



Town of Golden

REQUEST FOR QUOTATION RFQ Rec-Plex- Lobby 2025-11

FOR *MOUNT 7 REC PLEX – LOBBY ENHANCEMENTS*

INSTRUCTIONS

- **Closing Date for Submission:** Sealed quotations are to be delivered to the attention of the undersigned, Town of Golden, 810 9th Avenue South, no later than **2:00 pm MST, Thursday, December 11th, 2025**. Email submissions by the closing date will also be accepted if followed by a hard copy submission. Proposals will not be opened in public.
- **Pre-bid Inspection:** Prospective bidders are encouraged to view the work site before submitting a proposal. Site tours will be provided upon request and scheduled by emailing the undersigned.
- **Substantial Completion Timeline:**
The Town requests that all work be substantially completed within the period of **May 26, 2026, to June 26, 2026**. The specific completion date within this timeframe will be determined based on contractor availability and coordination with existing facility bookings.
- **Town of Golden Contact:** Jordan Petrovics, Director of Recreation Services
Telephone: 250-344-0665
Email: jordan.petrovics@golden.ca
Address: 810 9th Ave South
Box 350
Golden, BC V0A 1H0

1. Background

Recreational Enhancements in Accessibility for Children (REACH) is a Columbia Basin Trust (CBT) program that promotes improvements to existing and new public indoor and outdoor spaces to increase accessibility of recreational amenities and physical activity for children with diverse abilities, with a focus on small and rural areas.

The Mount 7 Rec-Plex is a double basketball court-sized gymnasium that serves as a community centre. Over the past three years, the Town of Golden Recreation Department has introduced a successful lineup of youth and children's after-school programming and summer camps. The gymnasium is used to host games and other active activities, while the lobby serves as a space for those seeking quieter activities and a place to escape sensory overload.

The Town of Golden is seeking proposals from qualified contractors who can provide a work plan to complete all the elements outlined in the attached tender package.

The timeline for substantial completion is based on contractor availability and timing associated with existing facility bookings. The Town requests that all work be substantially completed within the period of May 26, 2026, to June 26, 2026.

Jordan Petrovics, Director of Recreation Services with the Town of Golden, is the staff lead for this project: jordan.petrovics@golden.ca 250-344-0665.

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

Proposals shall include a brief schedule and bid price based on the renderings attached to this package.

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

As a part of this RFQ process, the successful proponent will be expected to work with Town of Golden on logistics and scheduling to ensure work is completed with minimal impact on existing programming and rentals in the facility.

4. RFP 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.

As this project is focused on serving our sports community, a proposal review and scoring committee will be formed Town of Golden staff. This committee will review the shortlisted proposals and inform Council of the desired project contractor.

Scoring Matrix Criteria:

- Proposed Budget
 - 50 / 100
- Completed Projects of Similar Complexity, Scale and Scope
 - 20 / 100
- Project Schedule and Construction Sequencing
 - 10 / 100
- Attendance at a pre-bid tour
 - 5 / 100
- Use of Local Forces
 - 10 / 100
- Value Added
 - 5 / 100

After the committee has reviewed packages, if a proposal is to be recommended, a report will be taken to Council for approval to award, after which the successful Contractor will be given 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 the 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 Conditions and Specifications

Refer to the attached conceptual documents.

The Town in no way whatsoever represents warrants or guarantees that such data is complete, relevant, suitable, representative or indicative of anticipated or actual conditions. Proponents remain solely responsible for independently investigating and satisfying themselves of actual site conditions.

6. 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, the property surrounding the buildings, equipment, surface fixtures, 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.

7. Quotation

Quotation for the individual work items is to be a lump sum bid price for the work noted as mandatory.

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

Proposed 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;
- supply and installation of all materials specified herein, including cost mark-up if applicable;
- supply and installation of all materials not otherwise specified herein or on the plans if applicable;
- all tools and equipment are necessary to complete the construction project.

All work will be subject to a warranty period of **one year** after the completion date.

The work is as identified in the attached Mount 7 Rec Plex Lobby drawings. Prospective general contractors are encouraged to view the place of work before submitting a proposal.

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 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.

Attachments

PROPOSAL FORM

***MOUNT 7 REC PLEX LOBBY ENHANCEMENTS
RFQ REC PLEX 2025-11***

(Please complete and submit the following pages)

Proposal By:

(Hereinafter referred to as the “Bidder”)

To:

Town of Golden
810 9th 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 MOUNT 7 REC PLEX LOBBY ENHANCEMENTS and the associated Plan and Specifications, the bid package has to carefully examine the scope of the proposed Service and Work Specifications 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 Bidder further agrees that prices included are all-inclusive (excluding applicable Federal and Provincial taxes) and allow for any escalation of the Bidder costs following the Request for Proposal Period. The Successful Bidder will not be entitled to extra payment for any such escalation with respect to the executed Agreement.

The Bidder acknowledges receipt of the following addendum(s) covering revisions to the Request for Proposal Documents.

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

This Proposal is irrevocable until Friday, September 4th, 2026.

REQUEST FOR PROPOSAL DETAILS

MOUNT 7 REC PLEX LOBBY ENHANCEMENTS

Please specify the experience and relevant training of personnel:

Please specify similar projects completed:

References:

1.

2.

3.

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES

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:

SIGNED AND DELIVERED on behalf of the Town
by an authorized representative

SIGNED AND DELIVERED by or on behalf of the
Contractor (or by an authorized signatory of the
Contractor if a corporation)

(Authorized Authority)

(Contractor or Authorized Signatory)

(PRINTED NAME of Authority)

(PRINTED NAME of Contractor)



Rocky Mountain Design Ltd.
1577 Campbell Road
Golden, BC V0A 1H7
ph. 250-272-6669
loris@rockymountaindesign.ca

1310 9 St South
Golden, British Columbia

Mount 7 RecPlex

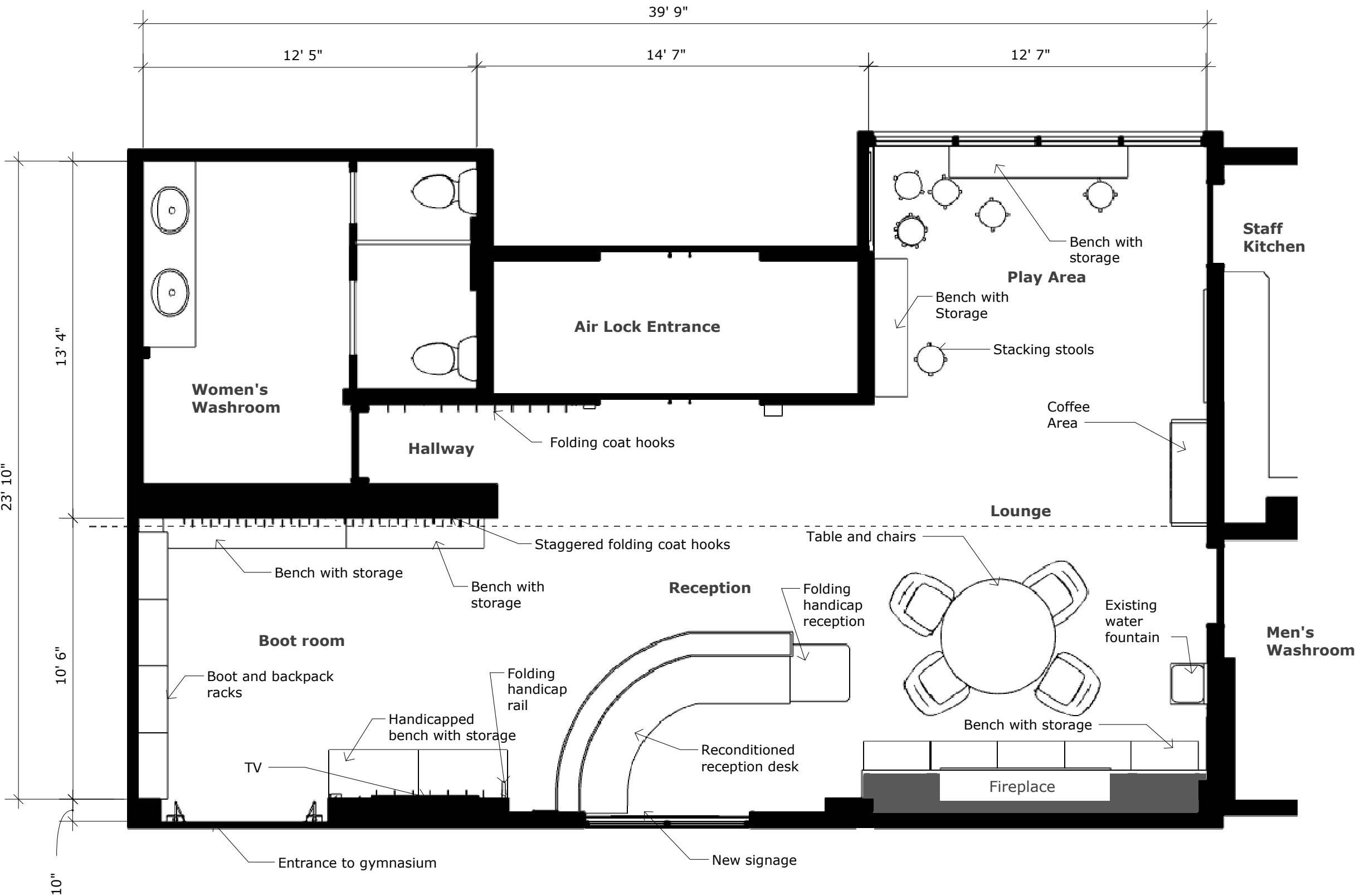
Document Date:
June 23, 2025

Document Phase:
Concept Documents

rev.	date	remark
------	------	--------

Floor Plan

11.2



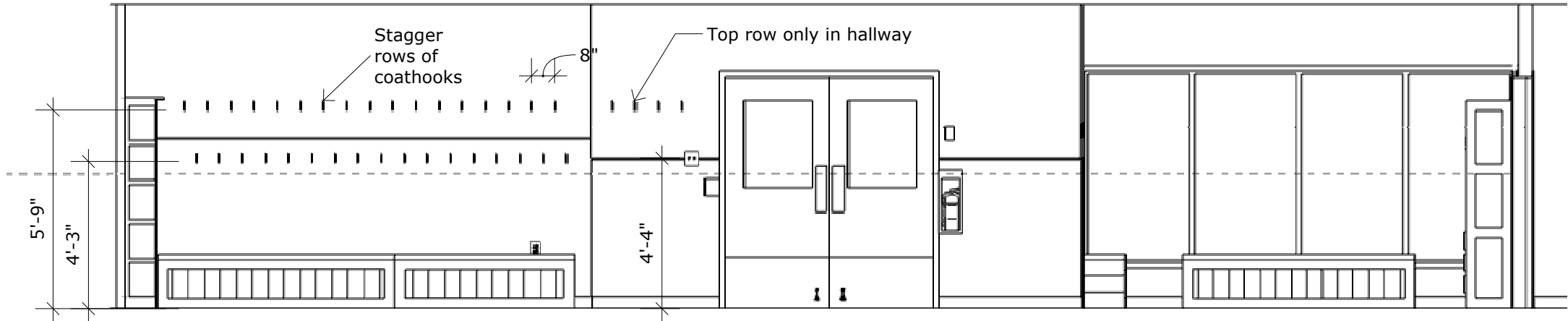
This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.



Rocky Mountain Design Ltd.
1577 Campbell Road
Golden, BC V0A 1H7
ph. 250-272-6669
loris@rockymountaindesign.ca

Mount 7 RecPlex

1310 9 St South
Golden, British Columbia



This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.

Document Date:
June 23, 2025

Document Phase:
Concept Documents

rev.	date	remark
------	------	--------

North Elevation

11.3



Rocky Mountain Design Ltd.
1577 Campbell Road
Golden, BC V0A 1H7
ph. 250-272-6669
loris@rockymountaindesign.ca

Mount 7 RecPlex

1310 9 St South
Golden, British Columbia

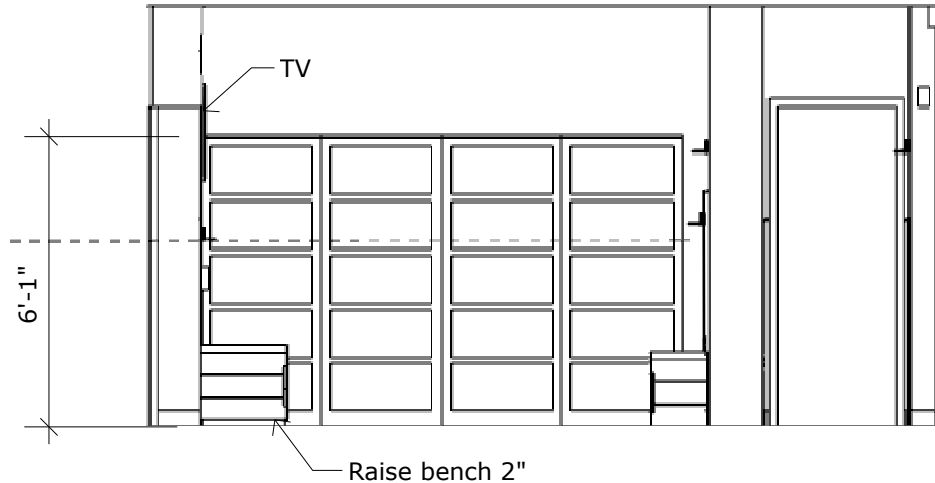
Document Date:
June 23, 2025

Document Phase:
Concept Documents

rev.	date	remark
------	------	--------

West Elevation

11.4



This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.



Rocky Mountain Design Ltd.
1577 Campbell Road
Golden, BC V0A 1H7
ph. 250-272-6669
loris@rockymountaindesign.ca

1310 9 St South
Golden, British Columbia

Mount 7 RecPlex

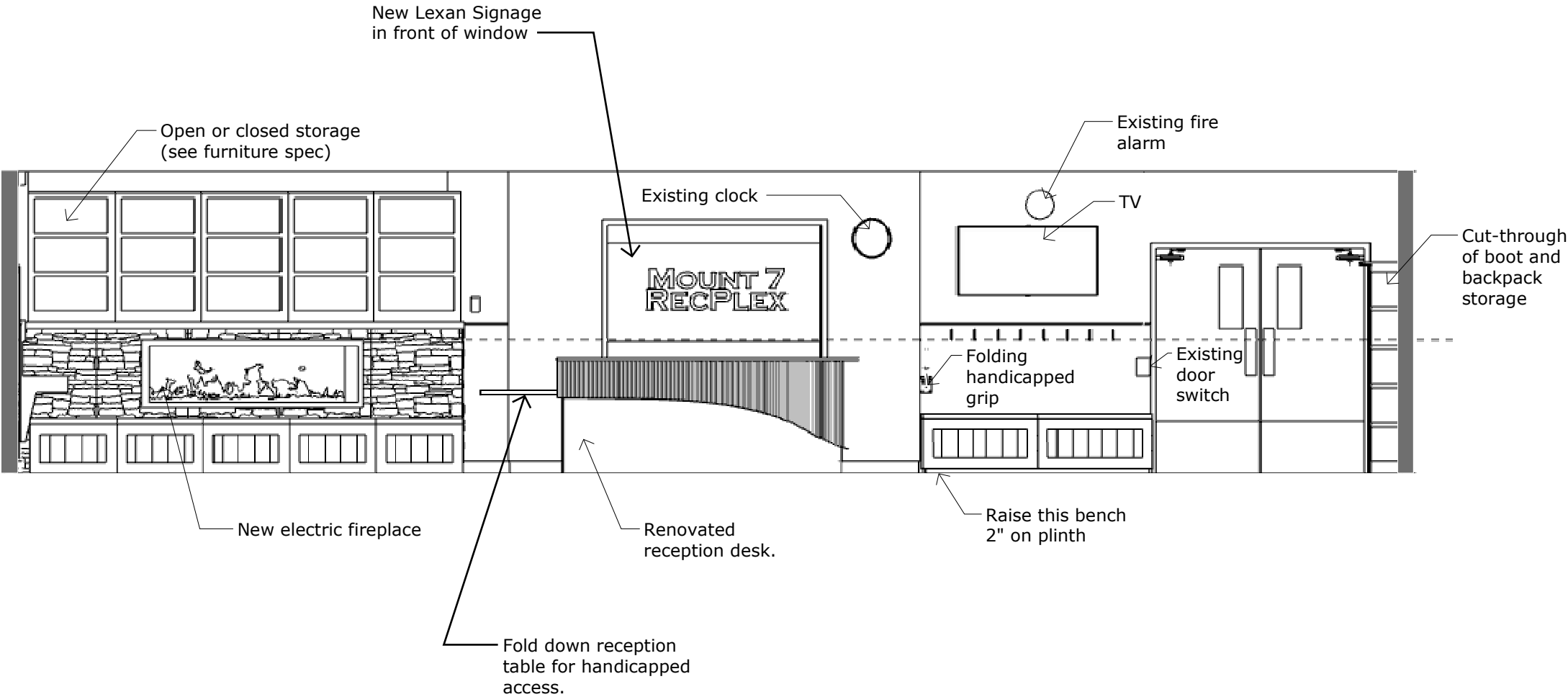
Document Date:
June 23, 2025

Document Phase:
Concept Documents

rev.	date	remark
------	------	--------

South Elevation

11.5



This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.



Rocky Mountain Design Ltd.
1577 Campbell Road
Golden, BC V0A 1H7
ph. 250-272-6669
loris@rockymountaindesign.ca

1310 9 St South
Golden, British Columbia

Mount 7 RecPlex

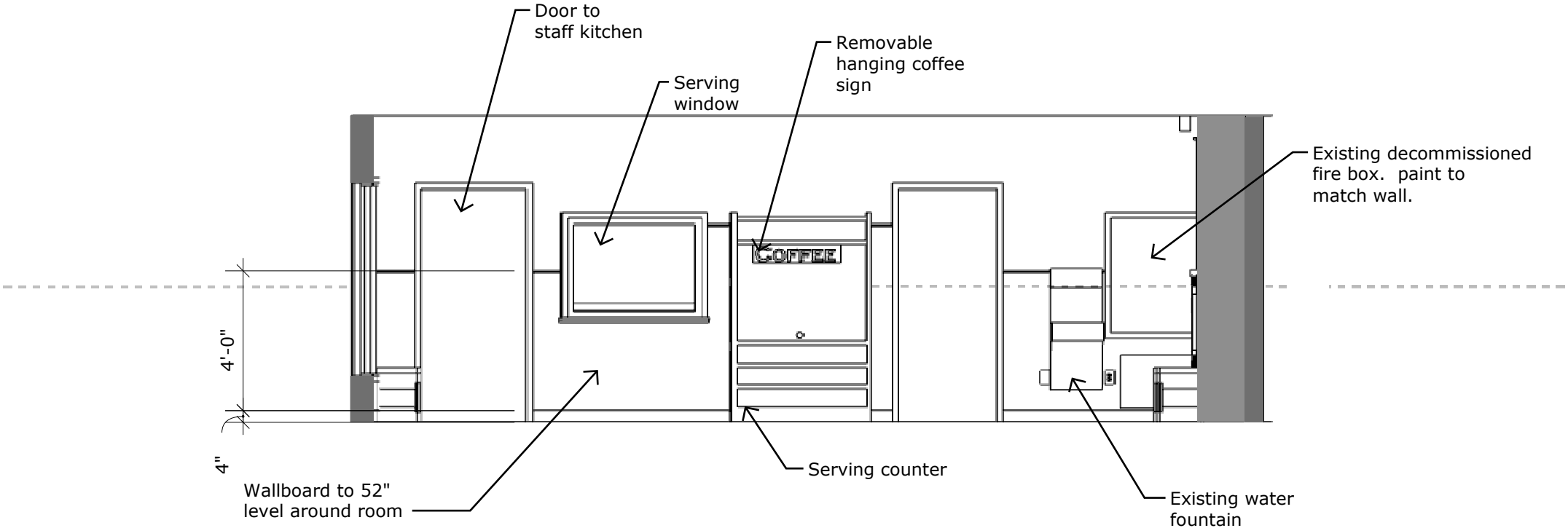
Document Date:
June 23, 2025

Document Phase:
Concept Documents

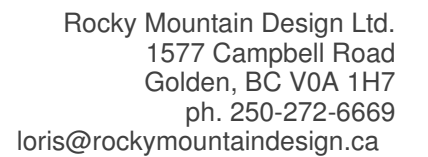
rev.	date	remark
------	------	--------

East Elevation

11.6



This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.



13109 St South
Golden, British Columbia

Mount 7 RecPlex

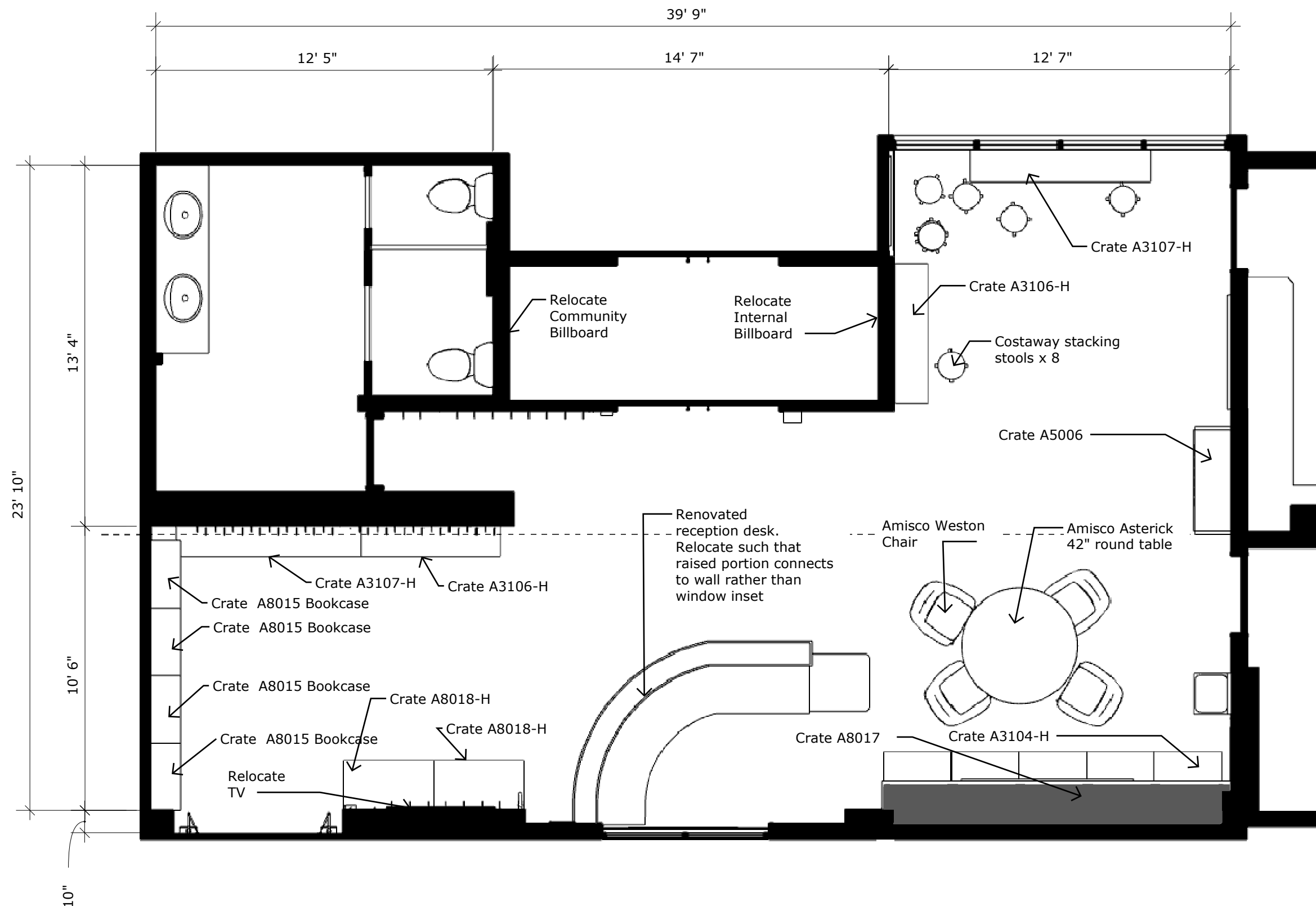
Document Date:
June 23, 2025

Document Phase:
Concept Documents

rev.	date	remark
------	------	--------

Furniture Plan

11.7



This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.

© Rocky Mountain Design Ltd.

The use of these plans and specifications is restricted to the original site for which they were prepared. Re-use, reproduction or publication by any method in whole or in part is prohibited, unless authorized by Rocky Mountain Design. Ownership of the design, plans and specifications is solely with Rocky Mountain Design.



Rocky Mountain Design Ltd.
1577 Campbell Road
Golden, BC V0A 1H7
ph. 250-272-6669
loris@rockymountaindesign.ca

Mount 7 RecPlex

1310 9 St South
Golden, British Columbia

Document Date:
June 23, 2025

Document Phase:
Concept Documents

rev.	date	remark
------	------	--------

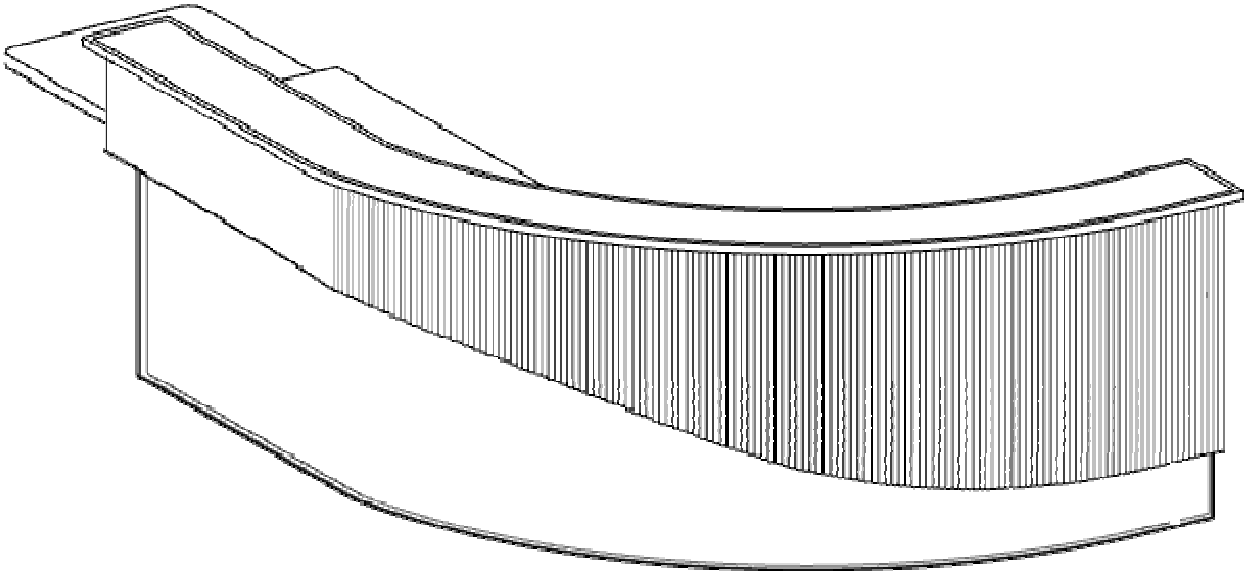
Furniture Schedule

11.8

Item	Supplier	Brand	Number	Finish	Amount	Width	Depth	Height	Notes
Shoe Rack	Barraults	Crate	A8015	Clear finish pine	require 4	30"	11"	73"	(trim top plinth so units fit tight)
Alternative shoe rack					require 12	20"	11"	46"	
Handicapped bench	Barraults	Crate	A8018-H	Clear/Crypton Movement 308	require 2	40"	22"	19"	build up on black plinth by 2"
handicapped bench plinth		Custom							
Above fireplace	Barraults	Crate	A8017	Clear finished pine	require 5	30"	11"	45"	(trim top plinth so units fit tight)
Below fireplace	Barraults	Crate	A3104-H	Clear/Crypton Movement 308	require 5	30"	14"	18"	
Coffee Unit	Barraults	Crate	A5006	Clear finish	require 1	48"	16"	72"	
62" Benches	Barraults	Crate	A3106-H	Clear/Crypton Movement 308	require 2	62"	14"	18"	
80" Benches	Barraults	Crate	A3107-H	Clear/Crypton Movement 308	require 2	80"	14"	18"	
Weston Chairs	Barraults	Amisco	30534/67JM	67/JM Oceanic	require 4				
Asterisk 42" Table Base	Barraults	Amisco	50548/67	67 Champagne	require 1				
39" round table top	Barraults	Amsico	1" TFL	30 Basalt	require 1				
Wall protector		Formica	Hardstop						
Wall protector trim		Formica	Seam, end and top cap moudings	Brushed Aluminum	as required				
Mantlepiece		Custom		Stained VG Fir					
Stools	Amazon	Costaway	Round Stackable Stool	Clear Birch	require 8	16 1/2"	16 1/2"	18"	
Reception desk		Custom							
Coat hooks	Ikea	Ikea	Klyket	aluminum/beige					
Fireplace tile	Merc	Ames	Ledgestone LED624						
Fireplace tile corners	Merc	Ames	Ledgestone LED C						
Fireplace insert		Napoleon - Astound	NEFB74AB	Black	require 1	74"	13 1/16"	25 3/4"	
Reception sign	ARC Media Solutions	Custom	Lexan with raised lettering						
Coffee sign (on hooks)	Custom								
For Reception Desk									
3/4" dowel panel									
3 Form Panel	3 Form	3 Form	Varia	Strand Lake with white opaque backing		96	48	3/8"	

Alternative and custom options for purchased equipment will be considered. Please see designer for approval.

This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.



Concept drawing reception desk rebuild

This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.

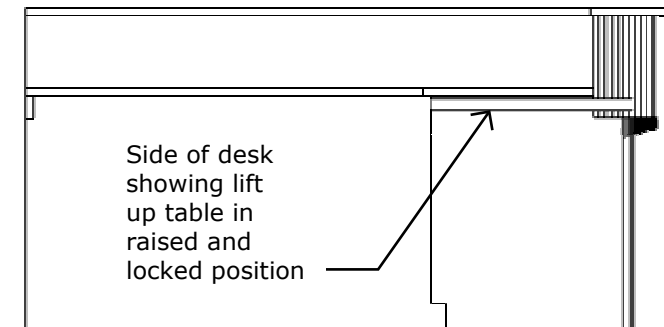
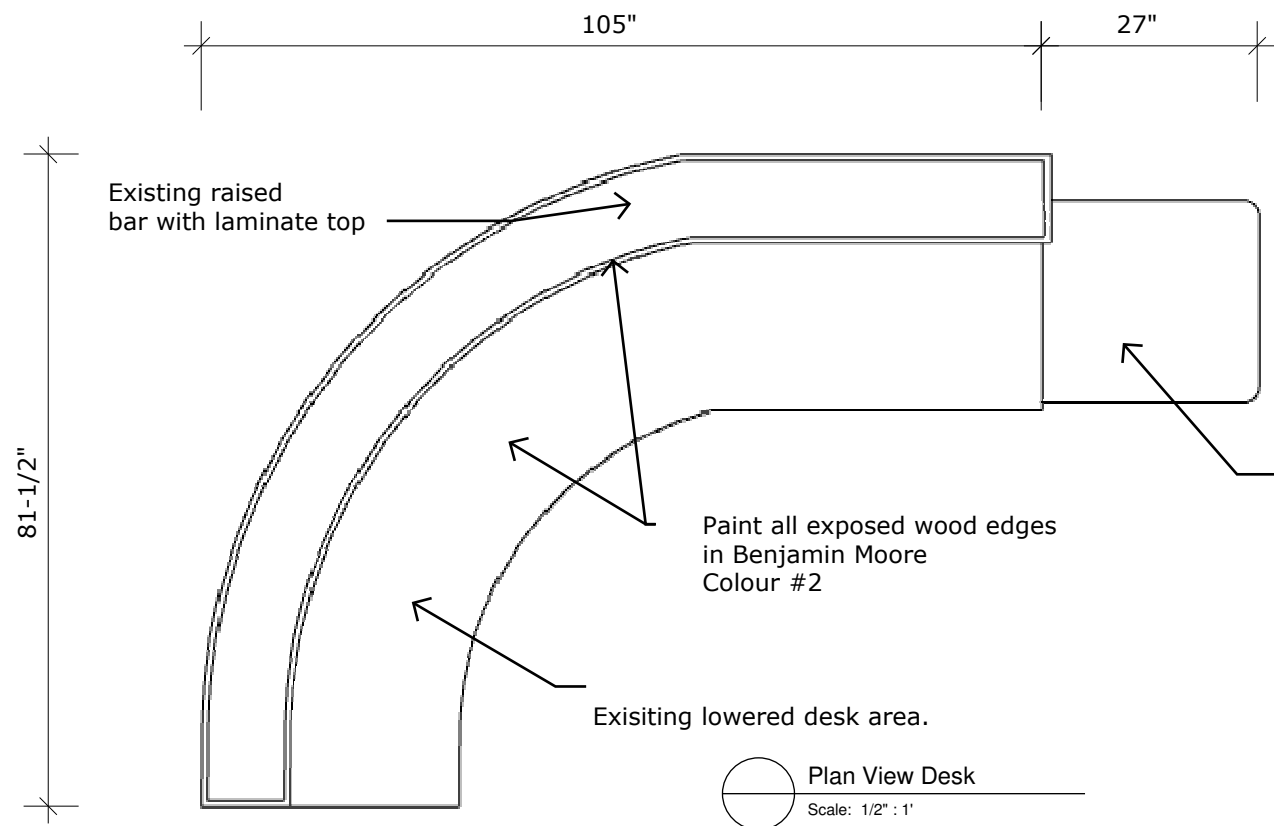
Document Date:
June 23, 2025

Document Phase:
Concept Documents

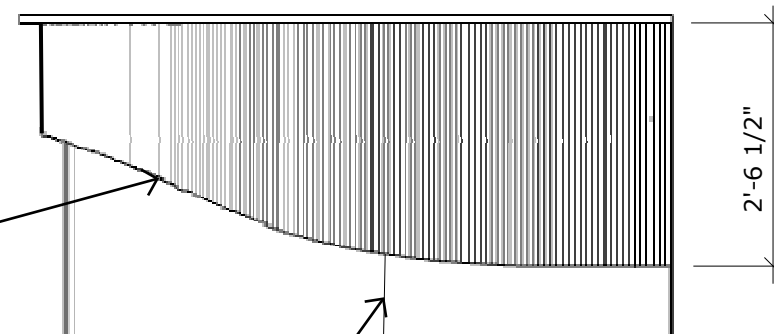
rev.	date	remark
------	------	--------

Reception Desk

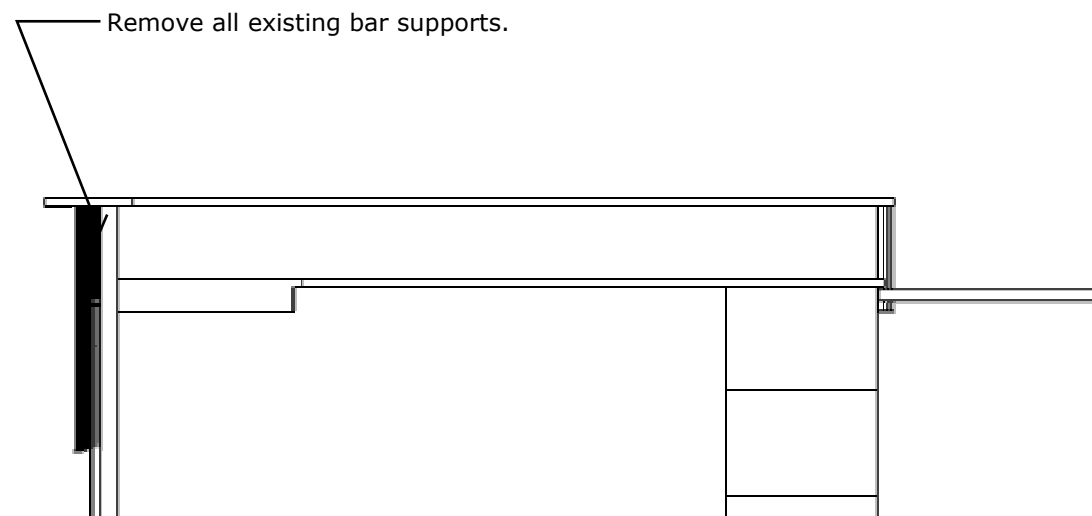
11.9



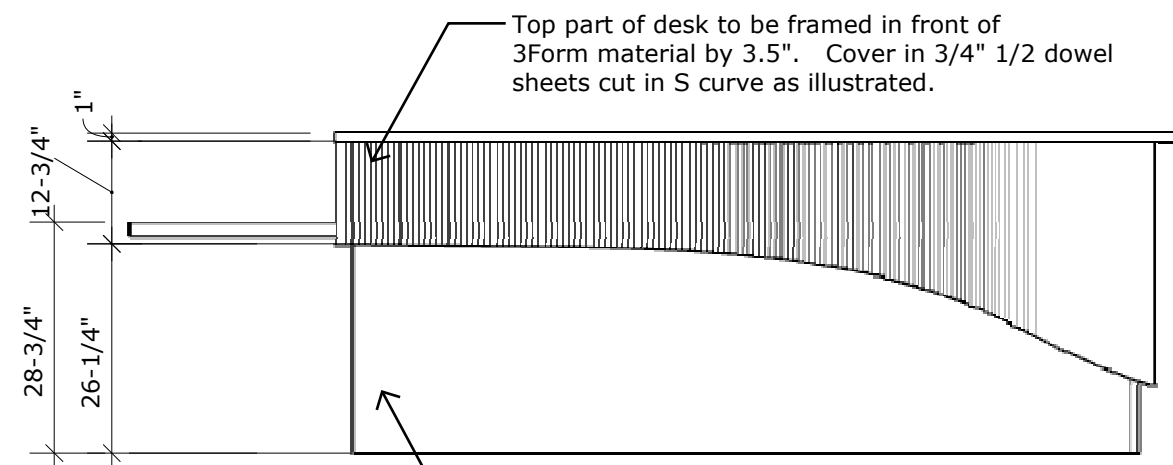
Left Side Desk
Scale: 1/2" : 1'



Right Side Desk
Scale: 1/2" : 1'



Inside View Desk
Scale: 1/2" : 1'



Front View Desk
Scale: 1/2" : 1'

This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.

Mount 7 RecPlex

1310 9 St South
Golden, British Columbia

Document Date:
June 23, 2025

Document Phase:
Concept Documents

rev.	date	remark

Reception Desk 2

11.10



Rocky Mountain Design Ltd.
1577 Campbell Road
Golden, BC V0A 1H7
ph. 250-272-6669
loris@rockymountaindesign.ca

1310 9 St South
Golden, British Columbia

Mount 7 RecPlex

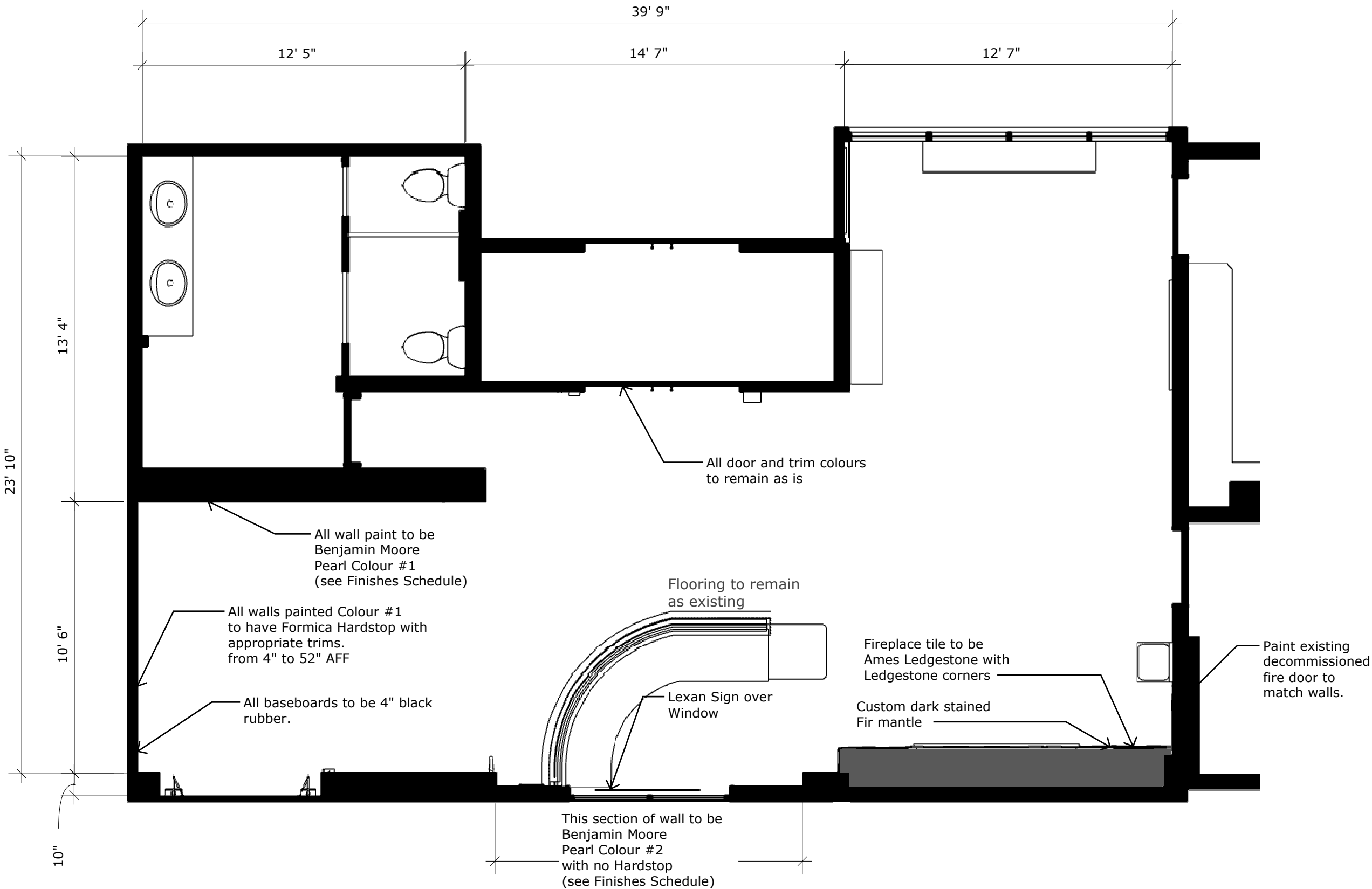
Document Date:
June 23, 2025

Document Phase:
Concept Documents

rev.	date	remark
------	------	--------

Finishes Plan

11.11



This drawing was prepared using LIDAR scanning and as such may vary from actual site conditions. Users are responsible for verifying all conditions and measurements on site.