



January 12, 2022

**Project: Request for Proposal (RFP) for Design / Build Rock Wall Climbing Facility**  
 Northern Carleton Recreation Centre – Town of Florenceville Bristol  
 RFP # NCRC-202123  
 Closing Date: January 31st, 2023 by End of Day

You are invited to submit a proposal on behalf of The Town of Florenceville-Bristol for the design and installation of a Rock Wall Climbing facility required at the Northern Carleton Recreation Centre Project as per the drawings and RFP documents.

This contract includes but is not limited to the design, supply of all materials, labour, supervision, layout and equipment necessary to complete the installation of a fully functional ready for use **Rock Wall Climbing Facility** as per drawings attached and as follows:

1. Location of the rock climbing wall will be in Room 104 on the walls along grid lines J.9 (rock wall height to roof structure at this wall) and H.9 (rock wall height to underside of walking track structure at this wall).
2. Include all required safety equipment associated with operation of the rock climbing wall facility.

**Terms and Conditions:**

1. Proposals will be received on behalf of The Town of Florenceville-Bristol until end of day January 31st, 2023. Bidders will submit proposals and any other documents that is required to be submitted as part of this RFP. These documents are to be completed in their entirety, scanned, and submitted to "cleeko@xplornet.ca" prior to the Tender Closing Time.
2. The Drawing List required for review for this tender is as follows:  
 A002 Rev. 0: WALL TYPES & LEGEND  
 A101 Rev. 0: MAIN FLOOR PLAN  
 A102 Rev. 0: UPPER FLOOR PLAN  
 A103 Rev. 0: REFLECTED CEILING PLAN  
 A301 Rev. 0: CROSS SECTIONS  
 A903 Rev. 0: FINISH & ALUMINUM PANEL SCHEDULE
3. Proposal Price shall exclude HST.
4. Bidders are invited to include an optional description of *Added Value* goods or services that they are prepared to provide beyond the inherent worth of the goods and services explicitly requested in this tender. It is requested that the explanation of added value

- goods and services be itemized, described in sufficient detail to demonstrate the value being offered, and defined in quantifiable terms. Bidders are requested to state all additional costs associated with the services proposed.
5. Where the Tender Documents stipulate a particular product, written requests for approvals will be considered by the Engineer-Architect up to 6 working days before receipt of tenders. Such requests shall be accompanied by complete descriptive and technical information so that a proper evaluation can be made.
  6. Visit the site and examine the existing conditions affecting the work in this RFP. Ignorance of existing conditions will not be considered a basis for extra claims. Site visits can be arranged with Construction Manager (Nick Reddin). Telephone: (506) 324-3282.
  7. Addenda may be issued during the bid period. All addenda become part of the Proposal. Include associated costs with respect to requirements of addenda in Bid Price. Bidders must sign Addenda and provide a copy with the Proposal.
  8. No Bid Deposit is required; however, the successful Contractor will be required to provide proof of insurance and workers compensation coverage before undertaking the work. The holdback amount of 10% and release requirements shall apply to progress payments. (Supply & Install Items only)
  9. The lowest/highest or any tender will not necessarily be accepted.
  10. Where all compliant proposals submitted are higher than the estimated contract value, the Town of Florenceville Bristol may proceed with one of the following:
    - a. Award the contract to the lowest priced compliant bidder for the bid amount; or
    - b. Negotiate changes in the scope of work with the lowest priced compliant bidder to achieve an acceptable contract price. If negotiations are unsuccessful in achieving the desired cost reductions, the Town of Florenceville Bristol may cancel the solicitation, re-scope or separate portions of the work to render them separately, or make changes to the scope of the work and retender by inviting at least three (where applicable) compliant bidders to re-bid the work.
  11. A person submitting a Proposal may amend his/her Proposal after the deposit of the Proposal and prior to the time of opening of the Proposal by emailing cleeko@xplornet.ca.

#### **CONSTRUCTION FACILITIES:**

1. The Contractor is advised that the Owner will provide the following:
  - .1 Construction area fencing.
  - .2 Temporary power for hand power tools during construction will be provided.
  - .3 Sufficient sanitary facilities for workers.
  - .4 A continuous supply of potable water for construction use.
  - .5 Use of existing services only by prior arrangements with the construction manager.
2. The Contractor is responsible for the following:
  - .1 Installation and removal of construction facilities and temporary controls in order to execute the work expeditiously.
  - .2 Not unreasonably encumbering premises with Products.
  - .3 Storage and management of his own tools, equipment and materials. Locate materials not required to be stored in weatherproof sheds on site in manner to cause least interference with work activities. No storage of materials in the building.

- .4 Maintain the Work in tidy condition, free from accumulation of waste products and debris. Remove waste material and debris from site and deposit in waste container at end of each working day.
- .5 Provide all required staging or man lifting equipment.
- .6 Provide all required extension cords, hoses, etc required to get from the source of temporary services to the work areas.
- .7 Notify all employees that smoking is not permitted in the building.

**INSURANCE (Supply & Install Items Only):**

1. The Workers Compensation Act ("Act") of New Brunswick requires employers who employ three (3) or more workers at any time during the year to register with WorkSafe NB. These workers may be full-time, part-time, casual workers or non-registered contractors, subcontractors or brokers, with the exception that an employer in the fishing industry must register for coverage when twenty-five (25) or more workers are employed.
2. If the Contractor employs three (3) or more workers as stipulated under the Act, the Contractor shall provide The Town of Florenceville-Bristol with a Clearance Certificate from WorkSafe NB to confirm registration and that the account of the employer is in good standing. The Contractor shall provide such Clearance Certificate at any time as requested by The Town of Florenceville-Bristol.
3. Assessment premium recovery from unregistered contractors: An employer is permitted to deduct or recover from the contractor the portion of the assessment for labour and materials, hired equipment, courier or mail service and janitorial contracts.
4. Contractors from outside New Brunswick: Contractors from another jurisdiction, whose registration is not mandatory, we will be requested to provide a clearance certificate from the contractor's jurisdiction indicating they are in good standing and covered while working in New Brunswick, or at the discretion of The Town of Florenceville-Bristol the contractor will be requested to voluntarily register with Worksafe NB.

**Regulations under the Occupational Health & Safety Act - Province of New Brunswick:**

The Occupational Health and Safety Act and its regulations define the minimum acceptable standard for health and safety to which the employers must comply. A copy of Act and the Regulations can be obtained by contacting Worksafe NB (reference: Regulation 91-191). The Town of Florenceville-Bristol requires that you comply with these minimum standards.

**W.H.M.I.S - WORKPLACE HAZARDOUS MATERIALS INFORMATION SYSTEM AND HAZARDOUS PRODUCTS ACT – GOVERNMENT OF CANADA:**

Regulations under the Hazardous Products Act and the regulations regarding the handling and storage of hazardous materials must also be complied with (reference: Regulation 88-221). These regulations stipulate that employees must be trained in the proper handling of workplace hazardous materials. The Town of Florenceville-Bristol requires that you also comply with these regulations.

**SAFETY REGULATIONS:**

The Contractor shall comply with the safety regulations as prescribed by law in the Province of New Brunswick, plus any safety regulations enforced by the Public Works Department and Community Services Department specific to this type of work, ie. hard hats, safety vests, clothing and steel toed work boots (CSA Approved) mandatory at all times must be worn at appropriate times. Safety equipment for specific types of work shall be to the WHSCC standards.

**EVALUATION OF PROPOSALS:**

Proposals submitted for consideration will be evaluated on price, vendor past performance/ work experience in the field (in particular, that of the foreman), staffing and equipment requirements, ability to meet completion date, operating costs and/or any other factors which The Town of Florenceville-Bristol deems appropriate in the determination of the Vendor as a responsive and responsible bidder and the best value to The Town of Florenceville-Bristol. The Town of Florenceville-Bristol will reserve the right to evaluate the proposed costs against typical job pricing from the previous year(s) actual statistics in order to determine best value.

The Town of Florenceville-Bristol reserves the right to consult with any Contractor, prior to the award, without prejudice to any award or decision NOT TO award.

**AWARD OF PROPOSAL:**

The successful Contractor(s) will be notified by telephone and/or email that he/she is the successful Contractor(s) and request the required documents before an official notification is issued by a Town of Florenceville-Bristol Procurement Agent. Proponents are hereby advised that no commitment shall exist under this RFP until such time as the successful Contractor receives an official notification. The Town of Florenceville-Bristol reserves the right to award to more than one supplier.

**COMMUNICATION:**

1. It is the responsibility of the bidder to inquire about any requirement of the RFP that is not understood.
2. Responses to inquires, if they change or clarify the RFP in substantial manner as deemed by The Town of Florenceville-Bristol, will be forwarded by addenda to all parties that have received a copy of the RFP.
3. The Town of Florenceville-Bristol will not be bound by oral responses or written responses other than the addenda.
4. A bidder is not to reproduce this RFP for a third party unless authorized by The Town of Florenceville-Bristol.

**INQUERIES:**

Questions relating to this Proposal shall be directed to:

Jim Weston  
Project Manager  
Email: cleeko@xplornet.ca  
Phone: (506) 470-0064

**PAYMENT TERMS AND INVOICING:**

Payment Terms will be considered as Net 30 days from invoice date. Invoices shall be directed to The Town of Florenceville-Bristol, Sarah Pacey. In addition to the GST / HST Registration Number, Vendors are required to provide the amount of HST separately on all Invoices.