REGIONAL DISTRICT OF NANAIMO

REQUEST FOR PROPOSALS No. 23-038

French Creek Reservoir Repair

ISSUED: July 12, 2023

CLOSING DATE AND TIME:
Submissions must be received on or before:
3:00 PM (15:00 hrs) Local Time on August 8, 2023

Submissions and Questions are to be directed to:
Rocky Chowdhury, M.Sc., P.Eng.
Project Engineer, Water Services
Email: rchowdhury@rdn.bc.ca

Questions are requested at least five (5) business days before the closing date.

Proposals will not be opened in public

1. Instructions to Proponents

1.1 Closing Date/Time/Submission Method
Submissions must be received on or before 3:00 PM (15:00 hrs), Local Time, on August 8, 2023.

Submission Method:

By Email: In PDF format with "23-038: French Creek Reservoir Repair" as the subject line at this electronic address:

rchowdhury@rdn.bc.ca

Please note: Maximum email file size limit is 20MB, or less. The RDN will not be liable for any technological delays of submissions.

Submissions received in any other manner will not be accepted.

1.2 Amendment to Proposals
Proposals may be amended in writing and sent via email to the RDN contact person identified on the cover page on or before the closing. Such amendments should be signed by the authorized signatory of the Proponent.

1.3 Addendums
If the RDN determines that an addendum is required to this RFP, the RDN will post this addendum on the RDN website (https://www.rdn.bc.ca/current-bid-opportunities) and the BC Bid website (http://www.bcbid.gov.bc.ca/. Each addendum will be incorporated into and become part of the RFP. No addendum of any kind to the RFP is effective unless it is contained in a written addendum issued by the RDN. It is the sole responsibility of the Proponent to check and ensure all addendums are included prior to submitting their final Proposal submission.

1.4 Withdrawal of Proposals
The Proponent may withdraw their Proposal at any time by submitting a written withdrawal email to the RDN contact person identified on the cover page on or before the closing.

1.5 Unsuccessful Vendors
The Regional District will offer debriefings to unsuccessful Proponents, on request, at a mutually agreeable time. The debriefing request must be submitted within 14 calendar days from the date the proponent is notified by the RDN about the RFP result.

2. INTRODUCTION

The purpose of this Request for Proposal is to solicit submissions from qualified firms to complete the repair works stated in the Section 4 – Scope of Services of this RFP.

The project includes cleaning and recoating a steel tank potable water reservoir.

The desired schedule for this project is within October 2023 – December 2023.

3. BACKGROUND

Regional District of Nanaimo retained Herold Engineering in 2022 to do a structural condition assessment of the French Creek Water Reservoir, located in 1225 Sunrise Dr, Parksville, BC. The condition assessment report is attached with this RFP.

The reservoir is 9.96m diameter by 4.9m high circular on-grade bolted steel tank. The reservoir was originally built in 1980 with roof replacement completed in 2006.

This project is planned to do the repairs recommended in the 2022 condition assessment report by Herold Engineering.

4. SCOPE OF SERVICES

The overall scope of the project will include cleaning and recoating the exterior and interior walls, exterior roof, 5 roof beams and roof access hatch perimeter.

The following is the detailed scope, which is meant to be a minimum requirement, not a comprehensive list of all works required for this project.

- Selection of coating material for both interior and exterior sides of the reservoir.
  - The coating material should be selected and applied as per AWWA D103-19: Factory Coated Bolted Carbon Steel Tanks for Water Storage. The interior side of the reservoir should be coated with an NSF/ANSI Standard 61 rated material.
  - Specify the proposed coating material in the proposal. Include the coating material for both interior and exterior sides and for primer, intermediate coat, and finish coat.
  - Exterior surface RAL# 7004/7024/7012/7011.
- Proponent must be the “Prime Contractor” as defined in the Worker Compensation Act and accordingly shall be in-charge of overall site safety during the project implementation.
  - Prepare and implement a written confined space entry program (CSEP) for this project by a qualified person, as per the WorksafeBC OHS regulations for Confined Spaces and submit the CSEP to RDN before project implementation.

- Pressure wash or blast clean both interior and exterior surfaces and remove the existing coating system. Alternately, spot clean the deteriorated spots only, conduct a test patch with a overcoating system to confirm the new coating will adhere to the existing coating system.
- Apply the coating as per manufacturer's specification and AWWA D103-19: Factory Coated Bolted Carbon Steel Tanks for Water Storage.

5. DELIVERABLES AND OUTCOMES

The required outcome of this project is the coated surface of the tank surfaces mentioned in the Section 4, Scope of Services, of this RFP.

6. REFERENCE/BACKGROUND INFORMATION

The reference information included with this RFP are as follows:

1. French Creek Water Reservoir Structural Assessment report by Herold Engineering Ltd.
2. AWWA D103-19: Factory coated bolted carbon steel tanks for water storage.
3. Record drawing of the reservoir.
4. RDN Contract services agreement.

7. HOURS OF WORK

Contractor may work anytime Monday to Friday, except statutory holidays, with typical working hours between 8:00am – 4:30pm.

8. SITE CONDITION

The condition assessment report has photos of the existing reservoir, and the proponents are welcome to visit the site by their own. There is power available on-site and RDN can get on-site water, if required. Contractor will be responsible for any portable washroom on the work site.

No pretender site meeting is planned as part of this RFP process.

9. BUDGET

The project budget is $66,500 + GST.

10. PROPOSAL SUBMISSION AND EVALUATION

To assist in receiving similar and relevant information, and to ensure your Proposal receives fair evaluation, the RDN asks Proponents to provide the following information for evaluation purposes:

Please include with your proposal:

a) Corporate background, history, areas of expertise and practice of any corporate sustainability,
b) At least two but no more than 5 references involving similar work. The references of the highest ranked proponent may be contacted for confirmation.

c) Select coating material for different layers of coatings for both interior and exterior sides. Submit technical specification sheets and safety data sheet for the proposed product(s).
d) Detailed work procedure.
e) Proposed schedule for the work.
f) Project cost. Itemize labour and material cost separately.

Proposals will be evaluated on the following basis 50% Technical and 50% Financial.

The lowest price proposal will receive full marks. Other proposals will receive reduced scores based on the proportion higher than the lowest price. i.e. Score = Min Cost/Cost x Fee Points.

Proposals submitted should be in enough detail to allow the RDN to determine the Proponent's qualifications and capabilities from the documents received. The selection committee, formed at the RDN's sole discretion, will score the Proposals in accordance with the criteria provided.

The RDN may evaluate proposals on a comparative basis by comparing one proponent's proposal to another proponent's proposal. The RDN reserves the right to not complete a detailed evaluation if the RDN concludes the proposal is materially incomplete or, irregular or contain any financial or commercial terms that are unacceptable to the RDN.

The selection committee may proceed with an award recommendation or the RDN may proceed to negotiate with the highest evaluated proponent with the intent of developing an agreement. If the parties after having bargained in good faith are unable to conclude a formal agreement, the RDN and the Proponent will be released without penalty or further obligations other than any surviving obligations regarding confidentiality and the RDN may, at its discretion, contact the Proponent of the next best rated Proposal and attempt to conclude a formal agreement with it, and so on until a contract is concluded or the proposal process is cancelled.

The RDN reserves the right to award the assignment in whole or in part or to add or delete any portion of the work. Throughout the evaluation process, the evaluation committee may seek additional clarification on any aspect of the Proposal to verify or clarify the information provided and conduct any background investigation and/or seek any additional information it considers necessary.

11. *PROPOSED PURCHASE CONTRACT*

The RDN's preferred form of Contract agreement is attached with this RFP. Proponents should carefully review this form of Contract. Should any vendors request that RDN consider revisions to the form of Contract, Proponents should include any clauses of concern in their proposal submission and suggest replacement language.

12. GENERAL CONDITIONS

12.1 No Contract

By submitting a Request for Proposal and participating in the process as outlined in this RFP, proponents expressly agree that no contract of any kind is formed until a fully executed contract is in place.

12.2 Privilege Clause

The lowest or any proposal may not necessarily be accepted.

12.3 Acceptance and Rejection of Submissions

This RFP does not commit the RDN, in any way to select a preferred Proponent, or to proceed to negotiate a contract, or to award any contract. The RDN reserves the right in its sole discretion cancel this RFP, up until award, for any reason whatsoever.

The RDN may accept or waive a minor and inconsequential irregularity, or where applicable to do so, the RDN may, as a condition of acceptance of the Submission, request a Proponent to correct a minor or inconsequential irregularity with no change in the Submission.

12.4 Conflict of Interest

Proponents shall disclose in their Proposals any actual or potential Conflict of Interest and existing business relationships it may have with the RDN, its elected officials, appointed officials or employees.

12.5 Solicitation of Board Members and RDN Staff

Proponents and their agents will not contact any member of the RDN Board or RDN Staff with respect to this RFP, other than the RDN Contact named in this document.

12.6 Litigation Clause

The RDN may, in its absolute discretion, reject a Proposal submitted by Proponent, if the Proponent, or any officer or director of the Proponent is or has been engaged either directly or indirectly through another corporation in legal action against the RDN, its elected or appointed officers and employees in relation to:

(a) any other contract for works or services; or
(b) any matter arising from the RDN's exercise of its powers, duties, or functions under the Local Government Act, Community Charter or another enactment within five years of the date of this Call for Proposals.

In determining whether to reject a Proposal under this clause, the RDN will consider whether the litigation is likely to affect the Proponent's ability to work with the RDN, its consultants and representatives and whether the RDN's experience with the Proponent indicates that the RDN is likely to incur increased staff and legal costs in the administration of this Contract if it is awarded to the Proponent.

12.7 Exclusion of Liability

Proponents are solely responsible for their own expenses in preparing and submitting a Proposal and for any meetings, negotiations, or discussions with the RDN. The RDN will not be liable to any Proponent for any claims, whether for costs, expense, losses or damages, or loss of anticipated profits, or for any other matter whatsoever, incurred by the Proponent in preparing and submitting a Proposal, or participating in negotiations for a Contract, or other activity related to or arising out of this RFP. Except as expressly and specifically permitted in these Instructions to Proponents, no Proponent shall have any claim for compensation of any kind whatsoever, as a result of participating in this RFP, and by submitting a Proposal each Proponent shall be deemed to have agreed that it has no claim.

12.8 Ownership of Proposals

All Proposals, including attachments and any documentation, submitted to and accepted by the RDN in response to this RFP become the property of the RDN.

12.9 Freedom of Information

All submissions will be held in confidence by the RDN. The RDN is bound by the Freedom of Information and Protection of Privacy Act (British Columbia) and all documents submitted to the RDN will be subject to provisions of this legislation. The successful vendor and value of the award is routinely released.