****

**[LOCATION] – [BUILDING NAME]**

**[Required] Services**

**Street Address:** [ ]

**Pre-Bid Meeting:** [Month Day, Year], [ ] [a.m.][p.m.]

 [place]

**Bid Closing Date and Time:** **[Month Day, Year], at 2:00:00 p.m.**

**Inquires Contact:** [Name]@gov.ab.ca (include the Plan No. in the subject line).

**Project ID/WBS Number: [ ]**

**Building No: [ ]**

**Site ID: [ ]**

**Plan No.: [** **]**

****

**[LOCATION] – [BUILDING NAME]**

**[Required] Services**

**Project ID/WBS Number: [ ]**

**Building No: [ ]**

**Site ID: [ ]**

**Plan No.: [ ]**

**Specifier:**

Properties Division

Property Management

Alberta Infrastructure

6950 - 113 Street NW

Edmonton, Alberta T6H 5V7

1. LIST OF SPECIFICATION SECTIONS

 Section Section

Division Number Name

SPEC NOTE: The Sections identified below are from the Property Management Services Master Specification in the Infrastructure Technical Resources (ITR) unless noted with (BMS). These Sections are normally always used and are located in the Basic Master Specification on the ITR. Edit the BMS Sections as required.

**DIVISION 00 – PROCUREMENT AND CONTRACTING REQUIREMENTS**

**Instructions for**

**Procurement** 00 21 14 Instructions to Bidders

 00 25 13 Pre-Bid Meeting (BMS)

**Procurement and** 00 40 41 Unit Price Bid and Contract Form

**Contract** 00 61 56 Fidelity Bond

**Requirements** 00 72 10 General Conditions of Contract

 00 73 90 Public Works Act Claims (BMS)

 00 73 90A Statement of Public Works Act Claim (BMS)

**DIVISION 01 – GENERAL REQUIREMENTS**

**General** 01 00 15 General Requirements

**Requirements** 01 21 13 Cash Allowances (BMS)

 01 35 14 Project Security and Safety Procedures (BMS)

SPEC NOTE: List Property Management Services Master Specification Sections or BMS Technical Sections below and use as required, or keep ‘Not Used’

**DIVISIONS 02-48** ‘Not Used’

**END OF TABLE OF CONTENTS**