



INVITATION TO TENDER

Repairs to Swimming Pool Change Room Washroom & Shower Areas

**for
District of Lillooet
Lillooet and District REC Centre**

Issued: December 18, 2017

**Closing Date:
Thursday, January 11, 2018 at 3:00 pm Pacific Time**

**Lillooet District Office
615 Main Street
PO Box 610
Lillooet, BC V0K 1V0**

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INVITATION TO TENDER

**PROJECT: Tenders for 2018 Swimming Pool Change Room
Washroom & Shower Areas Repairs
Lillooet and District REC Centre**

**SITE LOCATION: Lillooet and District REC Centre
930 Main Street
Lillooet, BC**

OWNER / OWNER'S REPRESENTATIVE:

District of Lillooet
Bain Gair
Manager of Recreation
c/o 615 Main Street
PO Box 610, Lillooet, BC
V0K1V0
250-256-7527
bgair@lillooetbc.ca

INSTRUCTIONS TO BIDDERS

Tenders for the 2018 Swimming Pool Change Room Washroom & Shower Areas Repairs at the Lillooet and District REC Centre

1. Tender call to:

Sealed tenders clearly marked “Lillooet and District Recreation Centre Swimming Pool Change Room Repairs” will be received at the District of Lillooet Office located at 615 Main Street, Lillooet BC, V0K 1V0, up to 3:00 p.m. Pacific Time, on Thursday, January 11, 2018.

All inquiries regarding this Tender should be directed to:

Bain Gair, Manager of Recreation
(250) 256-7527 Phone
(250) 256-4037 Fax
bgair@lillooetbc.ca

Tenders will be hand delivered, couriered, or email only.

2. Inquiries

All inquiries regarding the specification to be directed to:

Andrew Nodzykowski, Architect AIBC
Herein referred to as the “Consultant”

3. General Information Regarding the Work

The District of Lillooet will be accepting tenders from potential suppliers to provide the following repair work in the Swimming Pool Change Room Washroom & Shower Areas in the Lillooet and District REC Centre (total area 571 sq.ft.):

- Complete hazardous materials abatement of construction area, including crawl space that has been deemed a confined space, as outlined in the Hazardous Materials Assessment.
- Provide temporary support of floor and roof assemblies where necessary
- Selectively demolish floors in washroom and shower areas
- Strip wall tiles and backing; check wall studs for decay
- Make necessary plumbing repairs
- Rebuild floor joists, subfloor and wall studs where necessary
- Install waterproof membrane and waterproof board as required
- Pour concrete footing, slab and topping as per drawings
- Seal floor and install appropriate non-slip finish

- Install new wall tiles
- Install new and salvaged plumbing fixtures
- Finish transition areas and make good and clean up
- Hose bibs of not less than 3/4" dia. shall be available for all areas

A full description of the work and specifications of the materials required is attached (Appendix A). The Hazardous Materials Assessment report is also attached (Appendix B).

4. Preparation of Tenders

- a) The Tenderer is solely responsible for the delivery of his/her Tender, no agent or employee of the Owner shall act as courier or agent on behalf of the Tenderer
- b) Tenders shall remain open to acceptance and are irrevocable for a period of Ninety (90) days after the Tender Closing date.
- c) Attach a complete list of subcontractors to be used to complete the Contract on this Project.

5. Site Inspection

Prior to bidding, potential suppliers are encouraged to visit the site and determine all conditions, difficulties and limitations that may be encountered and affect the performance of the work. Access to the change room areas may be arranged by contacting the Lillooet and District REC Centre to schedule a time to visit. Contractors will be accompanied by a REC Centre operations staff person.

Failure to visit the site does not relieve the successful bidder of its responsibility to carry out the work in accordance with the contract documents at the awarded bid price.

6. Addenda

During the Tendering period, any required change or alteration to the Tender Documents will be made by addendum and any addenda will be posted on the District of Lillooet website. It will be the responsibility of the Tenderer to monitor the website for addenda. All changes through addendum will become part of the Contract Documents and effects shall be included in Contract Pricing.

7. Rejection of Tenders

- a) The owner reserves the right to reject any or all the tenders. The lowest or any tender will not necessarily be accepted (refer to the Tender Form – Conditions).
- b) Tender Documents and enclosures which are incomplete or improperly prepared may be declared unacceptable.

c) Tenders that are not accompanied by the required security deposits consent of surety, or Bonds will be declared unacceptable.

d) Oral and telephone Tenders will not be considered.

8. Revision of Tenders

A Tenderer may revise their written Tender through letter provided that:

a) It is endorsed by the same parties who signed the original Tender

b) It is received by the Owner or Owners agent prior to the Tender closing.

c) The revision shows only total Contract amount increase or decrease in words and figures

9. Tender Security

a) Submit required Surety Bonds in accordance with the Agreement, G. C. 11.2, CCDC Document No.2, 2008 and as otherwise outlined below.

b) Include the cost of all surety bonds in the Stipulated Price.

c) All sureties to be on the appropriate CCDC forms.

d) Submit a Bid Bond or certified cheque with tender, payable to the District of Lillooet, in the amount of 10% of the submitted Stipulated Price.

e) Provide consent of a company licensed to do surety business in British Columbia undertaking to provide the Performance Bond and Labour and Materials Payment Bond if the proponent's Tender is accepted and Contract awarded.

f) Tender Security will be held in escrow and dealt with as follows:

- If the Tender is accepted within 90 days of the Tender Closing and the Tenderer fails or declines to enter into the Contract stated in the Supplementary Conditions for the amount stated or the Tender Form, the Tender Security shall be forfeited to the Owner in lieu of any damage to which he may be entitled by reason of that failure or refusal.
- Upon acceptance of the Tender and full compliance of Contract Security, the Tender security will be returned unless additional arrangements are mutually agreed upon for further retention.
- If the Tender is not accepted within 90 days of the Tender Closing, the Tender security will be returned unless additional arrangements are mutually agreed upon for further retention.

10. Contract Security

Within ten (10) business days of receipt of advice of award, the successful proponent shall deliver to the Owner, Contract performance security, in the following form: Surety bonds (issued by a Surety Company whose guarantee bonds are acceptable to the governments of British Columbia and Canada), guaranteeing Labour and Material Payments and Performance each in the amount of fifty (50%) of the amount payable under the Contract.

11. Agreement

The Agreement between the Owner and the Contractor, including the Definitions and General Conditions shall be the Agreement between the Owner and Contractor as prepared by the Canadian Construction Committee (CCDC – 2008) as amended and supplemented herein. The Agreement is not included, but shall apply as if found here. Copies shall only be included in the executed Contract Documents.

12. Contract

- a) The signed Tender Document together with the Specifications and Drawings will form the Contract Documents.
- b) In the event of a conflict between the specification and drawings, the written word of the specification shall govern.

13. Work Schedule

The intent is to award the Contract within 10 days after Tender Closing and for the successful Contractor to proceed with the project in co-ordination with the Owner.

The work will be completed no later than **Friday, March 16, 2018**.

14. Availability of and Access to the Work Site

Bidders are advised that the Lillooet and District REC Centre and work site is an active functioning community recreation service facility. The building will remain open to the public while work is underway. Access to the main doors must not be blocked at any time. An area for contractor parking and equipment (including bins) will be established by the Manager of Recreation.

15. Terms of Payment

- a) The Owner agrees to pay to the Contractor upon total performance of work as certified by the Consultant, the total Contract, less a 10% holdback which will be paid 45 days after the date of total performance.

- b) Documents required as part of the total performance are:
 - i) Statutory Declaration
 - ii) W.C.B. Clearance Letters for Contractor and Subcontractors
 - iii) Warranty Documents
 - iv) a District of Lillooet business license is required for work in Lillooet

- c) If the Owner fails to make payment to the Contractor as it becomes due; interest as herein provided on any such unpaid amounts shall become due and payable until full and final payment is received. Such interest shall be calculated and added to any unpaid amounts.

16. Insurance

The successful Tenderer shall provide proof that they are covered by Personal Liability and Property Damage Insurance to a minimum amount of five million dollars (\$5,000,000.00).

APPENDIX "A"

LIST OF SUBCONTRACTORS

TO BE SUBMITTED AS PART OF THE TENDER DOCUMENTS.

It is our intention to employ the following sub-contractors for the performance of the trades indicated.

Or our own forces will do all other work.

DESIGNATION OF WORK

NAME OF SUB-CONTRACTOR

DETAILS AND EXPERIENCE OF OUR SUPERINTENDENT

NAME:

EXPERIENCE:

QUALIFICATIONS:

CERTIFICATIONS:

**TENDERS FOR 2018 SWIMMING POOL CHANGE ROOM WASHROOM & SHOWER
AREA REPAIRS: DISTRICT OF LILLOOET REC CENTRE**

Tender submitted by:

Phone Number:

To: Bain Gair
Manager of Recreation
District of Lillooet
615 Main Street
PO Box 610
Lillooet, BC, V0K 1V0
250-256-7527
bgair@lillooetbc.ca

Upon examination of the Tender Documents included within this Specification package and Addenda no.#_____ through no.#_____ as issued by the District of Lillooet, and having completed a site visit to acquaint ourselves with the project within the framework of this Tender package, we hereby offer to enter into a Contract to perform all work required as per these Documents for the stipulated price of:

1. TOTAL LUMP SUM (in Canadian Funds, which includes all applicable value added taxes in force at this date.)

_____ DOLLARS

\$ _____

2. GST

_____ DOLLARS

\$ _____

3. TOTAL CONTRACT PRICE

\$ _____ DOLLARS

\$ _____

SCHEDULE

It is clearly understood that all work is to be completed by:

Friday, March 16, 2018

We have agreed to commence work within _____ days upon awarding of the Contract and will complete all work as per the Contract within _____ days of commencement.

CREW SIZE AND EXPERIENCE

The crew size for the work proposed shall be _____ men including _____ Journeymen which will be maintained on site until completion of the work.

TAXES

We hereby confirm that all prices herein stated include all Federal and Provincial Taxes, Custom Duties and Excise Taxes applicable on this date, except for the Goods and Services Tax (G.S.T.) which shall be shown separately but included in the Total Contract Price.

CONDITIONS:

1. Failure to complete or comply with items within this Tender Document may result in rejection of this Tender without consideration.
2. In submission of this Tender we recognize the right of the Owners to accept any tender at the price submitted or to reject all tenders following one or more of the selection / rejection criteria:
 - a. The Contractor's ability and agreement to complete the work within the outlined project schedule;
 - b. The Contractor's presentation of improvement to critical completion dates identified in the project outline schedule that benefit the Owner;
 - c. The Contractor's ability to effectively complete the project based on the submitted subcontractor and job specific staff;
 - d. The Contractor's ability to work with the Owner's Consultant and representatives;
 - e. The Contractor's and the Contractor's Subcontractor's team history with respect to quality of work, schedule and change orders;
 - f. The Contractor's understanding of the scope of the work;
 - g. The Contractor's proposed unit prices, alternate prices; add and delete prices;
 - h. The Contractor's presentation of cost saving opportunities that are acceptable to the Consultant and the Owner;

i. The Total Contract bid amount.

It is understood that this tender is submitted on the express condition that a revised Tender shall not be called for if minor changes only to specifications or conditions are implemented.

3. This Tender shall be signed by an authorized officer of the Corporation.

**Tenders for 2018 Swimming Pool Change Room Washroom & Shower Area Repairs
Lillooet and District REC Centre**

This offer is irrevocable and open for your acceptance for a period of 90 Days from the Tender Closing Date.

We declare that, other than the undersigned, no other person, firm or corporation has any direct or indirect interest in this Tender.

We include with this Tender Surety, details of our Superintendent and a list of Sub-Contractors as Appendix "A"

In Witness Whereof the undersigned has executed this Tender by its duly authorized signatory this _____ Day of _____, 2018.

COMPANY NAME:

COMPANY OFFICIAL:

POSITION:

SIGNATURE OF COMPANY OFFICIAL:

DATE: _____ PHONE: _____

WITNESS:

(SIGNATURE)

APPENDIX A & B

WORK SPECIFICATION PACKAGE

- A) Detailed Project Description and Specifications are contained in the Accompanying Document:

Lillooet REC Centre Pool Change Room Repairs - Sealed Drawings - Nov 6 2017 (PDF)

Prepared by Consultant Andrew Nodzykowski, Architect AIBC

- B) Details of the Hazardous Materials Abatement requirements are contained in the Accompanying Document:

Pre-Renovation Hazardous Materials Assessment: Lillooet Community Center Pool Change Room Renovation

(4167 R01sf Hazmat Assessment - Lillooet Pool Change Room Renovation PDF)

Prepared by Steve Ferguson, ASCT, Peak Environmental Ltd.