



REQUEST FOR QUOTATION

Site Survey and Assessment for City of Duncan Eagle Heights Reservoir Replacement Project 2021 (Project #2021.021)

The City of Duncan is planning a replacement project for the Eagle Heights Water Reservoir in 2021. The new reservoir will be larger volume and may be partial buried/at-grade or above-grade; the replacement reservoir design is not yet determined.

The City of Duncan's Eagle Heights Reservoir is an above-ground steel tank with a volume of 1,360 m³, constructed in 1979, and located at 3074 Mountain View Crescent, Duncan, BC. A site plan for the facility is attached.

Note there is also an ancillary building on site which contains a booster pump station servicing the local area with domestic and fire demands. This building will need to remain in service during the replacement project.

To maximize the capacity of the new reservoir, the City wishes to review existing site conditions to provide as much information as possible for the design phase. This step will involve an assessment of topography, geotechnical, contaminated soils, and hazard trees.

The City of Duncan requests quotations for the provision of the following services:

1. Pre-design survey including property lines (staking as required) and topography of the existing site including development of legal and topographic base plans delivered to the city in pdf and dwg format. A csv file of survey points to be delivered in PNEZD format. Points to be in UTM with NAD83 datum, Zone 10, Meter; Central Meridian 123d W coordinate system. Including point code descriptions.
2. Geotechnical survey including test pits to a depth suitable for the construction of a water reservoir. A full subsurface report, in pdf format, must be delivered to the City identifying in-situ soils and providing comment on their suitability to support a water reservoir and their potential bearing capacity. Possible recommended soil improvement measures and indication of costs are to be identified. Including, possible retaining wall options to expand the useable footprint of the site. Considerations to how the types of material found would react in an earthquake scenario with regards to above ground or partial below grade water reservoir options.

3. Hazard tree assessment of the site and neighbouring trees and an assessment of tree removal options to possibly maximize the use of the site. A report, in pdf format, to identify the specific trees to be removed as well as provide a cost estimate of each removal.
4. Contaminated soil assessment to a depth suitable for the construction of a water reservoir. Resulting report, in pdf format, to outline remediation measures and estimated cost, if necessary.

This work is intended to be completed as soon as possible upon selection of the successful proponent.

All quotes must include:

- A completed schedule of quantities form;
- A preliminary schedule with a proposed start date;
- A list of equipment and personnel hourly rates to possibly be used in the event of a change order; and
- A profile/description of key personnel and relatable experience.

Electronic submissions will be accepted until **3:00 p.m. on Tuesday, May 25, 2021**; however, an electronic submission must be followed up by a written submission in a sealed envelope, marked on the outside with the above project number and description. The sealed submissions are intended to be received by **Thursday, May 27, 2021**. Any discrepancies between an electronic submission and a sealed submission will be resolved by reference to the sealed submission.

City of Duncan, City Hall
200 Craig Street
Duncan, BC V9L 1W3

Attention: Brian Murphy, Director of Public Works and Engineering

It is the responsibility of all bidders to ensure that their contact information and their indication of intent to respond to this RFQ is made known to the City of Duncan to ensure that any addendums or revisions to the RFQ documents are forwarded to all parties that are interested.

Please send contact name, company name, mailing address, email address and telephone number via email to bmurphy@duncan.ca.

Proponents shall carefully examine this RFQ document and shall fully inform themselves as to the intent, existing conditions and limitations which may affect their quotation submission. No consideration will be given after submission of a quotation to any claim that there was any misunderstanding with respect to the conditions imposed.

Proponents finding discrepancies or omissions in this RFQ document or having doubts as to the meaning or intent of any provision, should immediately notify the project contact.

This is not a Tender. The City reserves the right to accept any quote which it deems most advantageous to itself and reserves the right to reject any or all quotes, in each case without giving any notice. The lowest cost or any singular quote will not necessarily be accepted.

The City reserves the right to negotiate with a selected bidder.

The City shall not be obligated in any manner to any bidder whatsoever until a written agreement has been duly executed relating to an approved agreement. In no event will the City be responsible for the costs of preparation or submission of a quote.

This Request for Quotations and the accepted quote documents will form part of the contract made with the bidder.

Quotes which contain qualifying conditions or otherwise fail to conform to the Request for Quotations may be disqualified or rejected. The City may, however, in its sole discretion, reject or retain for its consideration quotes, which are non-conforming to the Request for Quotations or for failure to comply with the process for submission set out in the Request for Quotations.

By submitting a Quote, the bidder acknowledges the City's rights under this Request for Quotations and absolutely waives any right, or cause of action against the City, its officers, directors, employees, or agents by reason of the City's failure to accept the Quote submitted by the bidder, whether such right of cause of action arises in contract, negligence, or otherwise.

Instruction to Bidders:

The successful bidder is responsible for supplying all materials, transport, equipment, labour, security, and all equipment required.

The City of Duncan does not require a bid bond for this project however a 10% holdback will be retained by the City of Duncan for a minimum of 52 days after the final inspection.

If an onsite meeting is requested, the project lead will consider this request and one may potentially be arranged for all bidders.

The successful bidder must provide the City of Duncan with proof of Liability Insurance in the amount of not less than five million dollars (\$5,000,000) naming the City of Duncan, as additionally insured. The successful bidder must provide the City of Duncan with proof of sufficient WorkSafe BC coverage.

SCHEDULE OF QUANTITIES

Item #	Description	Cost / Unit Cost	Total Cost
1	Topographic Survey and supply of data		
2	Geotechnical survey and report		
3	Hazard Tree / Removable Tree Assessment and report		
4	Contaminated Soil Assessment and report, with remediation options		
	Additional Items / Notes		
	Additional Items / Notes		

Mobilization, demobilization, traffic/pedestrian control, transport, site security, insurance, WorkSafeBC premiums, and all other incidentals must be inclusive of unit prices on the schedule of quantities.

Prepared by:



Brian Murphy

Director of Public Works and Engineering

City of Duncan

200 Craig Street, Duncan, B.C., V9L 1W3

Email: bmurphy@duncan.ca

Phone: 250-746-6126