

Request for Proposal Parks Facility Concrete Repairs - 2023

Date Issued: July 24, 2023



The Town of Canmore is requesting quotations to select a Service Provider to pressure wash, repair cracks by excavating and re-sealing and or replacing sections with concrete patches, and the sealing of concrete at the Larch Multipurpose Rink and Skateboard Park.

1.0 SCOPE OF WORK

1.1 This project is to complete the following items:

- Removal of existing graffiti
- Pressure washing of concrete surfaces and allow proper time for drying.
- Grinding out of concrete cracks and sealing with an appropriate product
- Removal of concrete sections and replacement with new to a depth of 3-6 inches
- Grind and fill concrete chips with an appropriate product.
- Sealing of all concrete surfaces with an appropriate product, and applying a fine grit into the sealer on application (for grip)
- Ensuring sites are signed and closed / cautioned off during the work and closure times.

1.2 Work locations and asset size:

- Site #1: Larch Multipurpose Rink – Opposite 1309, 17th Street, Canmore
 - Concrete area is 1310m²
- Site #2: Skateboard Park - 1900, 8th Ave, Canmore
 - Concrete area is 1400m²

1.3 The Contractor will be required to:

- Work with the Town to select workdays and close / secure work sites, allowing for at least 3 working days notification of closure to be put in place and work to commence. Signage and closure supplies to be provided by the service provider.
- Be flexible to work around weather interruptions, while only keeping the park/s closed for the minimum time required.
- Use the appropriate tools and concrete, crack sealing product, concrete filler or fiberglass filler for the work being requested. Product to be applied smooth, flush and level with existing grade.
 - Removal of all existing graffiti
 - Pressure wash surfaces, remove all debris. Allow to dry.
 - Concrete cracks and joints will be grinded out, blown free of debris and filled with an appropriate sealer / filler.
 - Concrete patches will be excavated to an appropriate depth (no less than 3 inches) to allow for bonding, and refilled with a concrete product.
 - Concrete chips will be prepared to allow for bonding and filling with concrete product.
 - Concrete sealer application will be applied as per the manufacturer's specifications.
 - Grit in the concrete sealer will be required at the larch rink only, as per the manufacture's specifications.
 - Appropriate time shall be allowed between tasks for product to dry, and before the park is to be reopened.
- Ensure the work site is safe to the public and signed appropriately to ensure people don't enter when contactors are not on site (as best as possible). Gates are locked where it is possible (Larch Rink).
- Keep a tidy work site free of hazards and food waste.
- The is preferred the entirety of the scope of work be completed during the same closure time, so the least amount of disruption is made at each site, however, work can be done in phases. A work schedule is to be provided.

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- Any additional work requested by the Town to be performed will be invoiced at the Price Per m / m² / Chip, as listed in the Bid Form.
- Visit the site and/or call the Town for an onsite meeting before submitting a bid to ensure the work is understood.

1.4 This work can be started on award and must be completed no later than September 22, 2023. Preferred work schedule would see the Larch Multi-Purpose Rink completed first and by August 31, 2023.

1.5 Work can take place between Monday – Friday 8:00am - 8:00pm, but requires scheduling in order to alert user groups of closures. Where working past 4.30pm, the Town must be notified in advance. Contact phone number from 8am – 4pm is 403 678 1599. An after-hours number will be provided at the time of request.

2.0 INSTRUCTIONS FOR SUBMITTING A QUOTE:

2.1 Service providers shall submit their quote to the Town of Canmore by email to the attention of Lisa Guest parks@canmore.ca

2.2 Quote shall be received by **10:00:00 hours** (Canmore local time) on **August 8th, 2023**

2.3 The quote (including all supplemental information) is to be in PDF format only (.pdf).

2.4 Responses by facsimile will not be accepted.

2.5 RFQ Contact Person:

For clarification or additional information, service providers shall only contact the person listed below.

Email parks@canmore.ca , or call 403 678 1599.

2.6 Responses must be in English.

2.7 Quotes shall be stated in Canadian dollars with Goods and Services Tax (GST) extra.

2.8 Quotes shall include all materials, labour, equipment and services necessary for the manufacturing, shipping, interim storage, delivery, closures and installation and shall include all costs for administration, insurance, duties, coordination and supervision at all phases of the contract. It will also include any food, housing and transportation to perform the work.

2.9 Quotes shall be irrevocable for sixty (60) days following the submission date and all quotes shall be retained by the Town of Canmore.

2.10 No commitment on the part of the Town of Canmore shall exist under this request unless and until the service provider receives official written confirmation from the Town of Canmore that it has been selected to complete the work.

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- 2.11 All service providers submitting a quote in response to this request will be advised of the results by email. Please allow at least 5 days for quotes to be reviewed and a decision made by the Town of Canmore.
- 2.12 Procedural or technical questions shall be submitted in writing and should include references to a specific item number.
- 2.13 It is the service provider's responsibility to clarify the interpretation of any item of this request by **Aug 3, 2023, 10am** prior to the stated submission date and time by contacting the Town of Canmore's designate (as above).
- 2.14 In the event of a numerical discrepancy or error in a quote, the written number will prevail.
- 2.15 In the event of pricing extension errors, the unit price will apply.
- 2.16 The service provider acknowledges that any information or documents provided by it to the Town of Canmore may be released pursuant to the provisions of the Freedom of Information and Protection of Privacy Act. This acknowledgement shall not be construed as a waiver of any right to object to the release of any information or documents.
- 2.17 Service providers having access to or custody of the Town of Canmore records shall be required to comply with the provisions of the Freedom of Information and Protection of Privacy Act.
- 2.18 Any cost incurred by the service provider in the preparation of its response to this request for a quote shall be borne solely by the service provider.
- 2.19 The Town of Canmore will be issuing a purchase order to the service provider to deliver the work described within this request.
- 2.20 Neither the contract nor any work to be performed under the contract or any part hereof may be assigned by the service provider without the prior written consent of the Town of Canmore. Such written consent, however, shall not under any circumstances relieve the service provider of its liabilities and obligations under the Contract and the granting of such consent shall be within the sole and unfettered discretion of the Town of Canmore.
- 2.21 The Town of Canmore will not consider the payment of a deposit to the service provider for the scope of work in this request.
- 2.22 Invoices will be paid within 30 days from the approval date of the invoice.
- 2.23 The successful service provider shall carry at all times during the performance of the work General Liability/ Umbrella Liability Insurance with a limit of not less than TWO MILLION DOLLARS (\$2,000,000) inclusive successful vendor/service provider per occurrence for bodily injury (including death) and damage to property including loss of use thereof. Such insurance shall at a minimum include coverage of broad form property damage, contractual liability, cross liability, completed operations and product liability, and such other types of insurance as would be carried by a prudent person performing such contract work and as the Town of Canmore may from time to time require.
- 2.24 The successful vendor/service provider shall carry at all times during the performance of

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the work Automobile Liability Insurance for owned and non-owned automobiles with a limit of not less than TWO MILLION DOLLARS (\$2,000,000) inclusive per occurrence.

- 2.25** The successful service provider shall supply insurance coverage and pay all costs and expenses, including premiums relating to the insurance coverage requirements as set out herein, and shall supply the Town of Canmore with a certificate of insurance for all policies on an annual basis. Such policies will include a statement that the coverage shall not be terminated without a prior 30-day written notice to the Town of Canmore.
- 2.26** The successful vendor/service provider or their insurer will notify the Town of Canmore at least thirty (30) days prior to any change in insurer, any cancellation of the insurance policy, or any substantial change in the policy or coverage that would materially alter the coverage provided by the successful vendor/service provider to the Town of Canmore.
- 2.27** The successful vendor/service provider shall provide a certificate of such insurance to the Town of Canmore within five (5) days of notification of award or prior to commencing the work, whichever is sooner.
- 2.28** The successful service provider shall at all relevant times carry Workers Compensation Board coverage of either of Alberta or of another AWCBC board that will extend the required amount of coverage to cover the employee outside of their home province. Service providers shall submit their WCB number together with a letter from the appropriate department indicating there are no outstanding fees, fines, claims or debts due on the service provider's account to the Town of Canmore prior to the commencement of the work.

END OF SECTION

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BID FORM – Use this form to submit your bid. Provide a Price Per m / m2, even if the item is not planned for work this year.

Location	Item	Estimated Quantities	Price Per M / m2 / Chip	Total	
Larch Rink – 17th Street	Graffiti Removal	0M	m2:		
	Pressure Washing	1310m2	m2:		
	Crack Grinding and Filling	15m	m:		
	Concrete Patching	.5m2	m2:		
	Concrete Grinding	Possibly required 0m	m:		
	Concrete Chip Filling	50	Chip:		
	Concrete Sealing with grit application	1310m2	m2:		
				Sub Total	
			GST		
			TOTAL		
Skate Park – 1900, 8th Ave	Graffiti Removal	8m2	m2		
	Pressure Washing	1400m2	m2:		
	Crack Grinding and Filling	54m	m:		
	Concrete Patching	2m2	m2:		
	Concrete Grinding	Possibly required 0m	m:		
	Concrete Sealing	1400m2	m2:		
				Sub Total	
				GST	
			TOTAL		

Proposed Work Schedule:

Proposed work schedule	Start Date	End Date	Total # of work days to complete
Larch Multi-purpose Rink			
Skateboard Park			

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Products to be used:

Please list the products that will be used to complete the work and briefly how it will be applied. Please submit Product Specification Sheet with your submission	
Graffiti Remover	
Crack Filler	
Concrete	
Concrete Bonding (if any)	
Concrete sealer	
Concrete Grit (apply with sealer at Larch rink only)	
Other: Please specify the depth of the concrete patches at the skate park.	
Other:	
Other:	

Other approved alternatives may be considered.

END OF SECTION.

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Pictures: Sample pictures of work sites. It would be best for the service provider to visit each site to ensure they are aware of the type of work to be performed. The orange sprayed areas indicates potential work areas, some have not been marked. A prior walk through with awarded Service Provider will identify all required work areas.

Skateboard Park - 1900, 8th Ave, Canmore

Graffiti removal and cracks to grind and fill in Bowl.



Cracks to grind and fill on ramp



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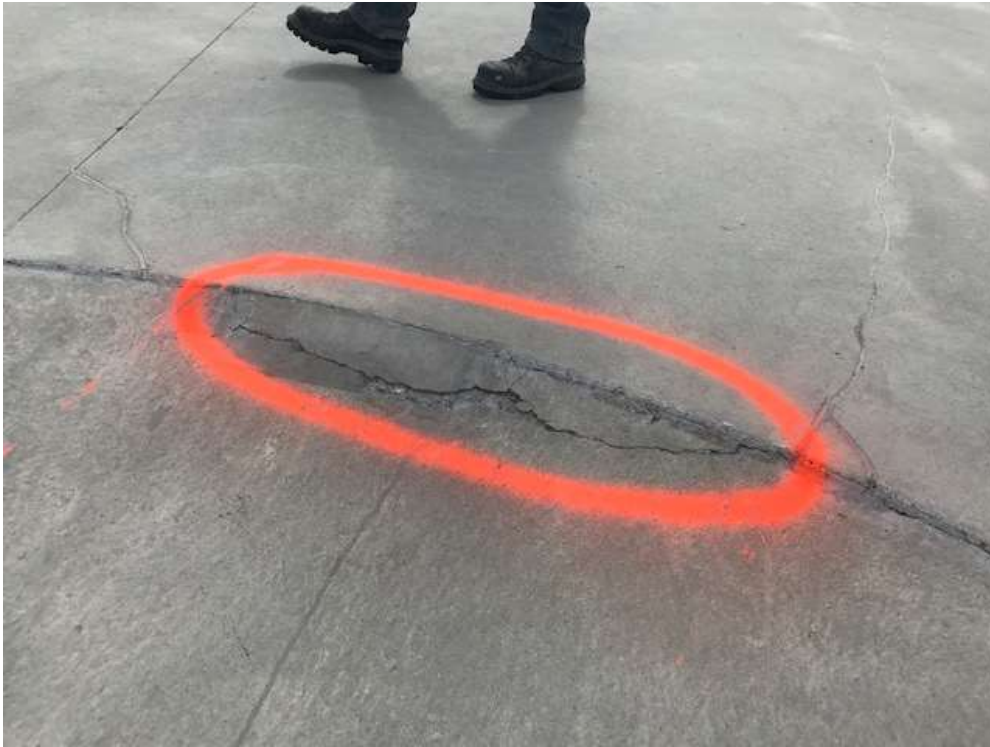
Graffiti areas... Please walk the site for a current status.

Concrete sections remove and replace



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Larch Multi-Purpose Rink - Opposite 1309, 17th Street, Canmore

Cracks to grind and fill



Concrete chips to grind / fill.



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Larch Multi-Purpose Rink



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Skate Park



END OF ENTIRE DOCUMENT.