



The Corporation of the Village of Slocan

PO Box 50, 503 Slocan Street, Slocan BC, V0G 2C0

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Request for Proposals

Village of Slocan

SLOCAN CURLING CLUB FACILITY – DEMOLITION

RFP-2022-03

Closing Location:

Village Office: 503 Slocan Street

Mailing Address: PO Box 50 Slocan BC V0G 2C0

Closing Date and Time:

3:00 p.m. Pacific Time

August 15, 2022

Submit To:

Michelle Gordon

Chief Administrative Officer

Phone: 250-355-2277

Email: cao@villageofslocan.ca

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1.0 OVERVIEW

The Village of Slocan invites Proposals to complete the demolition and removal of the Village-owned Slocan Curling Club Facility located at 903 Hume Street, Slocan BC, and to return the site to bare land and graded condition. All information required by the proponent is the proponent’s responsibility to obtain.

The Request for Proposal documents are available through BC Bid and on the Village website. Proponents are solely responsible for ensuring any addenda are downloaded, reviewed, and considered in their Proposal. Questions regarding specifications can be directed to Michelle Gordon, CAO, by email at cao@villageofslocan.ca or by telephone at 250-355-2277

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 Village of Slocan. All Proposals received by the Village of Slocan become the property of the Corporation of the Village of Slocan and as such are subject to the Freedom of Information and Protection of Privacy Act.

Proposals may be submitted until 3:00:00 p.m. (local time), August 15, 2022, to cao@villageofslocan.ca.

2.0 PROJECT SPECIFICATIONS

2.1 Introduction

The Slocan Curling Club Facility has not been used by the community for approximately 10 years. In 2016 a building assessment was completed. Excerpts of this assessment - including building description, building area, usage and condition, structural overview, mechanical systems, and electrical systems have been included as *Appendix ‘A’*, attached to and forming part of this Request for Proposals.

2.2 Project Timeline

- a) Key dates for this RFP are presented in Table 1.

Table 1: RFP Timeline

RFP Released	July 15, 2022
Questions Deadline	August 5, 2022 @ 3:00 p.m.
Mandatory Site Meeting	August 3, 2022 @ 2:00 pm
Village Addenda / Answers	August 11, 2022
RFP Closing Date and Time	August 15, 2022 @ 3:00 p.m.
Project Mobilization Date	After August 15, 2022
Project Completion Date	By December 31, 2022, or under mutual agreement, in 2023. *Project completion date will be based on the estimated cost of demolition proposed in response to this RFP, and Village budget - to be discussed with the successful Proponent.

2.3 Submission Requirements

- a) Proposals may be submitted electronically in pdf format with the RFP name and number noted in the email subject line to: cao@villageofslocan.ca no later than the closing time. Late submissions will not be accepted.
- b) Proponents may amend their Proposal via email to cao@villageofslocan.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.
- c) 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 Village's equipment.
- d) If submissions exceed the permitted email size of the Proponent or the Village, Proponents should submit the Proposal in multiple emails indicating on each email the total number of emails being sent.
- e) The Village accepts no responsibility for submissions that fail for any reason to enter into the Village of Slocan's 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 Village. Proponents submitting email Proposals near the deadline do so at their own risk.
- f) 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.
- g) 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 Village of Slocan, the content and format of such contract to be determined by the Village of Slocan.
- h) 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 Village immediately.
- i) 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.
- j) No oral interpretations will be effective to modify any provisions of the Proposal, unless a written addendum has been issued by the Village prior to the advertised closing date and time.
- k) 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 Proponent.

- l) Proponents may inquire into and clarify any requirements of this RFP. Questions must be communicated to the Village’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 Village of Slocan will assume no responsibility for any oral instruction or suggestion.
- m) 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.

2.4 Evaluation

- a) Proposals will be evaluated on the best value to the Village based on the weighted criteria presented in Table 2.
- b) The Village will be under no obligation to receive further information, whether written or oral, from any proponent.
- c) The Village reserves the right to accept or reject any or all of the Proposals submitted.
- d) Proponents must include the following in their Proposals:
 - i. A statement describing the Proponent’s qualification and experience.
 - ii. A statement describing the Proponent’s methodology, including a plan for waste, recycling and salvage.
 - iii. A mobilization and estimated completion date, assuming the contract is awarded by August 31, 2022.
 - iv. An all-inclusive lump sum price for all aspects of the work as described in this RFP, not including GST.

Table 2: Evaluation Criteria

Criteria	Weighting
Bid Price	50
Proponents’ Qualifications and Experience	20
Methodology - Waste, Recycling and Salvage Plan	20
Mobilization Date	5
Completion Date	5
Maximum Score	100

2.5 Scope of Work

- a) The purpose of this RFP is to request proposals for the all-inclusive demolition and removal of the Slocan Curling Club Facility at 903 Hume Street, including backfill and grading, site clean-up and disposal. Project completion will be indicated by a site returned to bare land and graded condition. Any hazardous material abatement, handling, and disposal must meet all Work Safe BC regulations, and any and all other local, provincial or other governing regulation.
- b) A mandatory pre-bid meeting and site inspection will be held on **Wednesday, August 3, 2022 at 2:00pm** at the site (903 Hume Street). The purpose of the meeting is to provide Proponents an opportunity to familiarize themselves with the work and with existing conditions. Attendance at the time and place specified is mandatory for all Proponents and is a condition of contract award. No information provided by the Village at the pre-bid meeting and site inspection shall be binding, unless such information is included in an addendum.
- c) Material disposal must be completed in accordance with any regulations, bylaws or requirements of the disposal facility.
- d) The site is presented in as-is condition and the Village provides no representations or warranties regarding its current contents or condition.
- e) Upon contract execution, the successful proponent shall become prime contractor for the site and will assume full responsibility for the facility including security, and safety measures in accordance to Work Safe BC standards, until all work is complete.
- f) The attached Appendix 'A' has been provided for information to proponents.
- g) The successful proponent will be responsible for all permits, including a business license valid in the Village of Slocan, and other regulatory requirements. In particular, all Work Safe BC regulations related to demolition and working with hazardous building materials must be followed.
- h) The successful proponent must submit a Notice of Project (NOP) to Work Safe BC in accordance with the regulations.
- i) The Village has turned off water at the street for the facility and has had electricity turned off. However, it is the contractor's responsibility to ensure this is complete prior to demolition.
- j) Concrete footings and foundation from the demolition must be excavated and disposed of/removed from site.
- k) Assessment, removal, and disposal of any hazardous materials outside the facility, if present, is the responsibility of the successful Proponent.
- l) All material and other items must be removed from site and disposed of at an appropriate and licensed facility.

- m) The entire site must be kept secure during the work and left in a bare land, graded and safe condition at the end of the work.
- n) Removal of below grade septic tanks and fields, or oil tanks are excluded from scope of this RFP. However, identification of these items is included. In particular, Proponents must include time to check for an oil/propane tank connection inside the facility and advise the Village of probable location of the tank if one appears to exist or appears to have existed in the past. Proponents must leave the existing septic field in place.
- o) Tree removal is excluded.
- p) Any excavations to remove the foundation should be left safe by backfilling using fill scraped from elsewhere on the same property.
- q) Curling Club Ice Plant refrigeration line has been drained. However, it is the contractor's responsibility to ensure this is complete prior to demolition.
- r) Curling Club Ice Plant Compressor is excluded from the contract and is the property of the Village of Slocan; it is to be returned to the Village Public Works Shop once disconnected from the system. Removal of all other Ice Plant equipment is included.
- s) Power and water will not be available on-site; however, water from an adjacent Village-owned property may be utilized upon request to the Village.
- t) Contractors are responsible for all occupational hygienist services, if required, and for a clearance letter confirming all asbestos or other hazardous materials, if present, has been removed.

3.0 PROPOSAL FORM

Village of Slocan

SLOCAN CURLING CLUB FACILITY - DEMOLITION

RFP-2022-03

CLOSING: 3:00 PM PACIFIC TIME ON MONDAY, AUGUST 15th, 2022

This form must be completed, signed and included with the submission.

The undersigned confirms that their submission is in response to the Request for Proposals for the demolition and removal of the Slocan Curling Facility and to return the site to bare land and graded condition, and the Proponent acknowledges receipt of Addenda # _____ through Addenda # _____.

NAME OF COMPANY: _____

Address: _____

Phone: _____

Email: _____

CONTACT NAME: _____

Position: _____

Phone: _____

Email: _____

Authorized Signature

Name and Title

Date

4.0 PRE-BID MEETING FORM

Village of Slocan

SLOCAN CURLING CLUB FACILITY – DEMOLITION

CONFIRMATION OF MANDATORY PRE-BID MEETING ATTENDANCE

RFP-2022-03

CLOSING: 3:00 PM PACIFIC TIME ON MONDAY, AUGUST 15th, 2022

This form must be completed, signed and included with the submission.

The undersigned hereby confirm that a representative of the Bidder attended the pre-bid meeting and site inspection for the above-named project, held on:

Date

It is understood that attendance at the pre-bid meeting and site inspection is mandatory and that failure to submit this form will cause the bid to be declared invalid and the bid will be rejected.

REPRESENTATIVE NAME: _____

COMPANY: _____

Address: _____

Phone: _____

Email: _____

Authorized Signature

Date

APPENDIX A: SLOCAN CURLING CLUB FACILITY – BUILDING DETAILS

1. BUILDING DESCRIPTION

- a) The building is on traditional concrete footings and foundation wall. The footing of the Curling Ice Sheet north elevation is approximately 16 inches below grade.
- b) The wall construction is primarily wood studs (either 2x4 or 2x6) at 16 inches on center.
- c) The roof structure is fabricated of nominal wood joists. The main roof over the curling rinks and lobby includes cross bracing.
- d) An additional roof has been constructed over the original roof through the Curling Ice Sheets and Lobby and is framed with nominal joists, plywood decking, and is supported with intermediate pony walls bearing on the existing roof.
- e) The roof material is metal.
- f) Exterior wall finish is wood painted siding.
- g) The ice sheets are formed on a sand base with PVC cooling pipe distribution of approximately 4 inches on center. There is no substrate insulation under the sand. The ice sheets are bordered by a ply wood curbed with wood framing. The center walkway is a plywood deck. The area adjacent to the rinks is plywood deck on wood supports. The wood decking is failing and the deck is springing.
- h) The ceiling of the Curling Ice Sheet has a low emissive reflective sheet membrane.
- i) The grade elevation is higher or aligned with the wall food framing; concrete foundation wall below grade.
- j) The lobby and lounge areas are positioned above a crawl space with a clear height of approximately 36 inches. An access panel is provided from the ice sheet area to the crawl space. The construction provides for natural ventilation of the crawlspace but the perimeter vents at the foundation wall are blocked off.

2. BUILDING AREA

- a) The total square feet of the building is approximately 615.7 sq.m. (6627 sq.ft.), comprised of the following:
 - i. Two ice sheets of 453.1 sq.m. (4877 sq.ft.)
 - ii. Lobby of 68.5 sq.m. (737 sq.ft.)
 - iii. Entrance of 9.3 sq.m. (100 sq.ft.)
 - iv. Lounge of 34.9 sq.m. (376 sq.ft.)
 - v. Service Area of 50.0 sq.m. (538 sq.ft.)
- b) The original construction is assumed to include the Ice Sheets and Lobby, and the Service Area, which includes the refrigeration equipment.
- c) There is evidence that the Entrance and the Lounge were subsequent additions. The electrical room and work shop may have been included in the original construction. The estimated date of original construction is 1970's. There is no record of original construction drawings for this building.

3. USAGE AND CONDITION

- a) The building has not been used or occupied for approximately ten years from the date of this RFP. Prior to this, the Curling Club Society occupied the building seasonally, between September and March of each year.
- b) The Lobby contains a viewing area, kitchen area, and male and female washrooms, each with 2 plumbing fixtures, (toilet or urinal) with ancillary hand basins.
- c) The Lounge was licenced to serve alcohol, and the Lobby has been subdivided with a pony wall to provide for an area for food and alcohol consumption within the viewing area.
- d) The Ice Sheets and Service area are approximately 30 inches lower than the Lobby and Lounge.
- e) There is evidence of roof/wall water penetrations over the electrical service.
- f) There is a musky smell throughout the entire facility, and some visual evidence of mold.
- g) Building ventilation is non-existent.
- h) A portion of the interior wood curbing at the Ice Sheets was removed for further examination:
 - i. The wood framing is saturated with moisture;
 - ii. It is assumed that the moisture is transferred from the exterior ground and wall system when seasonal snow lays against the exterior wall;
 - iii. Ground water and the Ice Sheet would also contribute to the curbing and wall deterioration.

- j) In 2015, the Curling Club Society employed an insulation contractor to insulate the Curling Rink wall cavities “blown-in” with cellulose fibres. Approximately 64% of the wall area was completed. Where trim has yet to be reapplied, there is evidence of polyurethane vapor barrier on the inside of the building within the Curling Ice Sheet area.
- k) It is assumed that the perimeter exterior wall construction of the Lobby and Lounge areas include a minimum of 3 ½ inch batt insulation and a vapour barrier.
- l) There is evidence of wood wall plate and studs rotting within the Ice Sheet area at the exterior walls and interior structural wood columns.
- m) The Roof Structure has been added since the original construction, as overbuilt on top of the existing roof. Initially it was thought the lower existing roof could be removed. Subsequent to further examination, the new roof is supported from the existing roof with pony walls at the 1/3 span, bearing on the existing cross-bridging exposed under the ceiling within the Curling Ice Sheet area.
- n) There is evidence of water penetration and rotting of wall and roof wood structural members at the electrical service panel.
- o) The footings have a burial of approximately 16 inches and are 12 inches deep. The frost penetration for the Slocan area is estimated at approximately 36 inches and therefore heaving of the footing is likely. The substrate soil is reported as a gravel composition and is well draining. It was reported that the Ice Sheets do heave in the winter, requiring additional flooding.

4. MECHANICAL SYSTEMS

- a) The ice-making plant appears to be of the original construction, assumed to be in the 1970's. Prior to the closure of the Slocan Curling Club, the equipment was running in a satisfactory capacity, and no coolant was being lost within the ice-making season. Since the 2016 assessment, the ice-making plant and lines have been drained by a certified professional.
- b) The refrigerant pipes are near the top surface of the sand within the Ice Sheet area.
- c) The Lobby was heated by an electrical unit heater suspended from the ceiling.
- d) Ancillary spaces such as the washroom and Lounge were heated by electrical base board heat.
- e) The Ice Sheet area was heated by electrical unit heaters with an adjacent fan and a polyurethane duct tube the length of the ice sheets, approximately 100 feet long. It was reported that the duct tube, when in the heating cycle, created condensation within the tube, and condensed on the bottom of the tube into a water trough.
- f) A dehumidification unit is located within the Ice Sheet area. It was reported that the dehumidification had malfunctioned, and had not been used in some time during previous operation.

- g) The kitchen range within the Lobby is vented by a range hood range exiting through the wall, and is customized by a backdraft damper.
- h) There is no other ventilation known in the building.

5. ELECTRICAL

- a) Electrical Service is a 200 amp 100/240 volt, three phase service.
- b) Electrical Service to the Curling Club building was confirmed disconnected by FortisBC on June 8, 2016. The meter has been removed and transformers isolated. Overhead wires remain in place for future reconnection.
- c) Electrical heating is provided in the ancillary areas.
- d) The lighting is a combination of incandescent and fluorescent lights of various types and quality.