

**CORPORATION
OF THE
TOWNSHIP OF
ADMASTON/BROMLEY**



TOWNSHIP OF ADMASTON/BROMLEY

QUOTATION NO. FIRE2022-01

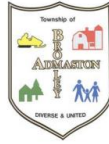
REQUEST FOR QUOTATION

OF

**FOR DRAWINGS FOR A GARAGE
AT THE
DOUGLAS FIRE HALL**

APRIL 2022

**CORPORATION
OF THE
TOWNSHIP OF
ADMASTON/BROMLEY**



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**FIRE2022-01 – REQUEST FOR QUOTATION
FOR DRAWINGS FOR A GARAGE
AT THE DOUGLAS FIRE HALL**

I. Background Information

The Douglas Fire Hall requires a garage.

The Township of Admaston/Bromley wishes to retain the services of a qualified contractor to produce drawings for a garage that are signed off by an Engineer of Record.

The Douglas Fire Hall is located 5226 Queen St, Douglas, ON

II. General Requirements

The successful Contractor will be required to include the following in the drawings:

- Attach to existing Fire Hall;
- Drainage control, including snow melt from roof;
- In-floor heating;
- Bay Doors and area for Fire Trucks;
- Energy Efficiencies identified;
- Engineer of Record Stamp;
- Accessible bathroom facilities and all other AODA regulations;
- Adheres to current Building Code Act, 1992, as amended; and
- To work with the Project Team.

III. Project Team

The Township of Admaston/Bromley is the proponent for the project and has identified individuals to be on the Project Team. (Acting Fire Chief, Acting Deputy Fire Chief, CAO/Clerk, Acting Treasurer/Deputy Clerk, Councillor Dick and former Fire Chief VanWoezik. The contract will be subject to the requirements of By-Law 2020-54 and may be subjected to the approval of the Council of the Corporation of the Township of Admaston/Bromley.

IV. Project Details & Specifications

a) **General**

The Township has prepared this Request for Quotation to produce stamped engineered drawings for a Fire Hall garage.

b) **Project Schedule**

The Contractor will be required to submit completed drawings by the date of **July 8, 2022**.

c) **Mandatory Site Visit**

Interested Contractors will be required to meet with the Project Team at the Douglas Fire Hall on Wednesday April 20 at 9:30 am.

d) **General Conditions of Contract**

Unless specified elsewhere, the Building Code Act, 1992, as amended will apply to this work. Payment will be provided upon completion of project, unless otherwise agreed to by the contractor and the Township.

V. Available Information

The Township of Admaston/Bromley has provided the following information in the Appendices:

- Location Map;
- Selected Site Photographs;
- Rough Drawings.

VI. Submission Requirements

As part of this proposal, the Contractor must agree to provide the following to the Township prior to award of the project:

- A copy of insurance certificate in the amount of \$5,000,000.00;
- BCIN Number
- Engineer or Engineering Firm identified as Engineer of Record.

Proposals will be based on merit, and must include:

- Completion date for the drawings;
- References and experience;
- Total cost for the drawings which are to include costs associated with an Engineer of Record stamp;

One (1) copy of your proposal shall be mailed or couriered to:

Township of Admaston/Bromley
 477 Stone Road
 RR 2, Renfrew, ON K7V 3Z5

Attention: Jennifer Charkavi
 CAO/Clerk

Email Submissions will not be accepted.

Submissions must be sealed in an envelope, which is clearly marked as to its contents, and shall be delivered not later than **3:00 pm on April 29, 2022**. Proposals will be evaluated and the successful contractor will be notified immediately thereafter to commence the project. This proposal is subject to the Township of Admaston/Bromley Bylaw #2020-54 for the Procurement of Goods and Services.

The Township reserves the right to accept or reject any or all proposals.

VII. Proposal Evaluation

Proposals will be based on merit, and will be evaluated and scored according to the following criteria:

- References 10%
 - Identification of Engineer of Record..... 30%
 - Previous experience on projects of a similar nature 10%
 - Proposal strategy, methodology, and innovativeness of approach 10%
 - Project schedule 10%
 - Cost 30%
- Total - 100%**

Please note that your proposal will be evaluated based on the information provided in the letter of proposal. While cost will have a bearing on the selection of the successful contractor, it will not be the only consideration. The Township has reserved the right to accept a proposal from a firm that is not the lowest bidder.

Appendices

Appendix A – Location Map

Appendix B – Selected Site Photographs

Appendix C – Rough Drawings