



Request for Proposals

Project Title: Municipal Complex Duct Decommissioning

Request #2019-28

August 16, 2019

Municipality of French River

44 St. Christophe Street, Suite 1

P.O. Box 156

Noelville, ON, P0M 2N0

Table of Contents

Confidentiality Statement..... 3

Submission Details 3

 Submission Deadlines and Methods..... 3

 Submission Delivery Address, Submission Questions and Clarifications..... 3

 Proposal Opening..... 4

 Amendment and Withdrawal of Submission..... 4

Introduction & Background 4

Detailed Specifications/Scope of Work..... 4

Assumptions & Constraints..... 4

Attachments

- Drawing D100 – Decommissioning Plan
- Proposal Forms

Confidentiality Statement

This document, and any attachments thereto, regardless of form or medium, is intended only for use by the addressee(s) and may contain legally privileged and/or confidential, copyrighted, trademarked, patented or otherwise restricted information viewable by the intended recipient only. If you are not the intended recipient of this document please respond to the originator of this message and permanently dispose any copies and any attachments. Thank you for your consideration, Municipality of French River. Please respond to accounting@frenchriver.ca with any questions or concerns.

Submission Details

Submission Deadlines and Methods

Refer to Schedule "A" attached to this RFP for Proposal Forms to be completed and submitted in response to this invitation. All submissions for responding to this request must be submitted to the Municipal Office, as stated below, no later than:

August 21, 2019 – 2:00pm Local Time

The use of mail for delivery of a Proposal will be at the risk of the respondent. Submissions sent in electronic format will **not** be accepted.

Proposals must be submitted in a sealed envelope and shall be clearly marked with the following:

- The Name and Address of the Respondent
- The Municipality's Request Number
- The Project Title

Administration staff will affix on the sealed envelope:

- Date and time of receipt

Submission Delivery Address, Submission Questions and Clarifications

You may contact the following person if you have any questions or require clarification on any topics covered in this Request for Proposal. The delivery address to be used for all submissions is:

Mr. Robert Martin
Director of Operations
Municipality of French River
44 St. Christophe Street, Suite 1
P.O. Box 156
Noëlville, ON, POM 2N0
Tel: 705-898-2294

Proposal Opening

Tenders will be publicly opened, and recorded on **August 21, 2019 at 2:05PM** at the Municipal Office. Staff will review the proposal and the successful candidate will be presented at the Regular Council Meeting of **August 28, 2019**.

Amendment and Withdrawal of Submission

Requests for withdrawal of a submission shall be allowed if the request is made before the closing time for the contract to which it applies. Requests shall be directed to the CAO/Clerk by letter or in person, by a Senior Official of the company, with a signed withdrawal confirming the details. Telephone requests shall not be considered. The withdrawal of a Proposal does not disqualify a bidder from submitting another Proposal on the same contract.

Introduction & Background

The Municipality of French River is a vibrant, welcoming and family-based community that is committed to positive, sustainable growth. A scenic environment, friendliness of neighbors, diversity of cultures and small Municipality feel make French River the community of choice to live, work, visit and vacation.

Detailed Specifications/Scope of Work

The Municipality of French River (herein after referred to as the Municipality) is requesting proposals for the decommissioning of the below grade ductwork at the Municipal Complex in Noelville, Ontario. The detailed specifications are attached.

The scope of the work in general, is listed as follows:

1. Contract execution, health and safety.
2. Mobilization and pre-construction submittals and start-up.
3. Site preparation.
4. Supply and installation of flowable concrete fill into underslab duct network.
5. Site restoration.
6. Contract close-out.
7. Demobilization.

Assumptions & Constraints

The Municipality will not be held liable for any errors or omissions in any part of this Request. The information contained herein is supplied solely as a guideline for responding vendors. The information is not guaranteed or warranted to be accurate by the Municipality, nor is it necessarily comprehensive or exhaustive. Nothing in the Request is intended to relieve vendors from forming their own opinions and conclusions with respect to the matters addressed in the Request. Should the Municipality be contacted, no oral explanation or interpretation will modify any of the requirements or provisions of the proposal documents. No addenda to this Request will be issued. Should changes be required this Request would be voided and re-released under a new Request number.

The successful vendor will provide continuous and adequate protection of all work from damage and will protect the Municipality's property from injury or damage arising from or in connection with this work. The successful vendor will make good any such damage or injury.

The successful vendor will employ only orderly, competent and skillful employees to ensure that the services are carried out in a confidential and respectable manner.

The successful vendor will ensure all services and products provided in respect to this proposal are in accordance with, and under authorization of all applicable authorities, municipal, provincial and/or federal legislation.

The successful vendor will, throughout the term of the contract, obtain and maintain in force a General Liability Insurance of not less than \$2,000,000 (per occurrence) inclusive, to indemnify and hold harmless the Municipality of French River against any liability for property damage or personal injury, including death which may arise from the vendor's operations under this contract.

The successful vendor and its employees may have access to information confidential to the Municipality. This information may include, but is not limited to, terms of this agreement, business methods and systems, contractual terms, pricing, personal information, etc. subject to disclosure by force of law, the successful vendor agrees that it and its employees who have access to this information will not either during the term of the agreement or at any time thereafter reveal to any third party any of this confidential information or use in any way, whether on the successful vendor's behalf or on behalf of any third party, any such information.

The information, reports, documentation, plans, etc. that are a product of this award by the successful vendor, will become the exclusive property of the Municipality of French River.

Part 1 General

1.1 Bidder Information

Date: _____

Company Name: _____

Authorized
Signature: _____

Address: _____

Contact Information: _____

To: Marc Gagnon, CAO
 The Corporation of the Municipality of French River

Project: Municipal Complex Duct Decommissioning
 RFP#: 2019-28

1.2 Offer

.1 Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared for the above mentioned project, we, the undersigned, hereby offer to enter into a contract to perform the Work for the price of:

\$ _____

_____ dollars, in lawful money of Canada.

.2 We have included herewith, the required proof of insurance and security as required by the proposal documents.

.3 Taxes:

.1 Applicable federal taxes in the form of the Harmonized Sales Tax (HST) at 13% are excluded from the Bid Price.

.2 Applicable provincial taxes are excluded from the Bid Price.

1.3 Acceptance

.1 This offer shall be open to acceptance and is irrevocable for sixty (60) calendar days from the Bid closing date and time.

.2 If this Bid is accepted by the Owner within the time period stated above, the bidder will:

.1 Execute the 'Agreement' within seven (7) days of receipt of the form of execution.

.2 Furnish the required bonds prior to receipt of the Agreement for execution.

.3 Commence Work in the as soon as practicable and carry out the Work on a continuous basis until completion, after execution of the Agreement.

.4 Achieve Substantial Performance of the Work by no later than Friday, September 27, 2019.

- .3 If this Bid is accepted within the time stated herein, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to the Owner by reason of our failure, limited in amount to the lesser of the face value of the deposit or the difference between this Bid and the Bid which the Contract is signed.
- .4 In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions in the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

1.4 Appendices

- .1 The schedule of pricing is appended hereto and identified as 'Appendix A'.
- .2 A schedule of Unit Rates for labour, equipment, and specialized tools, exclusive of overhead and profit adjustments, is appended hereto and identified as 'Appendix B'.
- .3 A list of Subcontractors is appended hereto and identified as 'Appendix C'.

1.5 Addenda

- .1 The following Addenda have been received. The modifications to the Contract Documents noted therein have been considered and all costs thereto are included in the Bid Price.
 - .1 Addendum # ____ Dated _____.
 - .2 Addendum # ____ Dated _____.
 - .3 Addendum # ____ Dated _____.
 - .4 Addendum # ____ Dated _____.
 - .5 Addendum # ____ Dated _____.

1.6 Bid Form Signatures

The Corporate Seal of

(Bidder Company Name - please print)
was here-unto affixed in the presence of:

(Seal)

Authorized Signing Officer Name and Signature

Title

Authorized Signing Officer Name and Signature

Title

If this Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture on the appropriate form or forms, as above.

Appendix A - Proposal Schedule of Pricing: The following is the list of tasks to be completed by the Contractor and its subcontractors submitted by:

(Bidder) _____

(Owner) The Corporation of the Municipality of French River

dated to which this Appendix is an integral part of the Bid Form.

The following work will be performed (or provided) and coordinated by us:

Task Description	Unit	Estimated Quantity	Unit Cost	Total Cost
Site Preparation	LS	1		
Supply & Install Flowable Concrete Fill	m ³	59		
Restoration & Finishing	LS	1		
Inspection and Testing Allowance	LS	1	\$2,000	\$2,000
Total				

Appendix B – Unit Rates: The following is the schedule of Unit Rates referred to in the Bid Form submitted by:

(Bidder) _____

(Owner) The Corporation of the Municipality of French River

dated to which this Appendix is an integral part of the Bid Form.

Labour / Equipment Item Description	Unit Rate
Project Manager/Coordinator	\$ per
Superintendent	\$ per
Supervisor/Foreperson	\$ per
Labourer/Helper	\$ per
Concrete Supply	\$ per
Haul Truck w/ Operator	\$ per
Concrete Pump Truck w/ Operator	\$ per
Other -	\$ per
Other -	\$ per

Appendix C - Subcontractors: The following is the list of Subcontractors referred to in the Bid Form submitted by:

(Bidder) _____

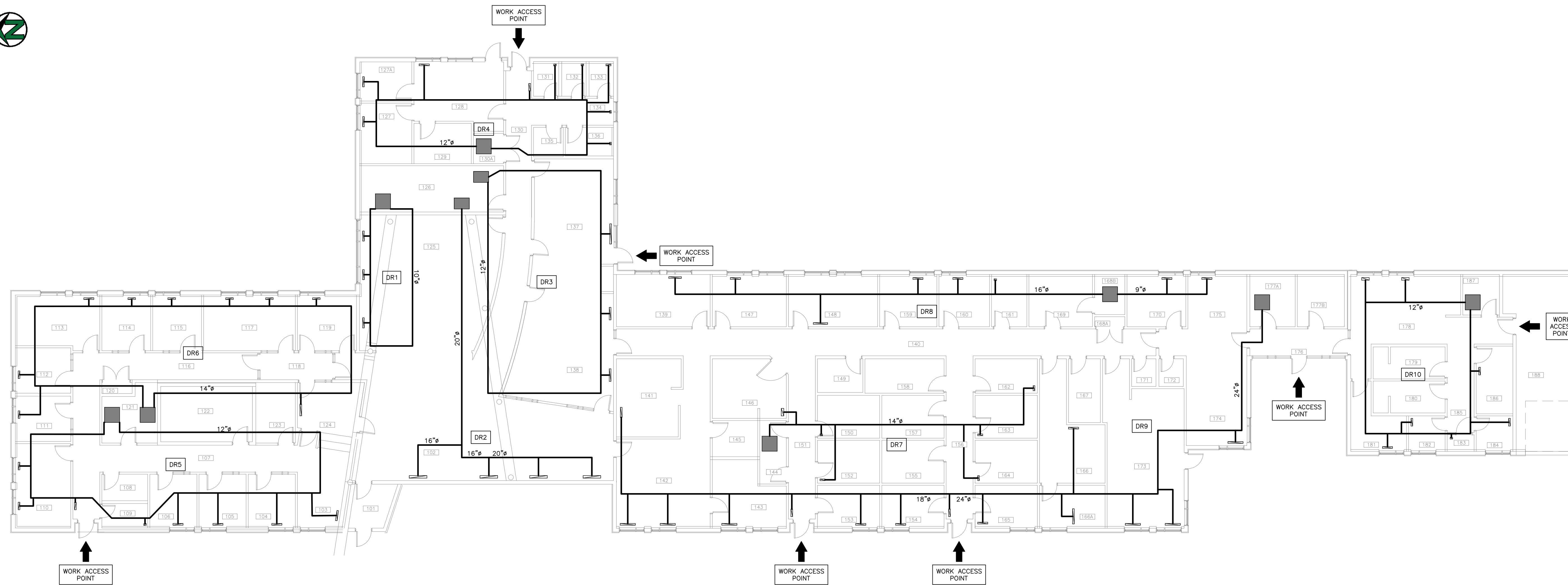
(Owner) The Corporation of the Municipality of French River

dated _____ to which this Appendix is an integral part of the Bid Form.

The following work will be performed (or provided) by Subcontractors and coordinated by us:

Portion of the Work	Subcontractor / Supplier
Concrete Supplier	
Concrete Pumper	
Concrete Installer	
Restoration & Finishing	
Other	
Other	

END OF PROPOSAL FORMS



DECOMMISSIONING PLAN
SCALE: 3/32" = 1'-0"

- LEGEND**
- DR5 DUCT RUN ID
 - FLOOR GRILLE (EXISTING)
 - 16"φ UNDERSLAB DUCT RUN AND DIAMETER (APPROXIMATE)
 - SLAB OPENING FROM ORIGINAL HVAC UNIT

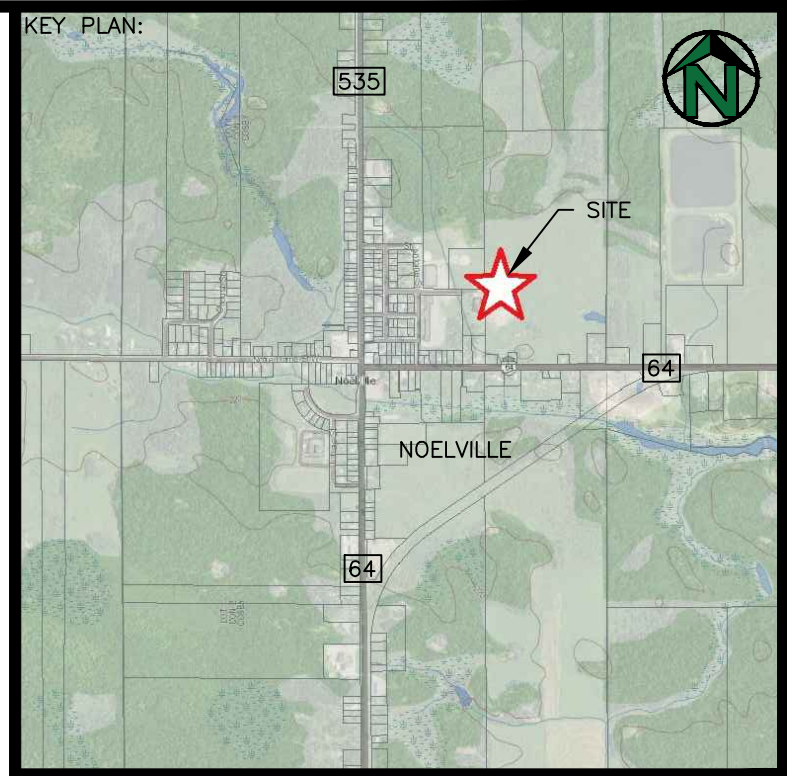
DECOMMISSIONING SCHEDULE			
EXISTING PLANT AREA	MECHANICAL ROOM	AREA DESCRIPTION	ESTIMATED EXISTING SUBGRADE DUCT VOLUME (m ³)
DR1	126	COUNCIL CHAMBERS	1.2
DR2	126	LOBBY	6.7
DR3	126	COMMUNITY KITCHEN	3.1
DR4	130A	SENIOR'S HEALTH	4.4
DR5	121	MUNICIPAL OFFICE - WEST	4.7
DR6	121	MUNICIPAL OFFICE - EAST	6.6
DR7	144	CENTRAL MEDICAL ROOMS	3.0
DR8	168B	MEDICAL OFFICES	6.6
DR9	177A	MEDICAL WEST	19.1
DR10	187	EMS	3.1
TOTAL			58.5

NOTES

- FLOOR PLAN BASED ON ARCHITECTURAL PLANS BY YALOWEGA BELANGER ARCHITECTURE, DATED DECEMBER 07, 2007. REVISED BASED ON SITE MEASUREMENTS BY GREENVIEW ON MAY 02, 2017, AND AS-BUILT DRAWINGS FROM METAL-AIR DATED JANUARY 29, 2018.
- ALL GRILLE AND DUCT LOCATIONS SHOWN ARE TO BE CONSIDERED APPROXIMATE. CONTRACTOR TO VERIFY ALL GRILLE LOCATIONS AND SITE CONDITIONS.
- SUBGRADE DUCTWORK TO BE FULLY DECOMMISSIONED WITH THE INSTALLATION OF A FLOWABLE CONCRETE FILL, FINISH AS PER MANUFACTURER'S RECOMMENDATIONS TO WITHIN 50mm OF FLOOR ELEVATION.
- REFERENCE PROJECT SPECIFICATIONS FOR FULL REQUIREMENTS.

FLOWABLE FILL

- CONTRACTOR TO PROVIDE A MIX DESIGN FOR MATERIAL REQUIRED TO FULLY FILL (DECOMMISSION) UNDERGROUND DUCTWORK. MATERIAL SHALL BE SELF-CONSOLIDATING (SCC) AND LOW-SHRINKAGE. MATERIAL MAY REQUIRE PLACEMENT IN CONFORMANCE WITH CSA A23.1, CLAUSE 7.2.6 WHEN WATER IS PRESENT.
 - CLASS OF EXPOSURE: N.
 - MAX WATER-TO-CEMENTING MATERIALS RATIO: AS PER THE MIX DESIGN FOR THE STRENGTH REQUIRED.
 - MINIMUM SPECIFIED COMPRESSIVE STRENGTH: 20MPa AT 28DAYS.
 - AIR CONTENT: NONE.
 - CURING: BASIC CURING OR AS REQUIRED BY SECTION 8.6 SELF-CONSOLIDATING CONCRETE AND 8.8 LOW-SHRINKAGE CONCRETE OF CSA A23.1.
- USE OF CONTROLLED LOW-STRENGTH MATERIALS (CLSM) IS AN APPROVED ALTERNATIVE FOR THIS PROJECT UNDER 8.11 OF CSA A23.1. CLSM SHALL BE MANUFACTURED, TRANSPORTED AND INSTALLED TO ACI 229. CLSM SHALL BE PLACED IN MULTIPLE LIFTS IN A MANNER THAT AVOIDS ALL FORESEEABLE HAZARDS. THE CONTRACTOR SHALL PRE-INSPECT ALL AREAS OF PLACEMENT AND ENSURE NO ADVERSE AFFECTS TO ALL ADJACENT STRUCTURES, EQUIPMENT, ETC. FROM HYDROSTATIC PRESSURE, BUOYANCY, ETC. QUALITY CONTROL SHALL BE IN CONFORMANCE WITH ACI 299 SECTION 7. MATERIALS SHALL MEET CLSM CLASS V (670-800 kg/m³, 1.1 MPa) OR BETTER.



GENERAL NOTES

- THE CONTRACTOR SHALL ENSURE THAT ALL WORK IS IN CONFORMANCE WITH THE ONTARIO BUILDING CODE, THE OCCUPATIONAL HEALTH AND SAFETY ACT AND ALL OTHER GOVERNING REGULATIONS IN FORCE AT THE TIME OF CONSTRUCTION.
- THE CONTRACTOR SHALL CONFIRM ALL DIMENSIONS AND BE RESPONSIBLE FOR SAME. THE CONTRACTOR SHALL NOTIFY ALL REQUIRED PARTIES OF ANY INCONSISTENCIES PRIOR TO COMMENCING THE WORK.
- THE CONTRACTOR SHALL EXAMINE EXISTING SITE CONDITIONS AND REPORT ANY ISSUES PRIOR TO COMMENCING THE WORK.
- THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS PRIOR TO COMMENCING THE WORK.
- THE CONTRACTOR SHALL HAVE THE SOLE RESPONSIBILITY FOR THE DESIGN, ERECTION, OPERATION, MAINTENANCE AND REMOVAL OF TEMPORARY BRACING, SHORING, HOARDING, AND ANY FACILITIES OR METHODS REQUIRED TO KEEP THE CONSTRUCTION SAFE, PLUMB, LEVEL AND IN TRUE ALIGNMENT AT ALL PHASES OF THE WORK UNTIL COMPLETION.

No.	DATE	BY	REMARKS
0	AUG15-19	THP	ISSUED FOR TENDER



PROJECT:
**MUNICIPAL COMPLEX
DUCT DECOMMISSIONING**

TITLE:
**DECOMMISSIONING
PLAN**



13 Commerce Court
Bancroft, Ontario
613.332.0057
greenview-environmental.ca

DESIGNED BY:	DRAWN BY:	APPROVED BY:	DATE:
-	THP	THP	AUG-19

PROJECT:	PLOT DATE
141.19.006	AUG15-19

D100