



## ***Town of Golden***

### **REQUEST FOR QUOTATION RFQ #2020-06**

**FOR**

### ***TOWN HALL EXTERIOR REPAINTING***

#### **INSTRUCTIONS**

- **Closing Date for Submission:** Sealed quotations are to be delivered to the attention of the undersigned, Town of Golden, 810 9<sup>th</sup> Avenue South, no later than 2:00 p.m. MST, April 2, 2020. Email submissions by the closing date will also be accepted if followed by a hard copy submission. Tenders will not be opened in public.
- **Pre-bid Inspection:** Prospective bidders are advised to view the worksite prior to submitting a proposal.
- **Substantial Completion Date:** August 31, 2020.
- **Town of Golden Contact:** Chris Cochran, ASCT, Operations Manager

**Telephone:** 250-344-2271 ext 226

**Fax:** 250-344-6577

**Email:** [ops@golden.ca](mailto:ops@golden.ca)

**Address:** 810 9<sup>th</sup> Ave South  
Box 350  
Golden, B.C.  
V0A 1H0

## 1. Background

Quotations are requested for the work described below.

## 2. Purpose of the RFQ

The purpose of this RFQ is to solicit quotations from qualified contractors for the works described herein. The Town intends to select and retain one General Contractor as a result of this RFQ.

## 3. RFQ Requirements

Quotations shall include a brief construction schedule and bid price for:

- Pressure wash of all soffits, wood siding, window frames, and south-west wall AC enclosure lattice, belly board and staircase;
- Scape and sand all peeling paint;
- Repair/replace window sills as necessary;
- Apply full oil primer to all soffits, wood siding, window frames, and south-west wall AC enclosure lattice, belly board and staircase;
- Apply two coats of acrylic latex paint to all soffits, wood siding, window frames, and south-west wall AC enclosure lattice and belly board;
- Apply two coats of porch and floor enamel on south-west staircase;
- Re-caulk window frames as necessary.

Note that the successful proponent shall assume the responsibilities of Prime Contractor and therefore be responsible for coordinating overall site safety and safety of any associated sub-contractors.

All enquiries of a general or technical nature regarding the project shall be directed to the undersigned.

## 4. RFQ Evaluations

Proposals will be evaluated by cost as well as contractor experience with similar scope projects.

**Proposals are to include reference contact information for a minimum of three (3) similar scope construction projects, including project values, completed within the last five (5) years.**

The lowest priced or any proposal may not necessarily be accepted.

After packages have been reviewed, if a proposal is to be recommended, a report will be taken to Council for approval to award, after which the successful firm will be given a formal notice of award. The successful bidder will be required to provide the Town with the following documentation within ten (10) calendar days of receipt of Notice of Award:

- WCB clearance letters for the general contractor and named sub-contractors;
- Certificate of insurance, minimum \$5,000,000 CGL, naming the Town of Golden as additional insured;
- Proof of valid Town business licenses for the general contractor and named sub-contractors;
- Construction schedule;
- Company safety plan for the work being undertaken.

## 5. General Notations

During the term of the contract, any damage caused by the contractor, or subordinates, to the property including but not limited to buildings, property surrounding the buildings, surface fixtures which may include trees, shrubbery, fences or other outdoor appurtenances, or private vehicles will be the responsibility of the contractor. Every effort must be made to mitigate damage to areas surrounding the immediate work sites.

The contract shall be subject to cancellation with written notice should the owner deem the service unsatisfactory for any reason.

## 6. Quotation

Quotation for the individual work items is to be lump sum bid price.

Upon completion of the work, payment will be made by the Town within 30 days of invoicing.

Proposed lump sum pricing for this project shall include the following:

- All necessary "Prime Contractor" project management roles and responsibilities including general labour and specialized sub-trades labour scheduling, coordination, safety oversight and progress monitoring;
- All necessary site safety management of general workers, sub-trades workers, inspectors, visitors and all necessary site safety equipment;
- All work associated with the removal and disposal of any demolition materials to complete the construction project including tipping fees;
- All labour, materials (replacement wood, caulking, fasteners, etc.) tools and equipment (including safety equipment) necessary to complete the work;
- Supply and installation of all materials not otherwise specified herein if applicable.

All workmanship will be subject to a one-year warranty period.

**Lump sum prices shall be submitted within the following section only. Hourly rates for general labour and specialized sub-trade labour shall also be submitted within the following section only if applicable, for the purposes of determining approximate values of any proposed/required force account work. The lump sum price and hourly labour rates shall be exclusive of applicable taxes. All proposed sub-trades intended to be used for the project are to be named in the proposal.**

**TENDER FORM**

**Town Hall Exterior Repainting**

(Please complete and submit the following pages)

Tender of:

\_\_\_\_\_  
(Hereinafter referred to as the "Tenderer")

To: Town of Golden  
810 9<sup>th</sup> Avenue South  
PO Box 350  
Golden, B.C., V0A 1H0

\_\_\_\_\_  
(Hereinafter referred to as the "Town of Golden")

In response to the Request for Quotation for **Town Hall Exterior Repainting**, the Tenderer has carefully examined the scope of the proposed work, and, acting as Prime Contractor, will provide all necessary labour, material, equipment, safety coordination and oversight, supervision and all other factors as required to complete the Service as called for by these documents and in accordance with the Town of Golden requirements, for the price tendered.

The Tenderer further agrees that prices tendered are all-inclusive (excluding applicable Federal and Provincial taxes) and allow for any escalation of the Tenderer's costs following the Tender Period. The Successful Tenderer will not be entitled to extra payment for any such escalation, with respect to the executed Agreement.

The Tenderer acknowledges receipt of the following addendum(s) covering revisions to the Tender Documents.

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

This Tender is irrevocable until May 2, 2020.

**TENDER FORM**

**Town Hall Exterior Repainting**

Please specify experience and relevant training of personnel:

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Please specify similar projects completed:

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References:

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1.

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2.

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3.

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**SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES**

Prices do not include applicable taxes

Item	Title and Description	Total
1.0	Building painting preparation	\$
2.0	Building prime and paint	\$
<b>SUMMARY</b>		
<b>SUBTOTAL</b>		\$
<b>PST</b>		\$
<b>GST</b>		\$
<b>GRAND TOTAL</b>		\$

**Hourly Rates: General Contractor – Company Name:** \_\_\_\_\_

Position \_\_\_\_\_ Rate \_\_\_\_\_

Position \_\_\_\_\_ Rate \_\_\_\_\_

Position \_\_\_\_\_ Rate \_\_\_\_\_

Position \_\_\_\_\_ Rate \_\_\_\_\_

**Sub-trade – Company Name:** \_\_\_\_\_

Position \_\_\_\_\_ Rate \_\_\_\_\_

Position \_\_\_\_\_ Rate \_\_\_\_\_

Position \_\_\_\_\_ Rate \_\_\_\_\_

**Bidder's Address and Contact Information**

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone \_\_\_\_\_  
Cell \_\_\_\_\_  
Email \_\_\_\_\_  
Fax \_\_\_\_\_  
Attention \_\_\_\_\_


Contractor:

\_\_\_\_\_  
(FULL LEGAL NAME OF CORPORATION, PARTNERSHIP OR INDIVIDUAL)

\_\_\_\_\_  
(AUTHORIZED SIGNATORY)

\_\_\_\_\_  
(AUTHORIZED SIGNATORY)

In Witness Whereof this Agreement has been executed by the parties hereto:

<b>SIGNED AND DELIVERED</b> on behalf of the Town by an authorized representative	<b>SIGNED AND DELIVERED</b> by or on behalf of the Contractor (or by an authorized signatory of the Contractor if a corporation)
	
(Authorized Authority)	(Contractor or Authorized Signatory)
Chris Cochran	
(PRINTED NAME of Authority)	(PRINTED NAME of Contractor)