electrical or Structural Steel tender, it is \$50,000.00 or less.

OR

- (2) A Bid Bond and a Letter of Consent to Bond, if his tender exceeds \$25,000.00, or in the case of a Mechanical, Electrical or Structural Steel tender, exceeds \$50,000.00.

The limit for bonding in respect of Mechanical Trades will apply to any Section of Division 15, or comparable section in any specification, as may be indicated by the Tender Calling Authority, i.e. Plumbing, Heating, Ventilation and Air Conditioning, Sprinklers, Refrigeration, Controls, etc.

- (b) If the tender exceeds \$25,000.00 or \$50,000.00, as the case may be, a Bid Bond and a Letter of Consent of Agreement to Bond **is required**, and the Bid Bond shall cover 10% of the tender price submitted by the Trade Contractor.
- (c) The Bid Bond and the Letter of Consent of Agreement to Bond shall be in the standard Bid Bond form of a Surety (or as otherwise required by the tender documents) approved by the Bid Depository of New Brunswick, and shall provide that the Surety will issue a good and sufficient Performance Bond and Labour and Materials Bond, each for not less than 50% of the accepted tender price.
- (d) The Bid Bond shall cover as obligee: **The Successful Prime Contractor.**
- (e) A Bid Bond or Letter is not necessary in a case where a Prime Contractor is submitting a trade tender to himself. (*Own Forces*)
- (f) In the event that no Bid Bond, Letter of Consent of Agreement to Bond, or other specified surety or letter is deposited, the tender of that Trade Contractor shall not be released or posted, but shall be retained by the Bid Depository for return to the Sub-Contractor.
- (g) Letters of intent or certified cheques in lieu of Bid Bonds will not be accepted unless otherwise specified in the Tender Documents.
- (h) Disposal of Bid Bonds will take place in the following manner: All Bid Bonds directed to the successful Prime Contractor shall be forwarded to him following official award.

## 13. CONTRACT CONDITIONS AND PAYMENT

It is a condition of all bids submitted through the Bid Depository that a subsequent contract will be made on the basis of the CCA standard sub-contract form (latest version). A trade contractor's refusal to sign any other contract form offered to him would not be deemed to be a withdrawal of the tender and would not be subject to a withdrawal penalty for this reason.

## 14. SUPPLEMENTARY INSTRUCTIONS

Instructions may be issued from time to time from the Bid Depository which will be available to all interested parties, and such instructions will form part of the Regulations and Rules of Procedure.

## 15. INSTRUCTIONS FOR BID DEPOSITORY COMMITTEE AT TENDER OPENING

At tender openings, the Bid Depository Committee is to reject bids for any one of the following reasons:

- (a) Late receipt of tender documents (Reference Regulation 7);
- (b) Where Bid Bond is incorrect or no Bid Bond or letter has been submitted (Reference Regulation 12).
- (c) A Tender has been qualified or is other than the Tender package called by the Tender Calling Authority (e.g. Section numbers do not correspond)
- (d) When instructed by Tender Calling Authority (Reference Regulation 9(h))
- (e) A Tender that does not comply with the Bid Depository Rules.



Construction Association of New Brunswick  
Phone (506) 459-5770 Fax (506) 457-1913 Email: CANB4@nbnet.nb.ca  
59 Avonlea Court, Fredericton, NB E3C 1N8

## 2019 Membership Directory Advertising

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**2019 Advertising Rates**  
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Back Outside Cover - \$1200  
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Full Page 5.5" wide x 8.5" high with bleed - \$1000  
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Ads must be high resolution - minimum 300 dpi

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