



# **Essex-Windsor Solid Waste Authority**

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## **Addendum #1**

November 24, 2021

### **Tender for the Removal of Existing Insulation and Supply and Installation of Re-lining Material for the Landfill Gas Flare Stack at the Regional Landfill**

**TENDER ISSUE DATE:** Tuesday, November 16, 2021

**CLOSING DATE:** Wednesday, December 1, 2021  
12:00 PM (Noon), Local Time

**CONTRACTOR NAME:** \_\_\_\_\_

Addendum #1

Tender for the Removal of Existing Insulation and Supply Installation of Re-Lining Material for the Landfill Gas Flare Stack at the Regional Landfill

Issue Date: Wednesday, November 24, 2021

Closing Date: Wednesday, December 1, 2021 – 12:00 PM (Noon)

Please be advised that the following questions were received from perspective Tenderers in review of the Tender for the Removal of Existing Insulation and Supply and Installation of Re-lining Material for the Landfill Gas Flare Stack at the Regional Landfill.

Answers are provided below each question. Additionally, amendments to the Tender issue are also included.

1. Does the product have to be Cerablanket?
  - a. The Authority will review alternate insulation blanket materials proposed in tender submissions, provided that supporting documentation is provided with a history of existing installations, details and owner contact information. **Please include Specifications addendum (attached).**
2. Flare lining thickness reduction to 3" in the flare vs. for at the tabletop. It has been suggested maintaining 4" the whole way to reduce the labor costs.
  - a. Bidders are requested to provide pricing for 4" of insulation as per the revised specification addendum.
3. Ceramic coatings on ceramic fiber?
  - a. Bidders should include this as a provisional item in their tender submission. For multiple bids, **please include multiple Bid Sheets addendum (attached).**
4. Vaccination Policy **(Attached)**
  - a. Contractors, visitors and any other individuals who chooses not to be fully vaccinated will not be allowed to physically access County of Essex facilities and workplaces.

Contractors must ensure that all their employees accessing the County of Essex facilities and workplaces are fully vaccinated or meet the testing requirements. Individuals not compliant with this requirement will not be allowed to access County of Essex facilities and workplaces.

**Bidders are also advised that the closing date of the tender has been extended to Wednesday, December 1, 2021 at 12:00 PM (Noon).**

**Bidders are also advised of the following amendments to pages 13 and 14 and of the Tender. The following pages shall supersede and be attached to all tender submissions:**

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## BID SHEET

Removal of existing insulation and Re-lining of the Landfill Gas Flare Stack

Expected Project Start Date (See item 26)	
Description of Contractor's warranty (months)	
Total Bid Price (less H.S.T)	\$
Provisional Item (Rigidizer or other coating on insulation)	\$
H.S.T	\$
Total Cost to ESWA	\$

**THE AUTHORITY RESERVES THE RIGHT TO REJECT ANY AND ALL PRICE QUOTES AND TO WAIVE FORMALITIES AS THE INTERESTS OF THE AUTHORITY MAY REQUIRE WITHOUT STATING REASONS THEREFORE AND THE LOWEST OR ANY PRICE QUOTE WILL NOT NECESSARILY BE ACCEPTED.**

Addendum #1

Tender for the Removal of Existing Insulation and Supply Installation of Re-Lining Material for the Landfill Gas Flare Stack at the Regional Landfill

Issue Date: Wednesday, November 24, 2021

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**SPECIFICATIONS:**

Area:	Full Flare: 10ft D x 40' H
Material – Flare  * Proposed Alternate	1" of 8# density Cerablanket on the hot face and backed with 3" of 6# density Cerablanket  _____
Material - Table Top  * Proposed Alternate	1" of 8# density Cerablanket backed up with 3" of 6# density Cerablanket and anchored with Inconel 601 studs and washers  _____
Blanket Installation  * Proposed Alternate	The hot face blanket would be overlapped 20% or at a minimum of 3" and installed vertically  _____
Anchoring	Supply and install all anchoring. Anchoring to be 601 Inconel twist lock studs and washers
Thermocouples or existing equipment	Thermocouples or observation ports are to be opened up as required for inspection. The Contractor will be responsible to reinstall any parts or equipment removed and all parts and or equipment must be tested and confirmed to be in working condition
Labour	Contractor to supply all labour
Confined Space	Contractor to supply as required

## County of Essex Policy Manual

### COVID-19 Vaccination Policy

<b>Policy Number:</b>	2021-003
<b>Approved by:</b>	Chief Administrative Officer
<b>Department:</b>	All Departments
<b>Date Approved:</b>	2021-10-26
<b>Effective Date:</b>	2021-08-25
<b>Originating Department:</b>	Human Resources
<b>Last Revision Date:</b>	2021-10-26
<b>Scheduled for Review By:</b>	2022-10-01
<b>Replaces Policy No:</b>	Sun Parlor Home Policy IV-B-10.40

#### 1.0 Purpose

- 1.1** The County of Essex is committed to providing a safe working environment for our employees and members of the public with whom we interact regularly.
- 1.2** In our day-to-day operations, the County of Essex has a responsibility to take every precaution reasonable in the circumstances to ensure the health and safety of our staff. It is therefore critical that the County of Essex and our staff take any and all reasonable precautions to protect against the transmission and reduce the severity of the illnesses associated with COVID-19.
- 1.3** Receiving the recommended and approved COVID-19 vaccinations (double vaccination or full vaccination) as soon as possible, and any further recommended booster vaccinations, will help continue to protect our staff, the public and our families by reducing transmission and the severity of the illnesses associated with COVID-19.
- 1.4** The purpose of the COVID-19 Vaccination Policy (the "Policy") is to confirm the expectations and requirements of staff with respect to COVID-19 and vaccination.

# COVID-19 Vaccination Policy

**Policy Number: 2021-003**

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## 2.0 Scope

- 2.1** This Policy applies to all County of Essex employees, contractors, students, volunteers, college program placement, elected and appointed members of County Council and Council appointed Committees and any other individuals employed, contracted or engaged to provide service in any capacity to the County of Essex (collectively the "Staff") as well as visitors to the County of Essex facilities and workplaces.
- 2.2** This Policy does not apply to customers or clients whom utilize the services of the County of Essex, its partner agencies or its tenants.
- 2.3** This Policy applies equally to departments, like Sun Parlor Home (SPH) and Essex Windsor Emergency Medical Services (EWEMS), which may have additional requirements imposed by law and with which the County of Essex must be compliant. Specific direction or guidance documents may be developed and posted in each department. Affected Staff must familiarize themselves with any department specific direction or guidance.

## 3.0 Mandatory Vaccination Policy

- 3.1** The County of Essex is committed to ensuring a safe return of all staff to the workplace. In so doing, it will require all staff to be fully vaccinated against COVID-19, as recommended by the Ministry of Health and Ontario's Chief Medical Officer of Health (CMOH). Full vaccination will be required of all staff in accordance with this policy, regardless of how often they are currently attending at the work location, or how much time they spend there. Further, the Sun Parlor Home is mandated to follow all requirements for mandatory vaccination as outlined in the Directive #3.
- 3.2** All employees will be asked to declare their vaccination status by selecting one of the five categories listed below (does not apply to employees who under the previous SPH policy have declared they are fully vaccinated or are under medical accommodation).

Declaration of status, change of status and proof of vaccination can be submitted to the confidential email [covid@countyofessex.ca](mailto:covid@countyofessex.ca) or by [clicking here](#) to access the declaration tool. Your personal documentation on vaccination can be retrieved by from the Ministry of Health by [clicking here](#).

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Staff who do not complete their declaration by September 6, 2021 will not be permitted to attend work on September 7, 2021.

CATEGORY	REQUIREMENTS
1. They are <b>fully vaccinated</b> as defined by the <a href="#">Ministry of Health</a> .	<ul style="list-style-type: none"><li>• Written proof of full vaccination from the Ministry of Health to be provided at time of declaration no later than September 3, 2021.</li></ul>
2. They have or will receive their first dose no later than September 6, 2021 and will be <b>fully vaccinated</b> no later than <b>October 30, 2021</b> .	<ul style="list-style-type: none"><li>• Written proof of first dose of vaccination from the Ministry of Health to be provided at time of declaration and by or on September 6, 2021.</li><li>• Completion of regular COVID Rapid Antigen Testing twice per week until full vaccination is reached.</li><li>• Written proof of full vaccination from the Ministry of Health to be provided using the declaration tool by October 30, 2021.</li></ul>
3. They are unable to be vaccinated for <b>medical</b> reasons.	<ul style="list-style-type: none"><li>• After completion of declaration, written proof of the medical reason, to be provided by either a physician or nurse practitioner, that sets out the details below, by September 3, 2021 to <a href="mailto:covid@countyofessex.ca">covid@countyofessex.ca</a>.<ol style="list-style-type: none"><li>1. That the staff member cannot be vaccinated against COVID-19 and;</li><li>2. The effective time period for the medical restriction and date by which the restriction will be removed.</li></ol></li><li>• Completion of the Educational Program required.</li><li>• Completion of COVID Rapid Antigen Testing twice per week.</li><li>• If the medical reason is time-limited, within thirty (30) days of expiry, proof of vaccination must be provided using the declaration tool or further proof is required. If an extension or proof of vaccination is not received, the staff member will be considered</li></ul>

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	unvaccinated in accordance with Option 5.
4. They are <b>requesting accommodation</b> under the <i>Ontario Human Rights Code</i> (OHRC) for a legitimate and demonstrable religious exemption.	<ul style="list-style-type: none"> <li>• After completion of the declaration, a written request must be provided to <a href="mailto:covid@countyofessex.ca">covid@countyofessex.ca</a> no later than September 3 with their legitimate and demonstrable religious objection.</li> <li>• Completion of the Educational Program required.</li> <li>• Completion of COVID Rapid Antigen Testing twice per week.</li> </ul>
5. They elect <b>not to be vaccinated</b> , and are without a medical reason or OHRC accommodation and understand they will be off work without pay effective September 7, 2021.	<ul style="list-style-type: none"> <li>• Completion of the Educational Program required.</li> <li>• The staff member is off without pay and subject to potential discipline up to/including dismissal until full vaccination is reached, consistent with timelines in Option 2.</li> <li>• A change of vaccination status may be submitted using the declaration tool.</li> </ul>

### 3.3 Educational Program

All Staff that select Options 3, 4 or 5 above will be required to complete an educational program approved by the County of Essex, which will be consistent with the Ministry of Health recommendations. Attestation to the completion is required. This program may be completed during working hours.

This educational program will include the following:

How COVID-19 vaccines work	Vaccine safety related to the development of the COVID-19 vaccines
The benefits of vaccination against COVID-19	Risks of not being vaccinated against COVID-19
Possible side effects of COVID-19 vaccination	

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## 3.4 Testing

After completion of the educational program, Staff that are required to select Options 3 or 4 will be required to participate in COVID-19 Testing Program below. Staff at SPH will follow the current surveillance testing directives and guidelines issued by the Ministry of Health and/or Ministry of Long-Term Care. All other staff must at a minimum:

- Conduct twice weekly Rapid Antigen Testing and demonstrate a negative result. There must be a minimum of three days between testing.
- Provide verification of the above negative test result. Results can be provided through the [declaration tool](#) or to [covid@countyofessex.ca](mailto:covid@countyofessex.ca).

Staff that still elect Option 5, will be considered non-compliant in accordance with Section 3.11 of the Policy.

## 3.5 Obtaining a Rapid Antigen Test

Based on capacity, resources and ability, the County will endeavor to provide testing locations. For such locations, the cost of the performance of the test will be covered by the County of Essex, however it will be on unpaid time. If staff are unable to attend the County of Essex sites, they will be required to obtain testing at their cost outside of working hours. This excludes SPH staff as tests are administered on-site.

Testing locations can be found at [this site](#).

## 3.6 Testing Results

<b><u>Asymptomatic</u></b>	These antigen tests are meant for regular testing of asymptomatic employees only and to identify those who may be infectious and at risk of infecting others before coming on-site. The tests are also not to be used by anyone with symptoms or who has a known exposure to someone with COVID-19.
<b><u>Symptomatic</u></b>	Symptomatic and exposed individuals must follow current <a href="#">COVID-19 WECHU guidelines</a> .
<b><u>Positive Results</u></b>	Staff who test positive must immediately contact their health practitioner and proceed to arrange a confirmatory diagnostic test at an approved Public Health assessment center. In addition, they must advise their assigned department supervisor and will need to self-isolate at home pending the result of the confirmatory test. All positive Rapid Antigen Tests results will be relayed to Windsor Essex County Health Unit (WECHU). Staff who have a positive test will not be allowed to physically report to work as per current guidelines and must follow the direction of WECHU in regards to isolation.

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## **3.7 Change in Status**

Any individual who initially selected option 3, 4 or 5 and later becomes fully vaccinated will be able to update their vaccination by using the [declaration tool](#) or if staff of SPH, directly to the [Manager of Health and Safety](#) by providing the Smart Health QR Code.

## **3.8 Contractors, visitors and others attending County of Essex facilities and workplaces**

Contractors, visitors and any other individuals who chooses not to be fully vaccinated will not be allowed to physically access County of Essex facilities and workplaces.

Contractors must ensure that all their employees accessing the County of Essex facilities and workplaces are fully vaccinated or meet the testing requirements. Individuals not compliant with this requirement will not be allowed to access County of Essex facilities and workplaces.

The County of Essex will be open to visitors who have completed an Assessment Tool. In addition, visitors and any other users of facilities and services who are not fully vaccinated will not be permitted to access facilities and workplaces. This restriction will be effective on the date of the implementation of this Policy and does not apply to legitimate visitors and users of/at SPH, EWEMS bases or the logistics centre.

In addition, all visitors and users of/at SPH and EWEMS bases must comply with any current directives and policies applicable to those facilities and workplaces, including surveillance and testing requirements.

## **3.9 Accommodations**

Staff who can establish that they are restricted from being vaccinated for medical reasons, or that they have a legitimate and demonstrable religious objection to vaccination, will have their cases considered on an individual basis. After submission to Human Resources, their request will be reviewed to determine the applicability of an exemption and whether any additional information or documents are required to be provided.

## **3.10 Provision of Smart Health QR Code**

All vaccinated employees will be required to provide their COVID-19 Proof of Vaccination "Smart Health Card QR Code" as provided by the Canadian government. Similar QR codes/Vaccine Passports will be accepted from other

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provinces. This is to be provided no later than November 15, 2021. This code is a requirement for all newly hired County of Essex employees. If the QR code is not provided the staff member may be deemed non-complaint under 3.11. The code can be uploaded via the [declaration tool](#).

### 3.11 Non-Compliance

Staff failing to follow this Policy and/or falsifying information may be subject to disciplinary action up to and including termination of employment. Contractors may be subject to having their contracts voided and being denied access to facilities and workplaces. Unvaccinated staff, who have not been accommodated under section 3.9 will, initially, be on unpaid leave of absences from their employment and are at risk of discontinuation of employment.

## 4.0 Confidentiality

**4.1** Information relating to an individual's proof of vaccination and/or the reason(s) for not receiving a COVID-19 vaccination will remain in their confidential health file and will not be disclosed except as may be required for the purposes of ensuring the safety of the County of Essex's employees, contractors, clients and local communities in the event of a COVID-19 outbreak, as may be required to ensure every precaution reasonable is taken to protect health and safety of Staff, or as otherwise may be required by law.

### 4.2 Statistical Data Collection

SPH and EWEMS will collect, maintain, and disclose to the Ministry of Long-Term Care and the Ministry of Health (as applicable, at a minimum on a monthly basis), in aggregate form and in a manner set out by the Ministries, the following statistical information:

- the total number of individuals subject to the care community's policy for the reporting cycle;
- the total number of individuals who have submitted proof as per the Requirements above, broken down by which type of proof was provided; and
- for each type of proof, the number of individuals who submitted each type of proof who are team members, student placements, or volunteers.

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## 5.0 Contact

Please contact your supervisor or a member of the Human Resources Team with any questions.

## 6.0 Corporate Accommodations

The Chief Administrative Officer maintains the right, based on business operating need, public safety and other relevant legal considerations, to make exceptions to the Policy on an individual and/or departmental basis.

## 7.0 Amendments and Compliance with Applicable Law

This Policy may be amended from time to time by the County of Essex as it deems necessary or appropriate, as relevant circumstances change, and at all times will be applied in accordance with the [Occupational Health and Safety Act](#), the [Ontario Human Rights Code](#), all other applicable law and collective agreements.

## 8.0 References

1. [https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/2019\\_guidance.aspx](https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/2019_guidance.aspx)
2. <https://www.ontario.ca/page/ministers-directive-long-term-care-home-covid-19-immunization-policy>
3. <https://www.ontario.ca/page/covid-19-long-term-care-home-surveillance-testing>
4. [https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/directives/directive\\_6\\_policy\\_resource.pdf](https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/directives/directive_6_policy_resource.pdf)