



May 16, 2022

**Sarnia Plumbing & Mechanical Ltd.
1445 Churchill Rd.
PO Box 2856
Sarnia, ON N7T 7W1
Attention: Ryan Lichty**

**Town of Petrolia RFQ 03-28-22: Victoria Hall HVAC Renewal
Tender Award Letter**

The Town of Petrolia Council has recently convened to assess submitted tender responses for the referenced project. We are pleased to advise that Sarnia Plumbing has won the award of the full scope as per revised scope of work under RFQ 03-28-22 and your submission dated April 18, 2022.

At this time, please review the project requirements and forward a high-level schedule to achieve the Sept. 30 project completion objective. It is understood that material deliveries may be a challenge, so the schedule is intended as a best efforts guideline only for co-ordination purposes. Please initiate communications with the vendors and incorporate the delivery guidance into the draft schedule. As soon as the project schedule is available, we will initiate a conference call to discuss the aspects of mobilization and start up of construction required.

Insurance certificate requirements will be required within 30 days of award and prior to construction mobilization as outlined per the Request for Quotation. This would include Commercial General Liability (CGL) as well as WSIB certification for the full anticipated project term. Please follow-up on this and any general administrative or logistical planning matters through the following communications contact on the part of the Town:

Leah Belan , Operations Division
Tel. No.: 519.882.2350; E-mail: lbelan@petrolia.ca

Looking forward to a successful project delivery this year. Please contact the undersigned at any time regarding technical issues in the run up to the start of construction.

**Rick Takacs, P.Eng. RPA
Project Manager, Baseline Energy Services**

Cc: Dave Menzies, Director of Facilities, Town of Petrolia