



“CALL” LIST FOR HIRED EQUIPMENT & CONTRACTOR SERVICES FOR THE EMERGENCY OPERATIONS CENTRE

ISSUED ON: July 11th, 2024

CLOSING DATE AND TIME: June 30th, 2026 @ 2:00 PM, Local Time

Summary, Contents & Instructions:

Summary:

The Regional District of Okanagan-Similkameen (RDOS) and Regional partners including City of Penticton, District of Summerland, Penticton Indian Band, Town of Oliver, Town of Osoyoos, Town of Princeton, and Village of Keremeos requests applications from suppliers and contractors who are interested and capable to perform work during emergencies. The Regional partners are seeking the following:

- EOC Staff (contractors able to work in the EOC: Reception, Information, Operations, Logistics, Management Team, and Incident Command)
- Catering
- Sand Supply and Delivery
- Security Providers
- Trucking Services (including crane or forklifts) – consider working on uneven ground
- De-watering Services
- Pump Providers
- Professional Services
 - Hydrologist
 - Hydrogeologist
 - Geoscientist
 - Archeologist
 - Engineer
 - IT Services
 - GIS

For EOC Staff persons, rates must fall within the industry standard:

- EOC Director/Deputy-Director: \$72.50- \$101.00/hour
- EOC Management Team (Section Chief/Liaison): \$59.50-\$80.00/hour
- EOC Section Staff: \$30.00- \$65.00/hour

As per EMCR Guidelines – the RDOS will not be reimbursed for contractor’s overtime as such rates do not apply

This document sets-out: the details of the application requirements; the process for submission, evaluation, the terms and conditions as well as the forms which outline the information a Applicant to this “Call” list” should include with their application.

Agreement Term

The Term covers July 15, 2024 to June 30, 2026.

Applicants Qualifications

By submitting an Application, an Applicant represents that it has the expertise, qualifications, resources and relevant experience to provide the Services.

EOC Invoice Requirements

- Invoices must be submitted to RDOS EOC Finance Section within 7 days or as per contract terms
- Copies of Daily Log sheets must accompany invoices (example attached)
- One invoice per Purchase Order/Expenditure Authorization Form (EAF)

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- All overtime on invoices needs to be documented with employee name and a copy of employee timesheet provided.

Package Information

The package contains the following components:

- 1) Submission checklist and application
- 2) Hired Equipment and Operator Rates
- 3) Registration Requirements
- 4) Insurance, Safety, WorkSafeBC, & other Requirements
- 5) Appendix A-Tracking and Reporting Fuel use
- 6) Appendix B-Criteria Evaluation Hired Equipment-Sample

SUBMISSION CHECKLIST AND APPLICANT INFORMATION

Submission Checklist

The following documentation should be included with your application submission:

- Completed Submission Checklist and Application (see page 3 of this package)
- Completed Hired Equipment and Operator Rates (see page 4 of this package)
- Completed Contractor Services and Rates (see page 5 of this package)
- Signed Registration Requirements (see page 6 of this package)
- Signed Insurance, Safety, WorkSafeBC & Other Requirements (see page 7 of this package)
- Commercial general liability insurance (minimum \$5 million) to be completed by your broker (signed by broker, including brokers stamp) using the RDOS Certificate of Insurance, attached. See Appendix D
- Proof of automobile insurance (minimum \$5 million) See Appendix D
- Completed Prime Contractor Acceptance Agreement, attached
- WorkSafeBC Clearance Letter
- Provide evidence of either a local business license or a copy of the inter-municipal business license.

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Applicant Information

Name of Registered Owner/Company	
Contact person and Title	
Business Address	
Contact Phone number	
Email Address	
Company Contact for Work "Call"s. (I.e. dispatch)	

Applicant References

Project Name	Project Duration	Reference Name	Phone Number	Email Address

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Type of Contractor Service	Brief Description Of Service	Number of Staff available to provide service	Qualifications	Years of Experience providing Service	Unit Rate Year 1	Unit Rate Year 2
					Wages \$/hr Expenses \$/day	Wages \$/hr Expenses \$/day

Please include resumes for each employee in a Supervisory role.

Please note rates are firm for 2 year term.

REGISTRATION REQUIREMENTS

All hired equipment owners must:

1. Ensure that the equipment is properly and fully licensed and operational.
2. Ensure that insurance is current and in compliance with the Regional District of Okanagan-Similkameen (the Regional District) and its partners’ requirements.
3. Ensure that WorkSafeBC coverage is maintained and kept current.
4. Ensure that only the specified registered equipment of the owner is contracted for hire and dispatched for Regional District work. Subcontracting is not acceptable. The Regional District manages the Hired Equipment List and will “Call” for owner operated equipment as required. Failure to comply with this requirement may result in removal from the Hired Equipment List.
5. Ensure that the operator has and maintains a valid B.C. Driver’s license for the class of vehicle being driven.
6. Ensure that the operator is fully trained in the safe operation of the equipment.
7. Ensure that the operator has basic English language communication skills.
8. Ensure the operator has a sufficient understanding of the Regional District and partners’ street system.
9. Have a current Regional District and partners’ Business License and must provide their Business License number at the time of registration.
10. Ensure that Vehicle Inspection Reports are current.

The Contractor will not provide any Services to any person in circumstances which, in the Regional District’s reasonable opinion could give rise to a conflict of interest between the Contractor’s duties to that person and the Contractor’s duties to the Regional District under this contract.

The Contractor agrees to defend, indemnify and hold harmless the Regional District and partners, as well as its officers, agents, elected officials, and employees for any and all claims, demands, actions, damages, losses and expenses, including reasonable attorney fees and costs of litigation, arising out of or relating to the Contractor’s performance under this contract, including but not limited to those brought by employees or subcontractors of the Contractor or a third party, except to the extent caused by the negligence or willful misconduct of the Regional District.

I hereby confirm my full understanding of the above registration requirements and I am authorized to sign this Registration. I agree to comply with all the requirements as specified. I also understand that failure to comply with any of these requirements may result in suspension and that repeat non-compliance may result in termination of my services.

Company Name: _____

Authorized Signature: _____

Name (please print): _____

Date: _____

Part B: The “Call” Process



This Part B details the terms and conditions of how this “Call” process will be run by the Regional District, and how the Vendor will be selected. Applicants to this “CALL” must ensure they follow all the terms detailed below. Failure to follow the terms of this Part B may result in a Quotation being rejected.

1.1. Questions Regarding this “Call”:

Any question an Applicant has related to this “CALL” process must be submitted to the RDOS in writing. Questions regarding this “CALL” must not be submitted to the RDOS via any other method. Answers to questions received will be provided either directly to the Applicants or via an addendum to all Applicants, through the BC Bid System. Information obtained from any source other than the RDOS or through the BC Bid System is unofficial and must not be relied upon as part of this “CALL”.

The Applicant is solely responsible for seeking any clarification required regarding this “CALL” and the RDOS shall not be held responsible for any misunderstanding by the Applicant.

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Questions may be sent to:

Sean Vaisler, Manager of Emergency Services **svaisler@rdos.bc.ca**

1.2. Timetable:

This “CALL” process will run to the following timetable. This timetable may be amended at the Regional District’s discretion through the issuance of an addendum to this “CALL”.

Event:	Date:
Issue Date of this “CALL”	July 9 th , 2024
“CALL” Closing Date and Time:	June 30 th , 2026 at 2:00 PM Local Time

1.3. Submission of Applications (Location, Date & Time, Format):

Applications to this “CALL” should be submitted in accordance with the following:

Applications may be submitted by hand to:

Mike Ummenhofer, Manager of Procurement

Regional District of Okanagan- Similkameen,

Reception, 101 Martin Street, Penticton BC V2A 5J9

up to June 30th, 2026 @ 2:00pm local time.

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Applications may also be sent electronically to the following email address:

svaisler@rdos.bc.ca
mummenhofer@rdos.bc.ca

Please Note: Applicants are cautioned that the timing of their quotation submission is based on when the quotation is received by the Regional District. Submissions can be delayed due to file size, transmission speed and other factors. For this reason, it is recommended that the Applicant(s) allow sufficient time to deliver or email their quotation, including all attachments and other submission details.

The RDOS assumes no responsibility for the receipt of Applications where the instructions detailed above have not been complied with.

2. Other Terms & Conditions of this “CALL” Process:

The following terms and conditions shall also apply to this “CALL”:

2.1. Applications in English:

All Applications are to be in the English language only.

2.2. Only One Entity as Applicant:

The Regional District will accept Applications where more than one organization or individual is proposed to deliver the Requirements, so long as the Quotation identifies only one entity that will be the lead entity and will be the Applicant with the sole responsibility to perform the Contract if executed. Any other entity involved in delivering the goods and/or service should be listed as a Sub Vendor. The Applicant may include the Sub Vendor and its resources as part of the Quotation and the Regional District will accept this, as presented in the Quotation, in order to perform the evaluation. All Sub Vendors to be used in the Service must be clearly identified in the Quotation.

2.3. Applications to Contain All Content in Prescribed Forms:

All information that Applicants wish to be evaluated must be contained within the submitted Quotation. Applications should not reference external content in other documents or websites. The Regional District may not consider any information which is not contained within the submission or within the pre-prescribed forms set-out in this “CALL”.

2.4. Applicant’s Expenses:

Applicants are solely responsible for their own expenses in participating in this “CALL” process, including costs in preparing a submission and for subsequent finalizations of an agreement with the Regional District, if required. The Regional District will not be liable to any Applicant for any claims, whether for costs, expenses, damages or

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losses incurred by the Applicant in preparing its Quotation, loss of anticipated profit in connection with any final Contract, or any matter whatsoever.

2.5. Retention of Applications and FOIPPA:

Applications submitted to the Regional District will not be returned and will be retained by the Regional District and shall become the property of the Regional District upon submission. Applicants should note that the Regional District may choose to make public any part of this Quotation, any Quotation and any executed contract including the Vendors name and total contract price and further that, regardless of whether and the extent to which the Regional District elects to make anything available to the public, the Regional District would be required to disclose all or part of a Quotation or the executed contract pursuant to a request for disclosure under the Freedom of Information and Privacy Act (FOIPPA). Applicants should be aware of and review the Regional District’s obligations under FOIPPA and the Regional District’s limited ability to refuse to disclose third party information pursuant to Section 21 of FOIPPA.

2.6. Conflict of Interest:

All Applicants must disclose an actual or potential conflict of interest, by submitting the conflict-of-Interest form on page 15. The Regional District may, at its sole discretion, disqualify any Applicant from this “CALL” process, if it determines that the Applicant’s conduct, situation, relationship (including relationships of the Applicant’s employees and Regional District employees) create or could be perceived to create a conflict of interest.

The Regional District may rescind or terminate a Contract entered into if it subsequently determines that the Applicant failed to declare an actual or potential conflict of interest during this “CALL” process.

2.7. Confidentiality:

All information provided to Applicants by the Regional District as part of this “CALL” process is the sole property of the Regional District and must not be disclosed further without the written permission of the Regional District.

2.8. Right to Cancel “CALL”:

Although the Regional District fully intends to proceed with the “CALL”, the Regional District may at its sole discretion, cancel or amend this “CALL” process at any time without any liability to any Applicant.

2.9. Governing Law and Trade Agreements:

This “CALL” is governed by the laws of the Province of British Columbia and any other agreements which exist between the Province of British Columbia and other jurisdictions.

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3. Evaluation:

The RDOS will conduct the evaluation of applications and selection of successful Applicants in accordance with the process detailed in this Section. Evaluation of applications will be by an evaluation committee which may include RDOS employees and Consultants. The RDOS’s intent is to create a “call list for hired equipment and for contractor services. Contractors will be vetted by the Regional District using the criteria contained in the evaluation score sheet on pages 12 & 13. Only approved contractors will be invited to provide hired equipment and/or contractor services. The Regional District’s decision as to which contractors are approved shall be final.

3.1. Scored Criteria:

Applications will be further assessed against the following scored criteria.

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EVALUATION SCORE SHEET –

NOTES:

PROJECT: HIRED EQUIPMENT ONLY		POOR	MARGINAL	FAIR	GOOD	OUTSTANDING	TOTAL OF 100
APPLICANT:							
CRITERIA	WEIGHT	0.4	0.5	0.7	0.9	1	MAX PTS 100
Hired Equipment - Has suitable types of equipment Age of Equipment - Applicant demonstrates experience on projects with similar scope and needs - qualification and experience							
Equipment Availability Inventory of equipment Staff available							
References							
Total Score							
EVALUATION TOTAL:							

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EVALUATION SCORE SHEET –

NOTES:

PROJECT: CONTRACTOR SERVICES		POOR	MARGINAL	FAIR	GOOD	OUTSTANDING	TOTAL OF 100
APPLICANT:							
CRITERIA	WEIGHT	0.4	0.5	0.7	0.9	1	MAX PTS 100
Contractor Experience - Applicant demonstrates experience on projects with similar scope and needs - qualification and experience - skills of proposed team members							
Contractor Availability Number of staff							
References							
Total Score							
EVALUATION TOTAL:							

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Part D: Submission Forms



This Part D contains forms detailing the information that should be submitted with the Quotation, as detailed in Part B.

Part D Contents:

This Part D contains the following forms:

- Hired Equipment & Contractor Services Forms
- Insurance, Work Safe and other requirements form
- Conflict of Interest Form

Conflict of Interest Form (Must be included with Applicant’s submission)

What is a conflict of interest?

A conflict of interest is when you have a certain personal interest that may interfere with the interests you must have as someone connected to another person or entity, such as an employer or client. A conflict of interest can cause one party to question what another party's intentions are.

It can also “Call” to question your ability to remain unbiased in your thoughts, ideas and decisions.

Conflict of Interest. The supplier represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the supply of goods and/or performance of services required hereunder. The Applicant further represents that no persons having any such interest shall be employed to perform those services.

Company Name: _____

Name and Title _____

Signature: _____

RDOS evaluation committee members shall also sign a conflict-of-interest statement (CIGS), below. If a member of the evaluation committee has acknowledged a conflict of interest with a particular Applicant or any Applicant associated with this “CALL”, they shall be recused from the evaluation process.

Conflict of Interest. The RDOS evaluator represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the evaluation and awarding of the goods and/or services required hereunder.

Name and Title of evaluator: _____

Signature: _____

(Please include with submission)

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APPLICANT INFORMATION

REQUEST FOR QUOTATION: **Hired Equipment & Contractor Services**

CLOSING DATE: **June 30th, 2026 @ 2:00 PM Local Time**

The undersigned Applicant has carefully examined the Conditions, Specifications, and Drawings (if applicable) for the goods and services requested and will provide the goods and/or services as required and outlined by the Regional District.

This submission is open for consideration for 60 days.

FIRM NAME: _____

ADDRESS: _____ CITY _____

PROVINCE: _____

POSTAL CODE: _____ DATE: _____

PHONE NO. _____ FAX NO. _____

EMAIL: _____

SIGNATURE OF APPLICANT: _____

PRINT NAME: _____

APPENDIX A

INSURANCE, SAFETY, WORKSAFEBC & OTHER REQUIREMENTS

Vehicle requirements

General:

1. Satisfy and maintain all physical requirements set by the Regional District and partners for the type of equipment involved.
2. Have first aid kit.
3. Have a current vehicle safety test.
4. Be equipped with functioning rotating amber lights or flashers for slow moving type of equipment. (e.g. sweepers and backhoes)
5. Operator’s manual must be on board for all equipment as per WorkSafeBC’s requirements.

Trucks:

1. All equipment must be fully functional.
2. Have the operator’s name, address, phone number and GVW painted on the door in lettering at least 2” high. This must match the information on the supporting documents (e.g. insurance, vehicle registration).
3. Have recent Vehicle Inspection Report. (e.g. Dump Trucks).
4. Have the Vehicle Log and Vehicle Inspection Report available for inspection by site supervisor/foreman.

Backhoes:

1. Have certified lifting chains.
2. Have operable working lights front and back.

Operator Requirements

All Hired Equipment Operators Must:

1. Have and wear a safety vest and hard hat when working off the vehicle on any job site.
2. Wear leather work boots (steel toe and sole puncture protection) that lace up over the ankle at all times or CSA approved footwear.
3. Wear appropriate clothing at all times (e.g. long pants and shirts with sleeves).
4. Be prepared to help unload materials.
5. Have and wear work gloves where required.
6. Use seatbelts while operating the equipment.
7. Use hearing protection.
8. Be fully conversant in the safe operation of the vehicle/equipment.
9. Understand and work in compliance with all WorkSafeBC regulations.
10. Must attend Regional District safety meetings and training relating to the work when required.

INSURANCE, SAFETY, WORKSAFEBC & OTHER REQUIREMENTS, continued

Contractors not able to comply fully with the minimum WorkSafeBC Clearance Letter, Commercial General Liability Insurance and Vehicle Insurance requirements will not qualify for registration with the Regional District. Copies of policies, certificates, and reports must be submitted with this package.

Payment by the Regional District will be made within 30 days after acceptance of services or receipt of invoice, whichever is later.

Once hired, hired equipment and operators will be expected to perform at a reasonable level. An example of the Criteria (Appendix C) is attached for Contractors to understand the Regional District’s evaluation standards. If a situation develops where performance is not acceptable, a review on performance may warrant a suspension or termination.

The Regional District prefers that all providers of Hired Equipment will be available to provide service in the event of an emergency or disaster.

Contractors should clarify their Move Rate – whether it’s charged on each move or if they have the ability to move equipment as required throughout the day. The Regional District prefers not to pay for several moves in a day if required.

Contractor warrants s/he shall comply with all laws, rules and regulations applicable to the location of the Work in particular, but without limitation, those concerning safety and WorkSafeBC.

This registration does not guarantee any work with the Regional District. Your information will be kept on file and, if and when it may be required to assist the Regional District with its work, we will “Call” you. All information provided will become property of the Regional District and will not be returned.

This registration is in effect for the two-year period July 1, 2024 through June 30, 2026. It is the contractor’s responsibility to forward to the Regional District Purchasing Division updated copies of Commercial General Liability Insurance,

WorkSafeBC, vehicle insurance and business license renewals as they occur.

FUEL SURCHARGES WILL NOT BE ACCEPTED AND WILL NOT BE PAID.

The Regional District is required to provide information of fuel consumption for work performed. Due to this, you will be required to report fuel consumption on a monthly basis. A sample fuel reporting form is attached as Appendix B.

I hereby confirm my full understanding of the above safety requirements. I agree to comply with all requirements as specified. I understand that failure to comply with any of these requirements will void my registration until the deficiency is corrected and that repeat non-compliance may result in suspension or termination of my services.

Authorized Signature: _____

Name (please print): _____

Date: _____

APPENDIX B

TRACKING AND REPORTING FUEL USE

The Regional District is a signatory to the BC Provincial Climate Action Charter, and is required to track and report fuel consumption data as part of the agreement. Under the Charter, the Regional District is working towards carbon neutrality in all of its corporate operations. The Regional District requires the Service Provider and their contractors performing work in relation to this Agreement to report the type and quantity of fuel used (with each invoice) to operate vehicles, equipment and machinery deployed in the delivery of Services.

Fuel Reporting Form

Contact information		
P.O.		Enter P.O. Number
Vendor Name		Common/legal Name
Date Range of fuel Report (dd/mm/yyyy to dd/mm/yyyy)		Actual Date range or indicate period of fuel tracking (e.g. indicate quarter)
Name		
Title		
Phone		
Email		
Fuel Type	Quantity (litres)	Leave non-applicable fields blank
Gasoline (litres)		
Diesel (litres)		
Bio-diesel (litres)		
Natural Gas (litres)		
Propane (litres)		
Prorated (by service hours)		Please note method of apportionment if volume data was not directly collected from each contract.

APPENDIX B Continued

TRACKING AND REPORTING FUEL USE, continued

Tracking and Reporting Your Fuel Use

Common Questions and Best Practices for Vendors

WHY am I required to track my fuel use for contracts with Regional District?

- Regional District and most municipalities in the Metro Vancouver region have signed the BC Climate Action Charter.

This voluntary agreement commits local governments to become carbon neutral in their corporate operations

beginning December 31, 2012.

- The definition of “corporate operations” includes emissions from certain contracted services. Beginning June 1,

2012, Regional District will collect fuel data from vendors of these services for new and renewed contracts.

WHAT do I have to track and report?

- The only thing that is required from you as the vendor is a report of your vehicle and equipment fuel use for any

work relating to your Regional District contract(s).

- The fuels that require reporting are:

- o Gasoline

- o Diesel

- o Bio-diesel

- o Propane

- o Natural Gas

*NOTE: Electric vehicles are considered to have zero emissions and are not included.

WHEN do I have to report my fuel use?

- You will be asked to report your fuel use on every invoice you submit to Regional District. However, Regional District will work with you to establish a reporting schedule that meets your constraints, should you have any.

HOW do I track my fuel?

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- Record your daily fuel use and add the fuel use from these days together for the invoice period.
- Record your fuel use per week and apportion the right amount to your Regional District contract days.
- Divide your monthly fuel consumption by the number of days in the month, and multiply this number by the number of days in that month spent on Regional District contract(s).
- Use devices that automatically record fuel data directly from vehicles and equipment that can be downloaded to a database on your computer.
- Develop a database that can be updated easily with your fleet’s daily/weekly fuel data.

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APPENDIX C

CRITERIA EVALUATION HIRED EQUIPMENT – SAMPLE

(to be completed by the RDOS as required)

DATE: EVALUATED BY:
OWNER NAME: STAFF TITLE:
OPERATOR NAME: STAFF SIGNATURE:
RELIABILITY/AVAILABILITY
Meets Expectations: Needs Improvement:
Comments:
COMMUNICATION SKILLS
Meets Expectations: Needs Improvement:
Comments:
CONDITION OF EQUIPMENT
Meets Expectations: Needs Improvement:
Comments:
ABILITY TO FOLLOW INSTRUCTIONS
Meets Expectations: Needs Improvement:
Comments:
QUALITY OF WORK
Meets Expectations: Needs Improvement:
Comments:
QUANTITY OF WORK
Meets Expectations: Needs Improvement:
Comments:
HARD HAT, BOOTS, SAFETY EQUIPMENT WORN
Meets Expectations: Needs Improvement:
DRIVER COOPERATION
Meets Expectations: Needs Improvement:
Comments:



APPENDIX D

CERTIFICATE OF INSURANCE

STANDARD CERTIFICATE FORM

This certifies that policies of insurance as described below have been issued to the Insured named below and are in full force and effect at this time. It is understood and agreed that the insurer endeavor to provide 30 days' notice of cancellation or reduction in coverage, but failure to do so does not place any liability on the insurer

NOTE: PROOF OF INSURANCE WILL BE ACCEPTED ON THIS FORM ONLY. INSURANCE COMPANIES MUST BE LICENSED TO OPERATE IN BRITISH COLUMBIA AND HAVE A MINIMUM AM BEST RATING OF A- OR HIGHER.

This certificate is issued to: Regional District of Okanagan-Similkameen
101 Martin Street, Penticton, BC, V2A 5J9

Insured:	Name:
	Address:

Broker:	Name:	Agent's Name:
	Address:	Phone:

Location, Project No. and nature of agreement/contract, permit, lease, license or operation to which this Certificate applies:

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Mandatory Particulars of General Liability Insurance (see Section 1): <input checked="" type="checkbox"/> indicates that the coverage is included.		
<input checked="" type="checkbox"/> Premises & Operation	<input checked="" type="checkbox"/> Owners & Contractors Protective	<input checked="" type="checkbox"/> Non-Owned Automobile
<input checked="" type="checkbox"/> Blanket Contractual	<input checked="" type="checkbox"/> Occurrence Property Damage	<input checked="" type="checkbox"/> Broad Form Property Damage
<input checked="" type="checkbox"/> Cross Liability/Severability of Interests	<input checked="" type="checkbox"/> Personal Injury	

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<input checked="" type="checkbox"/> Contingent Employer’s Liability <input checked="" type="checkbox"/> Regional District of Okanagan-Similkameen, added as Additional Insured	<input checked="" type="checkbox"/> Coverage is Primary and not contributory <input checked="" type="checkbox"/> Broad Form Products & Completed	Reviewed: <input type="checkbox"/> Broker Initials
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Additional Particulars of General Liability Insurance (see Section 1): indicates that the coverage is included.

<input type="checkbox"/> Use of explosives for blasting <input type="checkbox"/> Vibration from pile driving or caisson works. <input type="checkbox"/> Broad Form Tenants Legal Liability <input type="checkbox"/> Volunteer as Additional Insured <input type="checkbox"/> Attached Machinery <input type="checkbox"/> Removal or weakening of support of property, building or land whether the support is natural or otherwise	<input type="checkbox"/> Intentional Injury <input type="checkbox"/> Advertising Liability <input type="checkbox"/> Host Liquor Liability <input type="checkbox"/> Intentional Injury <input type="checkbox"/> Injury to Participants (sporting events)	<input type="checkbox"/> Non-owned watercraft liability <input type="checkbox"/> Watercraft Liability <input type="checkbox"/> Work below ground level over 3 meters (XCU extension)
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Reviewed:
 Broker
 Initials

Type of Insurance	Insurer Name and Policy Number	Policy Term yyyy/mm/dd	Limits of Liability/Amount
Section 1 Comprehensive/Commercial General Liability (Please see Particulars on Page 1)		From: To:	Bodily Injury, Death & Property Damage \$ _____ Per Occurrence \$ _____ Aggregate \$ _____ Umbrella Limit \$ _____ Excess Limit \$ _____ Deductible

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			MINIMUM PER OCCURRENCE \$5,000,000
<p>Section 2: <input type="checkbox"/> indicates that the coverage is included.</p> <p>Automobile Liability (owned or leased vehicles)</p>	<p>If insured by ICBC, attach a copy of the ICBC form APV-47</p>	<p>From:</p> <p>To:</p>	<p>Personal Injury & Property Damage</p> <p>\$ _____ Limit</p> <p align="center">MINIMUM \$5,000,000</p> <p>Reviewed: <input type="checkbox"/> Broker Initials</p>
<p>Section 3: <input type="checkbox"/> indicates that the coverage is included.</p> <p>Contractor's Equipment:</p>		<p>From:</p> <p>To:</p>	<p>Reviewed: <input type="checkbox"/> Broker Initials</p> <p>\$ _____ Limit</p> <p>\$ _____ Deductible</p>
<p>Section 4: <input type="checkbox"/> indicates that the coverage is included.</p> <p>Professional Liability</p> <p><input type="checkbox"/> Claims Made Basis</p> <p><input type="checkbox"/> Coverage Primary and not contractual</p>		<p>From:</p> <p>To:</p>	<p>Reviewed: <input type="checkbox"/> Broker Initials</p> <p>\$ _____ Per Occurrence</p> <p>\$ _____ Aggregate</p> <p>\$ _____ Deductible Per Claim, minimum \$50,000</p>
<p>Section 5: <input type="checkbox"/> indicates that the coverage is included.</p> <p>Builder's Risk:</p>		<p>From:</p> <p>To:</p>	<p>Reviewed: <input type="checkbox"/> Broker Initials</p> <p>\$ _____ Limit</p> <p>\$ _____ Deductible</p> <p><input type="checkbox"/> Regional District of Okanagan-Similkameen, added as Additional Insured</p>

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<p>Section 6: <input type="checkbox"/> indicates that the coverage is included.</p> <p>Other:</p>		<p>From:</p> <p>To:</p>	<p>\$ _____ Limit</p> <p>\$ _____ Deductible</p>	<p>Reviewed:</p> <p>Broker <input type="checkbox"/></p> <p>Initials</p>
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The Insurer confirms the above details are accurate and reflect the Insured's coverage. It is understood and agreed any deductible or reimbursement clause contained in the policy shall be the sole responsibility of the Named Insured.

 (Authorized to Sign on Behalf of Insurers)

 Date Signed

 Insured's

 Date Signed