



**REQUEST FOR QUOTATION - Streetlight Installation – 15 Canada Avenue**

**Project #: RFQ-2021-05**

The City of Duncan requires four (4) streetlights complete with planter arms and GFI receptacles along with one (1) pole base mounted cabinet to be supplied and installed along the frontage of 15 Canada Avenue and Government Street. The five (5) bases and conduit have been previously installed.

The Schedule of Quantities, location plan and design drawings (DWG CoD#1, DWG CoD#2) are attached.

All quotes must include:

- A completed schedule of quantities form,
- A preliminary construction schedule with a start date, and
- A list of equipment and personnel hourly rates to possibly be used in the event of a change order.

As well as the following inclusions/assumptions:

- All Flagging/traffic control costs to be included, and
- Work on City Property (WOCP) permit, Prime Contractor and WorkSafe requirements to be met.

Quotes may be sent via email to [john@duncan.ca](mailto:john@duncan.ca) or submitted in a sealed envelope, marked on the outside with the above project number and description and received by 3:00 p.m., Wednesday, December 22, 2021 at:

City of Duncan, City Hall  
Attn: John Pite, Manager of Engineering  
200 Craig Street  
Duncan, BC V9L 1W3

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

Please send contact name, company name, mailing address, email address and telephone number via email to: [john@duncan.ca](mailto:john@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 the right to reject any of all quotes, in each case without giving any notice. The lowest or any quotes 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, equipment, labour, security, all permitting, and:

- The construction site must be kept safe for the public,
- 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,
- A City of Duncan Works permit will be required,
- The successful bidder must provide the City of Duncan with proof of Liability Insurance in the amount of not less than \$5,000,000 naming the City of Duncan as additionally insured,

- The successful bidder must provide the City of Duncan with proof of sufficient WCB coverage, and
- The successful bidder must provide the City of Duncan with a copy of the electrical permit.

**SCHEDULE OF QUANTITIES**

#	DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
1.0	<b>Pole, Luminaire, Lamps, Planter Arms, GFIs</b>				
1.1	Type A	2	each		
1.2	Type C	2	each		
2.0	Cabinet	1	each		
				SUBTOTAL	
				GST	
				<b>TOTAL</b>	

Supply of all wiring, material and equipment, permits, mobilization, demobilization, traffic/pedestrian control, site security, insurance, WCB Premiums, and all other incidentals must be inclusive of unit prices on the schedule of quantities.

**John Pite**

Manager of Engineering

**City of Duncan**

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

Email: [john@duncan.ca](mailto:john@duncan.ca)



Ph: 250-746-5321 Cell: 250-466-9706

[www.duncan.ca](http://www.duncan.ca)