



**Village of Mayo Invitation to Tender
for preparation of an Asset Management Plan,
for preparation of a Conditions Report of Village of Mayo assets and
assessment and preparation of a Risk Assessment Report of possible asset failures**

The Village of Mayo is inviting written tenders from interested consultants for asset management work as stated above.

The terms of reference are as follows:

The bidders must demonstrate past experience working on asset management projects.

The successful bidder must have, or obtain, a Village of Mayo business licence, or Inter-municipal Business Licence. The successful bidder must have or obtain his/her own Yukon Worker's Compensation Board Coverage and liability insurance in the amount of \$2,000,000.00 and keep both current for the duration of the project.

The successful consultant must make him/herself familiar with Village of Mayo Assets, the Asset Register, and the Village's draft Asset Management Plan.

The successful consultant must work closely with the Village of Mayo Staff to obtain information about the Village's Assets.

The successful consultant must provide his/her draft reports (Asset Management Plan, Condition Assessment Report, and Risk Management Plan) in draft format to Village of Mayo Staff and Council for review. Upon final approval of the report(s) by the Village, the successful consultant must provide the Asset Management Plan, the Condition Report, and the Risk Assessment Report in paper and electronic copy (word format).

Expected Completion date for the Asset Management Plan and related reports is December 15, 2017.

The tender price must be submitted inclusive of GST.

Written tenders must be submitted in a sealed envelope to the Village of Mayo Office, Box 160, 310 Sixth Avenue, Mayo, Yukon, Y0B 1M0, on or before Tuesday, June 20, 2017 at 4:00 pm Yukon time. The contractor must state "Village of Mayo Asset Management Project 2017" on the outside of the envelope. Submission of tenders by fax or email are not permitted.

The lowest or any tender will not necessarily be accepted.

For more information or clarification please contact Margrit Wozniak at 867-996-4300, or caomayo@northwestel.net