



## City of Grand Forks Request for Proposals

Flood Mitigation Program

RFP# FM2022-03-RFP

Date of issue – Jan 18, 2022

Closing – January 24, 2022 @ 2pm

### Overview

The City of Grand Forks invites Proposals to complete the pre-demolition abatement of hazardous materials at the City owned property at 7117 Riverside Drive to allow the City to construct flood protection systems in the area. All information required by the proponent is their responsibility to obtain.

The Request for Proposal documents are available through BC Bid and on the City website. Proponents are solely responsible for ensuring any addenda are downloaded, reviewed, and included in their Proposal. Questions regarding specifications can be directed to Ben Stevens, Project Manager, Flood Mitigation Program, by email at [bstevens@grandforks.ca](mailto:bstevens@grandforks.ca) or by telephone at 250-442-8266. Do not send Proposals to this email address.

Proponents must refer to the RFP Documents for the terms governing the Proposal process. Proposals shall be prepared and submitted at the sole expense of the Proponent and without cost to the Corporation of the City of Grand Forks. All Proposals received by the City of Grand Forks Corporate Officer become the property of the Corporation of the City of Grand Forks and as such are subject to the Freedom of Information and Protection of Privacy Act.

Proposals may be submitted until 2:00:00 p.m. (local time), Monday, January 24th, to [corporate@grandforks.ca](mailto:corporate@grandforks.ca). Only electronic submissions will be accepted.

### Project Specifications

#### 1. Introduction

The City of Grand Forks is building an extensive network of flood protection infrastructure to protect the City from future flooding. As part of this Flood Mitigation Program, Work Package 1 in the downtown includes an earth berm dike that will cut through the City owned property at 7117 Riverside Drive.

Steer Environmental has completed a pre-demolition hazardous materials assessment, see Appendix 1 attached.

## 2. Project Timeline

Key dates for this RFP are presented in Table 1.

Table 1. RFP Timeline

RFP Released	January 18, 2022
Questions Deadline	January 20, 2022 @ 4:00:00 pm
City Addenda / Answers	January 21, 2022
Closing Date and Time	January 24, 2022 @ 2:00:00 pm

## 3. Submission Requirements

- Proposals may be submitted electronically in pdf format with the RFP name and number noted in the email subject line to: [corporate@grandforks.ca](mailto:corporate@grandforks.ca) no later than the closing time. Late submissions will not be accepted.
- Proponents may amend their Proposal via email to [corporate@grandforks.ca](mailto:corporate@grandforks.ca). Email changes must be received prior to the closing time. Any Proposal change should disclose only price change and not the previous or updated amount.
- If a Proponent emails a change to the Proposal, the Proponent accepts all risk associated therewith, including lost or misdirected email and any malfunction of the City's equipment.
- If submissions exceed the permitted email size of the Proponent or the City, Proponents should submit the Proposal in multiple emails indicating on each email the total number of emails being sent.
- The City accepts no responsibility for submissions that fail for any reason to enter into the City of Grand Forks' email system by the closing time. As email transmission can be delayed due to various reasons, it is the Proponent's responsibility to submit their Proposal sufficiently in advance of the closing time to allow for receipt by the City. Proponents submitting email Proposals near the deadline do so at their own risk.
- By submission of a clear and detailed written notice, the Proponent may amend or withdraw its Proposal prior to the closing date and time. At closing time, all Proposals become irrevocable.
- Proposals shall be firm for 30 days from the RFP submission date
- By submission of a Proposal, the Proponent agrees that, should its Proposal be successful, the Proponent will enter into a contract for demolition services with the City of Grand Forks, the content and format of such contract to be determined by the City of Grand Forks.
- If a Proponent finds discrepancies in, or omissions from the RFP documents, or if they are in doubt as to their meaning, they should advise the City immediately.
- Responses to questions, discrepancies or omissions, if not already addressed in the RFP, will be addressed in the form of addendum, posted in the same location as the original RFP documents.
- No oral interpretations will be effective to modify any provisions of the Proposal, unless a written addendum has been issued by the City prior to the advertised closing date and time.

- It is the sole responsibility of the Proponent to determine any conditions affecting their Proposal prior to contract award. Any costs incurred by the Proponent before or after execution of the contract are the sole responsibility of the Purchaser.
- Proponents may inquire into and clarify any requirements of this RFP. Questions must be communicated to the City's contact person by the Question Deadline. It is the Proponent's responsibility to clarify any details prior to submitting a Proposal. The Corporation of the City of Grand Forks will assume no responsibility for any oral instruction or suggestion.
- Except as expressly and specifically permitted in the contract, no Proponent shall have any claim for any compensation of any kind whatsoever, in contract or in tort. As a result of participating in the RFP, and by submitting a Proposal, each Proponent shall be deemed to have agreed that it has no claim.
- The Proponent is solely responsible for ensuring any addenda are downloaded, reviewed, and included in their Proposal.

#### 4. Evaluation

- Proposals will be evaluated on the best value to the City based on the weighted criteria presented in Table 2.
- The City will be under no obligation to receive further information, whether written or oral, from any proponent.
- The City reserves the right to accept or reject any or all of the Proposals submitted.
- Proponents must include the following in their Proposals:
  - a. A statement describing the Proponent's qualifications and experience
  - b. A statement describing the Proponent's plan for recycling and salvage, where possible
  - c. A firm mobilization date, assuming the contract is awarded the day after the RFP close date
  - d. A firm completion date
  - e. An all-inclusive lump sum price for all aspects of the work as described in this RFP

The work described in this RFP is part of the City's larger Flood Mitigation Program, and time is of the essence to complete abatement and demolition of a number of homes in the alignment of a proposed dike. If a mobilization or completion date are not honoured after a PO is issued, the City reserves the right to terminate the contract and procure an alternate contractor.

*Table 2. Evaluation Criteria*

<b>Criteria</b>	<b>Weighting</b>
Proponents' Qualifications and Experience	10
Recycling and Salvage Plan	10
Mobilization Date	5
Completion Date	15
Bid Price	60
<b>Maximum Score</b>	<b>100</b>

## 5. Scope of Work

- The purpose of this RFP is to request proposals for the all-inclusive pre-demolition hazardous material abatement of the property at 7117 Riverside Drive, including disposal. Hazardous material abatement must meet all Work Safe BC regulations. Hazardous materials that can be handled later using safe mechanical demolition, and that are accepted for disposal with mixed construction and demolition waste, may be left intact.
- Material disposal must be completed in accordance with any regulations, bylaws or requirements of the disposal facility.
- The property is presented in as-is condition and the City provides no representations or warranties regarding their current contents or condition
- Upon contract execution, the successful proponent shall become prime contractor for the building site and will assume full responsibility for the structure (including security, if desired) until all work is complete
- The attached Appendix 1: Pre-Demolition Hazardous Materials Assessment is provided for information to proponents
- The successful proponent will be responsible for all permits and other regulatory requirements. In particular, all Work Safe BC regulations related to demolition and working with hazardous building materials must be followed.
- The successful proponent must submit an NOP to Work Safe BC in accordance with the regulations.
- Power is still available at this property. The successful proponent is responsible for ensuring that water, if used, does not freeze inside the building.
- Abatement of the detached shop is included in the scope.
- The entire site must be kept secure during the work and left in a safe condition at the end of the work
- Contractors are responsible for all occupational hygienist services, if required, and for a clearance letter confirming all asbestos has been removed.

**Appendix 1: Pre-Demolition Hazardous Materials Assessment (attached)**