



**CORPORATION OF THE TOWN OF COBOURG
TENDER BID/RFP OPENING FORM FOR BUDGETED ITEMS**

TENDER BID/RFP NAME: **URBAN FORESTRY MASTER PLAN**

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TENDER BID #	ISSUE DATE	CLOSING		OPENING			TENDER BID REQUESTED BY		
		DATE	TIME	DATE	TIME	LOCATION	NAME	POSITION	DEPT
CO-16-16	November 8, 2016	November 29, 2016	2:00pm	November 29, 2016	2:00pm	Committee Room, Victoria Hall	TERESA BEHAN	MANAGER	PARKS

TENDER BID REQUIREMENTS	
ADDITIONAL REQUIREMENTS	

#	COMPANY NAME/ADDRESS	RECEIPT		OPENING		AMOUNT		STAFF INITIALS	AMENDED AMOUNT*		STAFF INITIALS	DATE
		DATE	TIME	DATE	TIME	\$ VALUE	+HST		\$ VALUE	+HST		
1	Urban Forest Innovations, Mississauga	Nov 29/2016	1:59	Nov 29/16	2:07	RFP 35K set by Town		TB.B				
2	Kilgour & Associates Ltd, Ottawa	Nov 29/2016	8:30 am	Nov 29/16	2:09	RFP 35K set by Town		TB.B				
3												
4												
5												

TENDER BID OPENED BY	<i>Teresa Behan</i>	*Attach additional information providing explanation if recorded Tender amount at opening requires Amendment.
TENDER BID RECORDED BY	<i>Quana Brace</i>	

ITEM	REQUIRED		COMPANY #				
	YES	NO	1	2	3	4	5
BID BOND OR CERTIFIED CHEQUE \$ () OR () %							
AGREEMENT TO BOND () %							
ACKNOWLEDGEMENT OF ADDENDUM # ()							
INSURANCE							
OTHER - DEPOSIT REQUIRED \$ ()							
NO BID SUBMITTED							
OTHER							

COUNCIL REPRESENTATIVE	<i>Councillor B. Darling</i>
OTHERS PRESENT AT OPENING	<i>Director Dean Hustwick, Arborist Rory Guigley</i>
TENDER REVIEWED BY	WITHIN BUDGET AMOUNT YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>