



City of Saint John

Disposal Tender

2025-545001A

Former Market Square Boardwalk Stage Building

“Disposal Tender # 2025-545001A- Unique Single-Story Building - Former Market Square Boardwalk Stage Building”

Tenders will be received until 2:30:00 pm AST, Tuesday, April 1, 2025, for the disposal of one (1) used unique single-story building, constructed with a metal roof and vinyl siding wooden framed c/w an accessible bathroom, (as per photo appendices) and in accordance with the enclosed asset description and terms and conditions.

The highest or any tender not necessarily accepted.

Mike Lewis, SCMP
Supply Chain Management

Issued: Thursday, March 13, 2025

INFORMATION FOR BIDDERS

DISPOSAL TENDER NO: 2025-545001A

**“Unique Single-Story Building -
Former Market Square Boardwalk Stage Building”**

CITY OF SAINT JOHN, NB

TO: ALL BIDDERS RE ENCLOSED ASSET DISPOSAL SPECIFICATION/DESCRIPTION

This letter is intended to clarify the intent of the City with regards to the proposed disposal.

1. The asset listed in the City's enclosed disposal specification description is provided for reference only. Bidders are to schedule a mandatory viewing appointment with The City of Saint John Facilities Management Department personnel Telephone 506-658-4455.
2. The building is offered on an “as is where is basis” with no warranty is expressed or implied.
3. All bids shall be completed on the “Proposal for Disposal” Form of Bid Document provided in this tender and shall be in accordance with Terms and Conditions herein, and shall be submitted electronically to supplychainmanagement@saintjohn.ca
4. Terms of payment are Net - Certified Cheque - payable to The City of Saint John required prior to release of the asset to the successful bidder.
5. In case of tie bids, the City reserves the right to use the most expedient means available to arrive at an award.
6. This asset is offered on an EXW (Ex Works) basis). The bidder will have full and sole responsibility for loading of the structure at point of origin and transportation to destination.
7. No verbal agreement or conversation with any officer, agent or employee of the owner either before or after execution of the contract shall effect or modify any of the terms or obligations contained in any of the documents comprising the said contract.

TERMS AND CONDITIONS

Governing Law, Trade Treaties and Policies

This disposal will be in accordance with the laws of the province of New Brunswick and the federal laws of Canada.

Submission Instructions

The deadline for submission of bids is 2:30:00 pm, AST, Tuesday, April 1, 2025.

Tenders shall be submitted electronically to supplychainmanagement@saintjohn.ca with subject indicating:

“DISPOSAL TENDER NO: 2025-545001A

**Unique Single-Story Building -
Former Market Square Boardwalk Stage Building”**

Enquiries

Bidders shall promptly examine the bid documents and report any errors, omissions or ambiguities and may direct enquiries or seek additional information in writing by email before the deadline for enquiries to the Authorized Enquiries Contact as set out below. No such communications are to be directed to anyone other than the Authorized Enquiries Contact.

Authorized Enquiries Contact

Mike Lewis, Procurement Specialist
Supply Chain Management
City of Saint John
Email: supplychainmanagement@saintjohn.ca

It is the Bidder’s responsibility to seek clarification from the City on any matter it considers unclear. The City shall not be responsible for any misunderstanding on the part of the Bidder concerning this bid document or its process.

The City intends to confirm receipt of a bidder’s communication by way of an email or facsimile in reply. If a bidder has not received a reply, the bidder may wish to resend its communication as the lack of reply may have resulted from a technical problem. The City is under no obligation to respond to enquiries or provide additional information but may do so at its sole discretion.

Responses to enquiries may be distributed to all bidders on the invitation list as having received the bid documents as of the date the response is prepared. The source of the question will not be identified in the response. Verbal information shall not be binding upon the City. Enquiries received after the deadline for enquiries will not receive a response.

Schedule for the Bid Process

Issue Date	Thursday, March 13, 2025
Deadline for Enquiries	4:00:00 pm, AST, Monday, March 24, 2025
Deadline for Issuing Addenda	4:00:00 pm, AST, Tuesday, March 25, 2025
Submission Deadline	2:30:00 pm, AST, Tuesday, April 1, 2025

The Schedule for the bid process is tentative only and may be changed by the City at its sole discretion.

Advisory Notice(s)

Periodically, the City of Saint John is required to issue clarification notices to a bid document in the form of Advisory Notices. Normally these notifications will not have a direct bearing on the cost of a project and will not influence bidding.

Bidders are responsible for obtaining all advisory notice(s) issued by the City. Advisory Notice(s) may be obtained from the City's website (www.saintjohn.ca) under the menu option "Tender and Proposals".

Bidders are instructed to sign the Advisory Notice and return it either by email to supplychainmanagement@saintjohn.ca prior to the closing date.

Failure to comply with the instructions on an advisory may result in rejection of the bid.

Addenda

Periodically, the City of Saint John is required to issue notification of changes or corrections to a bid document by way of addenda. Normally these notifications will have direct bearing on the cost of a project and will influence bidding. Therefore, it is important that the City have assurances that bidders have in-fact received the notification(s).

Bidders are responsible for obtaining all addenda issued by the City. Addenda may be obtained from the City of Saint John Supply Chain Management Department.

Bidders are required to sign and include all addenda with their bid submission.

Failure to include a copy of all signed addenda with the bid submission may result in rejection of the bid regardless of whether or not the changes noted in the addendum are included in the bid submission.

Taxes

The bid price shall be all taxes extra. The successful bidder shall be responsible for payment of all applicable taxes. Upon receipt of payment (Certified Cheque) from the successful bidder The City will provide documentation attesting that the necessary taxes have been paid. i.e. Bill of Sale (Copy of Invoice)

Mandatory Requirements

Each submission will be evaluated to ensure that it complies with the mandatory requirements and may be rejected if it does not comply. The evaluation of mandatory requirements will confirm that:

- the submission was received prior to the applicable Submission Deadline;
- the bid submission is signed;
- the bid submission is legible;
- the bid submission does not contain a substantive qualification or conditions that are contrary to the terms of the bid document;
- the bid submission does not contain a change in price that was not initialled by the person who signed the submission; or
- the bid submission is in English;

Payment

Payment shall be Net - Certified Cheque payable to The City of Saint John will be required prior to The City of Saint John Fleet Services releasing vehicle and or equipment from its possession.

Basis for Award

Award will be made to the highest compliant bidder as determined by the City.

Warranty

No warranty is expressed or implied by The City. The asset is offered on an “as is where is” basis with no suitability for any end service.

Insurance Requirements

1. **General Liability Insurance:**
 - Bidders must provide proof of Commercial General Liability (CGL) insurance on an occurrence basis with minimum coverage limits of \$2M per occurrence and \$5M aggregate (or higher based on risk assessment). This coverage must include protection for third-party bodily injury, property damage, and any activities related to loading, transportation, or associated work.
2. **Automobile Liability Insurance:**
 - Bidders must carry Automobile Liability Insurance with a minimum limit of \$2M for both owned and non-owned vehicles. This ensures coverage for damages or injuries arising from the use of any vehicles during transportation.
3. **Indemnity Clause:**
 - The buyer shall indemnify, defend, and hold harmless the City of Saint John, its employees, and contractors from any claims, damages, or liabilities arising from their activities, including loading and transportation. The insurance must include:
 - **Cross Liability:** Ensures coverage applies separately to each insured party as if a separate policy had been issued.
 - **Employers' Liability:** Covers claims arising from employee injuries not covered under workers' compensation.
 - **Waiver of Subrogation:** Insurers waive their rights to recover damages from the City of Saint John.
 - **City as a Named Insured:** The City of Saint John must be included as an additional insured on the policy.
 - **Notice of Policy Changes:** A minimum of 30 days' written notice must be provided to the certificate holder if there are any policy cancellations, reductions, or material changes in coverage.
 - **Products and Completed Operations:** Coverage for any completed loading or transportation operations.
 - **Contractual Liability:** Ensures that any obligations assumed under the agreement are insured

Additional Specific Requirements

1. **Responsibility for Loading:**
 - The buyer is solely responsible for arranging and paying for all loading equipment, including cranes, and ensuring that operators and equipment are properly certified and insured.
2. **Supervision by Facilities Management:**
 - Facilities Management personnel will oversee the process to ensure adherence to site protocols but will not assume any liability for the loading or transportation activities.
3. **Site Access Insurance:**
 - Bidders and their contractors requiring access to City facilities must provide proof of insurance coverage that meets the City of Saint John's standards before access is granted.
4. **Certificate of Insurance:**
 - A valid Certificate of Insurance must be submitted prior to commencing any work. This certificate must include all required coverage details and list the City of Saint

John as an additional insured.

5. Safety Protocols:

- Bidders must comply with all applicable safety regulations, including WorkSafeNB standards, during loading and transportation activities.

6. Risk Assessment:

- Bidders are required to conduct a risk assessment and provide a detailed plan outlining the safe execution of loading and transportation

Reserved Rights

The City reserves the right to:

- a) Reject an unbalanced bid submission. For the purpose of this section, an unbalanced bid submission is a bid submission containing a unit price which deviates substantially from, or does not fairly represent reasonable and proper compensation for the unit of work bid or one that contains prices which appear to be so unbalanced as to adversely affect the interests of the City. The City reserves the right to use other bids submitted in response to this bid solicitation or for other like or similar work as a guideline in determining if a bid is unbalanced.
- b) Amend or modify the scope of the Work, and/or cancel or suspend the bid award, at any time for any reason;
- c) Require bidders to provide additional information after the submission deadline to support or clarify their bid submission;
- d) Not accept any or all bids;
- e) Not accept a bid submission from a bidder who is itself, or whose principals, owners or directors are also principals, owners or directors of another entity which is, involved in litigation, arbitration or any other similar proceeding against the City;
- f) Reject any or all bid submissions without any obligation, compensation or reimbursement to any bidder or any of its team members;
- g) Withdraw this bid solicitation and cancel or suspend the bid process;
- h) Extend, from time to time, any date, any time period or deadline provided in this bid solicitation (including, without limitation, the submission deadline), upon written notice to all bidders;
- i) Assess and reject a bid submission on the basis of:
 - (i) information provided by references;
 - (ii) the bidder's past performance on previous contracts;
 - (iii) the information provided by a bidder pursuant to the City exercising its

- clarification rights under this bid process;
- (iv) the bidder's experience with performing the type and scope of work specified;
 - (v) other relevant information that arises during this procurement process;
-
- j) Waive formalities and accept bids which substantially comply with the requirements of this bid solicitation;
 - k) Verify with any bidder or with a third party any information set out in a bid submission;
 - l) Disqualify any bidder whose bid submission contains misrepresentations or any other inaccurate or misleading information;
 - m) Disqualify any bidder who has engaged in conduct prohibited by the bid solicitation;
 - n) Make changes, including substantial changes, to the bid solicitation provided that those changes are issued by way of addenda in the manner set out in this bid document;
 - o) Select any bidder other than the bidder whose bid submission reflects the lowest cost to the City;
 - p) Cancel this process at any stage, for any reason;
 - q) Cancel this process at any stage and issue a new bid solicitation for the same or similar deliverables;
 - r) Accept any bid submission in whole or in part;
 - s) Waive minor non-compliance with the mandatory requirements of the bid solicitation and accept the bid submission; or
 - t) Accept a bid submission which contains the following errors:
 - (i) error in mathematics – whether this involves the extension of a unit price or an error in addition, the mistake will be corrected and the correct total will be used for evaluation purposes and will be binding on the bidder.
 - (ii) conflict between the written and numerical bid prices. In all cases, the total bid price will be corrected to reflect the written bid price, whether lump sum or unit price (where applicable).
 - (iii) failure to include the contingency allowance in the total bid price (where applicable). If the contingency allowance was not included in the addition, the bid price shall be corrected to reflect its inclusion.

and these reserved rights are in addition to any other express rights or any other rights which may be implied in the circumstances and the City shall not be liable for any expenses, costs, losses or any direct or indirect damages incurred or suffered by any bidder or any third party resulting from the City exercising any of its express or implied rights under this bid solicitation.

By submitting a bid, the bidder authorizes the collection by the City of the information set out at paragraph i) in the manner contemplated in that subparagraph.

Limitation of Liability and Waiver

Each bidder, by submitting a bid, agrees that:

- a) Neither the City nor any of its employees, agents, advisors or representatives will be liable, under any circumstances, for any Claim arising out of this procurement process including but not limited to costs of preparation of the bid submission, loss of profits, loss of opportunity or for any other Claim; and

- b) The bidder waives any Claim for any compensation of any kind whatsoever, including Claims for cost of preparation of the bid submission, loss of profit or loss of opportunity by reason of the City's decision to not accept the bid submitted by the bidder, to award a Contract to any other bidder or to cancel this procurement process, and the bidder shall be deemed to have agreed to waive such right or Claim.

Appendix – Photographs/Drawing

DISPOSAL TENDER NO: 2025-535001A

**“Unique Single-Story Building -
Former Market Square Boardwalk Stage Building”
CITY OF SAINT JOHN, NB**







**PROPOSAL FOR DIPOSAL
TENDER NO: 2025-545001T
“Unique Single-Story Building -
Former Market Square Boardwalk Stage Building”**

Form of Bid

TO: THE CITY OF SAINT JOHN

The undersigned bidder by virtue of this bid submission is sufficiently familiar with the item(s) identified and being herein offered for sale, and

The undersigned bidder, by virtue of this bid submission, is sufficiently familiar with the requirements and terms and conditions of this sale and agrees to abide by same, and

**Item: One (1) Unique Single Storey Building
Former Market Square Boardwalk Stage Building.
“As is Where is” EXW – City of Saint John**

Bid Amount \$ _____ (Plus Tax)

It is understood by the undersigned that the authorized signature on the proposal hereby affirms that no collusion with other bidders has taken place. Evidence of collusion shall be cause for rejection of the bid.

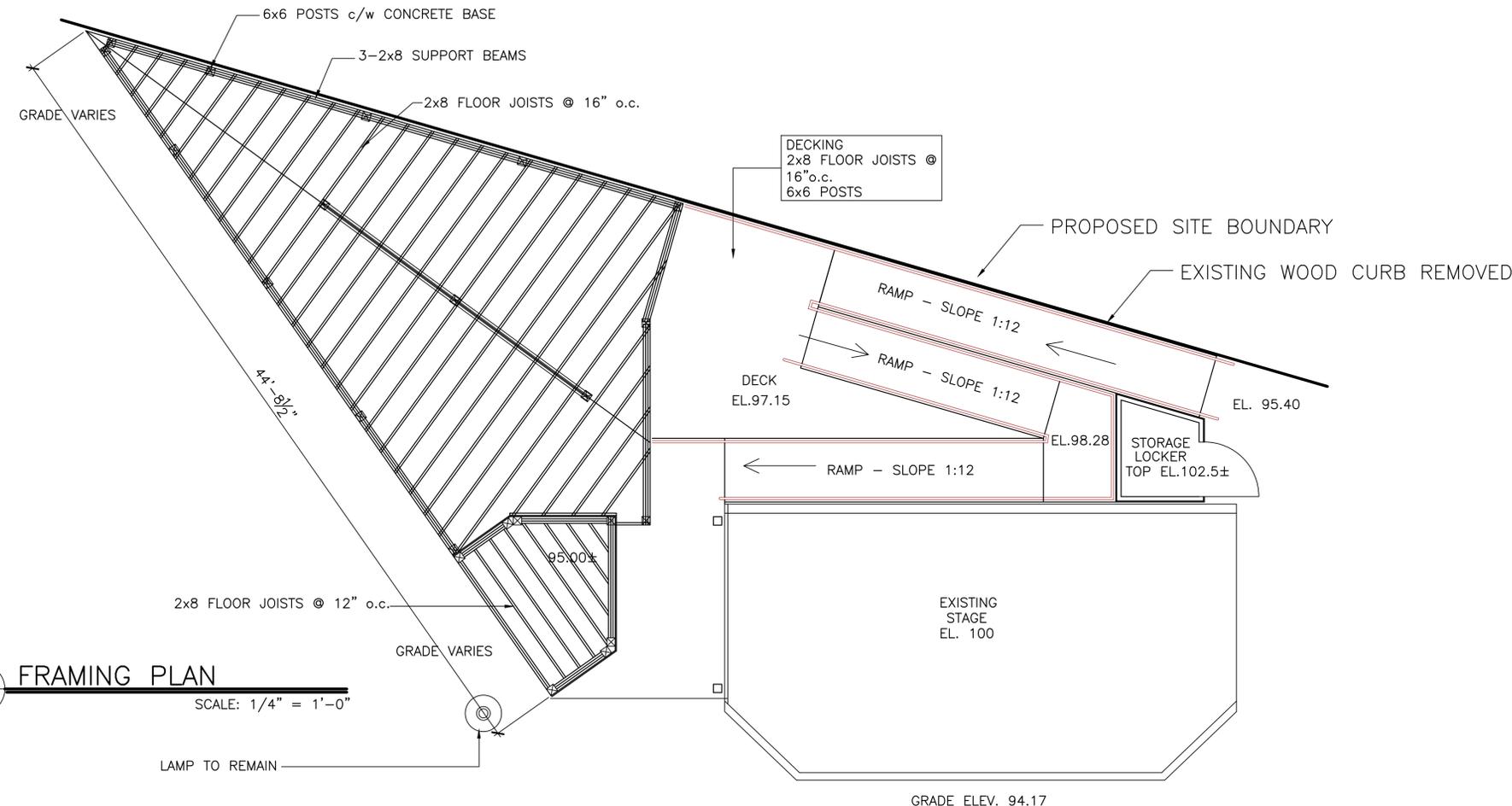
COMPANY/BIDDER:	ADDRESS:
NAME:(print)	SIGNATURE:
TEL NO:	E MIAL:
DATE:	*HST No.

*If applicable

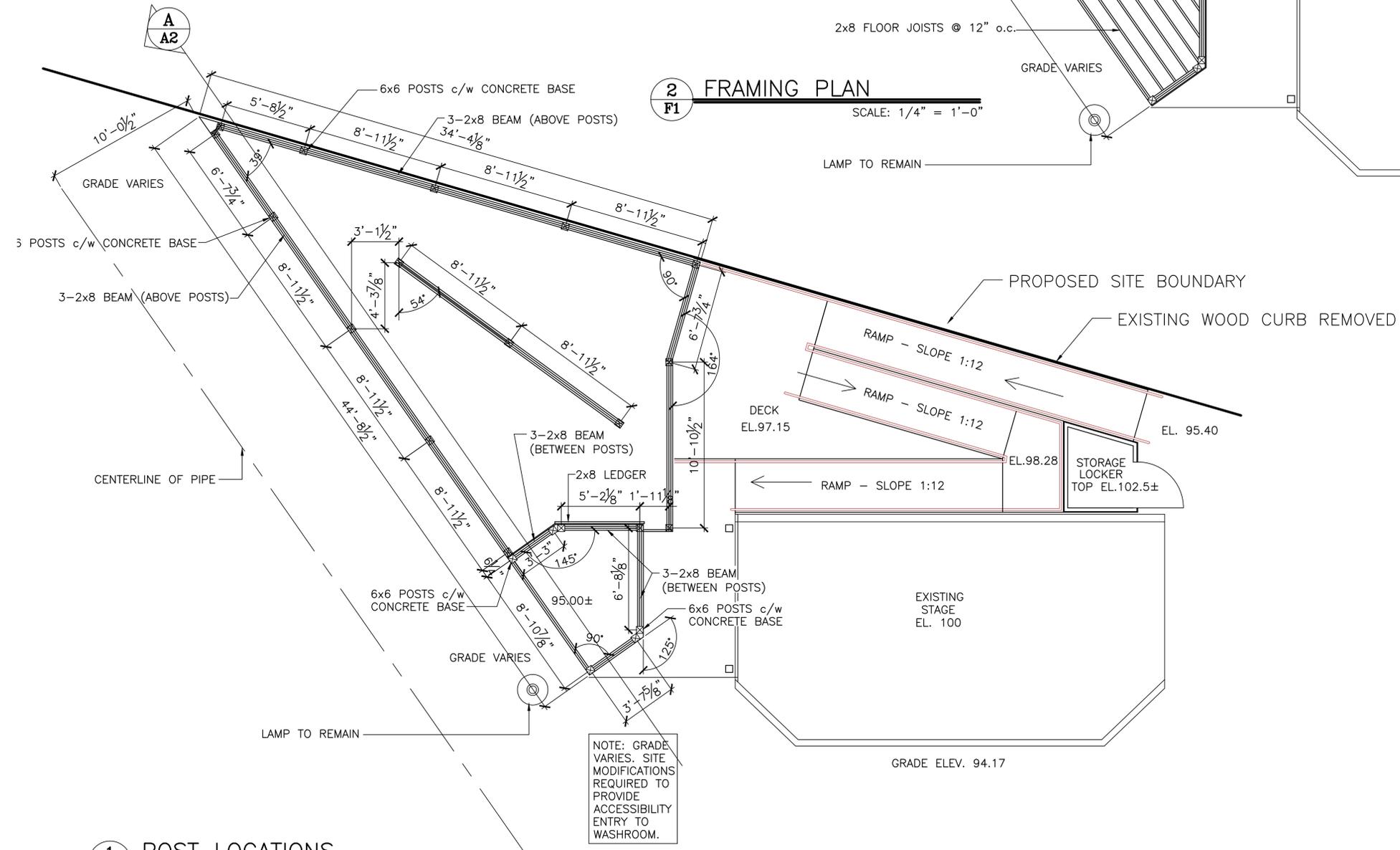


NOTICE OF TENDER DECLINE (Fax to 658-4742)

Tender Number:	Tender Closing Date:
Tender Description:	Date Submitted:
Company Name:	Phone Number:
Contact Name:	Fax Number:
Contact Signature:	
Reasons for declining to submit a tender response:	



2 FRAMING PLAN
F1 SCALE: 1/4" = 1'-0"



1 POST LOCATIONS
F1 SCALE: 1/4" = 1'-0"

No.	Revision	Date
	RE-ISSUED FOR CONSTRUCTION	06/27/18
0		

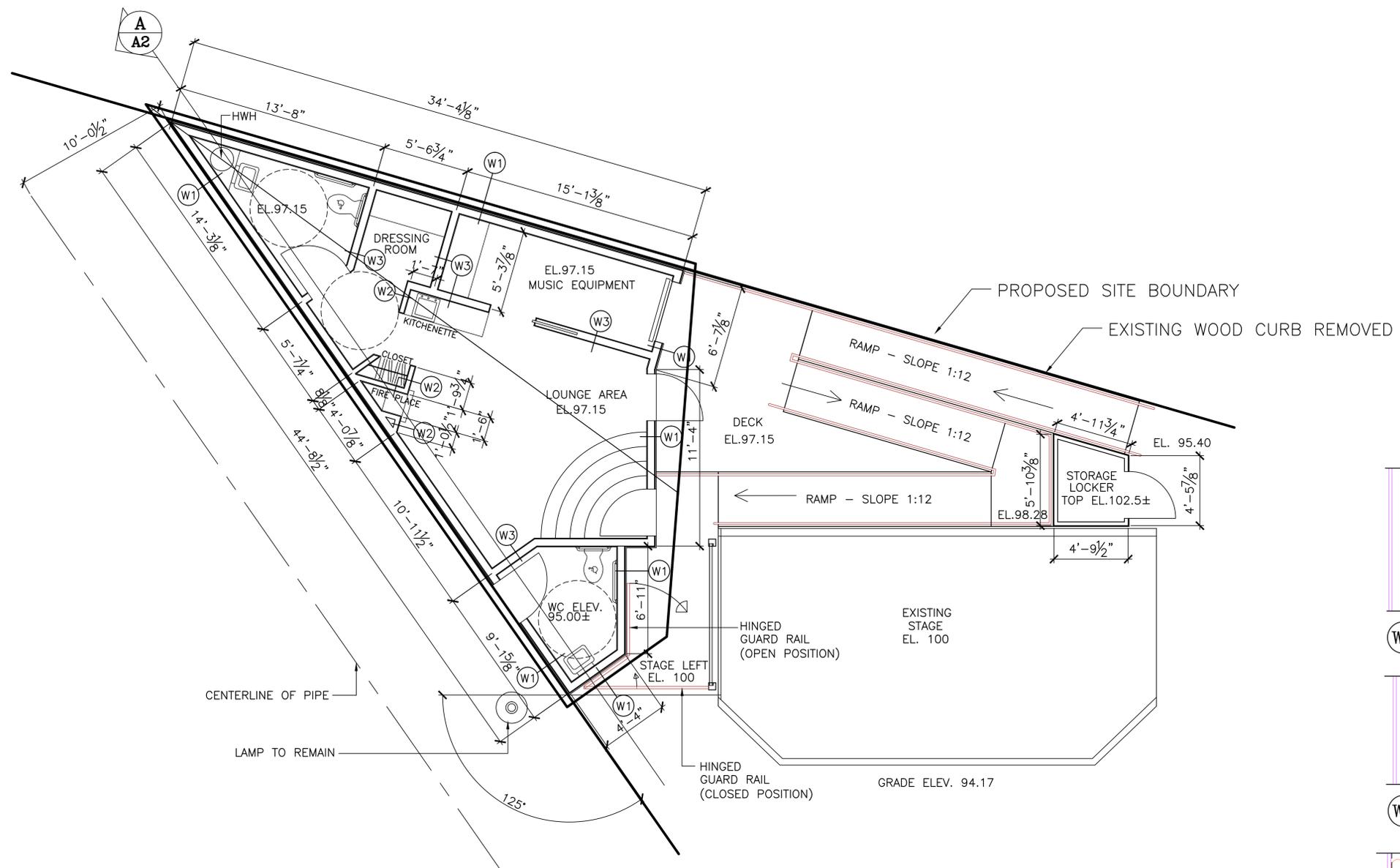
RICHARD & CO.
ARCHITECTURE INC.

40 WATER STREET, SAINT JOHN, N.B. E2L 2A5 TEL: 506 633-1361 CELL: 506 609-7047
 EMAIL: richard@richardarchitecture.com

Project Title:
 MARKET SQUARE
 PHASE II – SUPPORT SPACE
 SAINT JOHN, NEW BRUNSWICK

Drawing Title:
 FRAMING PLANS

Designed By: MRR	Revision No. 0	Drawing No. F1
Approved By:	Job No.: 28998	
Drawn By: MRR/LAG	Date: JUNE 27/18	
Ref. No.	Scale: AS NOTED	



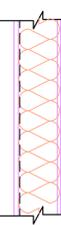
1
A1 **GROUND FLOOR PLAN**
SCALE: 1/4" = 1'-0"

2x6 WOOD STUDS c/w 5/8" GYPSUM BOARD b/s. TAPE, CRACKFILL, SAND, PRIME, AND PAINT WITH MIN. 2 FINISH COATS.

NOTE: ALL WASHROOM WALLS ARE TO BE c/w INSULATION

2x4 WOOD STUDS c/w 5/8" GYPSUM BOARD b/s. TAPE, CRACKFILL, SAND, PRIME, AND PAINT WITH MIN. 2 FINISH COATS.

EXTERIOR PREFINISHED SIDING STRAPPING
AIR BARRIER (TYVEK)
1/2" EXTERIOR GRADE PLYWOOD
2x6 WOOD STUDS @ 24"o.c. c/w R20 BATT INSULATION VAPOUR BARRIER
5/8" GYPSUM BOARD TO BE TAPED, CRACKFILLED, SANDED, PRIMED AND PAINTED WITH MIN. 2 FINISH COATS.



2
A1 **WALL TYPES:**
SCALE: 1" = 1'-0"

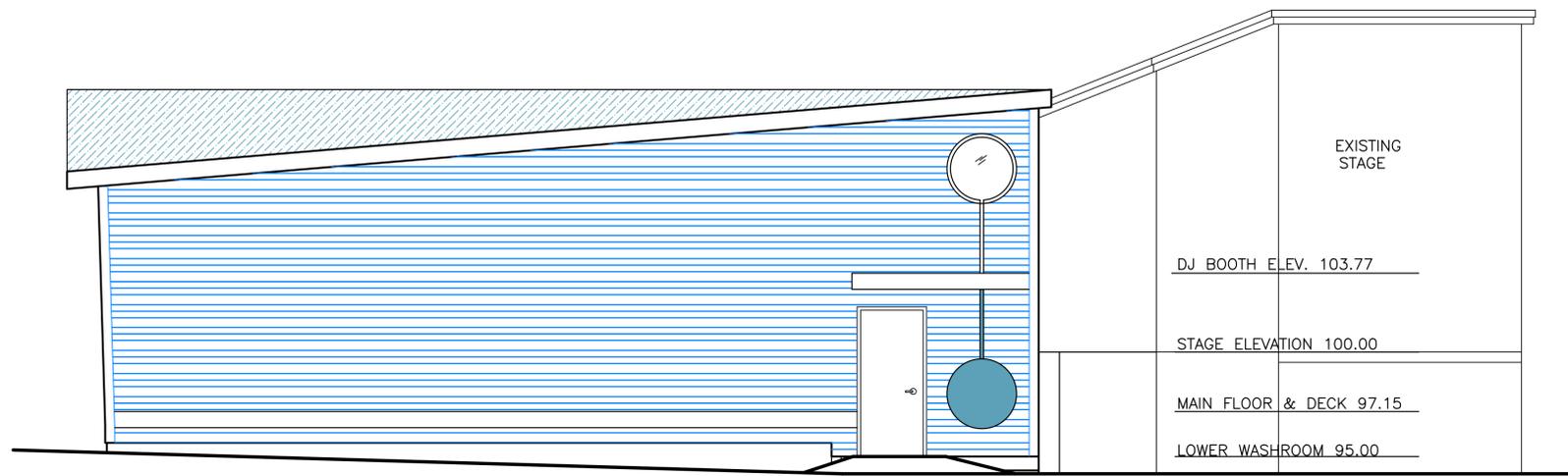
No.	Revision	Date
4	RE-ISSUED FOR CONSTRUCTION	06/27/18
3	ISSUED FOR CONSTRUCTION	04/12/18
2	REVISED DRAWING	03/27/18
0	CONCEPT DRAWING	03/16/18

RICHARD & CO.
ARCHITECTURE INC.
40 WATER STREET, SAINT JOHN, N.B. E2L 2A5 TEL: 506 633-1361 CELL: 506 609-7047
EMAIL: richard@richardarchitect.com

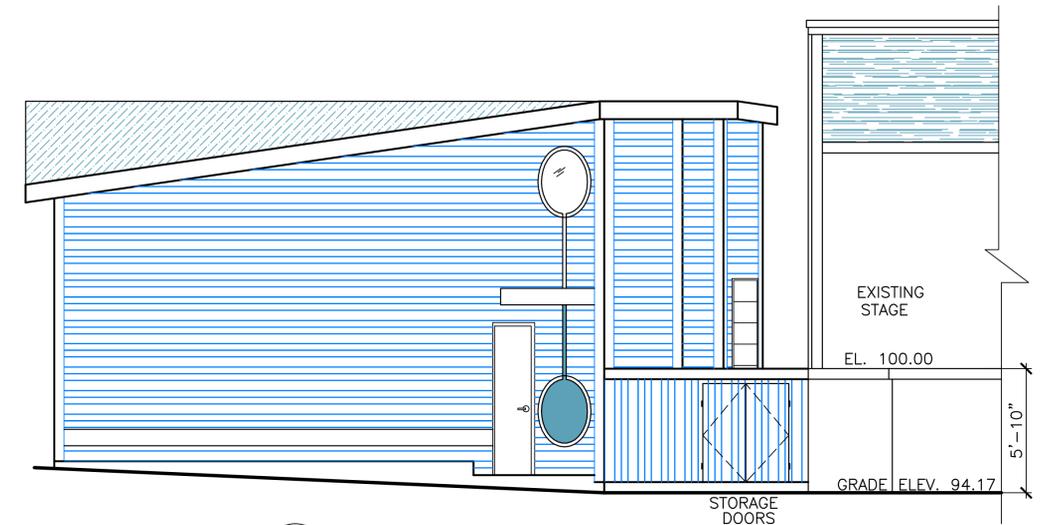
Project Title:
MARKET SQUARE
PHASE II - SUPPORT SPACE
SAINT JOHN, NEW BRUNSWICK

Drawing Title:
FLOOR PLAN AND WALL TYPES

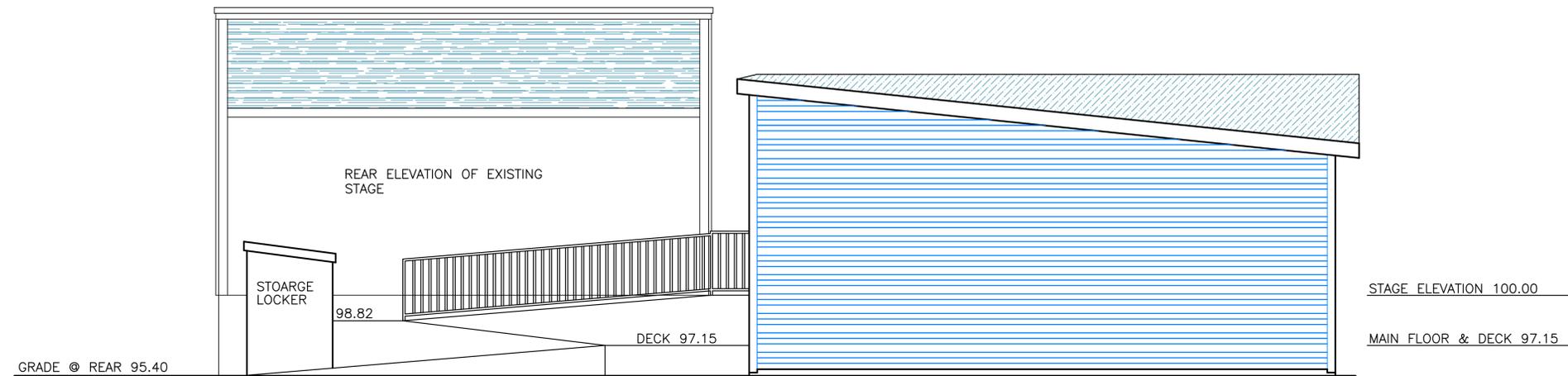
Designed By: MRR	Revision No. 0	Drawing No.:
Approved By:	Job No.: 28998	A1
Drawn By: MRR/LAG	Date: JUNE 27/18	
Ref. No.	Scale: AS NOTED	



1 NORTH-EAST ELEVATION
A2 SCALE: 1/4" = 1'-0"

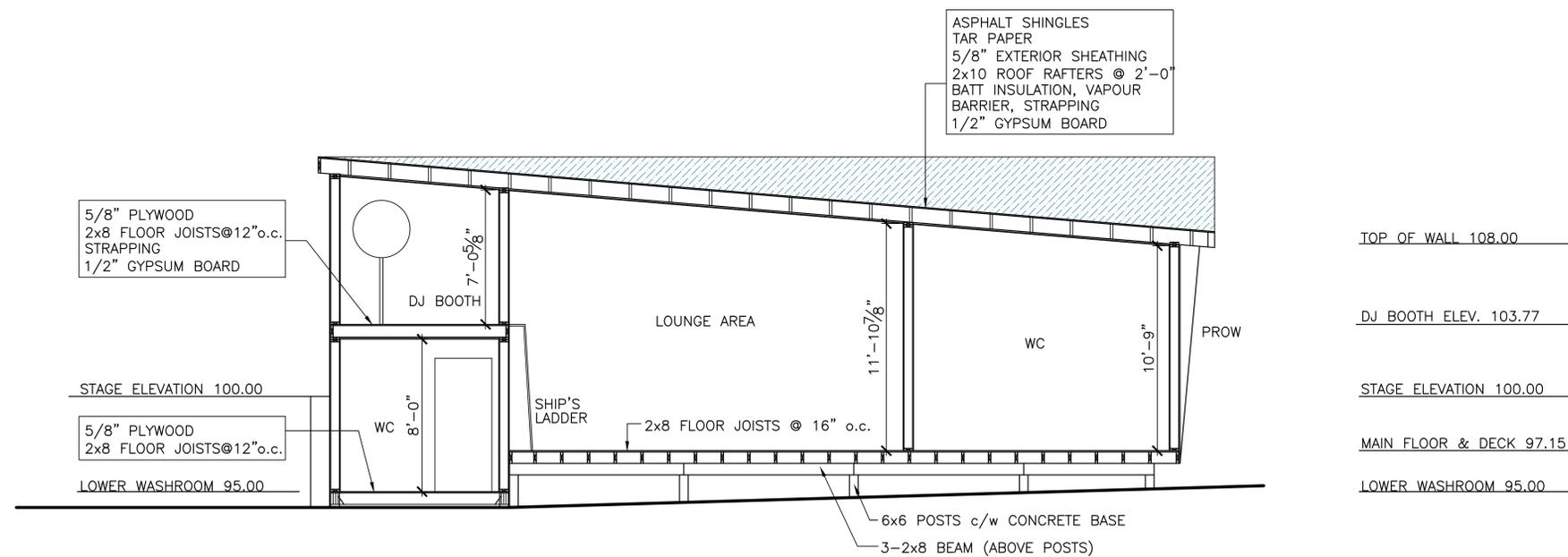


2 NORTH ELEVATION
A2 SCALE: 1/4" = 1'-0"



3 SOUTH ELEVATION
A2 SCALE: 1/4" = 1'-0"

No.	Revision	Date
4	RE-ISSUED FOR CONSTRUCTION	06/27/18
3	ISSUED FOR CONSTRUCTION	04/12/18
2	REVISED DRAWING	03/27/18
0	CONCEPT DRAWING	03/16/18



A SECTION
A2 SCALE: 1/4" = 1'-0"

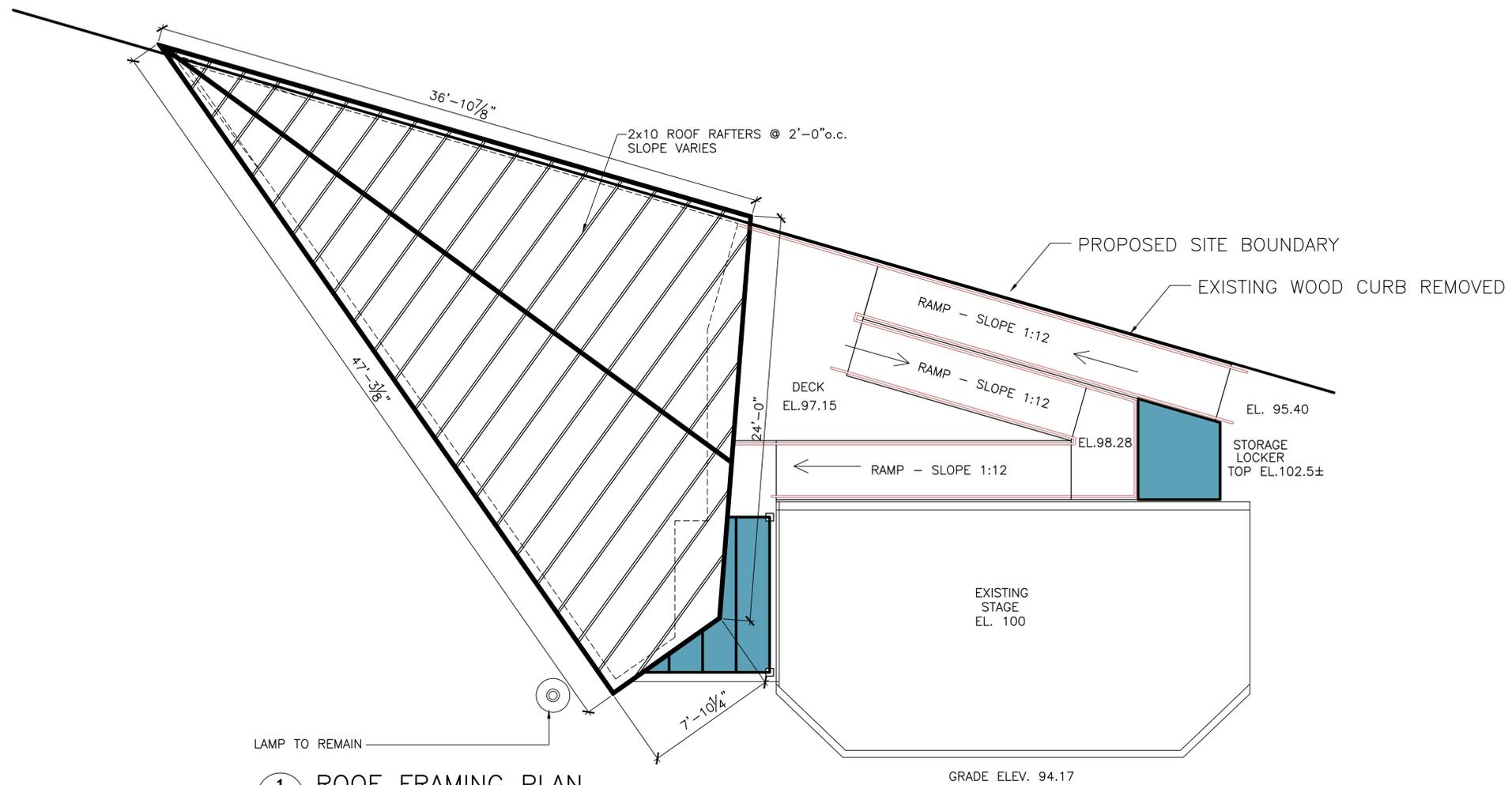
RICHARD & CO.
ARCHITECTURE INC.

40 WATER STREET, SAINT JOHN, N.B. E2L 2A5 TEL: 506 633-1361 CELL: 506 609-7047
EMAIL: richard@richardarchitecture.com

Project Title:
MARKET SQUARE
PHASE II - SUPPORT SPACE
SAINT JOHN, NEW BRUNSWICK

Drawing Title:
EXTERIOR ELEVATIONS
AND SECTIONS

Designed By: MRR	Revision No. 0	Drawing No.:
Approved By:	Job No.: 28998	A2
Drawn By: MRR/LAG	Date: JUNE 27/18	
Ref. No.	Scale: AS NOTED	



1
A3 **ROOF FRAMING PLAN**
SCALE: 1/4" = 1'-0"

No.	Revision	Date
	RE-ISSUED FOR CONSTRUCTION	06/27/18

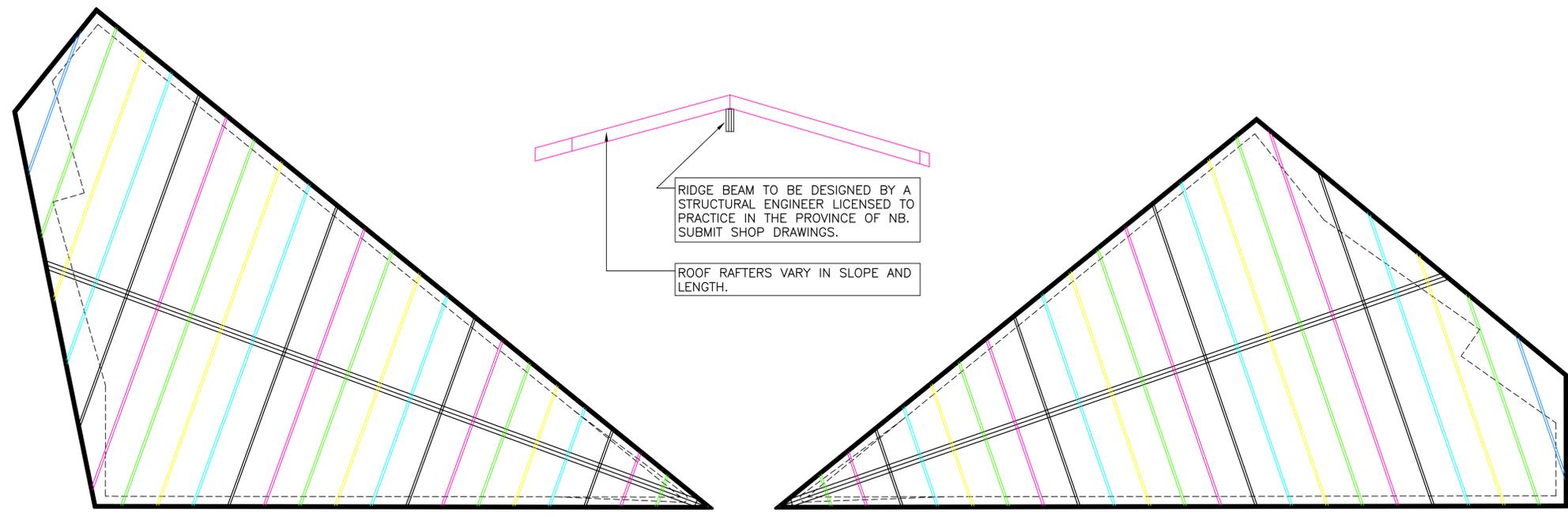
RICHARD & CO.
ARCHITECTURE INC.

40 WATER STREET, SAINT JOHN, N.B. E2L 2A5 TEL: 506 633-1361 CELL: 506 609-7047
EMAIL: richard@richardarchitecture.com

Project Title:
MARKET SQUARE
PHASE II – SUPPORT SPACE
SAINT JOHN, NEW BRUNSWICK

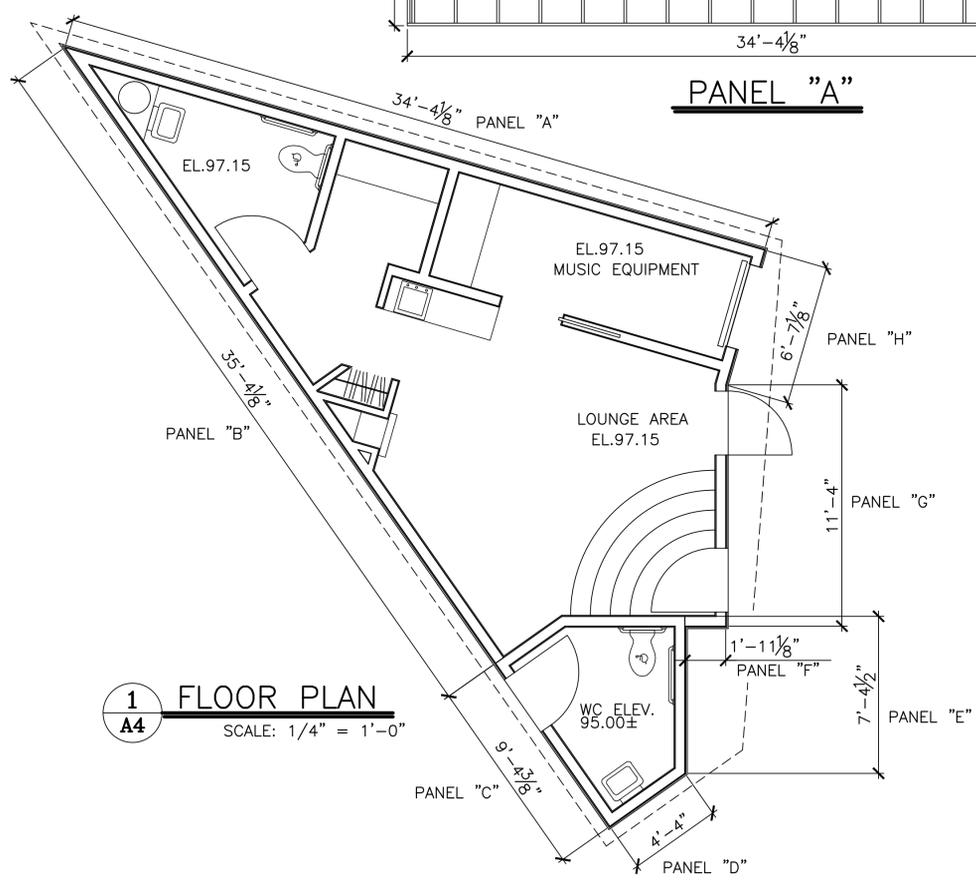
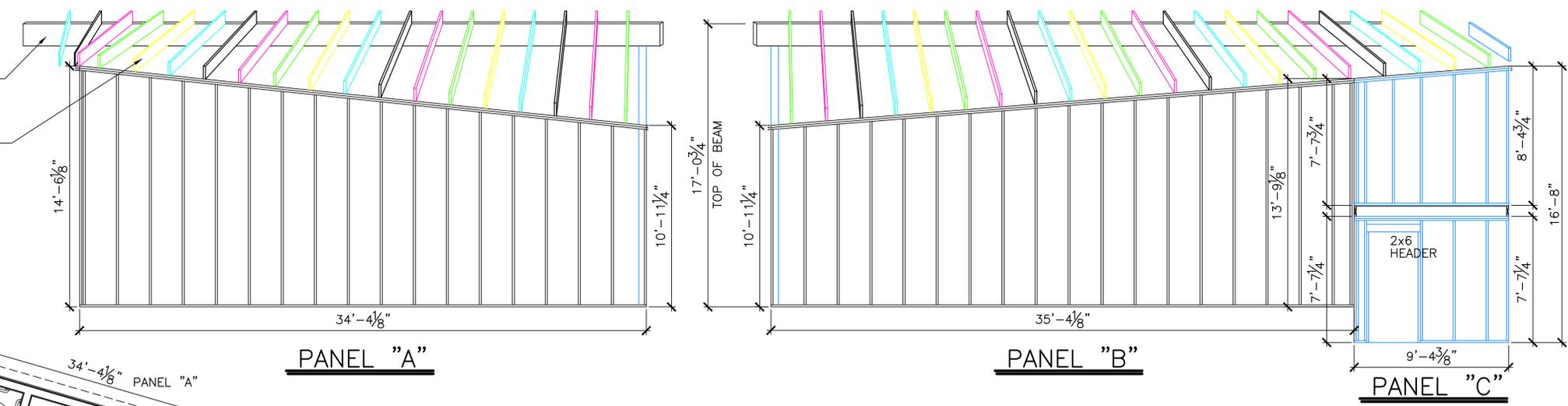
Drawing Title:
ROOF FRAMING PLAN

Designed By: MRR	Revision No. 0	Drawing No.: A3
Approved By:	Job No.: 28998	
Drawn By: MRR/LAG	Date: JUNE 27/18	
Ref. No.	Scale: AS NOTED	

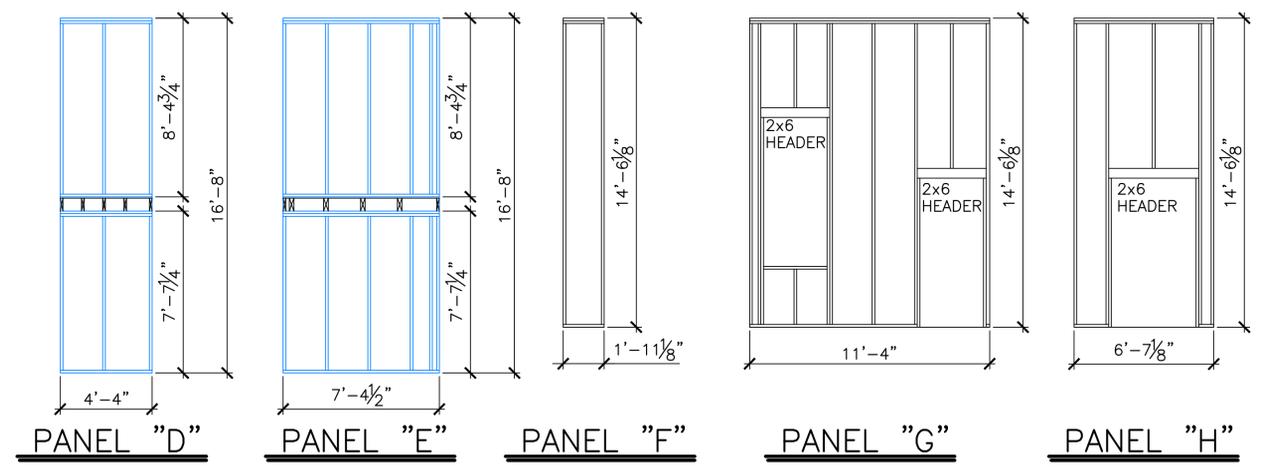


RIDGE BEAM TO BE DESIGNED BY A STRUCTURAL ENGINEER LICENSED TO PRACTICE IN THE PROVINCE OF NB. SUBMIT SHOP DRAWINGS.

ROOF RAFTERS VARY IN SLOPE AND LENGTH.



1 FLOOR PLAN
A4 SCALE: 1/4" = 1'-0"



2 WALL PANELS
A4 SCALE: 1/4" = 1'-0"

No.	Revision	Date
	ISSUED FOR CONSTRUCTION	05/02/19

RICHARD & CO.
ARCHITECTURE INC.
40 WATER STREET, SAINT JOHN, N.B. E2L 2A5 TEL: 506 633-1361 CELL: 506 609-7047
EMAIL: richard@richardarchitecture.com

Project Title:
MARKET SQUARE
PHASE II – SUPPORT SPACE
SAINT JOHN, NEW BRUNSWICK

Drawing Title:
WALL PANEL CONSTRUCTION
AND ROOF RAFTER LAYOUT

Designed By: MRR	Revision No: 0	Drawing No.:
Approved By:	Job No.: 28998	
Drawn By: MRR/LAG	Date: APRIL 30/19	A4
Ref. No.	Scale: AS NOTED	