



File No. 1790-20

9 May 2019

**Close Date: May 24 @ 3pm**

TO WHOM IT MAY CONCERN

**Re: DISTRICT OF SOOKE  
AYUM DRAIN REPAIR  
INVITATION TO QUOTE FOR EXCAVATION/REPAIR**

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### **Quotation General Terms and Instructions:**

The District of Sooke (the "District") is requesting a quote (the "Quotation") for repair of a drain pipe downstream from a double catch basin located at the southern end of Ayum Road. The full scope of work is described in the Project Specifications (**Appendix 1**). The Quotation is to be submitted using the Quotation Form (**Appendix 2**). There will be no public opening of Quotations.

It is expected that any person that submits a Quotation (the "Contractor") will be satisfied with the extent of work required and that minor modifications will not add additional costs to the District. By delivering a Quotation, the Contractor irrevocably agrees that the Contractor has received, read, examined the site, and fully understood the scope of work and all terms of reference within this Request and all the attached appendices This request for quotation is sent in accordance to the District Purchasing Policy for good or services under \$5000.

The District may, in its sole discretion, disqualify any or all Quotations, cancel this Request for Quotes, reject any or all Quotations, and to re-bid the same or similar Work at any time. The District reserves the right to reject any or all Quotations. The lowest Quotation will not necessarily be accepted. The District reserves the right to waive informalities and accept the Quotation deemed most favorable to the District of Sooke at their sole discretion. Any Quotation provided by the Contractor shall remain open for 30 days.

Please fill out the Quotation form and return it to the undersigned at [pbutterfield@sooke.ca](mailto:pbutterfield@sooke.ca). Quotations will be held until three are received, and at such time they will be evaluated.

The pipe has been videoed to the blocked point.

Regards,

Paul Butterfield  
Engineering Technologist

## **Appendix 1- Project Specifications:**

The Contractor is required to perform the various services and works shown in the attached figure(s) and listed in the Project Specifications. All addendums issued by the District for this project are to be included as part of the Project Specifications listed hereunder:

### **1) Description of Work**

Located at approximately 2048 Ayum Road (the driveway over where the obstruction was found) is a drain connection that requires the obstruction to the pipe removed. This may require pipe replacement depending on the nature of the obstruction and is approximately located on **Drawing 1**.

### **2) Scope of Work**

In addition to all notes within the reference drawing and sketches, the Contractor is responsible for:

- a) Excavation, replacement, and re-installation of 200mm PVC pipe for the drain service connection per MMCD specifications;
- b) Removal of the blockage which is located approximately 13m from double catch basin and reinstatement of drain pipe so it operates properly;
- c) Excavation of asphalt or concrete driveway and reinstatement as necessary;
- d) Removal and disposal of any excess construction material, waste material, unused fill or other debris left over from excavation or construction;
- e) Providing all flagging, signage and traffic management as required to ensure safe pedestrian movement along the street and residential access;
- f) Verifying all dimensions, calculations, property lines, elevations, grades, measurements, etc.

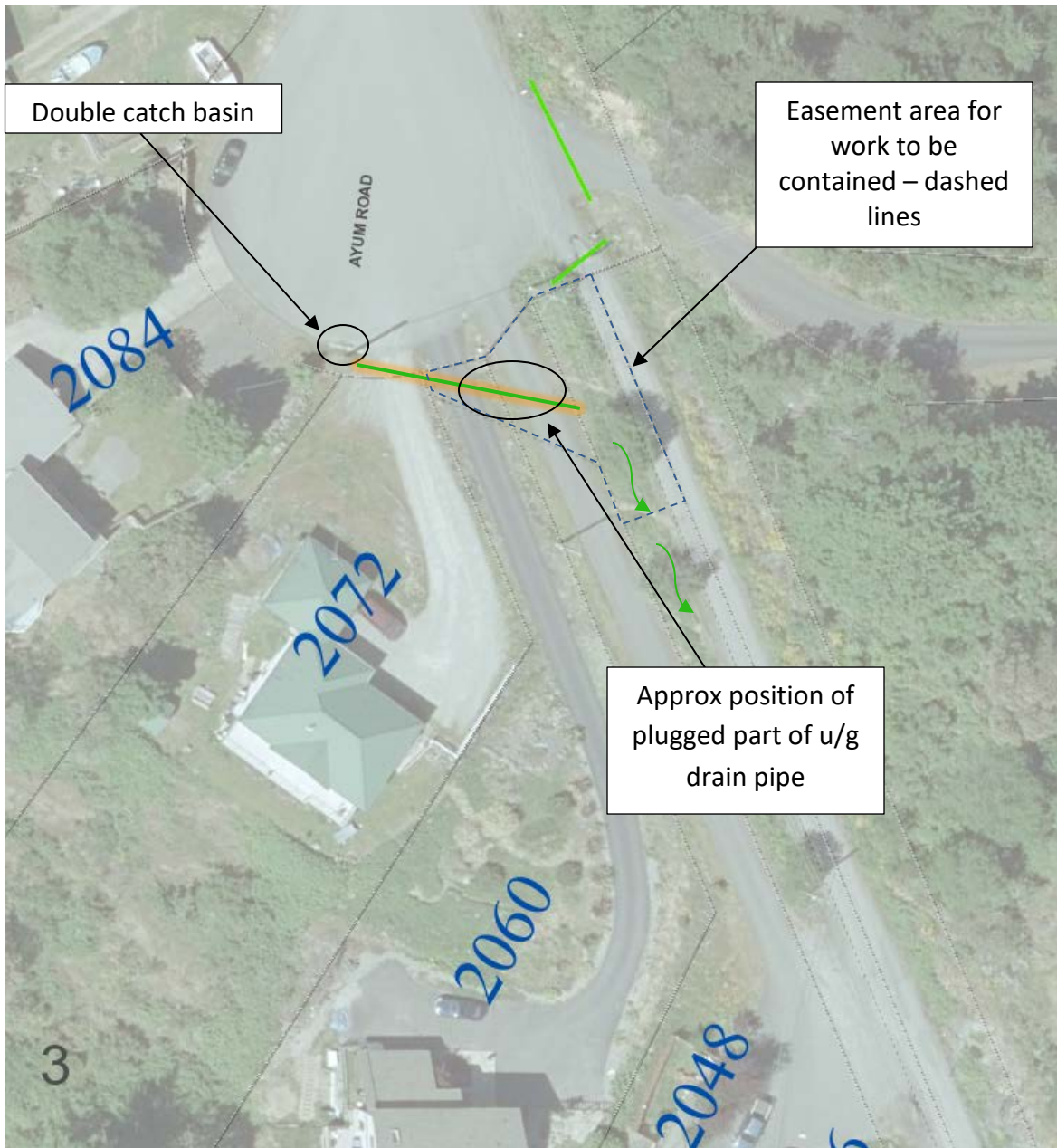
### **3) General Conditions**

- a) All work is expected to occur within the easement area identified on Drawing 1;
- b) The Contractor shall be solely responsible for construction means, methods, techniques, sequences, and procedures for coordinating the various parts of the work in the Scope of Work;
- c) All construction and materials to be in accordance with BC Building Code, MMCD, Platinum Edition, and The District of Sooke Standard Specifications and Drawings unless otherwise noted. When a conflict between the specifications arises, the most stringent shall apply;
- d) The Contractor shall contact BC Hydro, Telus, Shaw Cable, and Fortis BC Gas two working days prior to the start of any excavation;
- e) The contractor will notify the resident one week prior to construction and will manage access to the residence with the resident.

### **4) Reference Material**

There will no survey or detailed design for this project. Attached are images intended to clarify the scope of work to the contractor. It is the responsibility of the contractor to verify all measurements, materials, and processes required to complete the project.

# Drawing 1



## Appendix 2- Quotation Form

### Quotation Submission:

Project: **Sunriver Drain Repair**

Project No.: 2019-1790-20

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: (       ) \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Signature\*: \_\_\_\_\_

\* must be an official signatory of the company

### Certification:

I/We have carefully read and examined the RFQ and all included appendices, and have conducted such other investigations as were prudent and reasonable in preparing this response.

I/We certify that the statements made in this response are true and complete. These statements and prices as quoted represent our response to the District of Sooke. I/We agree to be bound by statements and representations made in this response and to any agreement resulting from this response.

I/We acknowledge receipt of all addenda up to and including the most recent,

**Addendum # \_\_\_\_\_ ,**

**Dated: \_\_\_\_\_**

which become part of the work and are included in this quotation.

### Contract Price:

The Contractor must provide Lump Sum Rates and Unit Rates (where applicable) for each of the items specified below. The Price is in Canadian funds which include the supply of all products, labour and materials, supervision, services, construction machinery and equipment, overhead and profit, and represent the entire cost to the Owner for the completion of the Work. All applicable Federal and Provincial taxes and duties, *excluding* Goods and Services Tax (GST), are included in the price.

The Contractor must also provide labour rates for Extra Work, should the need for it arise. Equipment rates for Extra Work will be based on the 2017/18 Blue Book Equipment Rental Rate Guide.

Initials of Contractor: \_\_\_\_\_

Please provide a Lump Sum cost \$ \_\_\_\_\_ (excluding GST)

Extra work is charged out at an hourly rate of:

Foreman \$ \_\_\_\_\_

Labourer \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Contractor Numbers and Status:**

District of Sooke (or Intermunicipal) Business License  
Number: \_\_\_\_\_

Worker's Compensation Registration  
Number:  
\_\_\_\_\_

Incorporation Number:  
\_\_\_\_\_

And Incorporation Date:  
\_\_\_\_\_

I/We meet the insurance requirements: YES / NO

**Notification:**

If notified in writing by the District of acceptance of this Quotation within 30 days after the RFQ closing date, we shall:

- a. Provide, prior to commencing work, certified copies of the Contractor's insurance;
- b. Provide a current Worker's Compensation Clearance Letter;
- c. Enter into and execute a General Services Agreement for the Work.