



REQUEST FOR QUOTATION – Repairing Sandstone Façade on City Hall Building (2024)

Project #: RFQ-2024-01

Introduction

The City of Duncan requests quotations for the repair and renewal of the sandstone façade on the City Hall building located at 200 Craig Street, Duncan, B.C.

The work will include repairing and renewing the entire sandstone façade on the City Hall building, including:

1. Removal of existing paint from the sandstone;
2. Application of a natural, hydraulic, lime-based cement mortar overtop of the sandstone to ensure longevity;
3. Application of a clear polymer agent to the mortar to ensure water protection and flexibility;
4. Repainting the sandstone to match the present colour.

The work scope must also include reappointing the sandstone blocks on the outside of the main staircase at the front entrance of the building with natural, hydraulic, lime-based cement mortar. The mortar will need to be suitably treated with a clear polymer agent to ensure water protection and flexibility.

As a separate option, please provide a quote for the repair and renewal of the façade on the Kenneth Street and Craig Street sides of the building only, along with the front entrance staircase. Please list scaffolding costs as a separate line item for this option also.

Scaffolding

1. As scaffolding will be required for the work, the quotation must include all costs for scaffolding. List the cost for full scaffolding requirements as a separate line item.
2. A separate contractor is currently scheduled for replacement of the City Hall slate roof from May 14th to June 3rd, 2024. It may be advantageous to coordinate for scaffolding between both contactors. The work plan is not finalized at this time. Please indicate availability and willingness to coordinate the masonry work and use of scaffolding during and around this specific time period. Actual cost sharing would be negotiated between the parties.

To the extent possible, pedestrian access on the sidewalk should be maintained. Where on-street parking is adjacent, this may be proposed for pedestrian detours when necessary

(preferably for limited time periods). The contractor will be responsible for setting up any pedestrian detours including plywood curb ramps and flagging.

Supply of mobilization, demobilization, site security, waste disposal, site cleaning, insurance, WCB premiums, and all other incidentals are the responsibility of the contractor and must be inclusive in the quote.

A construction schedule indicating a proposed start date is required. A separate start date may be proposed if coordination with the roof contractor is not acceptable (please outline reasons).

The work site must be kept in a clean and orderly manner at all times. Pedestrian safety must be ensured at all times.

Contractor Qualifications and Experience

The work to be completed is specialized work. Bidders must outline qualifications and experience related to this specific work. Relevant project references should be included.

Submissions

Quotes must be submitted in a sealed envelope, marked on the outside with the project number and description, and received at Duncan City Hall by **3:00 PM, Wednesday March 27, 2024**, to the attention of the Project Contact:

Nathalie Viau, Operations Manager
City of Duncan, City Hall
200 Craig Street
Duncan, BC V9L 1W3

nathalie@duncan.ca
250-746-5321

Note: Electronic submissions will not be accepted.



Instruction to Bidders

Bidders are solely responsible for their own expenses in preparing and submitting quotations, and for any meetings, negotiations, or discussions with the City or its representatives and consultants relating to or arising from this RFQ. The City will not be liable to any Bidder for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits incurred by the Bidder in preparing and submitting a quotation or participating in negotiations for a contract or other activity related or arising out of this RFQ.

By submitting a quotation, a Bidder represents that it has expertise, qualifications, resources, and relevant experience to supply the goods and services.

A Bidder must disclose in its quotation any actual or potential conflicts of interest and existing business relationships it may have with the City, its elected or appointed officials or employees.

The successful Bidder is responsible for supplying all materials, equipment, labour, and security, as well as disposal of all excavated material and all other deleterious materials.

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 final inspection.

A City of Duncan Work on City Property Permit will be required.

The successful Bidder must have a City of Duncan Business License.

The successful Bidder must provide the City of Duncan with proof of sufficient WCB coverage.

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 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 that it deems most advantageous to itself, and the right to reject any or all quotes, in each case without giving 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 related to an approved agreement. In no event will the City be responsible for the costs of preparation or submission of a quote.

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

By submitting a quote, the Bidder acknowledges the City's rights under this RFQ and absolutely waives any right, or cause for 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 or cause for action arises in contract, negligence, or otherwise.