



REQUEST FOR QUOTATION – Railway Parking Lot Extension

Project #: RFQ-2021-06

The City of Duncan requires additional parking to support the downtown business community. A northerly extension of the existing parking lot located within the railway corridor adjacent to Canada Avenue is being planned (east side of Canada Avenue at First Street).

The City of Duncan requests quotations for the construction of a parking lot for up to 18 new parking spots along with a sidewalk, and an entrance onto Canada Avenue. Included in this quotation request is the supply and installation of two (2) catch basins, a rain garden and two (2) Scarlett Oak trees along with associated landscaping.

The Schedule of Quantities, location plan and design drawing (2020.010, sheets 1-5, REV 9) 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 be used in the event of a change order.

As well as the following inclusions/assumptions:

- Includes all removals, sub/trench excavation, supply/placement/compaction of sub-base and base to *design elevation* for parking lot, driveway letdown and all curb/gutter/sidewalk works,
- Includes all removals, sub/trench excavation, supply/placement of growing medium to *design elevation* for boulevard area,
- Includes all flagging and traffic control costs,
- Ensures all WOCP, Prime Contractor and WorkSafe requirements are met,
- Includes adjustment of existing water service to *design elevation* for boulevard area, and
- Coordination with the requirement of the City crews to supply and install irrigation works.

Quotes must be submitted in a sealed envelope, marked on the outside with the project number (2021-06) and description and received by **3:00 p.m., Wednesday, January 26, 2022.**

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 a contact name, company name, mailing address, email address and telephone number via email to 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, and all equipment required. As well as disposal of all excavated material and all other deleterious materials.

The construction site and trail 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, MNC and the ICF as additionally insured. The successful bidder must provide the City of Duncan with proof of sufficient WCB coverage.

SCHEDULE OF QUANTITIES

#	DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
1.0	Earthworks				
1.1	Removals (Bushes, Concrete, Fencing)	620	M2		
1.2	Subgrade prep and export (includes landscape area and raingarden)	620	M2		
2.0	Underground Works				
2.1	2 catch basins with outlet traps and 150mm and 200mm leads and connect to storm main	2	each		
2.3	Rain garden	1	each		
3.0	Surface Works				
3.1	Concrete Curb/Sidewalk/Access	33	M		
3.2	50mm asphalt paving	485	M2		
3.3	250mm – 75mm sub-base	485	M2		
3.4	100mm – 20mm base	485	M2		
3.5	Supply/install/relocate Bollards	LS			

3.6	Remove and relocate signs and banner pole	LS			
3.7	LED light c/w standard/base and conduit/junction boxes to service pole	LS			
3.8	Two Scarlett Oak trees 7cm caliper	2	each		
3.9	Ornamental Grasses	30	each		
3.10	200mm - growing medium	45	M2		
3.11	Adjust meter box/install new setter	LS			
SUBTOTAL					
GST					
TOTAL					

Supply of all material and equipment, 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



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

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