The prime consultant is responsible for the assembly of two (2) complete contract packages, each including Issued for Tender specs and drawings. The sets should be labelled 'Contract Set 1' and 'Contract Set 2', for execution **by UVic**. Each complete set of contract documents comprised of CCDC2 contract, general conditions, supplementary general conditions, addenda, Stipulated Price Bid form, Letter of Intent, specifications and drawings, **is forwarded to UVic** for preparation of execution.

: Page 5 of "Agreement between Owner and Contractor" (under OWNER) needs to be complete with persons signing:

K. Simpson, Vice President, Finance and Operations M. Donaldson, Executive Director, Facilities Management (WITNESS)

M. Donaldson, Executive Director, Facilities Management C. Agnello, Director, Project Management Services (WITNESS)

1. Cover Page

- Use cover page template provided by UVic (this is in addition to the CCDC2 2020 cover page), print in colour
- Enter the appropriate project information as detailed in the template
- •

(e.g. supplementary conditions; addenda; Stipulated Price Bid form; Letter of Intent; specifications - giving a list of contents with section numbers and titles, number of pages and date; material finishing schedules; drawings - giving drawing number, title, date, revision date; attaching additional pages if required).

- Article A.4 Contract Price should match the price of the Letter of Intent (Award Letter)
- Article A.5 Payment Section 5.2.1 should read @n5g0nme.

