

EMPLOYMENT OPPORTUNITY

PAYROLL CLERK 1 Year temporary position (35 hours per week)

The successful candidate will be proficient with computer applications, in addition, the ideal candidate will have a post secondary education or college diploma in accounting or business, a minimum of 5 years payroll experience (in a stand alone payroll position) as well as certification from the Canadian Payroll Association. Municipal payroll experience as well as a working knowledge of Ceridian and ADP Systems is preferred. Complete description available at www.scugog.ca. Please submit a résumé, outlining relevant work experience, background and education by 4:30 p.m. on Friday, June 12, 2009 to:

Office of the CAO
Township of Scugog
181 Perry Street, PO Box 780, Port Perry, ON L9L 1A7

We would like to thank all applicants for their interest, however only those selected for an interview will be contacted. Please note that the successful applicant will be required to provide a Criminal Reference Check.

TOWNSHIP OF SCUGOG OFFICIAL PLAN REVIEW

The Township of Scugog is updating its Official Plan and is looking for your input on the document that will guide the municipality's planning and development to the year 2031:

REVISED DRAFT OFFICIAL PLAN

The Township will receive final submissions on the revised Draft Official Plan (May 25, 2009 Version) until **June 5, 2009**. Copies are available for review at the Municipal Office and on the Township's website.

PROPOSED PARKS AND OPEN SPACE POLICIES AND MAPPING

Township Council will hear comments on the proposed parks and open space policies and mapping for the Official Plan at its meeting on **June 8, 2009**. Copies will be available on **June 2, 2009** at the Municipal Office and on the Township's website. Parties wishing to address Council on the proposal can contact the Clerk's Department prior to 4:30 p.m. on June 3, 2009 to schedule a time.

BY-LAW TO ADOPT NEW OFFICIAL PLAN

Township Council is scheduled to consider the by-law to adopt the new Official Plan at its meeting on **June 22, 2009**. Parties wishing written Notice of Council's adoption of the by-law must contact the Clerk's Department.

Please contact the Planning and Public Works Department at 905-985-7346 x 112 or e-mail planning@scugog.ca for further information, or visit the Township's website at www.scugog.ca/official_plan.58.php.

CONTRACT NO. S2009-01

Reconstruction Of John Street Community Of Port Perry And Contract No. S2009-06 2009 Road Rehabilitation Programme

Sealed Tenders for each project, plainly marked as to contents, will be received by Ms. K. Coates, Clerk, Township of Scugog, at the Municipal Offices, 181 Perry Street, P.O. Box 780, Port Perry, Ontario, L9L 1A7 until 2:00 P.M. local time on Wednesday, June 10, 2009.

The work under Contract No. S2009-01 consists of the reconstruction of John Street from Highway No. 7A to Queen Street over a distance of approximately 500 metres and includes concrete sidewalk (1340 m²), concrete curb and gutter (1080 m), subdrains, granular base and subbase, hot mix paving, storm sewers 300 m (sizes 250 to 450 mm) and watermains 100 m (150 mm).

The work under Contract No. S2009-06 consists of rehabilitation and related works on North Port Road over a total distance of 700 m, Paxton Street and Old Simcoe Road (total distance 900 m), Easy Street (total distance 800 m), Stone Sound (total distance 600 m) and at the Scugog Arena and includes pulverizing existing pavement and repairs to base course asphalt, granular grade raises, granular sealing of shoulders and hot mix paving, varying thickness from 50 to 120 mm, culvert replacement, regrading of ditches and topsoiling and sodding.

Complete Tender Documents will be available for pick up at the Township of Scugog Municipal Offices in Port Perry on Monday, May 25, 2009 after 1:30 p.m. for a non-refundable charge of \$50.00 (includes GST) for each of the Tenders. Cheques are to be made payable to the Corporation of the Township of Scugog. Each Tender submitted must be accompanied by a certified cheque or bid bond made payable to the Corporation of the Township of Scugog. The lowest or any Tender not necessarily accepted.

RFP for Bridging Consultant

Scugog Memorial Public Library Expansion and Parking Structure

The Township of Scugog requires the services of a Bridging Consultant to provide and lead a multi-disciplinary consulting team comprised of architectural, engineering and other required consulting services to prepare and deliver a Design Brief for the expansion of Scugog Memorial Public Library (SMPL) and the construction of a new municipal parking structure.

The Bridging Consultant will create a Design Brief that describes the general facility requirements, guidelines, standards and performance specifications for use in the procurement of a Design Build Contractor via open competition. The Design Build Proposals are not to exceed the established budget amount. Note, the Bridging Consultant and its subcontractors will not be allowed to join a Design Build Contractor submitting a Design Build Proposal for the project.

Respondents are to provide details as to qualifications, project team, relevant experience and costs.

Proposals are to be submitted to:

Corporation of the Township of Scugog
181 Perry Street, P.O. Box 780
Port Perry, ON L9L 1A7
Attention: Ms. Kim Coates AMCT, Clerk

The Clerk will receive written submissions for this assignment until no later than 2:00 p.m. on Friday, June 5, 2009. Eight (8) copies of the submission are required. Submissions are to be no greater than 25 pages in length including appendices and must be sealed in an envelope or box clearly marked as to the contents. Submissions that do not meet these requirements will not be considered. Submissions received after the closing time will NOT be accepted. The onus is on the bidder to ensure that the bid is received in the proper location and before the closing time.

Written submissions will be short listed by a selection committee and the successful short listed proponents may be requested to make a formal presentation to the selection committee. The successful proponent will then enter into a formal contract with the Township of Scugog. Award is subject to Township Council approval.

For further information regarding this RFP, please contact Mr. Gary Adamkowski, MHPM Project Managers Inc, gadamkowski@mhpm.com.

As its best interests may appear, the Township of Scugog reserves the right to, at any time during the selection process, reject any or all proposals, either in whole or in part.



THE TOWNSHIP OF SCUGOG MUNICIPAL OFFICES

181 Perry St., P.O. Box 780, Port Perry, ON L9L 1A7

Hours of Operation: Monday - Friday 8:30 am - 4:30 pm

• Phone: 905-985-7346 • Fax: 905-985-9914 • Email: mail@scugog.ca • Website: www.scugog.ca