



File No. 1790-20

June 11, 2019

TO WHOM IT MAY CONCERN

**Re: DISTRICT OF SOOKE
SUPPLY AND INSTALLATION OF SEPTIC VAULTS AND WATER FOUNTAINS
INVITATION TO QUOTE FOR CONSTRUCTION**

Quotation General Terms and Instructions:

The District of Sooke (the "District") is requesting a quote (the "Quotation") for the supply and installation of two septic vaults for park washrooms and two water fountains. The Quotation is to be submitted using the Quotation Form (**Appendix B**). 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. The full scope of work is described in the Project Specifications (**Appendix A**). It is the responsibility of the Contractor to regularly check for addendums at <https://sooke.ca/municipal-hall/documents-forms/tenders-and-rfps/>.

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 provide your fully completed Quotation Form, to the attention of the undersigned electronically at info@sooke.ca, or in person at 2205 Otter Point Road by 3:00pm on Tuesday, July 2, 2019.

Regards,

Paul Butterfield
Engineering Technologist



Appendix A- Project Specifications:

The Contractor is required to perform the services and works as described in Project Specifications and the attached figures. All addendums issued by the District for this project are to be included as part of the Project Specifications.

1) Description of Work

Two Timberwolf vault washrooms (1-stall and 2-stall) have been purchased by the District and require the underground septic vault to be installed prior to their construction. The purpose of this RFQ is to supply and install an 1100-gallon and 1200-gallon septic tank at two parks. In addition, two tubular water fountains shall be supplied and installed. The two locations are:

- a. John Phillips Memorial Park (2201 Otter Point Road), and
- b. Whiffin Spit Park (1510 Whiffin Spit Road).

2) Scope of Work

The Contractor is responsible for the following:

Part A: Septic Tank Installation

Items Common to Both Sites

1. The sites will be marked with water-based spray paint to indicate the location of each building for bidders to reference on-site.
2. Clear and grub the existing organics to grade with adequate working area, of the noted site foundation.
3. Both sites are located adjacent to significant trees therefore precise siting of the excavation for the tanks will be done with District Staff oversight to ensure the trees are not negatively affected. Snow fencing will be erected by the District to protect the root zone of the adjacent trees during excavation. District Parks staff will witness the excavations.
4. Installation and compaction of the septic tank is to be completed according to manufacturer's requirements for warranty;
5. Use minimum 100mm bedding gravel compacted to 95% modified proctor density;
6. Use crane to lift vault into the excavated area with spreader bar sling to keep pressure off the sides of the tank and thus ensure tank warranty.
7. Ensure the tank sits 25mm/1" above the finished grade.
8. Carefully install imported granular backfill compacted to 95% modified proctor density along sides of vault to within 100mm/4" of finished ground level.
9. Grade and seed native soil to the edge of the tank to create a slope 2.0m away from the tank.

Requirements for Whiffin Spit Park

10. Excavate to accommodate an 1100 Gal. tank of the following dimensions to be installed (see **Figure 1 and Figure 3**):
 - 96"/8'0"/2.4m long
 - 96"/8'0"/2.4m wide
 - 52"/4'4"/1.3m deep

This tank was chosen to minimize the depth of the tank.



Requirements for John Phillips Memorial Park

11. Excavate to accommodate a 1200 Gal. tank of the following dimensions to be installed (see **Figure 2 and Figure 3**):
 - 102"/8'6"/2.6m long
 - 78"/6'6"/2.0m wide
 - 67"/5'7"/1.7m deep
12. The excavation at Whiffin Spit site will be monitored by an archaeologist that will be provided by the District. The proponent and District Staff will work together to coordinate the works with the archaeologist.

Part B: John Phillips Memorial Park Water Fountain Installation

1. A CRD water meter does not exist at 2201 Otter Point Road. The District will coordinate the supply and installation of the standard 5/8" x 3/4" water meter in advance of the contract award. It is expected that the new meter will be in the location indicated in Figure 5.
2. Excavate a trench for a new water line as shown in **Figure 4**, approximately 60m in length.
3. Should any works be required within the road right-of-way, Traffic Control Personnel may be required, and single lane traffic must always be permitted as a minimum along Otter Point Road.
4. Supply and install a minimum 100mm bedding gravel for bottom of water line trench compacted to 95% modified proctor density.
5. Supply and install a standard 3/4" water line and compact with granular bedding material compacted to 95% modified proctor density.
6. Supply and install an Outdoor Tubular Bottle Filling Station by Elkay Model LK4420BFUDB (specifications attached in **Appendix C**) at location identified in Figure 4 with:
 - ☐ Evergreen matte finish
 - ☐ Direct Bury Kit
7. Supply and install the backfill, 300mm granular bedding material, compacted to 95% modified proctor density for the water line.
8. Backfill trench with original soil material compacted to 90% modified proctor density.
9. Seed top of disturbed trench.

Part C: Whiffin Spit Park Water Fountain Installation

Note: The District will monitor all excavations.

1. A standard 5/8" x 3/4" CRD water meter exists at 1510 Whiffin Spit Road. The proposed route for the new water line to the fountain is flexible and should follow:
 - the best path considering the desire to stay close to the road, which has disturbed soil,
 - the maintenance vehicle location for cleaning the washroom septic tank, and
 - most cost-effective route.



2. Excavate a trench for a new water line as shown in **Figure 5**, approximately 40m in length.
3. Coordinate the water line connection and new meter with CRD water with appropriate traffic control and signage.
4. Traffic Control Personnel may be required, and single lane traffic must always be permitted as a minimum along access to Whiffin Spit Park parking lot.
5. Supply and install minimum 100mm bedding gravel for bottom of water line trench compacted to 95% modified proctor density.
6. Supply and install an Outdoor Tubular Bottle Filling Station by Elkay Model LK4420BFUDB (specifications attached in **Appendix C**) at location identified in Figure 5 with:
 - ☐ Evergreen matte finish
 - ☐ Direct Bury Kit
7. Supply and install a standard $\frac{3}{4}$ " water line and compact with granular bedding material compacted to 95% modified proctor density.
8. Supply and install the backfill, 300mm granular bedding material, compacted to 95% modified proctor density for the water line.
9. Backfill trench with original soil material compacted to 90% modified proctor density;
10. Seed top of disturbed.

3) General Conditions

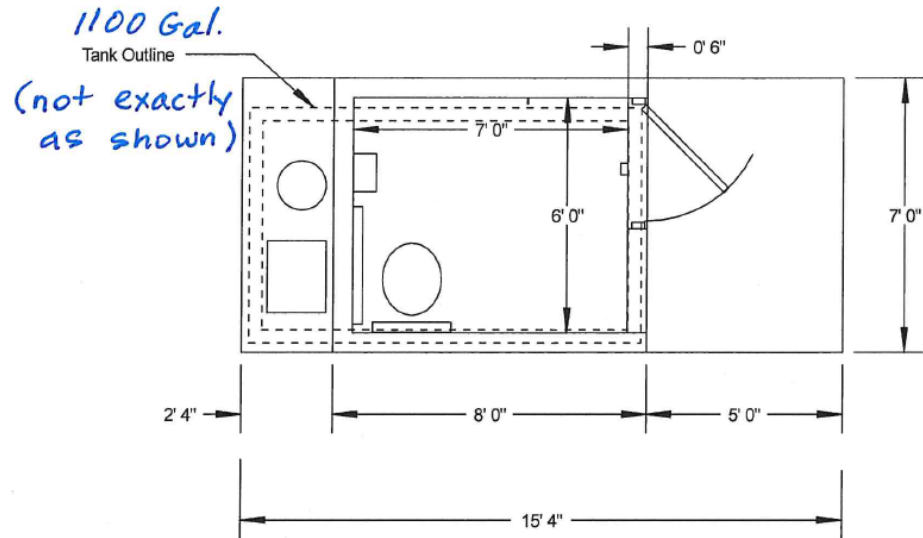
1. The Contractor shall be solely responsible for construction means, methods, techniques, sequences, and procedures for coordinating the various parts of the work in the Scope of Work.
2. Remove and dispose of any excess organics, construction material, waste material, unused fill or other debris left over from excavation or construction.
3. Provide all flagging, signage and traffic management as required.
4. Verify all property lines, elevations, grades, measurements, etc.
5. All construction and materials to be in accordance with 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.
6. The Contractor shall contact BC One Call prior to the start of any excavation.
7. The Contractor shall fulfill all insurance, WCB, and license requirements specified in the Risk Management Policy shown in **Appendix D**.

4) Reference Material

There will be 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.

FIGURE 1

Whiffin Spit Washroom



TANK:
8' long
8' wide
4' 4" deep

Single Vault Toilet Privy

FIGURE 2

John Phillips Memorial Park Washroom

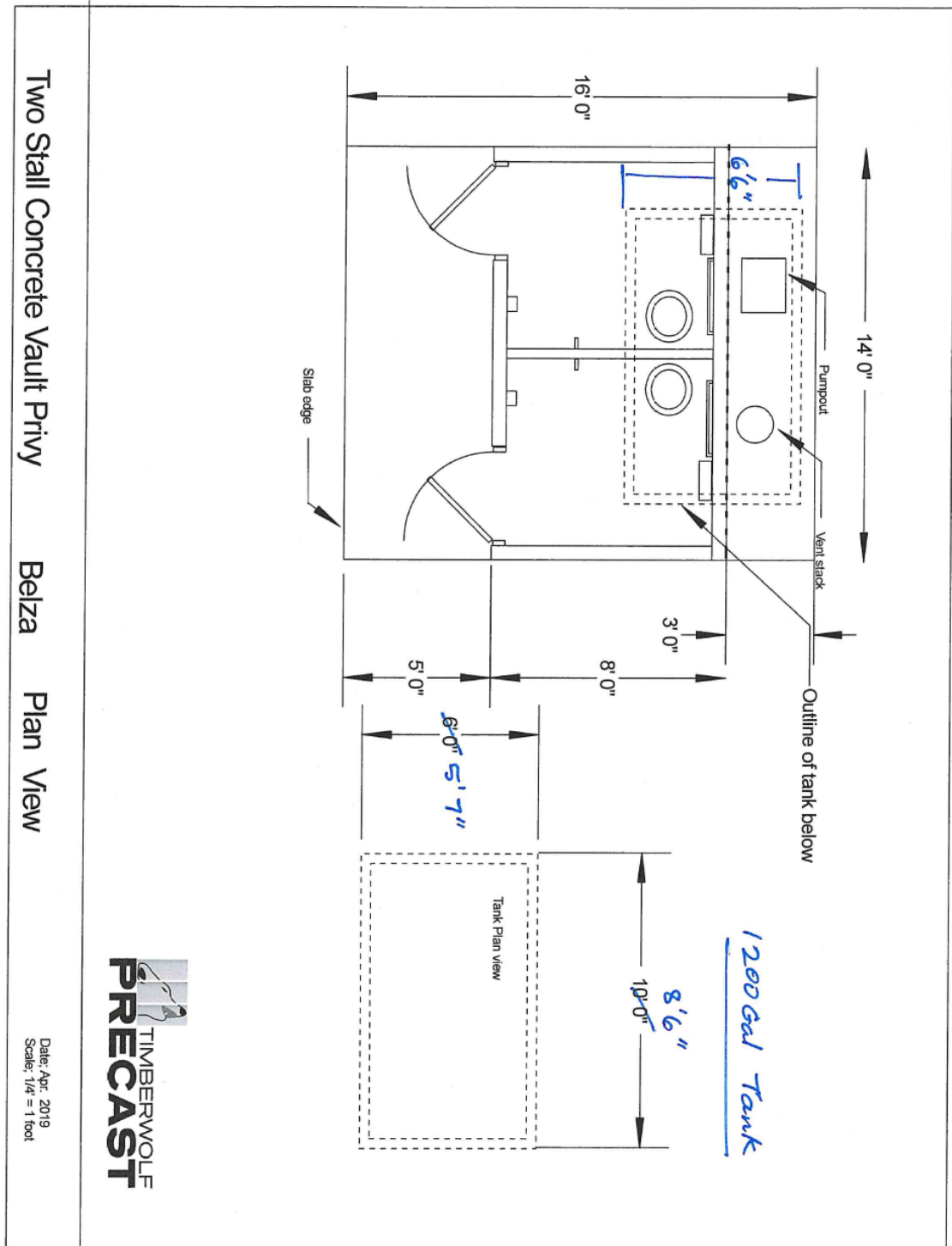




FIGURE 3

Dan's Precast Septic Tank Sizes

TANKS	PIECES	WEIGHT(lbs)	LENGTH(IN.)	WIDTH(IN.)	HEIGHT(IN.)	INLET HEIGHT
200 P.C.	1 pc.	3,000	51	51	48	36
300 P.C.	1 pc.	4,000	51	51	57	48
350 P.C.	1 pc.	4,700	58	53	58	47
450 P.C.	1 pc.	5,400	72	54	58	47
600 Gal.	1 pc.	6,000	96	50	57	48
600 Gal.	1 pc.	6,400	96	60	48	40
750 Gal.	1 pc.	7,500	96	60	57	48
1000 Gal.	1 pc.	10,000	102	78	60	49
1100 Gal.	1 pc.	11,350	96	96	52	42
1150 Gal. W.S.	1 pc.	9,400	102	78	60	Thru lid
1200 Gal.	1 pc.	10,800	102	78	67	57
1350 Gal. W.S.	1 pc.	11,000	96	96	52	Thru lid
1700 Gal.	1 pc.	17,000	150	102	54	43
2100 Gal. W.S.	1 pc.	16,000	150	102	54	Thru lid
2200 Gal.	2 pc.	16,000	96	96	96	80
2500 Gal.	1 pc.	22,400	165	103	64	54
2800 Gal. W.S.	1 pc.	20,000	165	103	64	Thru lid
3560 Gal.	2 pc.	23,000	150	102	96	83
5100 Gal.	2 pc.	31,000	165	103	118	104

A
B

- All tanks available in Single or Two Chambers
- 1700 Gal. and 2500 Gal. available with Three Chambers
- All Inlet heights are measured from the bottom of tank to the bottom of Inlet

A - Whiffin Spit

B - John Phillips

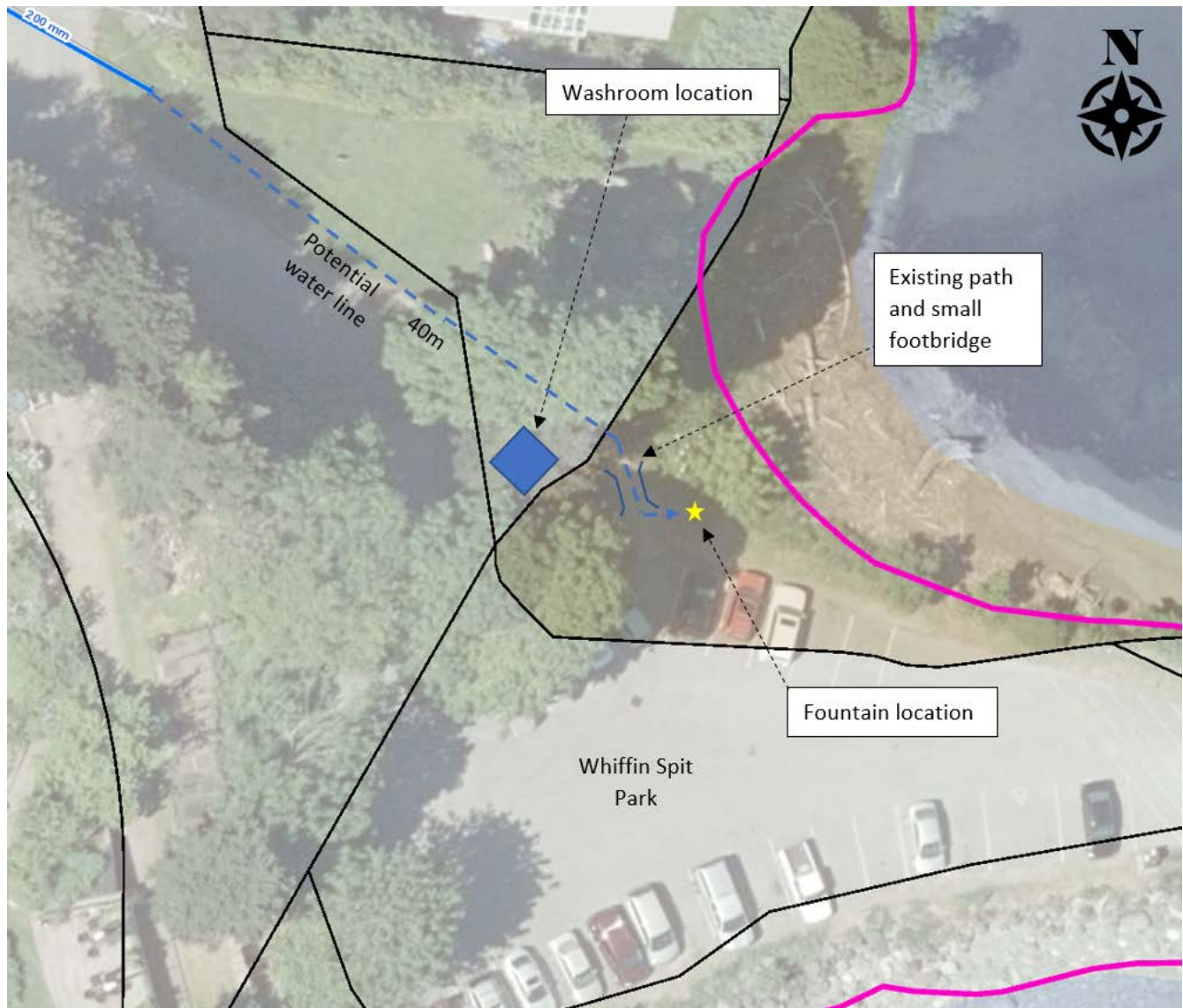
FIGURE 4

John Phillips Memorial Park Site Plan



FIGURE 5

Whiffin Spit Park Site Plan





Appendix B - Quotation Form

The Quotation Form is to be completed in full.
(Attached)

QUOTATION FORM

District of Sooke Quotation Form

Page 1 of 3

PLEASE PRINT CLEARLY

Quotation Submission:

Project No.: 1790-2019-20 Community Washrooms Septic Vaults

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: _____

QUOTATION FORM

District of Sooke Quotation Form

Page 2 of 3

PLEASE PRINT CLEARLY

PART A	Price (Excluding GST)
Please provide a LUMP SUM cost	\$ _____ Excluding GST

PART B	Price (Excluding GST)
Please provide a LUMP SUM cost	\$ _____ Excluding GST

PART C	Price (Excluding GST)
Please provide a LUMP SUM cost	\$ _____ Excluding GST

Extra Work is charged at an hourly rate of:	Foreman-	\$ _____
	Labourer-	\$ _____
Additional positions:	_____	\$ _____
(optional)	_____	\$ _____
	_____	\$ _____

Initials of Contractor: _____

QUOTATION FORM

District of Sooke Quotation Form

Page 3 of 3

PLEASE PRINT CLEARLY

Proposed Construction Schedule:

State your intended start date if awarded this contract:

Estimated substantial completion date:

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.

Initials of Contractor: _____



Appendix C – Elkay Fountain Spec Sheet

(Attached)

ELKAY[®]

SPECIFICATIONS

MODEL LK4420BF1UDB and MODEL LK4420BF1LDB

GENERAL

Steel Outdoor Dual Station Fountain with Pet Fountain and Bottle Filling Station with rounded corner design, heavy-duty steel with textured powder-coat finish and E-Coat immersion for year-round beauty with minimum maintenance. The E-Coat immersion process coats the inside and outside for the ultimate in corrosion protection.

BOTTLE FILLER

Provides a quick fill at 1 gallon per minute. Laminar flow provides a clean fill with minimal splash and easy maintenance.

BUBBLER

Vandal-resistant bubbler is one-piece, heavy-duty construction. Unit has integral hood guard design to prevent contamination from other users, airborne deposits and tampering.

BASIN

Contour-formed stainless steel design with rounded edges reduces splatter, ensures proper drainage and prevents standing water.

PUSHBUTTON ACTUATION MECHANISM

Self-closing, vandal-resistant pushbutton does not require grasping or twisting.

INLET STRAINER

Easily cleaned in-line strainer screen traps particles of 140 microns or larger before they enter the waterway.

WATER INLET & DRAIN OUTLET

Inlet: 3/8" O.D. Tubing

Outlet: 1-1/2" tube outlet for 1-1/2" slip joint connection

ACCESS PANELS



Heavy-gauge steel with vandal-resistant screws. Provides access for easy hook-up of all plumbing connections.

PET FOUNTAIN

Actuated by upper pushbutton. Slow drainage feature for easy drinking.

SUGGESTED SPECIFICATIONS

Unit shall include powder-coated finish with vandal-resistant pushbutton actuation, vandal-resistant bubblers with integral hood guard, and contour-formed rounded basins to reduce splash and prevent standing water. Bottle Filler shall include a laminar flow for minimal splash and provide 1 gallon per minute fill rate. Fountain shall comply with ANSI 117:1 and ADA for visual and motion disabilities. The manufacturer shall certify the unit to meet the requirements of NSF/ANSI 61, and the Safe Drinking Water Act.

Model	Bottle Filler Placement	Color Option		
			ADA Compliant	NSF/ANSI 61 Certified
LK4420BF1UDB*	Upper	(Refer to Finish Color Options)	•	•
LK4420BF1LDB*	Lower	(Refer to Finish Color Options)	•	•

* Select color option to complete model number. Example: LK4420BF1UDBEVG

This specification describes an Elkay product with design, quality and functional benefits to the user. When making a comparison of other producer's offerings, be certain these features are not overlooked.

In keeping with our policy of continuing product improvement, Elkay reserves the right to change specification without notice. Please visit elkay.com for the most current version.

2222 Camden Court
Oak Brook, IL 60523
630-572-3192
elkay.com

Outdoor Tubular Bottle Filling Station

Dual Station with Pet Fountain



Now Available
in 12 Colors!



FINISH COLOR OPTIONS – Choose color option to complete your model number, add as suffix example:
LK4420BF1UDBEVG

Matte finish: ☐ Evergreen = EVG

Gloss finish:

- | | | |
|--------------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Beige = BGE | <input type="checkbox"/> Gray = GRY | <input type="checkbox"/> Terracotta = TER |
| <input type="checkbox"/> Black = BLK | <input type="checkbox"/> Orange = ORN | <input type="checkbox"/> White = WHT |
| <input type="checkbox"/> Blue = BLU | <input type="checkbox"/> Purple = PUR | <input type="checkbox"/> Yellow = YLW |
| <input type="checkbox"/> Brown = BRN | <input type="checkbox"/> Red = RED | |

OPTIONS

- Hose Bib (Locking) - LK4471LHB* (Choose color option to complete your model number)
- Hose Bib (Non-Locking) - LK4470NLHB* (Choose color option to complete your model number)
- Direct Bury Kit - 97890C

MODEL LK4420BF1UDB

Outdoor Tubular Bottle Filling Station

OPERATING PRESSURES:
Supply water 20 – 105 psi maximum

TOP VIEW

MOUNTING INSTRUCTIONS and PLUMBING CONNECTIONS

Provide solid, well-drained surface to mount pedestal fountain (concrete pad recommended). Mount on a smooth, flat, finished surface with adequate support (300 lb. load minimum). Secure unit with (8) 3/8" minimum fasteners (not included). Refer to rough-in. Should be attached firmly to mounting surface in order to secure unit.

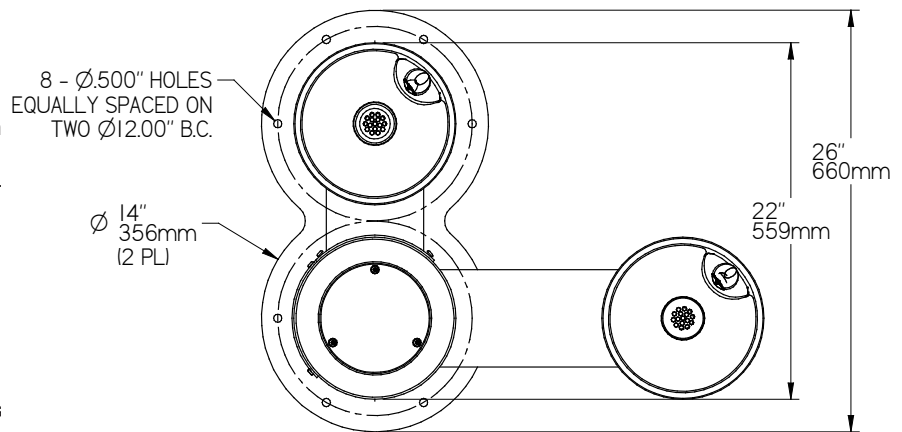
Modified low stream height bubbler for pet fountain.

Locate and install plumbing through ground as required.

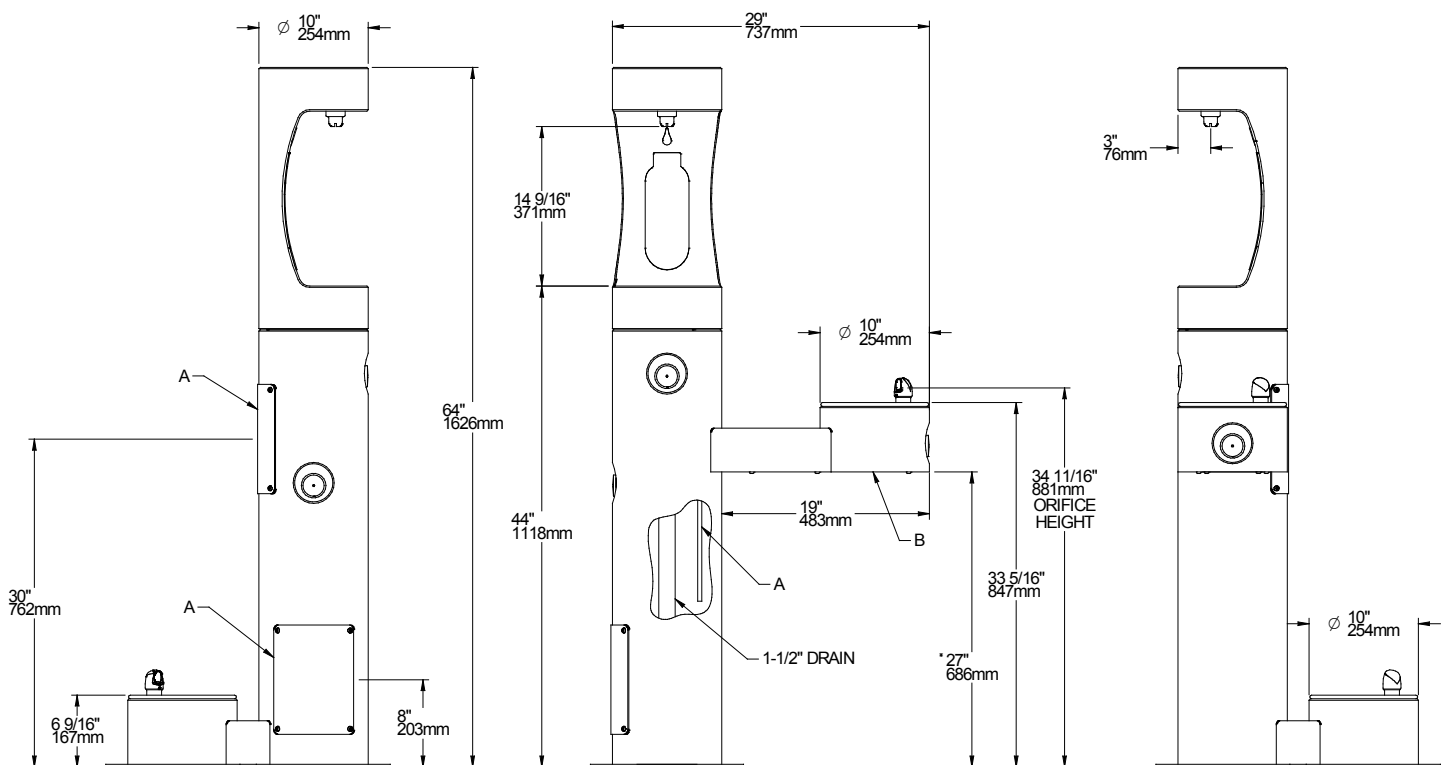
NOTE: Unit is not furnished with service valve.

Position pedestal over plumbing and secure base to fasteners. Remove access panels and connect supply and water lines. Turn on water supply and check for leaks. Reassemble access panels to pedestal.

Trap and service stop not included.



FRONT & SIDE VIEWS



* ADA Requirement

A = 3/8" O.D. UNPLATED COPPER TUBE CONNECT
SHUT OFF VALVE BY OTHERS
B = ACCESS PANEL (8" x 10")
C = REMOVABLE BOTTOM COVER

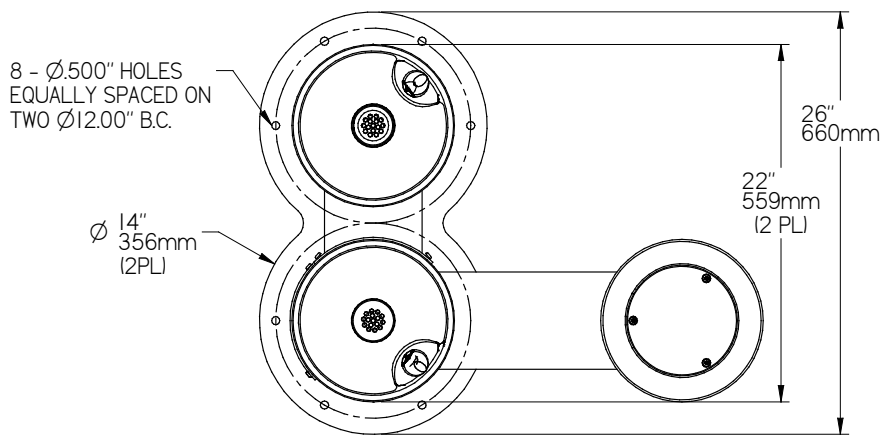
MODEL LK4420BF1LDB

Outdoor Tubular Bottle Filling Station

OPERATING PRESSURES:

Supply water 20 – 105 psi maximum

TOP VIEW



MOUNTING INSTRUCTIONS and PLUMBING CONNECTIONS

Provide solid, well-drained surface to mount pedestal fountain (concrete pad recommended). Mount on a smooth, flat, finished surface with adequate support (300 lb. load minimum). Secure unit with (8) 3/8" minimum fasteners (not included). Refer to rough-in. Should be attached firmly to mounting surface in order to secure unit.

Modified low stream height bubbler for pet fountain.

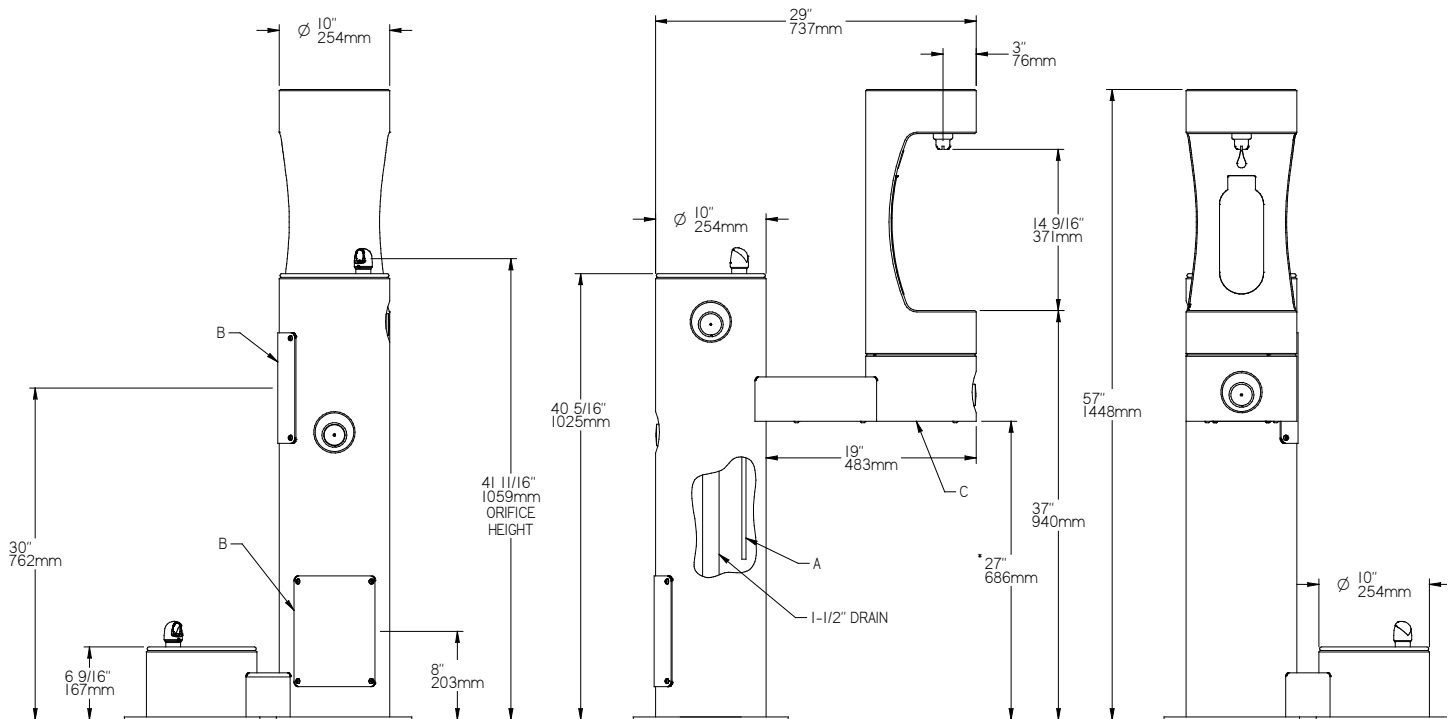
Locate and install plumbing through ground as required.

NOTE: Unit is not furnished with service valve.

Position pedestal over plumbing and secure base to fasteners. Remove access panels and connect supply and water lines. Turn on water supply and check for leaks. Reassemble access panels to pedestal.

Trap and service stop not included.

FRONT & SIDE VIEWS



* ADA Requirement

A = 3/8" O.D. UNPLATED COPPER TUBE CONNECT
SHUT OFF VALVE BY OTHERS

B = ACCESS PANEL (8" x 10")

C = REMOVABLE BOTTOM COVER



Appendix D - Insurance Requirements

Insurance requirements are described within the District's Risk Management and Contract Services Policy.

(Attached)



Policy 5.4
File No. 2510-00
October 25, 2004
Amended March 25, 2013

Risk Management-Contract Services Policy

1. Any person or organization that contracts with the District of Sooke to provide services to or on behalf of the District must provide proof to the District that the following ***minimum*** requirements have been met:
 - a) proof of liability insurance coverage with a minimum value of \$5,000,000;
 - b) certificate indicating that the individual or organization has an active WCB account that covers any and all persons who will be providing contracted services to or for the District of Sooke; and
 - c) proof of applicable credentials.
2. Copies of the above documentation must be received prior to the commencement of services.
3. The document submitted for insurance coverage must indicate the type of coverage and expiry date.
4. Preference is for the District of Sooke to be named as an additional insured in the liability insurance document.

Note: An individual contracted to provide coverage for the following positions is not covered by the District's errors and omissions policy:

Chief Administrative Officer
Corporate Officer
Director of Finance
Municipal Engineer
Municipal Planner
Building Official