



TOWN OF OLIVER

REQUEST FOR PROPOSALS

FOR CONSTRUCTION OF AND UPGRADES TO PUBLIC WASHROOM

AT LION'S PARK IN OLIVER, BC

September 11, 2023

TOWN OF OLIVER
REQUEST FOR PROPOSALS FOR CONSTRUCTION OF AND UPGRADES TO A
PUBLIC WASHROOM AT LION’S PARK

1. INTRODUCTION.....	3
1.1. PURPOSE.....	3
1.2. BACKGROUND.....	3
2. INSTRUCTIONS TO PROPONENTS	4
2.1. SUBMISSION OF PROPOSALS.....	4
2.2. PROPONENT’S BRIEFING MEETING	4
2.3. ENQUIRIES.....	4
3. GENERAL TERMS OF PROPOSAL PROCESS	5
3.1. PROPOSAL PREPARATION COSTS	5
3.2. PROPOSAL EVALUATION	5
3.3. PROPOSAL CONFIDENTIALITY	5
3.4. CONFLICT OF INTEREST	6
3.5. NO COLLUSION	6
3.6. LITIGATION.....	6
3.7. NO CONTRACT.....	6
3.8. ACCEPTANCE OF PROPOSAL.....	6
3.9. PROPOSAL CONTENT.....	7
3.10. NO SUBSTITUTIONS	7
3.11. SAFETY REQUIREMENTS.....	7
3.12. WORKERS COMPENSATION ACT.....	7
4. SCOPE OF WORK AND SCHEDULE.....	8
4.1. SCOPE OF WORK.....	8
4.2. PRELIMINARY CONSTRUCTION SCHEDULE.....	9
4.3. WORK PLAN	9
4.4. SAFETY PLAN	10
4.5. INSURANCE AND BONDING REQUIREMENTS.....	10
5. COMMUNICATIONS AND REPORTING.....	10
6. MAINTENENCE PERIOD.....	10
7. CONTRACT TERM.....	10
8. FEES, DISBURSEMENTS AND HOLDBACK	10
APPENDIX A – Architectural Design	
APPENDIX B – Proposal Evaluation Criteria.....	
APPENDIX C – Sample Contract	
APPENDIX D – Force Account Rates	

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DEFINITIONS

“**CONTRACTOR**” means the Proponent whose Proposal has been accepted by the Town and enters into an agreement with the Town to carry out the Work.

“**PROPONENT**” means the responder to this RFP.

“**PROPOSAL**” means a proposal to carry out the Work submitted by a Proponent in response to this RFP.

“**TOWN**” means the Town of Oliver.

“**RFP**” means this Request for Proposals.

“**WORK**” means and includes anything and everything required to be done for fulfillment and completion of the project in accordance with this RFP and Proposal.

1. INTRODUCTION

1.1. PURPOSE

The Town of Oliver is requesting submission of Proposals from contractors for washroom building upgrades and construction at Lion’s Park in Oliver, BC.

1.2. BACKGROUND

Lion’s Park, located at 6607 Station Street, is approx. 7000 square feet in size and includes an outdoor fitness equipment loop, skate park, off-leash dog park, playground and passive green space for picnicking and leisure. The park is owned by the Town of Oliver and managed by Oliver Parks and Recreation under a joint service agreement with the Regional District of Okanagan Similkameen. The public washroom building located in the north end of the park was built in 1987 and while the overall condition of the existing facility is good, it does not meet current accessibility standard and is not designed to remain open during the colder months of the year.

The public washroom project at Lion’s Park includes all work necessary to retrofit the existing washroom building to be operational year-round, expand the footprint of the building to increase space and improve functionality and to construct a new family washroom and two shower rooms. All areas of the washroom building must meet accessibility standards. A maximum budget of \$300,000 has been allocated for this project.

SUPPORTING DOCUMENTS

- Architectural Drawings for Pricing – 2023, Giroux (Appendix A).

2. INSTRUCTIONS TO PROPONENTS

2.1. SUBMISSION OF PROPOSALS

Proposals will be accepted in hardcopy and/or by email. If submitting by hardcopy please enclose two (2) copies.

Hardcopy Proposal submissions and their envelopes should be clearly marked with the name and address of the Proponent, the RFP program title, and be addressed as follows:

**Town of Oliver
6150 Main Street, Box 638
Oliver, BC V0H 1T0**

Email Proposal submissions should include the RFP program title in the subject line, and be sent to the project contact:

Carol Sheridan carol@oliverrecreation.ca

Proposals must be received on or before the **Closing Time** of:

**TIME: 12:00 PM local time
DATE: Monday September 25, 2023**

The Proponent is responsible for ensuring its Proposal is received at the address or email set out above by the Closing Time.

Proponents wishing to make revisions to their Proposals after submission but prior to the Closing Time may do so by submitting the revisions by email or hard copy as listed above.

Proposals received after the Closing Time will not be considered and will be returned.

2.2. PROPONENT'S BRIEFING MEETING

A proponent's briefing meeting will be held at **10:00am Monday Sept 18th, 2023** at Lion's Park in Oliver. Relevant questions received at the site meeting will be assembled and distributed as an addendum to the RFP. Proponent attendance at the meeting is optional yet encouraged.

2.3. ENQUIRIES

Proponents must carefully examine the RFP documents and the project site to fully understand existing conditions, site limitations, and any other factor that may affect the Work. No consideration will be given after submission of a Proposal to any claim that there was any misunderstanding with respect to undertaking of the Work.

Proponents finding discrepancies or omissions in this RFP, or having doubts as to the meaning or intent of any provisions therein, should immediately notify the Town project contact. If there are any changes, additions, or deletions to the RFP, Proponents will be advised by means of an Addendum issued by the Town. All Addenda will become part of the RFP. Receipt of Addenda should be acknowledged by the Proponent in their submission.

Verbal discussions between the Proponent and the Town (including Town directors, trustees, management, Parks and Recreation Society members, or staff) shall not become a part of the RFP or modify the RFP unless confirmed by written Addendum.

All project enquiries must be submitted by **Wednesday September 21 at 12:00 noon.**

3. GENERAL TERMS OF PROPOSAL PROCESS

3.1. PROPOSAL PREPARATION COSTS

All expenses incurred by the Proponent in preparation and submission of a Proposal are to be borne by the Proponent. The Town shall not be responsible for any costs involved in or associated with any meetings, discussion or negotiation following submission that may or may not result in acceptance of the Proposal and award of a contract.

3.2. PROPOSAL EVALUATION

A Proposals evaluation criteria is included in Appendix B. The evaluation team may consider other criteria that, at their discretion, is relevant to the evaluation process. Any additional criteria considered will be used in the evaluation of all Proposals.

The Town, at its sole discretion, reserves the right to:

- reject any or all Proposals whether complete or not,
- reject any Proposal it considers not in its best interests,
- waive any minor irregularity or insufficiency in any Proposal submitted,
- not be liable for misunderstandings or errors in the Request for Proposals,
- issue addenda to the Request for Proposals,
- contact references provided by the Proponents,
- retain independent persons or contractors for assistance in evaluating Proposals,
- request points of clarification to assist the Town in evaluating Proposals,
- negotiate changes with the successful Proponent,
- select a Proposal with a higher price if it offers greater value,
- award separate contracts for separate work components, and
- withdraw the Request for Proposals.

3.3. PROPOSAL CONFIDENTIALITY

All Proposal submissions become the property of the Town and will not be returned. The Town reserves the right to make copies of Proposals for its internal review and for review by its financial, accounting, legal, and technical consultants.

Proponents should be aware that the Town is a “public body” as defined in and subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. **If the Proponent believes any of the information provided by them in their Proposal is confidential, then they should identify it as such and provide a rationale as to why it should not be released under “Freedom of Information” legislation.**

The rationale for keeping information confidential under this legislation includes:

- a) Trade secrets of the Proponent;

- b) Financial, commercial, scientific or technical information, the disclosure of which could reasonably be expected to result in material financial loss or gain or could reasonably be expected to prejudice the competitive position of the Proponent; or
- c) Information the disclosure of which could be reasonably expected to interfere with contractual or other negotiations of the Proponent.

3.4. CONFLICT OF INTEREST

Proposals must disclose any actual or potential conflicts of interest and existing business relationships the Proponent may have with the Town, its elected or appointed officials or employees. The Town may rely on such disclosure.

3.5. NO COLLUSION

Except as otherwise specified or as arising by reason of the provision of the contract documents, no person whether natural, or body corporate, other than the Proponent has or will have any interest or share in this Proposal or in the proposed contract which may be completed in respect thereof. By submission of a Proposal, the Proponent certifies that there is no collusion or arrangement between the Proponent and any other actual or prospective Proponents in connection with Proposals submitted for this project and the Proponent has no knowledge of the contents of other Proposals and has made no comparison of figures or agreement or arrangement, express or implied, with any other party in connection with the making of the Proposal.

3.6. LITIGATION

Proponents who, either directly or indirectly through another corporation or entity, have been or are in litigation, or who have served notice with intent to proceed with court action against the Town in connection with any contract for works or services, may be considered ineligible Proponents. Receipt of Proposals from such Proponents may be disqualified from the evaluation process.

3.7. NO CONTRACT

This RFP is not a tender and does not commit the Town in any way to select a preferred Proponent. By submitting a Proposal and participating in the process as outlined in this RFP, Proponents expressly agree that no contractual, tort or other legal obligation of any kind is formed under or imposed on the Town by this RFP or submissions prior to the acceptance of a Proposal and the execution of a formal written contract.

3.8. ACCEPTANCE OF PROPOSAL

The acceptance of a Proposal will be made in writing from the Town, and will be sent to the successful Proponent at the address given in the submitted Proposal. Following acceptance, the Proponent is expected to enter into a contract with the Town to perform the works or services set out in their Proposal. Acceptance of a Proposal is subject to approval by the Town Council.

The agreement that the successful Proponent will be expected to execute with the Town will contain terms similar to those contained in the draft Contracting Services Agreement provided in Appendix C. The agreement attachments will include the entire Request for Proposal, the

Proponent's Proposal submission and any mutually agreed upon modifications, changes or negotiated adjustments.

3.9. PROPOSAL CONTENT

The Proponent shall address all the information requested in this RFP. Content to be included in the Proposal:

- Proponent Information: Full name, address and telephone number of the submitting office of the Proponent.
- Project Manager: The Proposal shall identify the proposed project manager who will be the single point of contact, responsible for direct interaction with the Town. State his/her position and professional discipline. Describe the work to be performed by the project manager, his/her qualifications and substantive experience directly related to the proposed Work.
- Proposed Project Team: The Proposal shall list key individuals/subcontractors who will have major responsibilities for the performance of the Work. Describe the task to be performed by each and their qualifications and substantive experience directly related to the proposed project.
- References: The Proposal shall provide no less than two (2) references that are relevant to the proposed Work. The references should be from a third party who can provide information about the performance of the Proponent in delivering services for the experience cited.
- Project Schedule and Work Plan: Provide a preliminary Work Plan, including schedule. See section 4.4 for further details.
- Safe Work Procedures: Provide details of safe work procedures that will be followed during construction activities at the work site, including spill contingency plans.
- Quality Control: Describe steps that will be taken to ensure all aspects of the project are completed to design specifications, building codes and industry best practices.

3.10. NO SUBSTITUTIONS

The project manager and sub-contractors listed in the Proposal may not be changed without the written consent of the Town.

3.11. SAFETY REQUIREMENTS

While undertaking the Work, the Contractor will be required to meet or exceed at all times the Provincial Occupational Health and Safety Regulations. The Contractor will be designated as the Prime Contractor for the purposes of health and safety of the Work site as set out in the WCB Act Section 118, and the Occupational Health and Safety Regulations Sections 3 and 20.

3.12. WORKERS COMPENSATION ACT

The Proponent, and any proposed sub-contractor(s), should provide a Workers Compensation

Board Registration Number in the Proposal and shall at the time of signing a contract, provide proof of having an account that is active and in good standing with Work Safe BC.

4. SCOPE OF WORK AND SCHEDULE

4.1. SCOPE OF WORK

The Contractor will provide all equipment, materials and services required to renovate and construct the public washroom at Lion's Park as per the design drawings in Appendix A, which will include (but not be limited to) the following:

- Site Preparation & Security with the exception of construction fencing and temporary washrooms to be provided by owner
- Demolition and removal of existing walls and asphalt as per design set with the exception of the removal of stalls, plumbing fixtures and floor tile to be completed by owner
- Construction of a 400 square foot addition to the existing building including foundation, new frost walls, concrete exterior walls, interior walls and floor slab with drainage, interior shower stalls and fixtures
- Renovation to existing building including installation of new walls, stalls, floor drains, interior shower stalls and fixtures. Sinks, taps, soap dispensers, paper towel dispensers, stalls and stall doors should be included as per design, as well as high efficiency shower fixtures/trim with the potential for coin or token operation. Please see below for links to view examples of preferred products:

https://www.globalindustrial.ca/p/madera-elongated-flushometer-valve-toilet-4?infoParam.campaignId=T9F&gclid=Cj0KCQjwj_ajBhCqARIsAA37s0z6_2xUQMQJGzxY3br3pofLJM2LOptgTWW-bxTzzg9OSv23ZBqk0gaAk6yEALw_wcB

<https://www.globalindustrial.ca/p/wheelchair-users-bathroom-sink-1?ref=42>

https://www.wayfair.ca/Symmons--Showeroff-Single-PushButton-Metering-Valve-Trim-4420TRM-L613-K~TDHN1689.html?refid=GX311307449694-TDHN1689&device=c&ptid=850020274038&targetid=pla-850020274038&network=g&ireid=111214591&gclid=Cj0KCQjwj_ajBhCqARIsAA37s0y3t_hi45IzAsxoOdNBf_lo0oRcEzoxM9z0QYZgJsqq90uvvgg44HVG0aAhHYEALw_wcB

https://www.globalindustrial.ca/p/global-industrial-153-baby-changing-station?infoParam.campaignId=T9F&gclid=Cj0KCQjwj_ajBhCqARIsAA37s0yIBL9vLwxU1p5l4vtrK1Yq1W4WgHZs7Ra0MX60nrE0Onn5kGXo-UaAh0LEALw_wcB

- All interior finishes
- New roof trusses, membrane and asphalt shingles
- New exterior doors, elevations and finishes as per design set
- All plumbing works

- All electrical and mechanical works, with the exception of an upgrade from current 60amp electrical service to 200amp service to be completed by the owner

Electrical: We would like hardwired electrical services to two (2) new hot water on demand units and one (1) new 30,000 BTU furnace, as well as upgrades for lighting and exterior and interior outlets. The building currently has 100amp service and we anticipate that we will need to upgrade the electrical service to 200amp. There is an electrical plan indicating the number of interior and exterior light fixtures. Interior would be 2x2 LED light fixtures for the washrooms and office and mechanical room plus 4" LED waterproof lights for the showers. Please see below for links to examples of the preferred products. On the interior of the building we would like to have 3 standard 15amp outlets in the mechanical room and office and on the exterior of the building we would like two (2) GFI 20amp outlets complete with lock boxes.

https://www.dkhardware.com/globe-electric-44308-wall-sconce-vintage-1-light-natural-black-turner-natural-product-5656188.html?utm_source=google&utm_medium=shopping&utm_campaign=free_listings&srsid=AR57-fCyPq4RB2sBQfBofhnlvLrQnd6oq-mglaSpoWBxZRqHnh71XY1smz8

https://www.amazon.ca/Taymac-MX3200-Vertical-Weatherproof-Receptacle/dp/B001DKIH10/ref=asc_df_B001DKIH10/?tag=googleshopc0c-20&linkCode=df0&hvadid=292954183390&hvpos=&hvnetw=g&hvrnd=17537443353242418207&hvpone=&hvptwo=&hvqmt=&hvdev=c&hvdvcmld=&hvlocint=&hvlocphy=9001591&hvtargid=pla-313565221373&pvc=1

Mechanical: Installation of two (2) new hot water on demand units to be installed in the mechanical room for the building and one (1) new 30,000 BTU furnace with an HRV unit and seven (7) ceiling diffusers.

- All other related works

The work area and any adjacent areas disturbed during construction shall be maintained in a tidy and organized fashion. All areas/infrastructure disturbed by the Work must be restored to pre-construction condition. For clarity, this includes restoration of damage to any landscaping and irrigation components.

The Contractor is responsible to secure all permits not already in place and meet local, provincial and federal regulations.

PRELIMINARY CONSTRUCTION SCHEDULE

The Work can commence as of October 3, 2023 and must be completed no later than May 31, 2024. An earlier completion date (early to mid-April) is preferred to meet the demands of the community.

4.2. WORK PLAN

Upon acceptance of a Proposal, the Proponent shall prepare a written plan outlining tasks, schedule and responsibilities from start to finish for the Work. The plan shall include a map of the project site, access points, exclusion zones, and any staging areas.

4.3. SAFETY PLAN

Prior to the start of the Work, the successful Proponent will be required to supply the Town with a written worksite hazard assessment and site-specific Work Safety Plan. This plan will include provisions for the safety of the general public who may be attending Lion's Park during the construction period.

4.4. INSURANCE AND BONDING REQUIREMENTS

Insurance requirements will be as detailed in Article 8 of the attached sample contract (Appendix C).

The Contractor must provide a SAC Performance Bond 2012 and a Labour and Material Payment Bond, each in the amount of 50% of the Contract price, covering the performance of the Work including the Contractor's obligations during the Maintenance Period, issued by a surety licensed to carry on the business of a suretyship in the Province of British Columbia, and in a form acceptable to the Town.

5. COMMUNICATIONS AND REPORTING

Weekly status updates to the Town project contact are required throughout the project. These may be in the form of a short email update.

The Contractor will provide the Town copies of all documents for applications, permits and reporting related to the project.

6. MAINTENANCE PERIOD

Completed Works will be subject to a maintenance period of twelve (12) months following declaration of Substantial Performance. The Contractor shall be responsible for the repair of all defects and deficiencies during this period. The Contractor shall not be held responsible for the repair of any third party damage to the Work.

7. CONTRACT TERM

The contract term is not less than one year from the date of Substantial Performance provided all warranty deficiencies have been rectified during the Maintenance Period.

8. FEES, DISBURSEMENTS AND HOLDBACK

The Proposal shall specify a maximum or upset cost for all labour, materials, equipment, permits, and all other expenses necessary to complete the Work. Any costs incurred by the Contractor above the submitted maximum cost will be the sole responsibility of the Contractor unless pre-approved by the Town.

Proposals must provide separate upset costs for renovation and construction of the washroom building.

All prices quoted are to be:

1. In Canadian dollars;

2. Inclusive of duty, where applicable;
3. FOB to construction site;
4. Exclusive of GST.

Proponents must provide a list (using the form in Appendix E) of force account rates for all Contractor and Subcontractor labour and equipment. Equipment rates must not exceed rates in the most recent Equipment Rental Rate Guide published by the BC Road Builders and Heavy Construction Association. Equipment rental rates must include operator and fuel.

A holdback amount of 10% will be applied to all invoices.

APPENDIX A – Architectural Design

See attached Town of Oliver Lion's Park Restroom Pricing Set

APPENDIX B – Proposal Evaluation Criteria

Proponent's Name: _____			
Project Title: Lion's Park Public Washroom Retrofit			
Evaluation Date: _____			
Evaluator: _____			
Step 1:		YES	NO
Mandatories	Proposal received prior to closing		
	Sub-contractor list submitted		
	Project Manager identified		
	Proposed schedule included		
	Reference List		
	Hourly rates provided		
	Maximum or upset fee included		
Complete proposal as requested			
Step 2:		Assigned Points	Points
Proponent (25 points)	Qualifications of firm and project team members	5	
	Experience of firm and project team members	10	
	Past Performance / References	10	
Proposal (25 points)	Schedule/Work Plan	5	
	Safe Work Procedures	10	
	Quality Control	10	
Price (50 points)	Points for Price = (lowest cost Proposal divided by Proposal being evaluated) x (50% weight)	50	
Total Score	Proponent + Proposal + Price Scores	100	

APPENDIX C – Sample Contract

CONTRACTING SERVICES AGREEMENT

THIS AGREEMENT made the _____ day of _____, 2023.

BETWEEN :

TOWN OF OLIVER
PO Box 638
6150 Main Street
Oliver, British Columbia, V0H 1T0
(hereinafter called the “Town”)

OF THE FIRST PART

AND :

(hereinafter called the “Contractor”)

OF THE SECOND PART

WHEREAS the Contractor has agreed to provide certain design and construction services to the Town in connection with a certain Work described as follows:

AND WHEREAS the parties hereto wish to set out herein their respective rights and obligations.

NOW THEREFORE, the Town and the Contractor in consideration of their mutual rights and obligations as hereinafter set forth do hereby agree as follows:

Article 1 Contractor’s Duties

- 1.1 The Contractor shall provide to the Town all Work set out in the Request for Proposal (attached hereto as Schedule “A”) and the Contractor’s Proposal (attached hereto as Schedule “B”), both of which form part of this agreement.
- 1.2 In performing the Work under this agreement, the Contractor shall, at all times, act in the best interests of the Town and exercise that degree of skill, care and diligence required according to generally accepted engineering and construction standards applicable to the performance of such Work at the time and place the Work are performed.
- 1.3 It is agreed that in awarding the Work encompassed within this agreement to the Contractor, the Town has relied upon the Contractor’s representations concerning the expertise of certain identified personnel in the employ of the Contractor. It is agreed that, in performing the Work under this agreement, the Contractor shall assign such identified personnel to the Work.
- 1.4 The Contractor shall request of the Town any information or data contained in Town files which the Contractor requires in order to perform the Work. The Town is only obligated to provide to the Contractor information and data that is pertinent to the terms of reference and work program set out in Schedules “A” and “B”. The Contractor may rely on such information or data as may be provided by the Town without independent verification.

- 1.5 The Contractor shall be responsible for the quality, completeness, accuracy, and coordination of the Work. The Contractor shall provide a cost-efficient design that meets all environmental and regulatory requirements as of the date hereof, and uses the most appropriate available materials. The Contractor shall provide for all quality control reviews required by governmental authorities having jurisdiction over the Work.
- 1.6 To ensure that the Work is processed in a timely manner, the Contractor and the Town will apply their best efforts to meeting the following deadlines:
- a) Phone call inquiries from the Town will be returned within 24 hours;
 - b) Public inquiries to the Contractor on technical issues will be returned within 48 hours;
 - c) Meetings will be scheduled within 5 working days from date of request;
 - d) Review comments for material submitted by the Contractor will be processed by the Town within 7 days of receipt.
- 1.7 At the commencement of the Work, the Contractor shall, at the Town's request, provide the Town with a detailed analysis of the cost estimate for each component of the Work including a monthly and cumulative cash flow relative to the approved schedule of work. The cost estimates for fees and disbursements shall be as set out in Schedule "B".
- Costs which have not been identified by the Contractor in the cost estimate will not be paid by the Town without prior approval and confirmation in writing. No payment shall be made to the Contractor for cost overruns that have not been the subject of prior notice and approval by the Town.
- Any change in the rates charged for fees and disbursements must be approved in advance, in writing, by the Town.

Article 2 Fees, Disbursements and Holdback Payment

- 2.1 Invoices may be rendered on a monthly basis prorated to the work completed or, at the conclusion of each phase by the Contractor to the Town, and shall be delivered to the Town of Oliver, Po Box 638 6150 Main Street, Oliver, British Columbia, V0H 1T0. Invoices shall be payable in full by the Town within thirty (30) days of receipt.
- 2.2 The Contractor shall provide all necessary and sufficient substantiation to the Town in order to verify any invoice upon request. If the Town is unable to verify any invoice within the said period, any payment by the Town either may be withheld or may be made and treated as an advance pending verification of the invoice.
- 2.3 Any necessary adjustments which have not been made prior to payment of an invoice may be made by the Town at the time of a later payment. If the Town is shown to have overpaid, the Town may deduct the amount from any other sums due to the Contractor from the Town or the Contractor shall pay the amount to the Town within thirty (30) days of the amount being agreed upon or otherwise established.
- 2.4 The Town may request the Contractor to submit prior to payment of the final invoice a statutory declaration or other proof that there are no outstanding costs, assessments, liens or claims in connection with the Work.
- 2.5 When the Contractor considers that the Work is substantially performed, the Contractor shall deliver to the Owner a comprehensive list of items to be completed or corrected, together with a written application for a review by the Owner to establish Substantial Performance of the Work. Failure to include an item on the list does not alter the responsibility of the Contractor to complete the Contract.

- 2.6 The Owner will review the Work to verify the validity of the application and shall promptly, and in any event, no later than 20 calendar days after receipt of the Contractor's list an application:
1. advise the Contractor in writing that the Work is not substantially performed and give reasons why, or
 2. state the date of Substantial Performance of the Work in a certificate and issue a copy of the certificate to the Contractor.
- 2.7 Immediately following the issuance of the certificate of Substantial Performance of the Work, the Contractor shall establish a reasonable date for finishing the Work.
- 2.8 After the issuance of the certificate of Substantial Performance of the Work, the Contractor shall:
1. submit an application for payment of the holdback amount,
 2. submit a 'Statutory Declaration' to state that all accounts for labour, subcontracts, products, equipment and other indebtedness which may have been incurred by the Contractor in the Substantial Performance of the Work and for which the Owner might in any way be held responsible have been paid in full, except for the amounts properly retained as a holdback or as an identified amount in dispute.
- 2.9 Upon receipt of the application for payment of the holdback amount and the Statutory Declaration the Owner will release the lien holdback except for two times the amount required to complete the items listed on the comprehensive list of deficiencies produced at the time of application for Substantial Performance of the Work.
- 2.10 When the Contractor considers the Work is completed, the Contractor shall submit an application for final payment. The Owner will respond within 10 calendar days and advise the Contractor in writing that the application is valid or give reasons why it is not valid.
- 2.11 When the Owner finds the Contractor's application for final payment valid, the Owner will release the remaining lien holdback within 20 calendar days.

Article 3 Confidentiality, Ownership and Use of Documents and Materials

- 3.1 The Contractor shall act in a confidential manner and make his best efforts to keep confidential for an unlimited period of time all communications, plans, specifications, reports or other information used in connection with the Work unless the same are stated by the Town to be in the public domain except as required by law; or by prior written consent of the Town. The Contractor shall instruct all his employees and agents, in writing, of the obligations under this Article.
- 3.2 All studies, reports, drawings, plans, designs, specifications, models, photographs, software; i.e. custom applications, digital data, etc., and other intellectual properties and materials developed for the Town are the property of the Town regardless of whether the Work proceeds and the Town reserves the copyright, patent and trademark therein and in the work executed there from and they shall not be used on any other work without the prior written agreement of the Town.
- 3.3 The Town acknowledges and agrees that the Contractor's services have been provided for a specific purpose. Any reuse, modification, or misuse of the Contractor's studies, reports,

drawings, plans, designs, specifications, models, software, processes, documents, or other information by the Town or third parties shall be at the Town's sole risk and responsibility.

Article 4 Special Tools and Equipment

- 4.1 All necessary special tools, equipment and other things shall be acquired by the Contractor solely at the Contractor's cost and shall be the property of the Contractor unless the Town specifically authorizes the purchase of a specific item at the Town's expense.
- 4.2 The cost of special tools, equipment and other things that have not been specifically identified in detail by the Contractor or specifically authorized in writing by the Town during performance of the Work shall be considered to be within the overhead of the Contractor.
- 4.3 If the Town specifically authorizes, in writing, that the Contractor shall purchase any special tool, equipment, or other thing at the expense of the Town then such items shall become the property of the Town. The Contractor shall bear the risk of loss or damage, normal wear and tear excepted, to all such items for the time when such items are out of the possession and control of the Town. Upon completion of the Work, the Contractor shall deliver all such special tools, equipment and other things to the Town.

Article 5 Sub-Contractors

- 5.1 The Contractor may, with the prior written approval of the Town, engage the services of sub-contractors to perform work which the Contractor is unable to perform.
- 5.2 The Contractor shall advise the sub-contractors in writing prior to their participation in the Work of the duties and obligations arising out of this agreement between the Contractor and the Town.
- 5.3 The Contractor shall be responsible to the Town for all work carried out by sub-contractors in connection with the Work as if such work had been performed by the Contractor.
- 5.4 The Contractor shall be responsible to the Town for the acts and omissions of all sub-contractors, their employees and agents, as if such sub-contractors, their employees and agents, were persons directly employed by the Contractor.

Article 6 Termination and Suspension

By the Town :

- 6.1 If the Contractor is in default in the performance of any of his material obligations set forth in this agreement, then the Town may, by written notice to the Contractor, require such default to be remedied.

If, within thirty (30) days after delivery of such notice, such default shall not have been corrected or reasonable steps to correct such default have not been taken, the Town may, without limiting any other right or remedy the Town may have, immediately terminate this agreement and discharge its obligations under this agreement by paying for the cost of the services rendered and disbursements incurred by the Contractor and remaining unpaid as of the effective date of the termination.
- 6.2 If the Town decides for any reason not to proceed with the Work, the Town may terminate this agreement by giving thirty (30) days prior written notice to the Contractor. Upon receipt of such written notice, the Contractor shall perform no further services other than those

reasonably necessary to close out the Work.

In such event, the Contractor shall be paid by the Town for all services performed and all disbursements incurred pursuant to this agreement and remaining unpaid as of the effective date of such termination.

By the Contractor :

- 6.3 If the Town is shown to be in default in performance of any of its material obligations set forth in this agreement, then the Contractor may, by written notice to the Town, require such default to be corrected.

If, within thirty (30) days after receipt of such notice such default shall not have been corrected, or reasonable steps have not been taken to correct such default, the Contractor may, without limiting any other right or remedy he may have, immediately terminate this agreement. In such an event, the Contractor shall be paid by the Town for all services performed and disbursements incurred pursuant to this agreement and remaining unpaid as of the effective date of such termination.

- 6.4 If the Contractor's services are suspended by the Town at any time for more than thirty (30) days through no fault of the Contractor, then the Contractor shall have the right at any time until such suspension is lifted by the Town, to terminate this agreement upon giving written notice thereof to the Town.

In such event, the Contractor shall be paid by the Town for all services performed and all disbursements incurred pursuant to this agreement and remaining unpaid as of the effective date of such suspension.

Article 7 Compliance With Laws

- 7.1 The Contractor shall comply with all applicable bylaws and regulations of the Town and all applicable laws of the Province of British Columbia and the Government of Canada. Without restricting the generality of the foregoing, the Contractor shall abide by all provisions of the Workers' Compensation Act of British Columbia and upon request by the Town shall supply proof that all assessments have been paid.
- 7.2 The laws of the Province of British Columbia shall govern this agreement and any arbitration or litigation in respect thereof.

Article 8 Insurance

- 8.1 Comprehensive General Liability

At the time of signing this Contracting Services Agreement, the Contractor shall provide, maintain, and pay for Comprehensive General Liability Insurance on an occurrence basis for the Contractor with limits of not less than \$5,000,000.00 inclusive per occurrence for bodily injury and property damage and shall include coverage for:

1. premises, activities and operations liability
2. blanket contractual liability
3. cross liability
4. contingent employer's liability
5. owners and Contractors protective liability
6. employees as additional insureds
7. personal injury

8. broad form loss of use
9. broad form property damage
10. owned and non-owned automobile liability
11. the Town as an additional insured

This insurance shall be maintained continuously from commencement of the Work until the date of the completion certificate.

8.2 Public Liability and Property Damage Insurance

The Contractor shall, at all times, indemnify and save harmless the Town and its officers, directors, agents, and employees from and against all claims, damages, losses and expenses arising from personal injury, death, or damage to third party property to the extent directly attributable to the negligent acts, errors, or omissions of the Contractor.

The Contractor shall maintain and keep in force during the term of the Contract and until the date of the completion certificate, Two Million Dollars (\$2,000,000) inclusive limits for public liability and property damage, against liabilities or damages in respect of injuries to persons (including injuries resulting in death) and in respect of damage to property arising out of the performance of the Work.

The Town shall, at all times, defend, indemnify, and save harmless the Contractor and its agents, officers, directors, and employees from and against all claims, damages, losses and expenses, including but not limited to reasonable attorney's fees, court and arbitration costs, arising out of or resulting from the Services performed by the Contractor, inclusive of any claims made by third parties, or any claims against the Contractor arising from the acts, errors, or omissions of the Town, its employees, agents, contractors, and subcontractors. Such indemnification shall not apply to the extent such claims, damages, losses, and expenses, including but not limited to reasonable attorney's fees, court and arbitration costs arising out of the negligent acts, errors or omissions of the Town.

8.3 Equipment Insurance:

Notwithstanding anything contained elsewhere herein, it is understood and agreed that the Town shall not be liable for any loss or damage to the Contractor's equipment, including loss or use thereof. Each and every policy insuring the Contractor's equipment to be used on the Work shall contain the following clause:

"It is agreed that the right to subrogation against the Town or any of its officers, employees or agents of their parent, subsidiary, affiliated or associated companies or corporations is hereby waived."

8.4 The Contractor shall, at all times, indemnify and save harmless the Town and its officers, directors, agents, and employees from and against all claims, damages, losses and expenses arising from personal injury, death, or damage, inclusive of claims made by third parties, to the extent directly attributable to the negligent acts, errors, or omissions of the Contractor.

The Town shall, at all times, indemnify and save harmless the Contractor and its officers, directors, agents, and employees from and against all claims, damages, losses and expenses arising from personal injury, death, or damage, inclusive of claims made by third parties, to the extent directly attributable to the negligent acts, errors, or omissions of the Town.

Article 9 Arbitration

- 9.1 All matters in dispute under this agreement may, with the concurrence of both the Town and the Contractor, be submitted to arbitration to a single arbitrator appointed jointly by them and the provisions of the Commercial Arbitration Act shall apply.
- 9.2 No one shall be nominated to act as arbitrator who is in any way financially interested in the Work or in the affairs of either the Town or the Contractor.

Article 10 Independent Contractor

- 10.1 Nothing in this agreement or the Contractor's performance of his duties under this agreement shall constitute or create an employer-employee relationship. The Contractor shall act solely as an independent contractor and not as an employee or agent of the Town and is not authorized to create obligations on the part of the Town to third parties.

Article 11 Waiver

- 11.1 Any failure of the Town at any time to enforce or require strict compliance with any of the terms of this agreement shall not constitute a waiver or relinquishment of any such terms and the same shall remain at all times in full force and effect.

Article 12 Records and Audit

- 12.1 The Contractor shall keep reasonable and proper records, accounts, statements and other relevant documents for a period of not less than twelve (12) months after completion of the Work or for such extended period as the Town may request in advance and in writing.
- 12.2 The Contractor shall permit the Town to inspect, audit and copy all records, accounts, statements and other relevant documents of the Contractor relating to the Work at all reasonable business hours in the offices of the Contractor unless otherwise agreed in writing by the parties.

Article 13 Successors and Assigns

- 13.1 This agreement shall inure to the benefit of and be binding upon the parties hereto and their respective executors, heirs, administrators, successors and assigns.
- 13.2 Neither party may assign this agreement without the prior consent in writing of the other, which consent shall not be unreasonably withheld.

Article 14 Notices

- 14.1 All notices required by this agreement to be given by either party shall be deemed to be properly given and received within two (2) business days, if made in writing to the other party, by registered mail, or facsimile addressed to the regular business address of such party.

Article 15 Term

- 15.1 The parties hereto agree that the Term of this Contracting Services Agreement will be from _____ to _____.

Article 16 Entire Agreement

- 16.1 This agreement constitutes the sole and entire agreement between the Town and the Contractor relating to the Work and supersedes all prior agreements and communications between them whether written or oral respecting the subject matter hereof and no other terms, conditions or warranties whether expressed or implied shall form a part hereof.

- 16.2 The Contractor, by signing this agreement, is agreeing in writing to be the Principal Contractor and agrees to perform all the duties and responsibilities of the Principal Contractor as set out in the most current edition of the Workers' Compensation Board, Occupational Health and Safety Regulation including amendments and the duties and responsibilities normally required of a Contractor by the Workers' Compensation Board.

- 16.3 Wherever the masculine gender is used in this agreement it includes the feminine and body corporate where the context so requires.

DRAFT

IN WITNESS WHEREOF the parties hereto have executed this agreement on the day and year first above written.

The signatures of the Signing
Authority of the
TOWN OF OLIVER
was hereto affixed:

Martin Johansen, Mayor

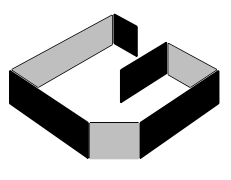
Wayne Anderson, Chief Administrative Officer

XYZ CONTRACTING LTD.
by its authorized signatories:

Authorized Signatory

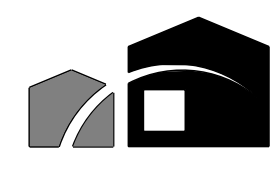
Authorized Signatory

DRAFT



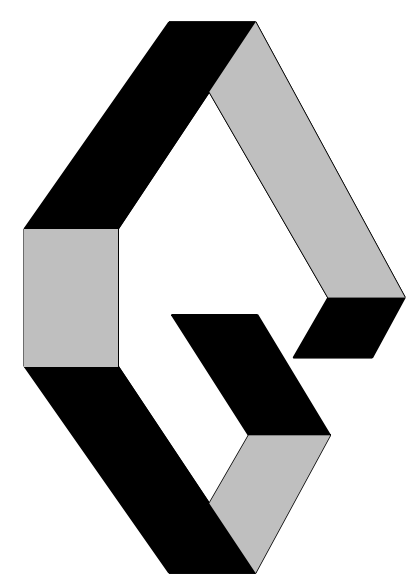
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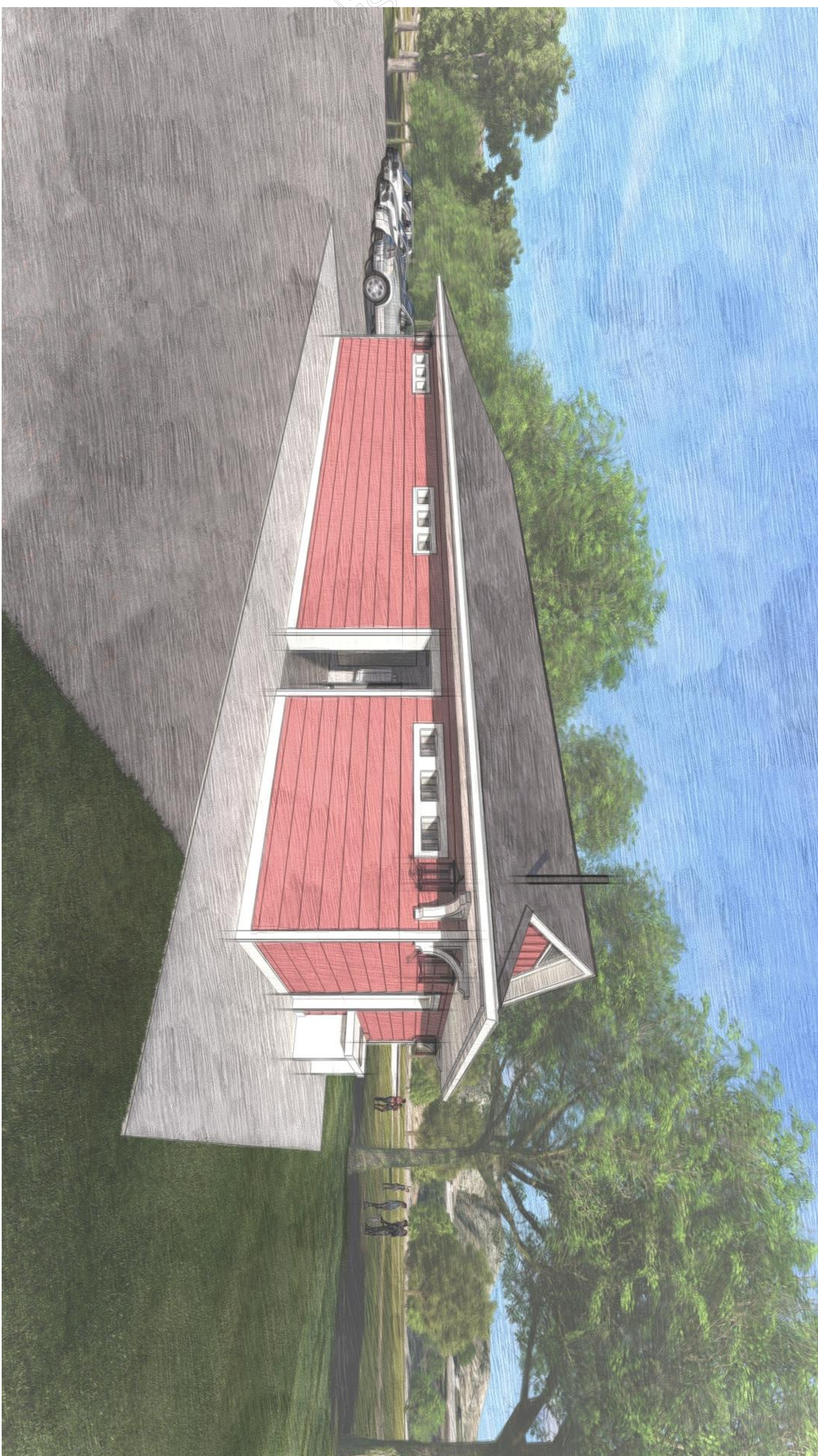
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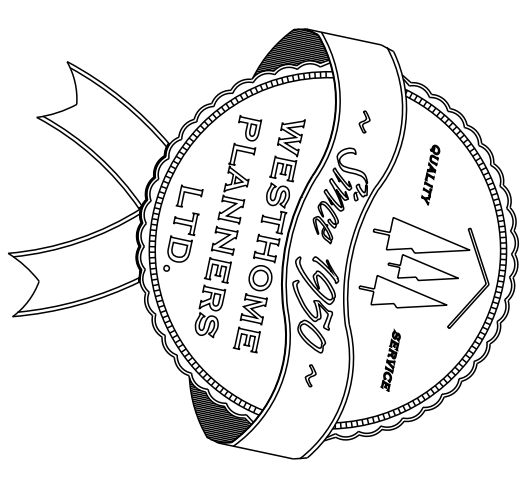
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TOWN OF OLIVER



WP-5730

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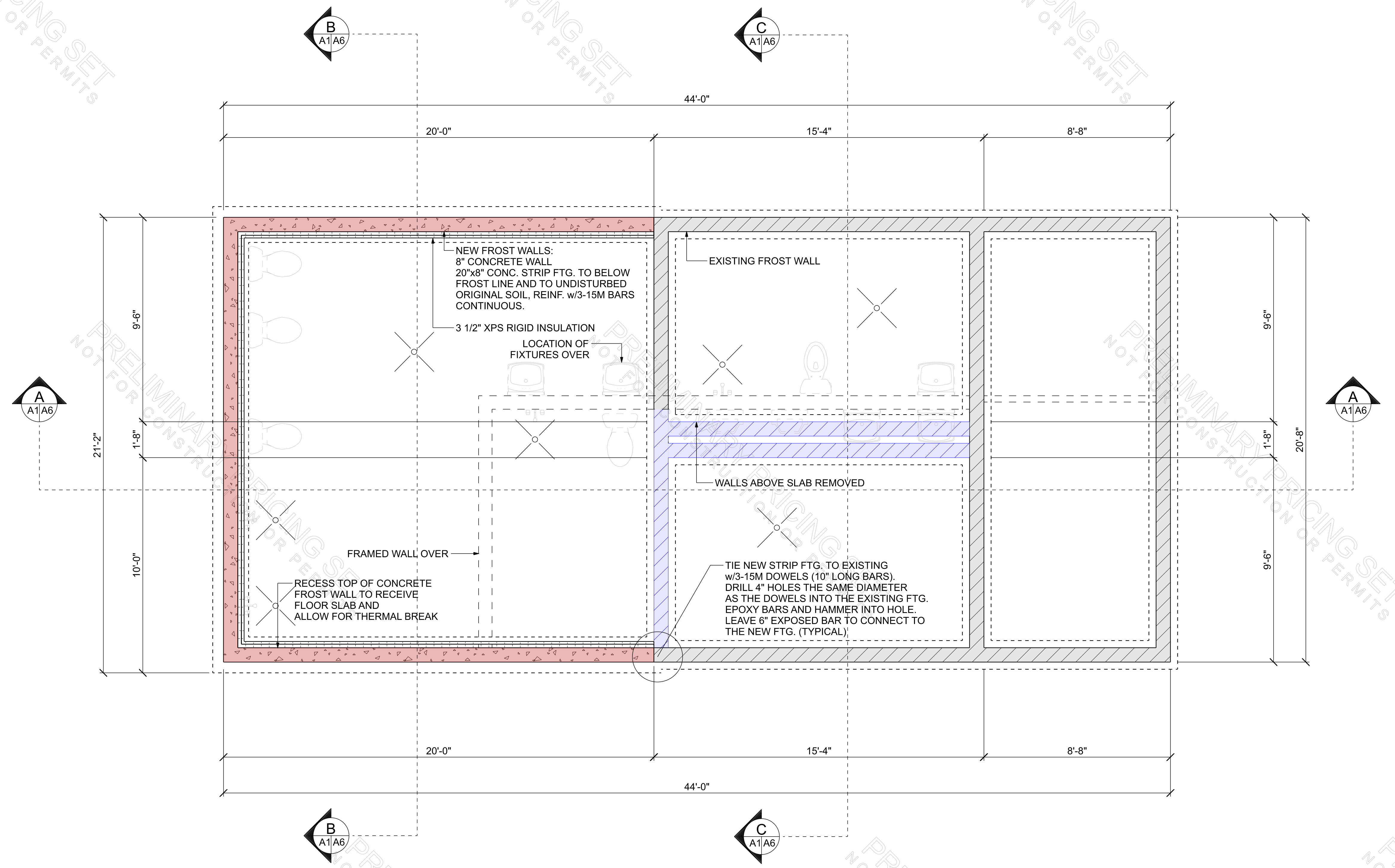


PRELIMINARY PRICING SET
NOT FOR CONSTRUCTION OR PERMITS

PRELIMINARY PRICING SET
NOT FOR CONSTRUCTION OR PERMITS

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NOT FOR CONSTRUCTION OR PERMITS

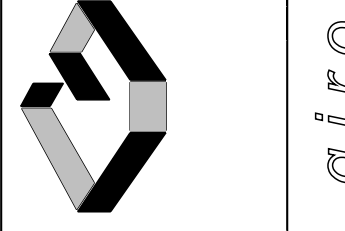


TOWN OF OLIVER
OLIVER, BC.
DESIGN BY: AIG
DRAWN BY: AIG
DATE: 2023-09-11
REVISED:

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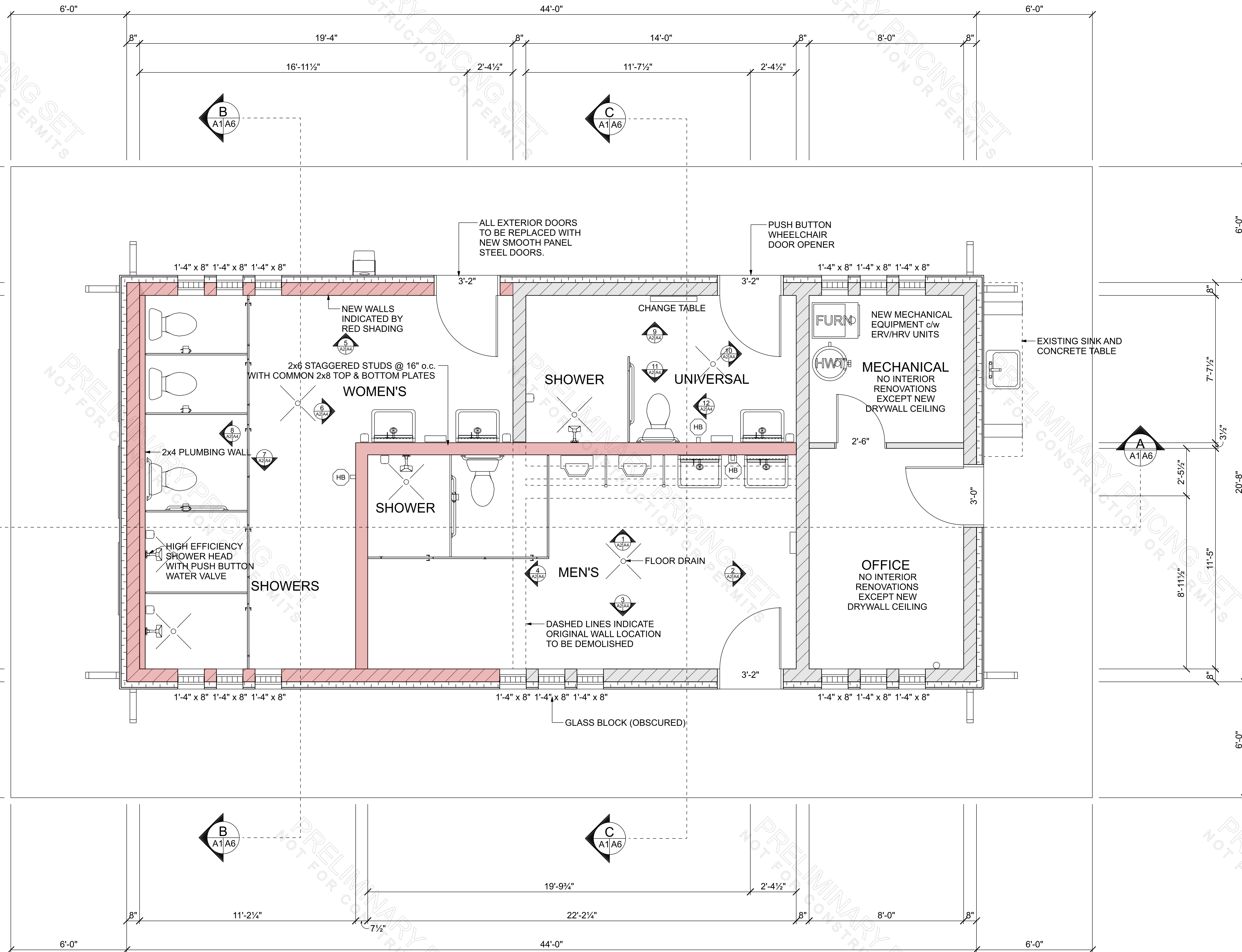
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PLAN NO.
WP-5730
SLAB
SHEET NO.
A1

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Foundation Plan



FLOOR PLAN
 SCALE: 3/8" = 1'-0"
 AREA: 909 sq ft.

TOWN OF OLIVER
 OLIVER, BC.
 DESIGN BY: AIG
 DRAWN BY: AIG
 DATE: 2023-09-11
 REVISED:

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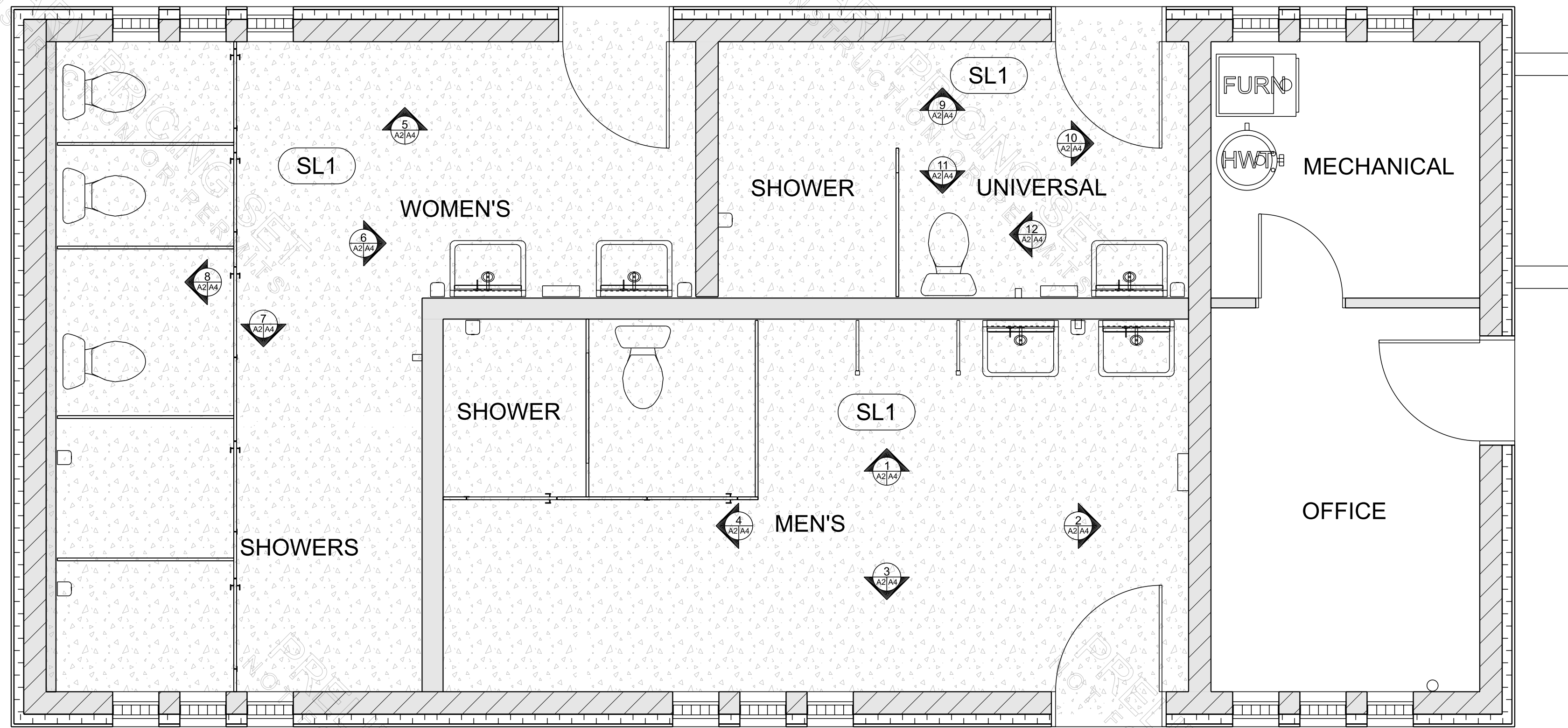
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PLAN NO.
WP-5730
 SLAB
 SHEET NO.
A2

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Floor Plan



INTERIOR FINISHES PLAN
SCALE: 3/8" = 1'-0"

FLOOR FINISHES SCHEDULE	
	SEALED FLOOR: MANUFACTURER: DUCAN NAME: CONCRETE DRIVEWAY & PATIO SEALER STYLE: PROTECTIVE CLEAR SATIN FINISH TYPE: WATERBASED SEALER MODEL: 10104 (EXISTING SLAB REQUIRES PRESSURE WASHING BEFORE SEALING)

WALL & COVERING FINISH SCHEDULE:	
	PAINT (CONCRETE BLOCK WALLS): MANUFACTURER: BENJAMIN MOORE COLOR: CLOUD WHITE 967 FINISH: SEMI-GLOSS
	WALL TILES: STYLE: CUBE WHITE SIZE: 8"x16" FINISH: GLOSS COLOR: ALPINE CINDER INSTALLATION: VERTICAL, 1/2 OFFSET ALTERNATING ROWS GROUT COLOUR: CHARCOAL

WASHROOM FINISHES SCHEDULE:	
	MIRRORS (WASHROOMS): MATERIAL: STAINLESS STEEL TYPE: FIXED TILTED MIRROR SIZE: 24" WIDE x 36" HIGH STYLE: TILT WALL MIRROR INSTALLATION: MECHANICALLY FASTENED
	PAPER TOWEL DISPENSER: TYPE: TOUCHLESS ROLL DISPENSER INSTALLATION: MECHANICALLY FASTENED
	TOILET PAPER DISPENSER: TYPE: TWIN MINI JUMBO BATH TISSUE ROLL DISP SIZE: 17" W x 10.1" H x 5.7" D INSTALLATION: MECHANICALLY FASTENED
	LIQUID SOAP DISPENSER: TYPE: TOUCHLESS LIQUID SOAP DISPENSER SIZE: 4.5" W x 11.5" H x 4.5" D INSTALLATION: MECHANICALLY FASTENED
	GRAB BAR SET: TYPE: 1.5" CONCEALED SCREW SECUREMENT COLOR: STAINLESS STEEL PEENED SIZE: 24" W x 1.5" DIAMETER SIZE: 36" W x 1.5" DIAMETER INSTALLATION: MECHANICALLY FASTENED
	WALL TILES: STYLE: CUBE WHITE SIZE: 8"x16" FINISH: GLOSS COLOR: ALPINE CINDER INSTALLATION: VERTICAL, 1/2 OFFSET ALTERNATING ROWS GROUT COLOUR: CHARCOAL

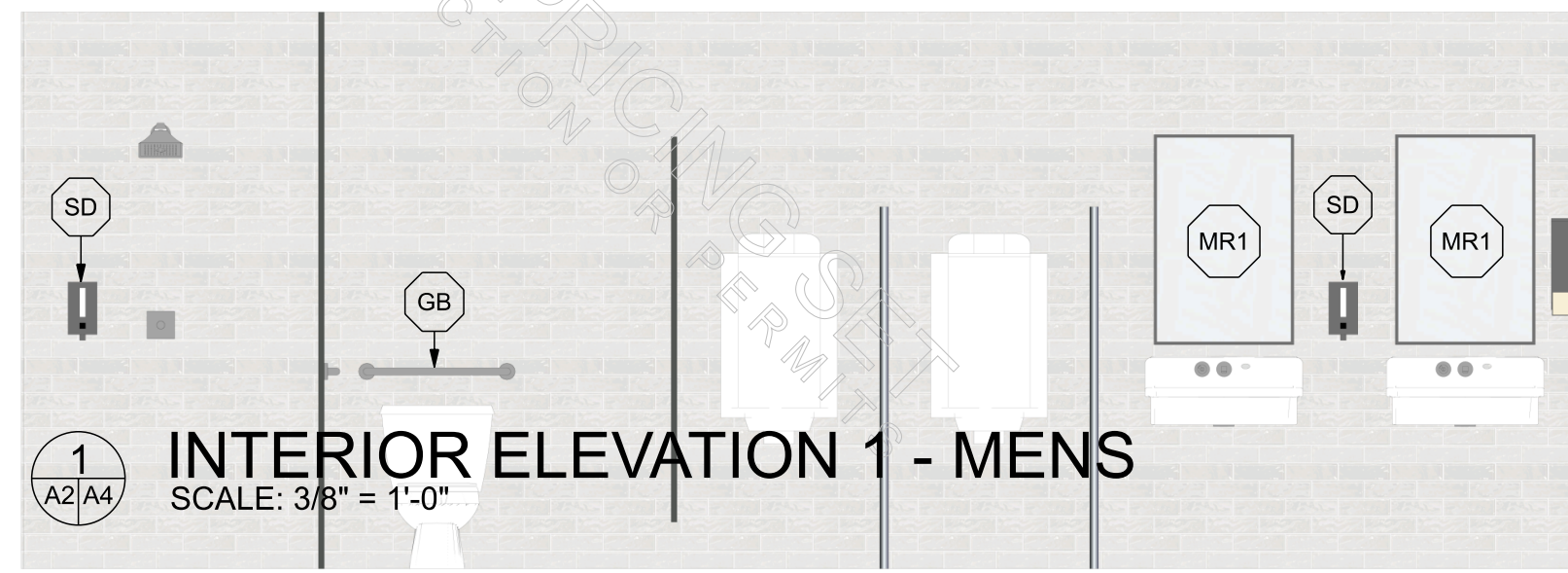
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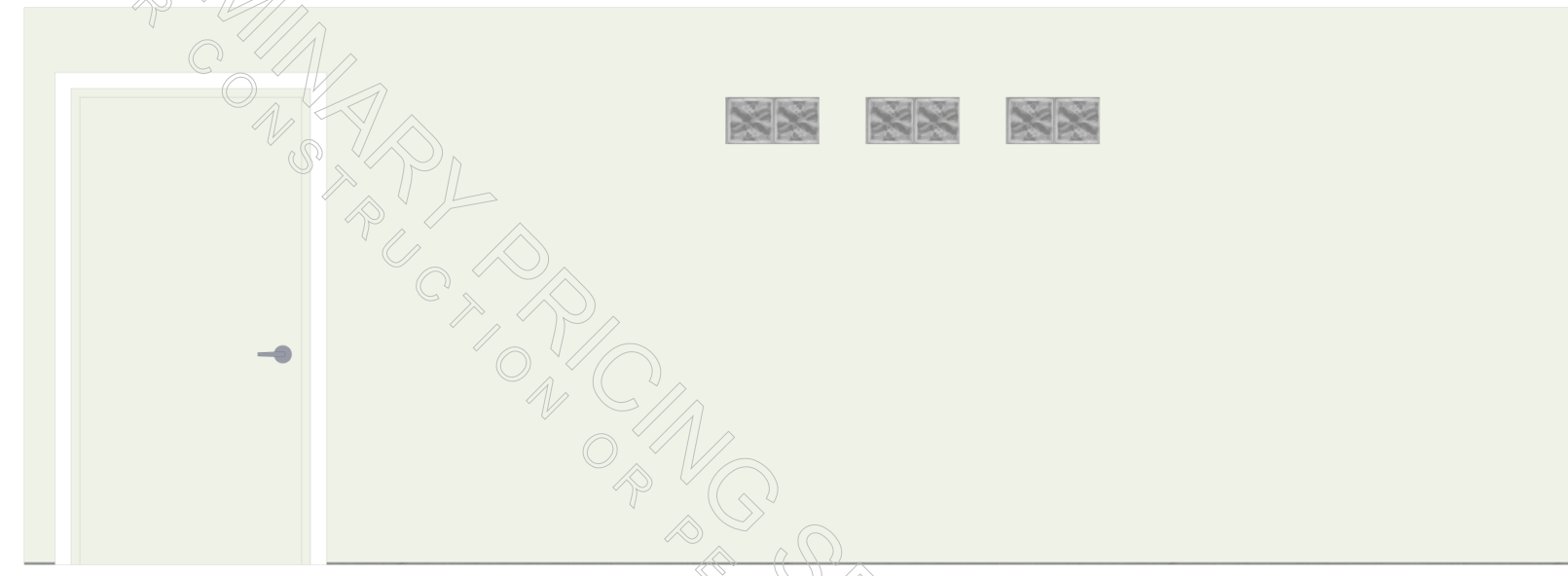
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PLAN NO.
WP-5730
 SLAB
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A3

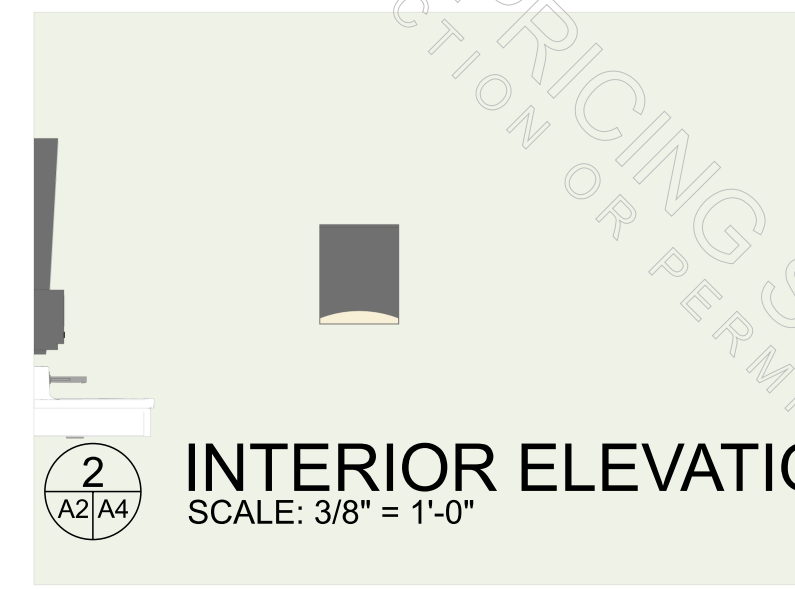
TOWN OF OLIVER
 OLIVER, BC.
 DESIGN BY: AJG DATE: 2023-09-11
 DRAWN BY: AJG REVISED:



1
A2/A4
INTERIOR ELEVATION 1 - MENS
SCALE: 3/8" = 1'-0"



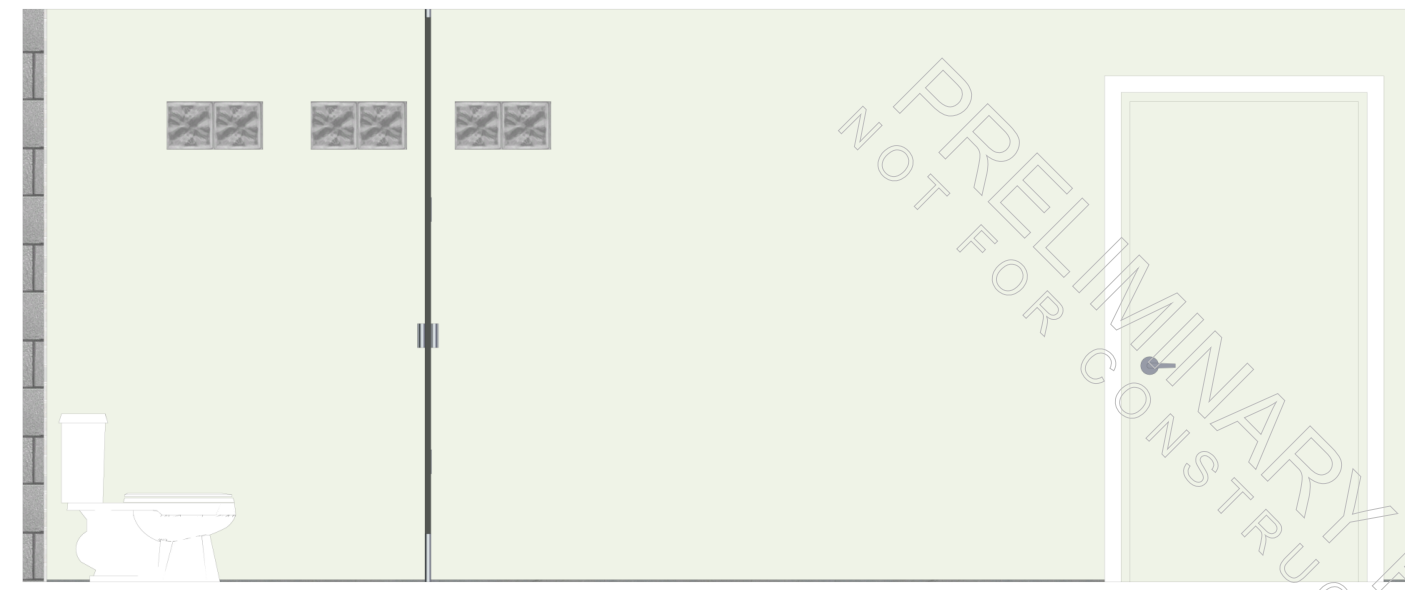
3
A2/A4
INTERIOR ELEVATION 2 - MENS
SCALE: 3/8" = 1'-0"



2
A2/A4
INTERIOR ELEVATION 3 - MENS
SCALE: 3/8" = 1'-0"



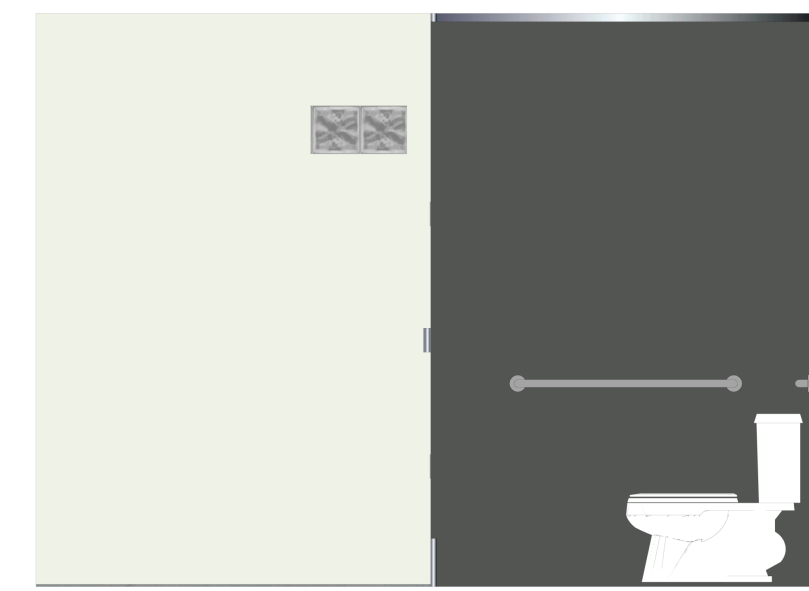
4
A2/A4
INTERIOR ELEVATION 4 - MENS
SCALE: 3/8" = 1'-0"



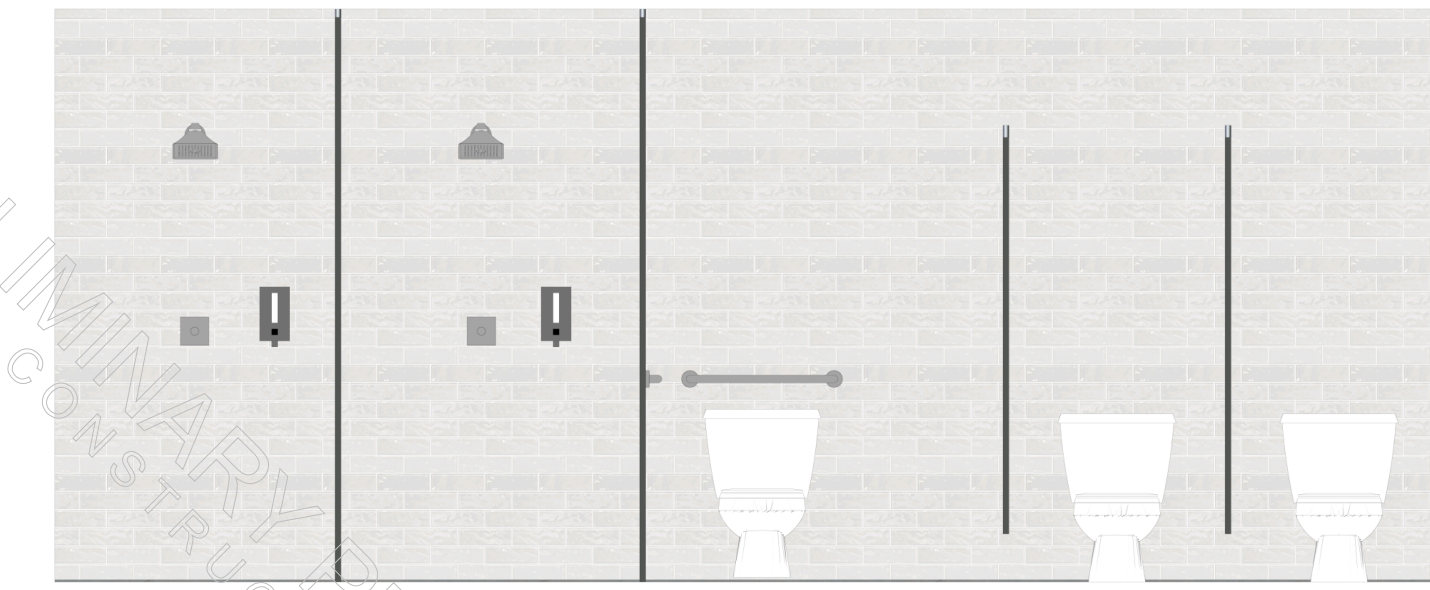
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A2/A4
INTERIOR ELEVATION 5 - WOMENS
SCALE: 3/8" = 1'-0"



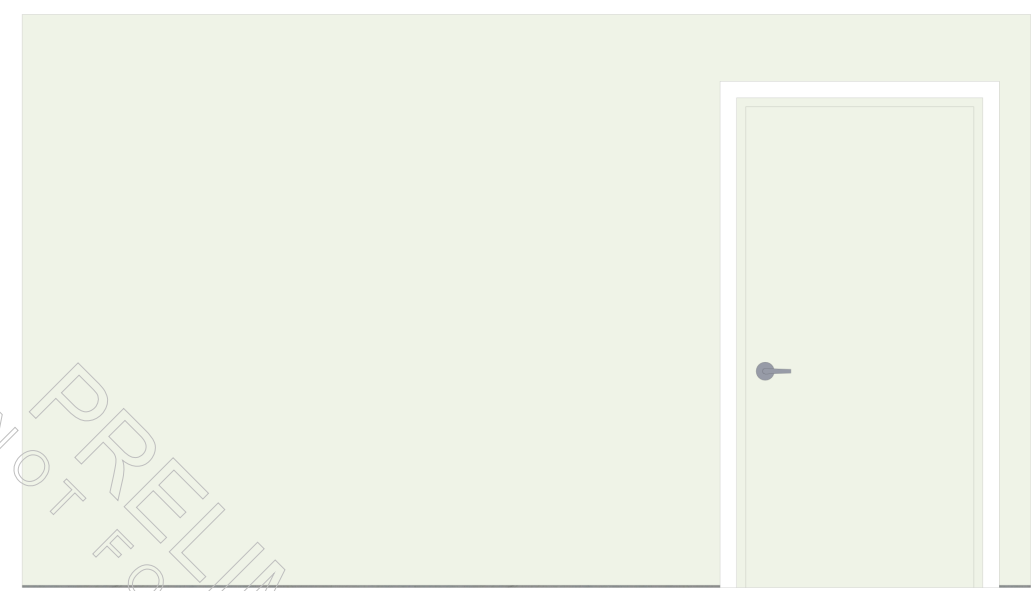
6
A2/A4
INTERIOR ELEVATION 6 - WOMENS
SCALE: 3/8" = 1'-0"



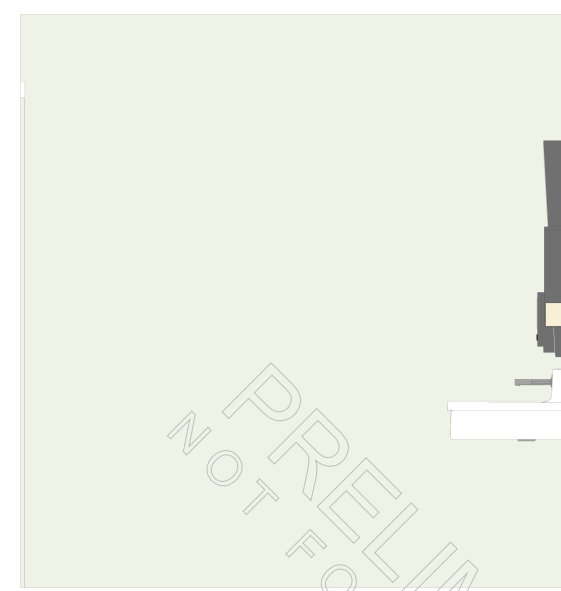
7
A2/A4
INTERIOR ELEVATION 7 - WOMENS
SCALE: 3/8" = 1'-0"



8
A2/A4
INTERIOR ELEVATION 8 - WOMENS
SCALE: 3/8" = 1'-0"



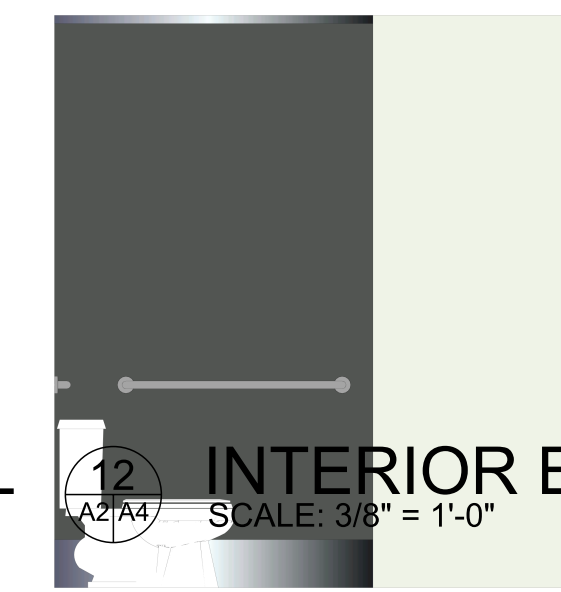
9
A2/A4
INTERIOR ELEVATION 9 - UNIVERSAL
SCALE: 3/8" = 1'-0"



10
A2/A4
INTERIOR ELEVATION 10 - UNIVERSAL
SCALE: 3/8" = 1'-0"



11
A2/A4
INTERIOR ELEVATION 11 - UNIVERSAL
SCALE: 3/8" = 1'-0"



12
A2/A4
INTERIOR ELEVATION 12 - UNIVERSAL
SCALE: 3/8" = 1'-0"

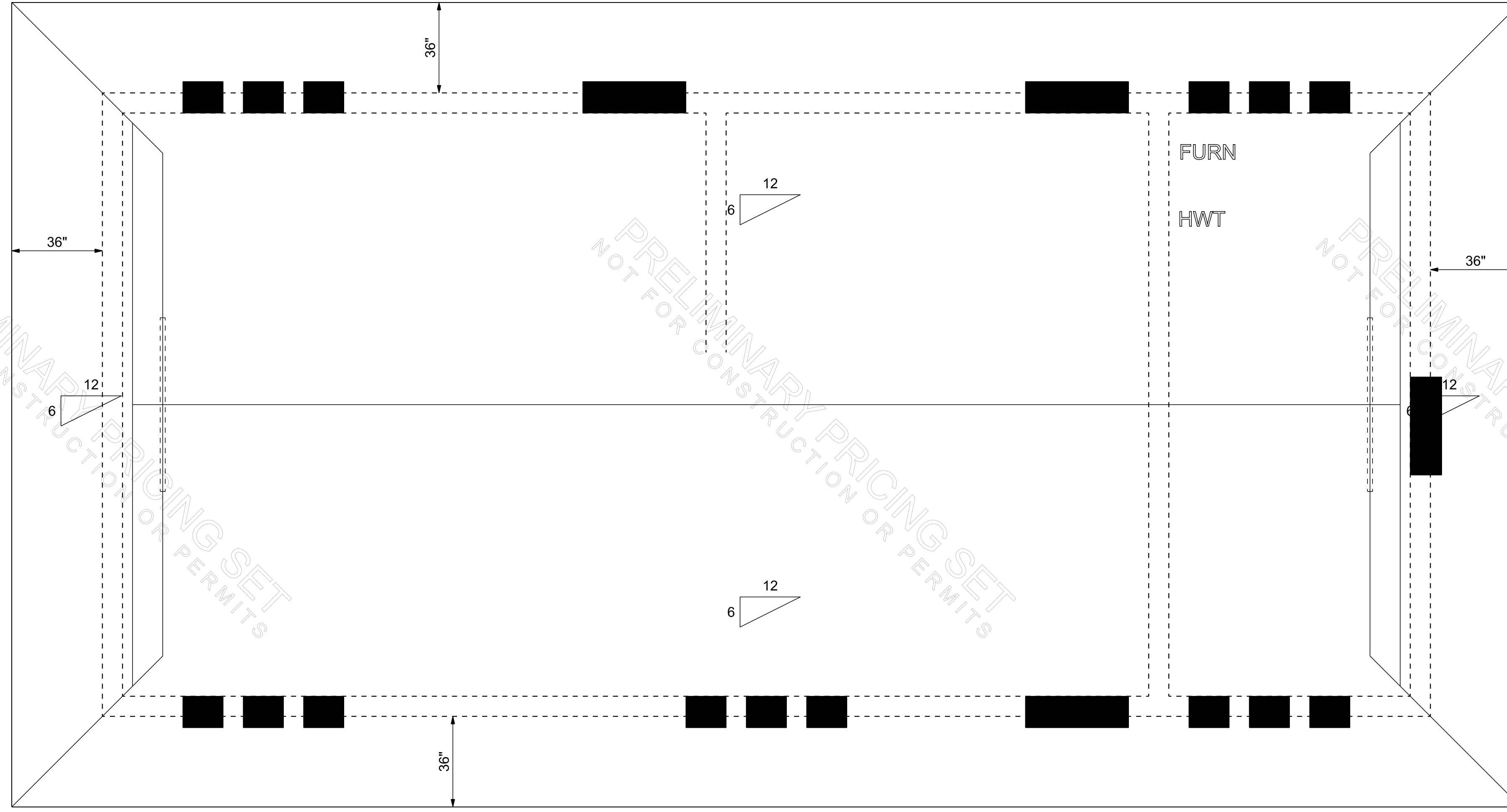
TOWN OF OLIVER
OLIVER, BC.
DESIGN BY: AJG
DRAWN BY: AJG
DATE: 2023-09-11
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PLAN NO.
WP-5730
SLAB
SHEET NO.
A4



ROOF PLAN
 SCALE: 3/8" = 1'-0"
 ROOF AREA: 1530 sq.ft.
 ROOFING MATERIAL: ASPHALT SHINGLES
 ROOF AREA: 1530 sq.ft.
 ROOF OVERHANG: 36"

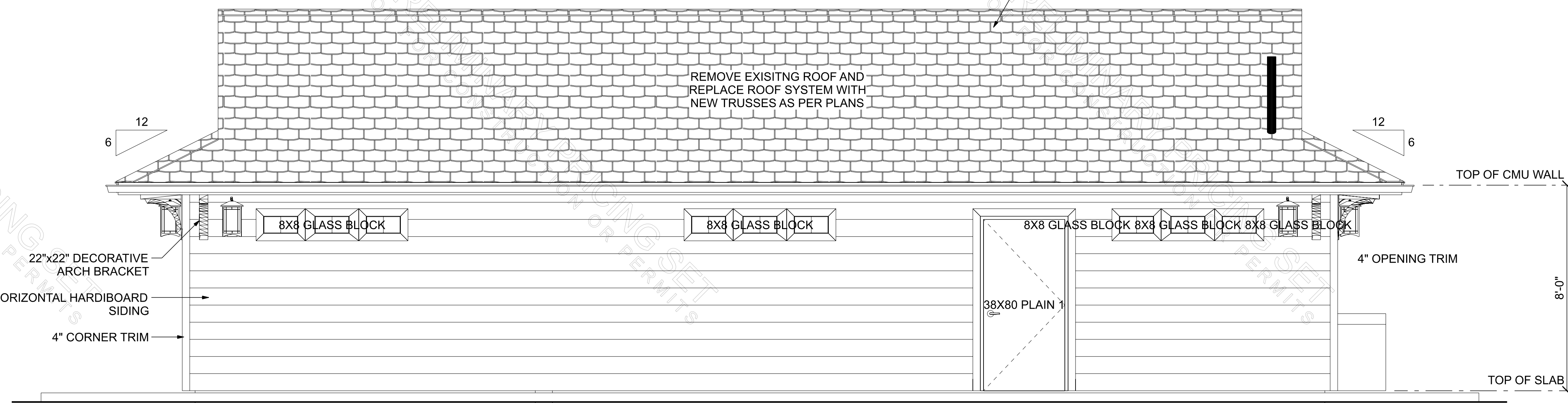
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OLIVER, BC.	DRAWN BY: AJG	REVISED:

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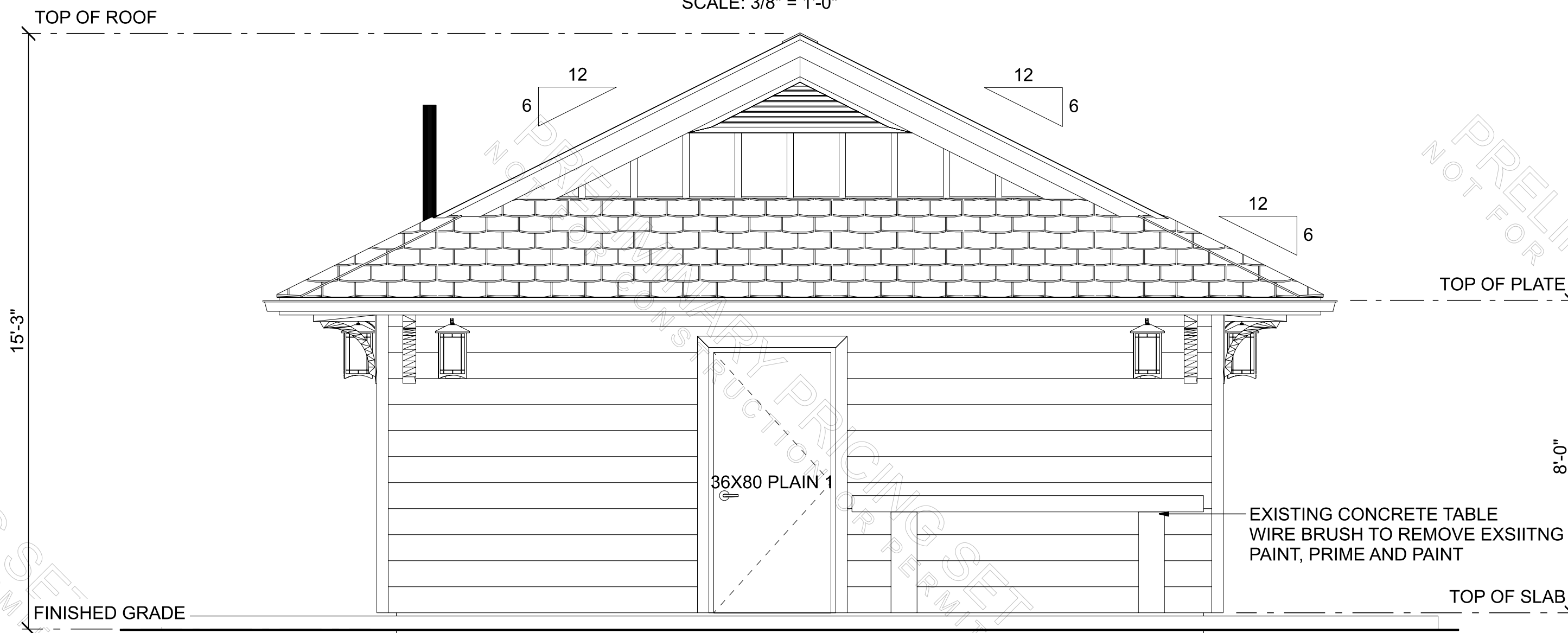
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SLAB
SHEET NO. A5



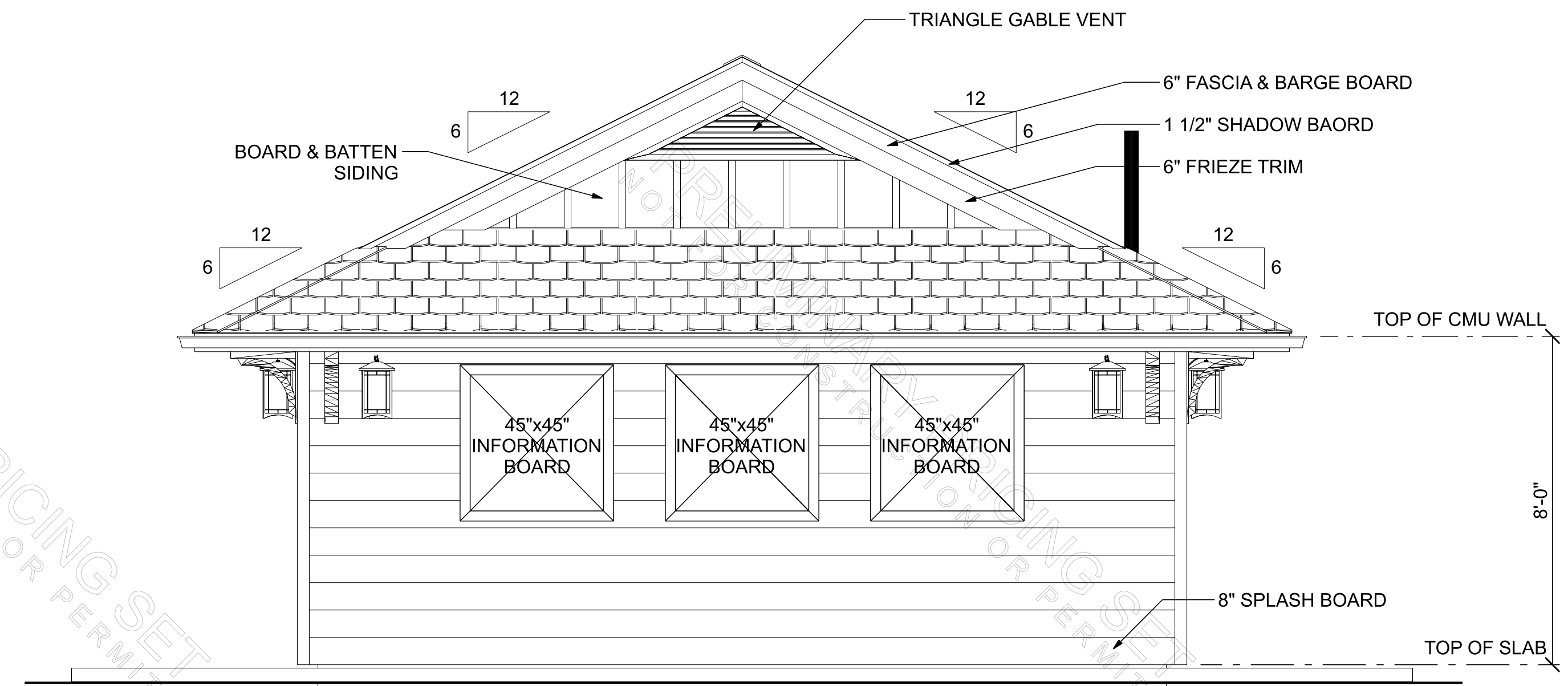
FRONT ELEVATION (FACING WEST TO HIGHWAY)

SCALE: 3/8" = 1'-0"



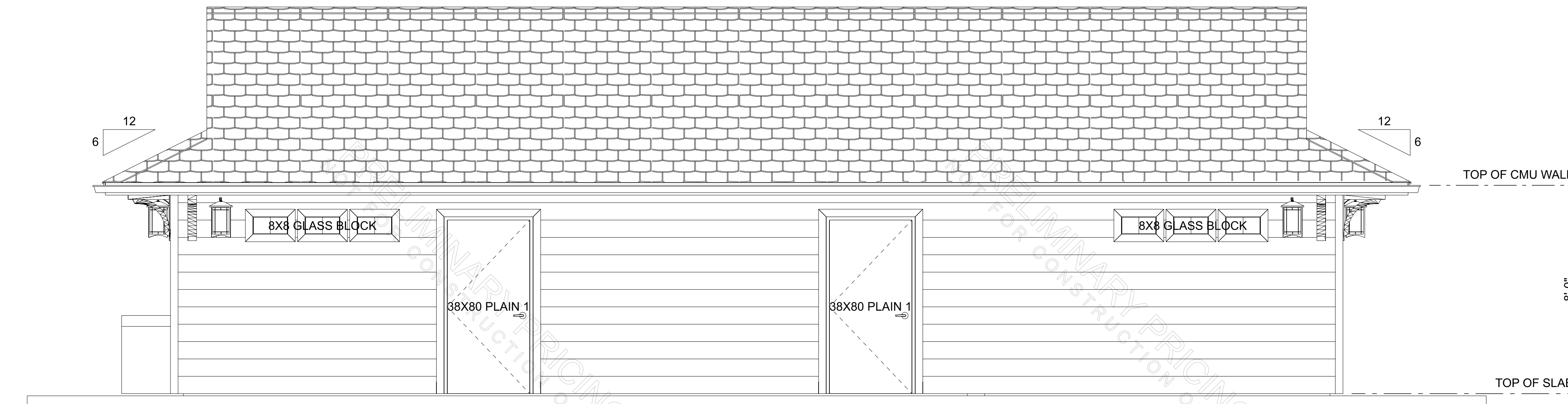
RIGHT ELEVATION (FACING SOUTH)

SCALE: 3/8" = 1'-0"



LEFT ELEVATION (FACING NORTH)

SCALE: 3/8" = 1'-0"



REAR ELEVATION (FACING EAST)

SCALE: 3/8" = 1'-0"

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OLIVER, BC.	DRAWN BY: AIG	REVISED:

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PLAN NO. **WP-5730**
 SLAB
 SHEET NO. **A7**



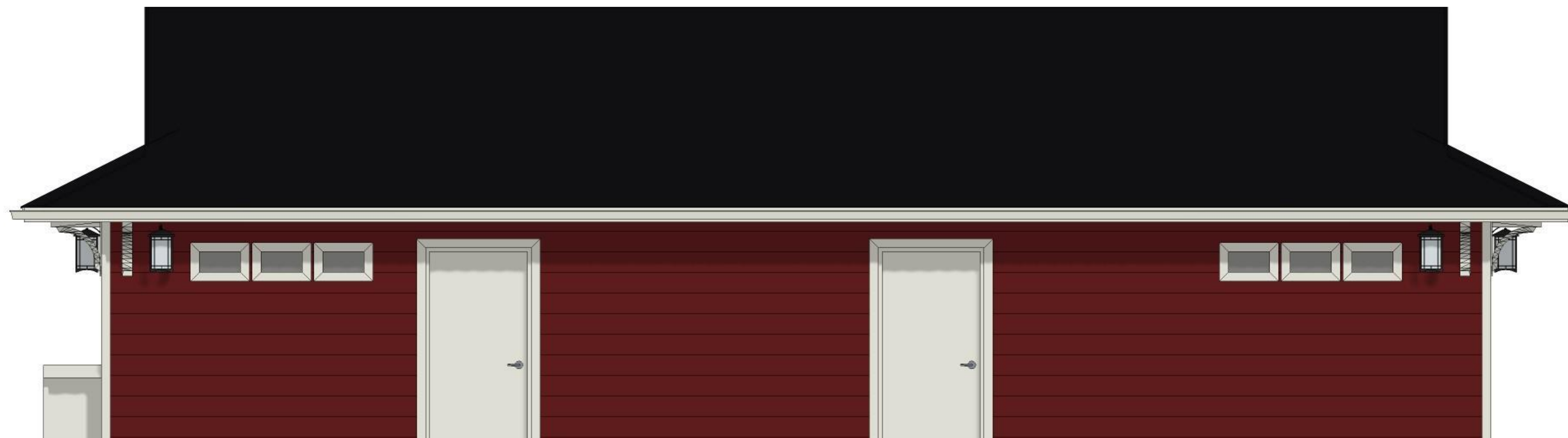
WEST ELEVATION
SCALE: 3/8" = 1'-0"



SOUTH ELEVATION
SCALE: 3/8" = 1'-0"



NORTH ELEVATION
SCALE: 3/8" = 1'-0"



EAST ELEVATION
SCALE: 3/8" = 1'-0"

TOWN OF OLIVER	DESIGN BY: AJG	DATE: 2023-09-11
OLIVER, BC.	DRAWN BY: AJG	REVISED:

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Custom Home and Building Design Since 1950.
Giroux Design Group Inc.
phone: 250.276.4373 e-mail: contact@girouxdesigngroup.com
web: www.girouxdesigngroup.com

PLAN NO.	WP-5730
SLAB	
SHEET NO.	A8



TOWN OF OLIVER

OLIVER, BC.

DESIGN BY: AJG

DATE: 2023-09-11

DRAWN BY: AJG

REVISED:

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 Giroux Design Group Inc.
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 web: www.girouxdesigngroup.com

PLAN NO.
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Renderings

