



Request for Quotation 2021.01 Tom Hornecker Recreation Center Skate Resistant Flooring

Town of Nanton

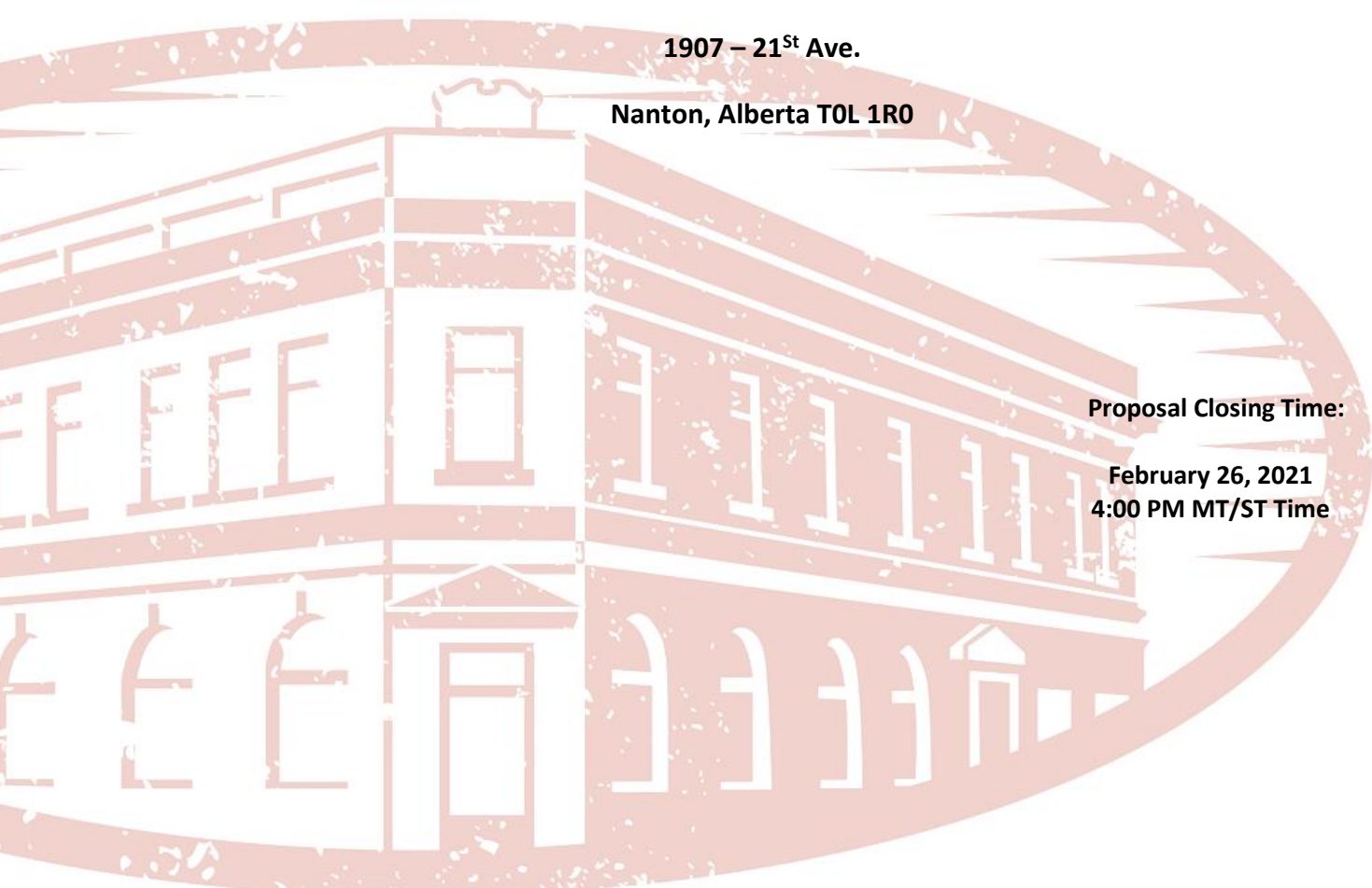
Box 609

1907 – 21st Ave.

Nanton, Alberta T0L 1R0

Proposal Closing Time:

February 26, 2021
4:00 PM MT/ST Time





1.0 INVITATION TO SUBMIT QUOTATION

Your organization is hereby invited to submit a quotation for construction costs, materials and services for the renovation of the skate resistant flooring located within the Tom Hornecker Recreation Center.

Request for Quotation:

Description:	Tom Hornecker Recreation Center skate resistant flooring
Date Issued:	February 5, 2021
Closing Date:	February 26, 2021
Closing Time:	4:00 PM MT/ST Time

Please indicate Request for Quotation Number and description on all correspondence.

This Request for Quotation does not commit the Town to award a contract or pay any costs incurred in the preparation of a proposal, or attendance at a meeting with Town staff.

2.0 INSTRUCTION TO RESPONDENT'S

2.1 Inquiries

Refer all inquiries to Jordan Glas, Supervisor of Parks & Facilities by phone at (403)336-1567 or by email at jglas@nanton.ca All written inquiries and the replies thereto will be copied to all proponents.

2.2 Proposal

Request for Quotation submissions shall be submitted in a sealed envelope with the Request for Quotation number 2021.01 and addressed to:

Town of Nanton PO Box 609
1907 – 21st Ave.
Nanton, Alberta T0L 1R0
Attention: Clayton Gillespie, Corporate Services Manager

OR

Emailed to finance@nanton.ca
Please quote the RFQ number in the subject heading

Quotations must be received via email or at the front reception desk of the Town Office (1907 – 21st Avenue Nanton, AB T0L 1R0) before the predetermined time and date, as indicated above, or they will not be accepted for this particular Request for Quotation. Quotations received late will not be accepted for consideration, nor will they be returned to the respondent.



Faxed bids **will not** be accepted nor considered. Any bids that are received via facsimile **will not** be returned to the proponent.

The Town of Nanton is not responsible for the timeliness of documents delivered nor will the Town accept any quotation delivered to a location other than the Reception Desk at the above-specified address.

Under no circumstances will the Town of Nanton return any proposals to vendors who have submitted a proposal. Once the proposal is submitted, it is considered to become property of the Town.

The Town reserves the right to waive any irregularity or insufficiency and to accept any proposal.

The Town reserves the right to accept or reject any or all proposals and to waive irregularities and informalities at its discretion.

The Town reserves the right to accept a proposal other than the lowest quote without stating reasons whether the quote complies or does not comply with this request for quotation. By the act of submitting its quotation, the submitting organization waives any right to contest in any legal proceeding or action the right of the Town to award the work to whomever it chooses in its sole and unfettered discretion, and for whatever reasons the Town, deems appropriate.

2.3 Proposal Copies

The Respondent shall provide one (1) original copy of the proposal.

3.0 SCOPE OF WORK

RFQ 3.1 Statement of Intent

The Town of Nanton wishes to fully replace the flooring in our dressing rooms, pool dressing rooms, lobby and the area surrounding the ice surface of the Tom Hornecker Recreation Center, by entering into a contract with an organization that can provide construction services for the Town. Proposals should include material and labour costs, as well as a breakdown of materials and processes to be used. Sub-contracting is allowed, with the applicant to act as the prime contractor. Barrier free accessibility is a requirement.

3.2 General Information

Breakdown of the Project

- The project must meet basic requirements as outlined by the Town in 'Schedule A'
- Provide an anticipated schedule to the Town for prep and installation of the finished product.
- Provide all tools and materials.
- Provide for site clean-up upon completion.



- Provide a list of sub-contractors if any are to be used.
- Provide a detailed description of product warranty as well as warranty on contractor installation, parts, and labour as well as all manuals available for the equipment installed.
- All permits necessary will be obtained by the successful respondent.

Site Conditions

The respondents may examine the project site before submitting a proposal to determine and understand the nature and location of work involved. Respondents are encouraged to schedule a site meeting with the Town prior to the submission deadline – contact Jordan Glas @ 403-336-1567 or jglas@nanton.ca. The respondent is fully responsible for obtaining all information required for the preparation of their proposal and for the execution of the work. The facility location is 2122 – 18th Street Nanton, AB T0L 1R0

3.3 Price and Schedule

A. Price

1. Total All – Inclusive Maximum Price

The bid should contain all pricing information relative to performing the engagement as described in this Request for Quotation. The total all-inclusive maximum price to be bid is to contain all direct and indirect costs including all out-of-pocket expenses.

2. GST Consideration

Respondents will not include any amount in the proposal for Goods and Services Tax. The GST will be billed by the successful respondent as a separate item in addition to the contract amount.

3. Manner of Payment

A schedule may be proposed for progress payments during the construction process.

B. Time Requirements

1. The Town requires completion of the project prior to May 14, 2021.



2. Schedule

- a. A construction timeline shall be prepared for review by the Town.

4.0 EVALUATION

Quotations will be evaluated using seven (7) sets of criteria. Respondents meeting the mandatory criteria will have their proposal evaluated and scored for both technical qualifications and price. The following represent the principal selection criteria which will be considered during the evaluation process.

1. Ability to follow terms of the quotation
2. Technical quality
3. Price
4. Warranty
5. Ability in future to obtain parts and service
6. Ability to meet the installation deadline.
7. Use of local sub trades where applicable

During the evaluation process, the Town may, at its discretion, request any one or all respondents to make oral presentations. Such presentations will provide respondents with the opportunity to answer any questions the Town may have on the respondent's proposal. Not all respondents may be asked to make such oral presentations.

5.0 APPROVAL PROCESS

After the evaluation stage, the proposals will be ranked in the sole and unfettered discretion of the Town in order from the proposal considered most advantageous to the Town to the proposal considered least advantageous.

6.0 CONTRACT

1. The term of the contract between the Town of Nanton and the successful respondent will be negotiated; however, will not exceed a time period extending beyond the scope of the project outlined in this proposal.
2. The contract between Town of Nanton and the successful bidder will include a clause that provides for mutual discussions and resolutions between the two parties on any emergent issues impacting the agreement and/or the fees collected.



7.0 CERTIFICATION (Failure to complete, sign and submit this certification, with the proposal package, may disqualify this proposal)

We _____
(Legal Company Name)

Of _____
(Business address)

(Telephone number)

(Facsimile number)

having examined and read the quotation documents for RFQ _____ as issued by the Town of Nanton, do hereby bid and agree to provide the services/products in accordance with the proposal/RFQ documents, and do hereby agree to accept the terms and conditions set out in this Request for Proposal.

Executed this _____ day of _____, 20____

Signature of authorized representative

(Print or Type) name and status of authorized representative

The personal information provided by you is being collected under the authority of the *Municipal Government Act* and will be used for the purposes under that Act. The personal information that you provide may be made public, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

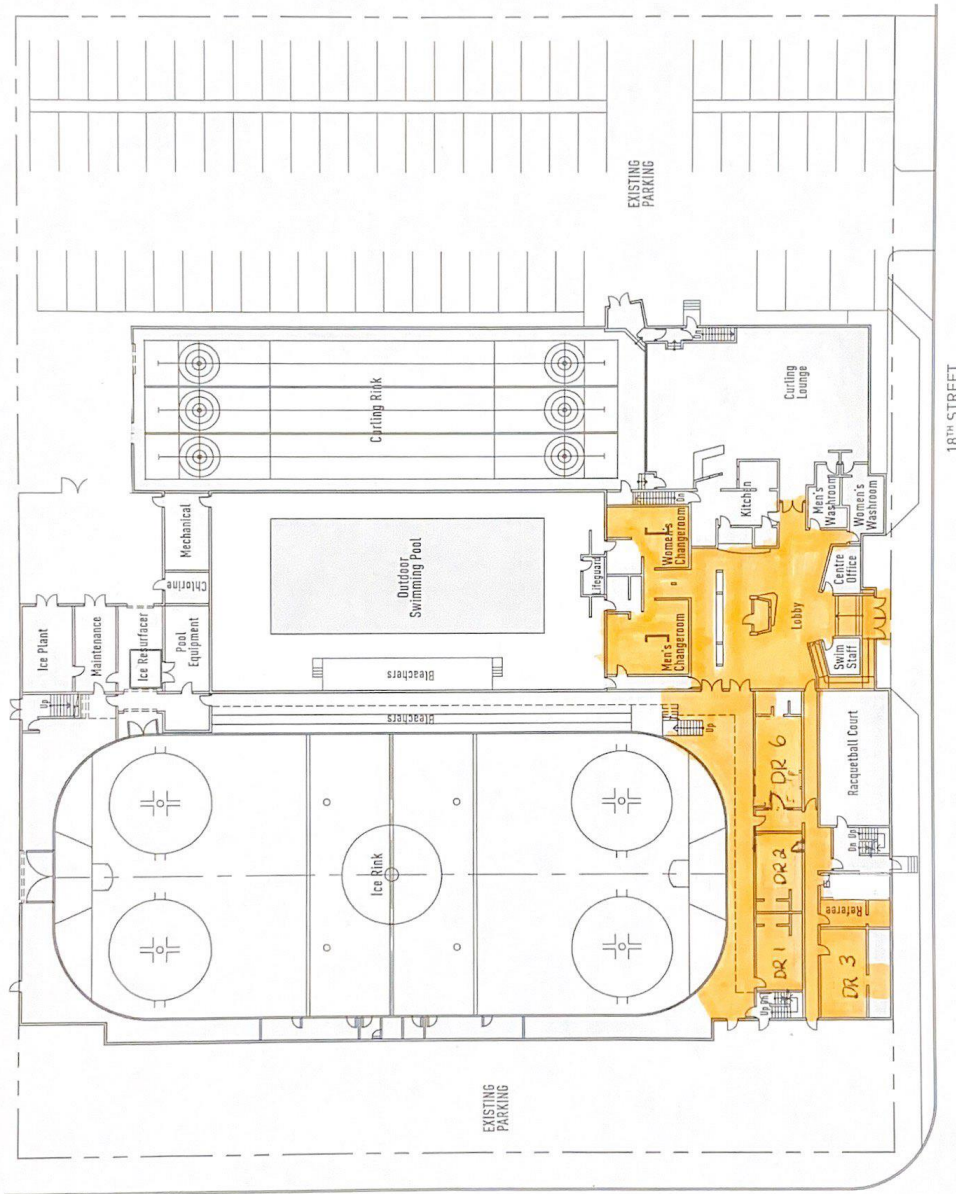
Schedule A

The following design aspects must be incorporated within the design and construction of the THRC Skate Resistant Flooring:

- Areas consist of Lobby, Hockey Dressing Rooms, Hallways, Pool Dressing Rooms, and the border of the Arena. Approximately 8000 sq ft. (Accurate measuring will need to be done).
- Materials will consist of those that are durable, easy to maintain, nonporous, waterproof and clean. Examples include, but are not limited to, Sport flooring, Ram Flex, Sport Impact, etc. The least number of seams would be preferred. (Rolls, not tiles)
- The concrete flooring under existing has cracks and we need to make the floor watertight so no water enters the basement.
- Water seal up the walls 6" to transition onto the floor.
- Flooring must transition through the building as seamless as possible.
- Removal of existing flooring and disposal. (Existing flooring will be kept by the Town of Nanton. Flooring will be removed by Town staff; final preparation of the floor will be up to the contractor).
- Some minor plumbing work for re-installation of toilets and drains.
- Watertight baseboard or kick panel also to be installed.
- If necessary, colour choices within the facility should consider the current branding of the Town. Branding information is available upon request.

THRC Main Public Washrooms

Ground Floor Plan



HIGHWAY NO. 2 SOUTHBOUND

