

Public Schools Branch

Stratford Office • PO Box 8600 • Charlottetown PE C1A 8V7 • 902-368-6990 (T) • 902-368-6960 (F)
Summerside Office • 250 Water Street, Suite 201 • Summerside PE C1N 1B6 • 902-888-8400 (T) • 902-888-8449 (F)

PUBLIC SCHOOLS BRANCH

PAINTING TENDERS

Sealed tenders are now being accepted for painting in various schools throughout the Public Schools Branch.

Tender packages may be obtained at the Public Schools Branch offices located at 2-234 Shakespeare Drive, Stratford or 250 Water Street, Suite 201, Summerside.

The tender package can also be accessed from the Government of PEI Procurement website:

<http://www.gov.pe.ca/tenders>

Lowest or any bid not necessarily accepted. Please forward tenders to the Stratford or Summerside offices.

Closing date for bids is Friday, June 9, 2017 at 12:00 noon

PUBLIC SCHOOLS BRANCH
PAINTING TENDERS
SUMMER 2017

Contractor: _____

Company Name: _____

Address: _____

Postal Code: _____

Phone Number: _____

Cell Number: _____

Fax Number: _____

E-mail address _____

Brand of Paint: _____

Grade of Paint: _____

Supplier of Paint: _____

Signature: _____ **Date:** _____

PUBLIC SCHOOLS BRANCH

PAINTING TENDERS - SUMMER 2017

The following schools require painting in certain areas as indicated in attached document. You may tender on as many schools as you wish. **Tender price to include all taxes, labour, materials and equipment costs.**

SCHOOL	TENDER PRICE	HST	TOTAL TENDER PRICE
Bluefield High School			
Central Queens Elem. School			
Colonel Gray High School			
Eliot River Elem. School			
Georgetown Elem. School			
Hernewood Int. School			
Montague Cons. School			
Montague Int. School			
Montague Reg. High School			
Mt. Stewart Cons. School			
Queen Charlotte Int. School			
Sherwood Elem. School			
Stonepark Int. School			
Westisle Composite High School			
Westwood Primary School			

Company Name: _____

Contractor signature: _____

PUBLIC SCHOOLS BRANCH
PAINTING REQUIREMENTS
SUMMER 2017

School	Area to be painted	
Bluefield High	- Bathroom 120 - paint all stalls	
	- Bathroom 116 - paint all stalls	
	- Bathroom 124B - paint ceiling and stalls	
	- Bathroom 122E - paint ceiling and stalls	
	- Bathroom 214 - paint ceiling and stalls	
	- Bathroom 210 - paint ceiling and stalls	
	- Bathroom 226 - paint stalls	
	- Bathroom 230 - paint entrance ceiling and stalls	
	- Paint three (3) walls in Squash Court (not front wall)	
Central Queens Elem.	- Paint staff washrooms lower level by office	
	- Paint basement bathrooms - Boys and girls Rooms 103, Room 104	
	- Paint Rt 2 north end closest to highway - upper and lower boys and girls	
	bathrooms, including the ceiling	
	- Paint all stairwell & landing walls to double doors	
	- Paint central stairwell of school - all drywall areas up to chair rail	
Colonel Gray High	- Paint entire upper hallway Rt 2. NOTE: some patching & peeling paint to be repaired to specs	
	- Paint complete rooms as follows: Room No.'s 116, 117, 118, 120, 121, 122, 210, 213, 216, 208, 209. Room 214, paint back wall only.	
Eliot River Elem.	- Paint Classroom 4A (3 walls)	
	- Paint Classroom 4B (1 wall-window wall)	
	- Paint Classroom 4G (3 walls)	
	- Paint Janice Corney's class (2 walls)	
	- Paint Margo Campbell's class (2 walls)	
	- Paint Denis Dorion's class (3 walls)	
	- Paint Administration hallway	
	- Paint old computer lab (4 walls)	
	- Paint upstairs hall	
	- Paint Classroom 6A (3 walls)	
	- Paint Classroom 6B (3 walls)	
	- Paint Classroom 6D (3 walls)	
	- Paint Classroom 6E (2 walls)	
	- Paint Classroom 5B (2 walls)	
- Paint Classroom 5A (3 walls)		
- Paint hallway outside gym		
Georgetown Elem.	- Paint exterior siding of school	
Hernewood Int.	- Paint Room 302	
	- Paint Room 320	
	- Paint Lecture Theatre - bottom of front and side wall only; lecture theatre corridor	
	- Paint small alcove next to Book Room	

Montague Cons.	- Paint complete Gym entrance lobby to double doors and up to top of Music room stairs	
Montague Int.	- Paint all door frames (30) in lower floor	
	- Paint Entire Room #156	
	- Paint entire Room #154	
	- Paint entire Room #106	
	- Paint entire Room #101	
Montague Reg. High	- Paint stage floor - 2 coats (Public Schools Branch will specify paint to be used)	
	- Paint ten (10) radiators (school will specify ones to be painted)	
	- Paint second floor landing & balcony wall	
Mt. Stewart Cons.	- Paint panel walls in both wings	
	- Paint blue wall of boot room color beige	
	- Paint four (4) front windows (Public Schools Branch will supply paint for asbestos)	
	- Paint exterior main entrance vestibule ceiling	
Queen Charlotte Int.	- Paint staff staircase to basement in center of school	
	- Paint outside wall in Room #'s 216, 219, 217, 215, 214 (repair cracks, etc. before painting)	
	- Paint doors in Music Room, staff room and Art room	
	- Paint stairwell all walls by Library	
	- Paint stairwell by Gr. 7 wing	
	- Paint bathroom Room #105	
	- Paint all Grade 7 wing hallways, upper & lower walls & baseboard	
Sherwood Elem.	- Paint Room 228	
	- Paint Room 111	
	- Paint Room 115	
	- Paint Room 118	
	- Paint boys washroom second floor	
	- Second Floor - Paint all pink door frames, doors and wall board with hooks (paint dark green - same as other green in school).	
Stonepark Int.	- Paint Grade 9 downstairs Boys and Girls washrooms	
	- Paint Boys and girls washrooms in the "Gig Room"	
	- Paint washrooms in boys change room	
	- Paint Room 217 and Room 218 - Male & Female Phys. Ed. Instructor showers	
Westisle Composite High	- Paint Main foyer two (2) levels	
	- Paint Foods lab (Kitchen)	
	- Paint Girls Locker Rooms (3 rooms)	
	- Paint Boys Locker Rooms (3 rooms)	
	- Paint trim & rads only Resource Center (minor repairs & touch ups)	
Westwood Primary	- Paint hallway of Kindergarten wing (durable paint)	

PUBLIC SCHOOLS BRANCH
PAINING SPECIFICATIONS
SUMMER 2017

ANY ACRYLIC LATEX PAINT GOING OVER OIL BASE MUST HAVE OIL BASE PRIMER
APPLIED

- | | | |
|---------------------------------------|---|---|
| Interior walls, trim, doors, cabinets | - | Acrylic latex semi-gloss |
| Interior ceilings, gyprock, stucco | - | Acrylic latex semi-gloss |
| Interior ceiling "fixed" tiles | - | Latex flat paint |
| Exterior trim | - | Exterior oil base primer - exterior latex paint |
| New Interior Construction | - | Acrylic Latex semi-gloss |

PAINT - **Top line product**

Tender package must include the brand of paint being used and the line of paint being used and the name of the supplier.

Also:

- Contractor must supply the Public Schools Branch with the color numbers and brand of paint used in each building they bid on. **Please submit these numbers and brand when submitting invoice for payment. Payment will be withheld if this information is not provided.**
- Contractor must repair all holes, cracks, etc., and new wood must be primed before being painted and spot prime all repaired areas. **In areas where paint is chipping or tape or putty have been used, area is to be sanded, patched and primed before painting.**
- All work must be carried out in a professional manner. Any clean up associated with the painting will be the responsibility of the contractor.
- Contractor must abide by all laws, regulations and procedures under the Occupational Health & Safety Act to ensure a safe working place for the contractor and school staff.
- **Payment will be issued upon completion and inspection of each job. If deficiencies are present, monies will be withheld until they are corrected.**
- If two (2) coats has been specified, manufacturers drying time is required before second coat is applied.

Indemnification and Assumption of Liability

The Contractor shall indemnify and hold harmless the Public Schools Branch, its agents, representatives and employees from and against all claims, demands, losses, costs, damages, actions, suits or proceedings of every nature and kind whatsoever arising out of or resulting from the performance of work (herein called the "claims"), provided that any such claim is caused in whole or in part by any act, error or omission, including, but not limited to, those of negligence of the Contractor or anyone directly or indirectly employed by the Contractor or anyone for whom the Contractor may be liable.

Insurance Requirements

The Contractor shall, without limiting his obligations or liabilities herein, and at his own expense, provide and maintain the following insurances in forms and amounts acceptable to the Government.

(a) The Contractor shall have Commercial General Liability coverage in an amount not less than \$3,000,000.00 inclusive per occurrence against bodily injury and property damage. The Public Schools Branch is to be added as an additional insured under this policy. Such insurance shall include, but not be limited to:

- (a) Blanket Written Contractual Liability;
- (b) Personal Injury Liability;
- (c) Non-owned Automobile Liability;
- (d) Cross Liability;
- (e) Operation of Attached Machinery.

Commercial General Liability insurance shall be endorsed to provide the Public Schools Branch with thirty (30) days advance written notice of cancellation or material change and fifteen (15) days notice in the event of non-payment

(b) Automotive liability coverage (Standard Automobile Policy) on all vehicles, the subject of this Agreement, owned, leased, operated or licensed in the name of the Contractor, in an amount not less than \$2,000,000.00.

All the foregoing insurance shall be primary and not require the sharing of any loss by any insurer of the Public Schools Branch nor by any other form of recovery available such as the Provincial Self Insurance and Risk Management Fund.

Proof of Insurance

Proof of Liability insurance will be accepted on the Public Schools Branch Certificate of Insurance form only (with no amendments).

The policies required by this Agreement shall be in a form and with insurers satisfactory to the Public Schools Branch. Default of delivery or receipt by the Public Schools Branch shall not be construed as acknowledgment or concurrence that there has been compliance with the terms of this Agreement.

Public Schools Branch

Stratford Office • PO Box 8600 • Charlottetown PE C1A 8V7 • 902-368-6990 (T) • 902-368-6960 (F)
Summerside Office • 250 Water Street, Suite 201 • Summerside PE C1N 1B6 • 902-888-8400 (T) • 902-888-8449 (F)

June 2017

Note to all Bidders:

We have included in this package FOR INFORMATION ONLY the following documents. **You are not required to complete them at this time.**

1. CONTRACT AGREEMENT
2. SCHEDULE "A" - THE WORK
3. SCHEDULE "B" - LOCATION OF WORK TO BE PERFORMED
4. SCHEDULE "C" - CERTIFICATE OF INSURANCE FORM

After the tender closes, if you are the successful bidder, we will forward a completed copy of the above forms for you to sign and return to our office.

Should you have questions, please give us a call at 902-368-6962.

THIS AGREEMENT made this _____ day of _____ .

BETWEEN: PUBLIC SCHOOLS BRANCH (formerly known as the English Language School Board (Stratford and Summerside) of, Prince Edward Island

(hereinafter referred to as the "Branch")

OF THE FIRST PART

AND: of _____ in _____ County, Province of Prince Edward Island

(hereinafter referred to as the " Contractor ")

OF THE SECOND PART

WHEREAS the Branch wishes to engage the services of the Contractor to carry out the work described in Schedule A herein;

AND WHEREAS the Contractor has agreed to provide the Branch with these services on certain terms and conditions;

NOW THEREFORE the parties agree that the terms and conditions of their relationship are as follows:

Covenants of the Contractor and the Branch

1. The Contractor shall perform the services, assume all those responsibilities and diligently execute all those duties described in the attached Schedule "A" (The Work), in a manner satisfactory to the Branch.
2. Subject to the termination clause, the term of this agreement shall commence on the _____ day of _____ and end on the _____ day of _____ .

Per the tender completed by the Public Schools Branch, under the rules and regulations of the Prince Edward Island Public Purchasing Act, the agreed upon rates for services in Schedule "A" (The Work), subject to the Termination Clause, are listed on Schedule "B" (Location of Work to be Performed - Painting)

Payments, Records and Accounts

3. The Contractor shall follow the procedure described below to obtain payment for services rendered.

Payment will be issued upon completion and inspection of each job. If deficiencies are present, monies will be withheld until they are corrected.

Conditions and Records of Employment

4. a. The parties agree that the Contractor shall act as an independent contractor and that it is entitled to no other benefits or payments whatsoever than those specified in paragraph 3 hereof.

- b. The parties agree that entry into this agreement will not result in the appointment or employment of the Contractor as an officer, clerk or employee of the Branch, nor shall the *Civil Service Act*, R.S.P.E.I. 1988, Cap. C-8 apply.
- 5.
- a. The Contractor agrees to accept sole responsibility to submit any applications, reports, payments or contributions for Sales Taxes, Income Tax, Canada Pension Plan, Employment Insurance, Workers' Compensation assessments, Goods and Services Tax or any other similar matter which the Contractor as a self-employed person or organization may be required by law to make in connection with the work to be performed under this Agreement.
 - b. The Contractor agrees to accept sole responsibility to comply with all Federal, Provincial and Municipal legislation which may have application to the work being performed under this Agreement.
 - c. The Contractor, before undertaking any work under this Agreement, shall provide a certificate of good standing by the Workers Compensation Board.
 - d. The Contractor shall comply with all provincial and federal legislation affecting conditions of work and wage rates including the *Employment Standards Act* R.S.P.E.I. 1988, Cap W-3, the *Workers Compensation Act* R.S.P.E.I. 1994 Cap 67, or any other laws that impose obligations in the nature of employers' obligations.
 - e. The Contractor agrees to accept the full cost of doing those things required under sub-paragraphs 5 (a), 5 (b), 5 (c), and 5 (d) above, and will not charge or seek reimbursement from the Branch in any way.

Administration

- 6. The work is to be performed at locations set forth in Schedule "B".
- 7. The Branch shall provide such support, direction, decisions and information as it deems necessary or appropriate under this Agreement.

Termination of Agreement

- 8. Notwithstanding other provisions of this Agreement, the Branch may terminate this Agreement in its entirety, or any part thereof, at any time by a notice in writing, signed by or on behalf of the Branch and either delivered to the Contractor or mailed to the Contractor's address at the last known place of business. The Branch reserves the right to terminate this Agreement due to but not limited to the following: unsatisfactory service, use of unspecified equipment, cancellation of insurance, unlicensed operators or unregistered equipment. This agreement shall be determined to have ended upon the date of delivery, sending by electronic communications or mailing of such notice in which event the Contractor shall have no further claim against the Branch, except for the following: The Contractor will be paid pursuant to and in accordance with paragraph 2 for the work performed up to the date of termination by written notice. Such payment shall include all firm commitments made by the Contractor prior to the receipt of the notice and for which the Contractor is liable for payment, less any sums paid by the Branch or the Contractor on account.

9. In the event that a contracted school has been subject to final closure (the school has ceased operations), the contracted painting services outlined in Schedule "A" (The Work), will be terminated with no financial obligation remaining with the Public Schools Branch.
10. Notice in this agreement is deemed to have been effected on the day of delivery in person, facsimile, electronic communication, or upon mailing of the notice.

Confidentiality and Copyright

10. Any and all information, knowledge or data made available to the Contractor as a result of this Agreement shall be treated as confidential information. The Contractor will not directly or indirectly disclose or use it for purposes unrelated to the agreement at any time without first obtaining the written consent of the Branch, unless the information, knowledge or data is generally available to the public.

Freedom of Information and Protection of Privacy Act

11. Any information provided on this contract may be subject to release under the *Freedom of Information and Protection of Privacy Act*. The Contractor may be consulted prior to release of any information.
12. Contractors whose work for Branch involves the collection or use of personal information are subject to the *Freedom of Information and Protection of Privacy Act*. Personal information may not be released to any third party or unauthorized individual.

Indemnification and Assumption of Liability

13. The Contractor shall indemnify and hold harmless the Branch, its agents, representatives and employees from and against all claims, demands, losses, costs, damages, actions, suits or proceedings of every nature and kind whatsoever arising out of or resulting from the performance of work (herein called the "claims"), provided that any such claim is caused in whole or in part by any act, error or omission, including, but not limited to, those of negligence of the Contractor or anyone directly or indirectly employed by the Contractor or anyone for whom the Contractor may be liable.

Insurance Requirements

14. The Contractor shall, without limiting his obligations or liabilities herein, and at his own expense, provide and maintain the following insurances in forms and amounts acceptable to the Branch.
 - (a) The Contractor shall have Commercial General Liability coverage in an amount not less than Three Million Dollars (\$3,000,000.00) inclusive per occurrence against bodily injury and property damage. The Branch is to be added as an additional insured under this policy. Such insurance shall include, but not be limited to:
 - (a) Blanket Written Contractual Liability;
 - (b) Personal Injury Liability;
 - (c) Non-owned Automobile Liability;

- (d) Cross Liability;
- (e) Operation of Attached Machinery.

Commercial General Liability insurance shall be endorsed to provide the Branch with thirty (30) days advance written notice of cancellation or material change.

- (b) Automotive liability coverage (Standard Automobile Policy) on all vehicles, the subject of this Agreement, owned, leased, operated or licensed in the name of the Contractor, in an amount not less than Two Millions Dollars (\$2,000,000.00).
- (c) The Contractor has permission from the Branch to use subcontractors that the Contractor is required to ensure that each sub-contractor also carries the same insurance required by this contract.

All the foregoing insurance shall be primary and not require the sharing of any loss by any insurer of the Branch nor by any other form of recovery available such as the Provincial Self Insurance and Risk Management Fund.

A Certificate(s) of Insurance and any renewals thereof, shall be furnished to the Branch prior to commencement of work by the Contractor and must be updated as required during the Term. Public Schools Branch Certificate of Insurance form - (Schedule C)

The policies required by this Agreement shall be in a form and with insurers satisfactory to the Branch. Default of delivery or receipt by the Branch shall not be construed as acknowledgment or concurrence that there has been compliance with the terms of this Agreement.

Disputes

- 15. In the event of a dispute, the parties agree to negotiate in good faith in order to find a resolution. In the case of a serious dispute where no resolution is reached within 30 days, the parties agree to resolve their dispute in accordance with the Arbitration Act, R.S.P.E.I. 1988, Cap.A.

Entire Agreement

- 16. This agreement shall not be assigned or subcontracted in whole or in part by the Contractor without the prior written consent of the Branch. If the Contractor is unable to perform the services described in Schedule A for a period of time due to illness, mechanical breakdown or any other reason, the Contractor shall arrange for a subcontractor to perform the services and pay the subcontractor directly for the performance of those services. The Contractor shall obtain consent of the Branch prior to the subcontractor commencing performance of the services.
- 17. This agreement shall enure to the benefit of and be binding upon the parties hereto and, subject to above assignment and subcontracting clause, their executors, administrators, successors and assigns.
- 18. This agreement shall be interpreted and applied in accordance with the laws and in the Courts of the Province of Prince Edward Island.

19. This agreement, including Schedules "A", "B", and "C" constitutes and expresses the entire agreement of the parties hereto and any amendment or addition thereto shall be in writing and signed by the respective parties.
20. The headings are inserted in this Agreement for reference only and shall not form part of the Agreement.

IN WITNESS WHEREOF the parties thereto have executed this Agreement as of the day and year above written.

SIGNED, SEALED & DELIVERED)

in the presence of:

)
)
)
)
)

Public Schools Branch,

SIGNED, SEALED & DELIVERED)

in the presence of:

)
)
)
)
)

Contractor

SCHEDULE "A"
"THE WORK"

To Contract between the Public Schools Branch and

Contractor Name

dated the _____ day of _____

1. The Contractor shall provide complete painting service(s) for the location(s) specified in Schedule "B":
2. Contracted services may not be entered into with individuals who have not attained the legal age of 18 years.

All Contractors must follow all applicable safe work procedures and must have taken any safety training courses required under the OHS Act of Prince Edward Island. Personal Safety Equipment and equipment safety devices as required by the Provincial Occupational Health & Safety Act must be used at all times while operating equipment or climbing on Public schools Branch property. Operators are responsible to ensure that these safety devices are in place and safe work practices are followed.

The following is a list of safety equipment required:

- CSA approved safety glasses
- CSA safety approved footwear
- CSA approved ladders
- All standard safety devices must be in working order

3. The performance of the work shall be as follows:

- Contractor must supply the Branch with the color numbers and brand of paint used in each building they bid on. Please submit these numbers when submitting invoice for payment. Payment will be withheld if this information is not provided.

- Contractor must repair all holes, cracks, etc., and new wood must be primed before being painted and spot prime all repaired areas. All work must be carried out in a professional manner. Any clean up associated with the painting will be the responsibility of the contractor

- Contractor must abide by all laws, regulations and procedures under the Occupational Health & Safety Act to ensure a safe working place for the contractor and school staff.

- Contractor must supply their own CSA approved ladders equipment and are not permitted to use Branch/School ladders/equipment.

4. The timing of work performed shall be as follows:

No painting on Sunday. All painting to be completed on or before Aug. _____ when staff return to the building.

5. The Contractor shall be responsible for any damage incurred during the execution of the work under this contract, and shall, at no expense to the Branch repair the damage to the satisfaction of the Branch. Cost of damage will be deducted from bills submitted.

SCHEDULE "B"
"LOCATION OF WORK TO BE PERFORMED"
PAINTING
To Contract between the Public Schools Branch and

Contractor Name
dated the ____ day of _____

PAINTING REQUIREMENTS
SUMMER 2017

School	Area to be painted	
Bluefield High	- Bathroom 120 - paint all stalls	
	- Bathroom 116 - paint all stalls	
	- Bathroom 124B - paint ceiling and stalls	
	- Bathroom 122E - paint ceiling and stalls	
	- Bathroom 214 - paint ceiling and stalls	
	- Bathroom 210 - paint ceiling and stalls	
	- Bathroom 226 - paint stalls	
	- Bathroom 230 - paint entrance ceiling and stalls - Paint three (3) walls in Squash Court (not front wall)	
Central Queens Elem.	- Paint staff washrooms lower level by office	
	- Paint basement bathrooms - Boys and girls Rooms 103, Room 104	
	- Paint Rt 2 north end closest to highway - upper and lower boys and girls bathrooms, including the ceiling	
	- Paint all stairwell & landing walls to double doors	
	- Paint central stairwell of school - all drywall areas up to chair rail	
	- Paint entire upper hallway Rt 2. NOTE: some patching & peeling paint to be repaired to specs	
Colonel Gray High	- Paint complete rooms as follows: Room No.'s 116, 117, 118, 120, 121, 122, 210, 213, 216, 208, 209. Room 214, paint back wall only.	
Eliot River Elem.	- Paint Classroom 4A (3 walls)	
	- Paint Classroom 4B (1 wall-window wall)	
	- Paint Classroom 4G (3 walls)	
	- Paint Janice Corney's class (2 walls)	
	- Paint Margo Campbell's class (2 walls)	
	- Paint Denis Dorion's class (3 walls)	
	- Paint Administration hallway	
	- Paint old computer lab (4 walls)	
	- Paint upstairs hall	
	- Paint Classroom 6A (3 walls)	
	- Paint Classroom 6B (3 walls)	
	- Paint Classroom 6D (3 walls)	
	- Paint Classroom 6E (2 walls)	
	- Paint Classroom 5B (2 walls)	
	- Paint Classroom 5A (3 walls)	
- Paint hallway outside gym		

Georgetown Elem.	- Paint exterior siding of school	
Hernewood Int.	- Paint Room 302 - Paint Room 320 - Paint Lecture Theatre - bottom of front and side wall only; lecture theatre corridor - Paint small alcove next to Book Room	
Montague Cons.	- Paint complete Gym entrance lobby to double doors and up to top of Music room stairs	
Montague Int.	- Paint all door frames (30) in lower floor - Paint Entire Room #156 - Paint entire Room #154 - Paint entire Room #106 - Paint entire Room #101	
Montague Reg. High	- Paint stage floor - 2 coats (Public Schools Branch will specify paint to be used) - Paint ten (10) radiators (school will specify ones to be painted) - Paint second floor landing & balcony wall	
Mt. Stewart Cons.	- Paint panel walls in both wings - Paint blue wall of boot room color beige - Paint four (4) front windows (Public Schools Branch will supply paint for asbestos) - Paint exterior main entrance vestibule ceiling	
Queen Charlotte Int.	- Paint staff staircase to basement in center of school - Paint outside wall in Room #'s 216, 219, 217, 215, 214 (repair cracks, etc. before painting) - Paint doors in Music Room, staff room and Art room - Paint stairwell all walls by Library - Paint stairwell by Gr. 7 wing - Paint bathroom Room #105 - Paint all Grade 7 wing hallways, upper & lower walls & baseboard	
Sherwood Elem.	- Paint Room 228 - Paint Room 111 - Paint Room 115 - Paint Room 118 - Paint boys washroom second floor - Second Floor - Paint all pink door frames, doors and wall board with hooks (paint dark green - same as other green in school).	
Stonepark Int.	- Paint Grade 9 downstairs Boys and Girls washrooms - Paint Boys and girls washrooms in the "Gig Room" - Paint washrooms in boys change room - Paint Room 217 and Room 218 - Male & Female Phys. Ed. Instructor showers	

Westisle Composite High	- Paint Main foyer two (2) levels	
	- Paint Foods lab (Kitchen)	
	- Paint Girls Locker Rooms (3 rooms)	
	- Paint Boys Locker Rooms (3 rooms)	
	- Paint trim & rads only Resource Center (minor repairs & touch ups)	
Westwood Primary	- Paint hallway of Kindergarten wing (durable paint)	

No painting on Sunday

PUBLIC SCHOOLS BRANCH
CERTIFICATE OF INSURANCE

Proof of liability insurance will be accepted on this form only (with no amendments).

Personal information on this form is collected under Section 31(c) of the Freedom of Information and Protection of Privacy Act R.S.P.E.I. 1988 c.F-15.01 as it relates directly to and is necessary for confirming the insurance of independent contractors and will be used solely for this purpose. If you have any questions about this collection of personal information, you may contact the Public Schools Branch by telephone at 902.368.6990, 902.888.8400, or toll free at 1-800-280-7965

This is to certify that the insured set forth is insured with the Insurance Company, which insurance is described below:

Name of Insured:
Address of Insured:
Description of operations to which this Certificate applies:

Type of Insurance	Policy Number	Effective Date (d/m/y)	Expiry Date (d/m/y)	Limits of Liability (Canadian dollars unless indicated otherwise)	
				Coverage	Amount of Insurance
Commercial General Liability: <input type="checkbox"/> Claims made, OR <input type="checkbox"/> Occurrence <input type="checkbox"/> Products and/or completed operations <input type="checkbox"/> Contingent employer's liability <input type="checkbox"/> Cross Liability <input type="checkbox"/> Non-owned automobiles <input type="checkbox"/> Owner's and contractor's protective coverage <input type="checkbox"/> Contractual liability <input type="checkbox"/> Operation of attached machinery				General aggregate	\$
				Each occurrence	\$
				Products and completed operations aggregate	\$
				Non-owned automobile	\$
Automobile Liability: <input type="checkbox"/> All vehicles owned or leased by insured, OR <input type="checkbox"/> Described automobiles as per attached				Third Party Liability	\$
Excess Liability: <input type="checkbox"/> Umbrella form <input type="checkbox"/> Other than umbrella form (specify):				Each occurrence	\$
				Aggregate	\$
Other (describe):					
Note:					

This is to certify that:

1. The PUBLIC SCHOOLS BRANCH has been added as an additional insured on the Commercial General Liability Insurance Policy, but only with respect to its interest in the operations of the named insured.
2. The Policies of Insurance, as described above, have been issued by the undersigned to the insured named above and are in force at this time.
3. If cancelled or changed in any manner that would affect the Public Schools Branch, as outlined in coverage specified herein for any reason so as to affect this certificate, 15 days prior written notice for Motor Vehicle Liability and 30 days prior written notice for all other insurance coverage except in the event of non-payment where policy conditions dealing with termination will apply. Written notice is to be given by the insurer(s) to the:

Public Schools Branch
Stratford Office
P. O. Box 8600 Charlottetown,
PE C1A 8V7

Public Schools Branch
Summerside Office
250 Water St, Suite 201
Summerside, PE C1N 1B6

This certificate is executed and issued to the aforesaid Public Schools Branch.

Date:
Name of Insurance Company (not broker):
Name of Insurance Broker:

Signature of Authorized Representative or Official

PUBLIC SCHOOLS BRANCH
CERTIFICATE OF INSURANCE

*Contractor Operated Equipment or
Vehicle Rental Listing*

Name of Contractor: _____

List the equipment/vehicle which the contractor has agreed will be used in the performance of the current contract with the Public Schools Branch:			
Year	Make	Model	Serial Number

<p>The following section is to be used in the event of equipment/vehicle changes occur over the term of the Certificate of Insurance:</p> <p>It is hereby understood and agreed that the Certificate of Insurance completed on _____, 20____ has been amended as follows effective _____, 20____.</p> <p>The following vehicle/equipment is added:</p> <p>Year: _____ Make: _____ Model: _____ Serial No.: _____</p> <p>The following vehicle/equipment is deleted:</p> <p>Year: _____ Make: _____ Model: _____ Serial No.: _____</p>
--

Date:	Policy No:
Broker:	
Insurer:	

Signature of Authorized Representative or Official