



Canada's Tournament Capital

City of Kamloops

REQUEST FOR PROPOSAL –

DESIGN AND TENDERING OF ABERDEEN FIRE HALL

Reference No. P1-10

Issue Date: 2009 December 23

Closing Date: 2010 January 21

**CITY OF KAMLOOPS
REQUEST FOR PROPOSAL NO. P1-10
DESIGN AND TENDERING OF ABERDEEN FIRE HALL**

1.0 SUMMARY OF REQUIREMENT

1.1 Time Frame

To be eligible, completed proposals must be submitted to:

City of Kamloops
Public Works Centre
Attention: Purchasing Division
955 Concordia Way
Kamloops BC V2C 6V3

and received by 2:00 p.m. Pacific Standard Time on January 21, 2010.

2.0 GENERAL INFORMATION AND INSTRUCTIONS TO BIDDERS

Proposals, rather than tenders, have been requested in order to afford the proponents a more flexible opportunity to employ their expertise and innovation and thereby satisfy the City's needs in a more cost-effective manner. Proposals should be based on these instructions and the attached project requirements.

2.1 Errors, Omissions, Clarifications

All questions and requests for clarification relating to the Request for Proposal process and/or identification of any errors or omissions in the Request for Proposal documents shall be directed to Mr. Joe Dickenson, Buyer, (250) 828-3504, or in writing via fax (250) 828-3390, or via email to jdickenson@kamloops.ca.

All requests for technical information or to clarify specifications shall be addressed to

Jim McNeely, P. Eng.
Streets and Internal Services Manager
250-828-3535
jmcneely@kamloops.ca

2.2 Good Business Clause

Contractors, consultants, and suppliers wishing to do business with the City of Kamloops agree to resolve any differences through the City of Kamloops dispute resolution procedure. Contractors, consultants, and suppliers who choose to use a public forum to air any differences run the risk of being removed from the preferred vendor list and may be prevented from doing future business with the City of Kamloops.

2.3 Proposal Submissions

Two signed and sealed copies of each proposal shall be submitted. Each copy shall be complete and unabridged and shall not refer to any of the other copies for additional information, clarification, or details. Sealed proposals clearly marked with the proposal number and project title shall be delivered to the reception counter, at the Central Maintenance Yard office, Attention: Purchasing Division, 955 Concordia Way, Kamloops, BC, V2C 6V3 until 2:00 p.m. Pacific Standard Time on the closing date.

The City of Kamloops will not be held liable for any costs incurred in the preparation of this proposal.

The City of Kamloops requests you do not include with your submission 3-ring binders, excess brochures, packaging, and other items not specifically requested that could potentially impact our environment.

2.4 Proposal Contents

All proposals shall provide all detailed information as requested in the RFP document. Failure to be fully responsive in accordance with the RFP request for all detailed information may result in rejection of a proposal without further consideration by the City of Kamloops.

2.5 Late Proposals

Late proposals will not be accepted and will be returned to the proponent.

2.6 Signed Proposals

The proposal must be signed by a person authorized to sign on behalf of the contractor binding the contractor to statements made in response to this Request for Proposal.

2.7 Proposal Validity

Proposals will be open for acceptance for at least 90 days after closing date.

2.8 Firm Pricing

Prices will be firm for the entire contract unless the Request for Proposal specifically states otherwise.

2.9 Irrevocability of Proposals

By submission of a clear and detailed written notice, the contractor may amend or withdraw its proposal prior to closing date and time. Upon closing time, all proposals become irrevocable. By submission of a proposal, the contractor agrees that should the proposal be successful, the contractor will enter into a contract with the City.

2.10 Freedom of Information and Protection of Privacy Act

The City is subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. As a result, while the Act offers some protection for third party business interests, the City cannot guarantee that any information provided to the City can be held in confidence.

3.0 **PROPOSAL EVALUATION AND SELECTION PROCESS**

3.1 Proposal Opening

All proposals will be opened in public at 2:01 p.m. Pacific Standard Time by the Purchasing Division, 955 Concordia Way, Kamloops, BC, on the same day as the deadline for RFP responses.

3.2 Proposal Evaluation

All proposals will be initially evaluated by a staff Evaluation Committee to assess the qualifications and capabilities of bidders to meet the minimum standards specified in the RFP.

Throughout the evaluation process, the City, at its sole discretion, may request additional written clarifications and/or supplemental information from selected bidders as part of the initial evaluation process.

3.3 Non-compliance with RFP Requirements

Unless explicitly stated in the proposal, all proposals shall be assumed by the City to be in full compliance with the RFP requirements without exception.

All items in the proposal that are not in full compliance, or that vary from the specific RFP requirements, shall be clearly identified in the proposal as non-compliant and/or variances, and shall include specific reference to the precise nature of the variances of non-compliance. Non-compliance or variation from the specific RFP requirements will not necessarily result in rejection of a proposal. The acceptance or rejection of all non-compliant items and/or variances to the RFP requirements shall be at the sole discretion of the City without any obligation by the City to either request clarification or enter into detailed discussions or negotiations with the bidder(s).

3.4 The lowest or any proposal not necessarily accepted. The City of Kamloops reserves the right to accept any proposal in whole or in part unless otherwise stipulated.

4.0 **CONTRACT AWARD/RIGHT TO TERMINATE**

- 4.1 The acceptance of the Owner of proposals submitted by the proponents under the Request for Proposals is an invitation by the Owner to proponents to enter into negotiations for a contract and evinces the Owner's intention to consider proposals and, if it wishes in its sole discretion, to enter into negotiations with one or more of the proponents.
- 4.2 The Owner reserves the right to negotiate with the respective proponents any portion of any proposal received by the Owner.
- 4.3 The Owner, in its absolute and sole discretion, and according to its own judgment of its best interest, having regard for the greatest value that can be obtained on overall quality, service, and price, reserves the full right to reject any or all proposals or alternative proposals for any reason whatsoever and continue negotiations with one or more of the other proponents.
- 4.4 The Owner shall not be liable under any circumstances for a proponent's cost in preparing a proposal.
- 4.5 The Owner retains a separate right to waive irregularities of a minor or technical nature. This right does not in any way waive the requirement of the proponents to submit a proposal in proper form as required by the proposal documents.
- 4.6 If the Owner at its absolute and sole discretion determines that it wishes to enter into a written contract or agreement with a proponent, the Owner will notify the successful proponent, in writing, by way of a notice of acceptance.
- 4.7 In the event that a single proposal is received, the Owner may open the proposal without further notice to any party.
- 4.8 The owner reserves the right to reject any proposals from a proponent that is, or whose principals or partners are, at the time of closing of proposals, engaged in litigation against the Owner.
- 4.9 Notice of award will be posted on the City's website, www.kamloops.ca/purchasing.
- 4.10 The City of Kamloops reserves the right to terminate this contract at its sole and absolute discretion upon 30 days written notice, and the service provider will have no rights or claims against the City.
- 4.11 By submission of a proposal, the proponent agrees that should it be identified as a successful proponent, it is willing to enter into a contract with the City of Kamloops for completion of the work as proposed.

5.0 ENVIRONMENTAL CONSIDERATIONS

The City of Kamloops will consider offers on products, projects and services that are Environmentally Preferred.

The City recognizes that procurement decisions by its employees can make a difference in pursuit of improving environmental performance and as such support the purchase of products, projects, and services that will minimize the negative impact on the environment when they are practical and can be obtained at a reasonable cost.

Definitions:

Environmentally Preferred products, projects, and services are those that have a lesser impact on human health and the environment when compared with competing products, projects, and services. This comparison may consider raw materials acquisition (materials that are abundant in nature, natural and biodegradable, organically grown, fast growing, and sustainably harvested), production and manufacturing (energy efficient, the use of renewable energy or efficiently used materials), packaging, distribution, re-use (from recycled content or a recyclable material), operation, maintenance and disposal options for the product, project, or service. Environmentally preferred products, projects, and services will have third party certification acceptable to the City of Kamloops.

Practical means the products, projects, and services can perform the intended function as well as the products, projects, or services made from virgin materials and the cost of the Environmentally Preferred products, projects, and service reasonably approximates the cost of the products, projects, and services made from virgin products. Reasonable cost may require a Life Cycle Cost Analysis of the product, project, or service.

6.0 SCOPE OF WORK

See attached scope of work.

7.0 MANDATORY CRITERIA

The successful proponent must supply the following information within two weeks of award of contract:

7.1 The City of Kamloops Contractors Coordination Program requires that before a contractor can be hired to do work for the City of Kamloops, the following information must be on file:

- A copy of your current WorkSafeBC Clearance Letter.
- A copy of your current City of Kamloops business licence.
- A copy of your insurance acceptable to the City of Kamloops.
- An up-to-date copy of your Occupational Health and Safety Program acceptable to the City of Kamloops.
- For companies with more than 20 employees the City will require a copy of the contractor's Occupational Health and Safety Program for review to ensure that it meets the criteria set by the WorkSafeBC Regulation 3.3. The manual must also contain safe work procedures regarding the type of work the contractor is being hired to do.

- For companies with less than 20 employees there must be proof that employees have been properly trained in the work they have been hired to do and evidence there is a commitment to safety by the contractor.

8.0 VENDOR SELECTION

8.1 <u>Selection Criteria</u>	<u>Point Value</u>
Quality of Submission	5
Project Understanding	10
Project Team	20
Company Experience	15
Methodology	25
Project Management	15
Fee	<u>10</u>
Total	100

9.0 CLOSING DATE

Proposals clearly marked P1-10, "Design and Tendering of Aberdeen Fire Hall", will be accepted up to and including 2:00 p.m. local time on 2010, January 21 at the Public Works Centre, Attention: Purchasing Division, 955 Concordia Way, Kamloops, BC, V2C 6V3. Proposals received after the closing time and date will be returned unopened.

J. Dickenson, CPPB
Purchasing Coordinator

JMD/

PROPOSAL NO. P1-10

DESIGN AND TENDERING OF ABERDEEN FIRE HALL

SCOPE OF WORK

Build Specification

Main Floor

Three bays double deep, with garage doors at both ends.

Consider recessed man door etc...from living quarters to bay. This allows for space at the side of the trucks.

On Bay end wall furthest away from pole drop, THARR training platform. This should be of metal open grate construction 3ft wide x 10ft in length, at a height of 8 ft above ground. Accessed by a metal ladder permanently anchored to wall. Platform should have ability to be folded away when not in use. Above platform on outer leading edge a metal beam for anchor points & suspending rescuers.

Bays require acoustic Q-Deck treatment.

Light over Map to remain on 24/7

Recessed area near maps to hold, radios, phone, and printer. Cat 6 data lines will be required.

Three large skylights for natural lighting.

Floor drains, trench style located inside the building running parallel to the garage doors.

Fire-pole to daylight in middle of bay.

Direct access to Captain's Office

Direct access to hose tower.

The main floor should also have the following rooms;

- Captains Office
- Training Room
- Fitness Room

- Handicapped Restroom
- Mop room
- Utility room, access off apparatus floor only
- Apron in the front of the building to be concrete.
- Gear room with “Gear Grid” racking , gear room shall have separate HVAC system, access off apparatus floor only
- Laundry, hose and BA storage area, access off apparatus floor only

Building is to be engineered as a “*post disaster building*” as defined by the BC Building Code.

Second Floor

The second floor should have the following rooms;

- Lounge, Kitchen, Dining and sitting area
- Access to patio, plumbed of Natural Gas BBQ hook-up, Patio to be covered with 2X2 concrete patio slabs to double as roof training area.
- Men’s Shower and washrooms
- Women’s shower and washroom
- Five dorm rooms (door less) with four full-size lockers (2’X2’X2’) and one locker with two doors spit into two lockers
- Central stairwell, atrium
- Mop room with floor sink and drain
- Fire pole, open design, good relationship with stairwell and dropping into the centre of the bays. Pole to be prominently displayed.

Man Doors

Door locks and passage set are to be “Schlage” on all man doors, outside and office door to be keyed passage sets, all are to have lever handles, city to re-key upon project completion.

Steel entry, mechanical and electrical room doors will have tack welds every eight (8”) inches. Panic hardware on main door will be Van Duperen. Main door and Office door to have windows with georgian wire glass. Doors to the electrical and mechanical rooms will require LCN Closures.

ALL exterior doors to be equipped with a Chubb keyless entry system.

Interior doors that are not metal are to be solid core birch doors or commercial glass interior doors.

Bay Door and Motors

Truck bay doors to be 14' high, by 14' wide insulated commercial doors, red in colour (colour to be selected by KFR) with 2 bands of glass (full view aluminum. Motors will be 208v three phase, mounded on the side (jack shaft), a minimum of a 4 feet of high lift hardware is required for each door. All three (3) doors to have a "miller edge", three inch continuous angle mounded hardware, springs to be 50,000 cycle springs.

HVACs and / in floor Heat

HVACs air handling system sized & ducted for building, including all living spaces, office space, restroom and mechanical rooms and apparatus bay floors. Only Keep Rite or Lennox units are acceptable.

Building is required to be DDC and only "Reliable Controls" will be accepted.

In floor heat is to have three (3) inches of Styrofoam insulation under floor slab of apparatus bay and living areas.

Boiler is to be a high efficiency Olsen, sized appropriately for heating area. Alternative would be geothermal in floor heat.

Basement

A basement under the living quarters is to have secondary access through the bottom of the hose tower. Communications, mechanical and electrical rooms should be in the basement, the rest of the area to be used for storage. A separate room to house backup dispatch equipment is also required.

Exhaust System

Exhaust system to be Nederman, four bays with top discharge exhaust and two bays with side discharge exhaust.

Captain's Office

Access to Station entrance and apparatus bays and living quarters.

Counter / conduit for radio equipment

Window to bays [inside], window to front of Station [outside]

Computer desk

Door openers for all bay doors

Training Room

Windows to outside

Exterior doors to outdoor patio

Located at front of Station

Counter and cupboards for catering / coffee etc...[sink, bar fridge]

Wall for whiteboards

Storage cupboard [for chairs tables etc...]

Skylights if design permits

Fitness Room

Large, min 18' x 40'

Double doors [fire exit] to outdoors. Allow for indoor outdoor fitness and training

Good proximity to tower

Lots of windows, some openers, long wall to have windows at top of wall to allow for use of wall on the interior and privacy from the outside

Windows on inside, possibly open to Staff Entrance

Counter, sink, cupboards, bar fridge for drinking water etc..

Close to stairwell,

Open ceiling. To allow for equipment etc... to hang from bottom of floor joists

Proper gym flooring [weight training etc...]

Utility Room

Cleanup counters and sink. Counter to have "Marine Edge"

Large Stainless [or simm] counter, backsplash and sink with hand shower and faucet to allow for decon and cleanup etc...

Floor drain

Integrate mop closet etc

Some storage space

Motion sensor lighting

Turnout Room

Low UV

Motion sensor lighting

Floor drain

Separate ventilation for this room

Wall mounted Gear dryer [like existing KFR]

Ready Rack gear storage

Space for 24 sets of gear

Laundry / Equipment Room

Plumbing/venting for commercial washer, residential Washer and dryer

Scott SCBA fill station

Space for *ready rack* hose storage etc...

Floor drain

Generator room

Located on the opposite side of bays from above spaces

Consider locating SCBA compressor in this area....consider exhaust and breathing air intake

Lounge

Open Kitchen, Dining and Sitting room

Commercial range, fridge/freezer.

Large island with platoon cupboards underneath

Stainless steel counters

Access to patio with Natural Gas connection and hose bib. To match Hose tower style of Railings

Electrical

Three phase power to be supplied to the building. All panels to be either Cuttler Hammer or Square D. Panel to be sized to have 25% of the available breaker spaces free when project is completed. No wire to be smaller than #12 for any plug or light circuits.

- If low voltage switching is used must be "Douglas"
- All wire in conduits is to be stranded
- Alarm panel to be Edwards addressable
- Exit signs to be energy efficient LED
- Emergency lights will be no more than a 50% rated load capacity.
- **Wiring**
- Two (2) 110v/20amp cord reels to be located between the bays, each reel will have a minimum of 16 metres of wire (location to be determined by KFR).
- Plug required near staff parking for block heaters.

Exterior

- Protected location for Dumpster
- Protected/concealed location for standby generator...if not located inside.
- Hose connection on front. Rear, side of living quarters.
- Protective edge on fascia for ladders drills, area near patio only.

Tower

- Double doors to access tower to provide suitable training.
- Min 136' of space for Fire fit race course. Must start at the bottom of the stairs and extend outside.
- Stairs and landing to be of metal grate material.
- Inside and outside anchors for THARR. Use Steel beams as anchors vs. Typical.
- Open treads removable floor sections on top 2 landings to suit Confined space rescue and THARR.
- Removable railing sections on inside and outside to allow for THARR.
- All exterior windows to open by sliding sideways in runners to alleviate any issues with weather i.e. wind conditions.
- One window (preferably top floor or floor below) to have the ability to open either just upper portion or floor to ceiling so you can walk out at floor level with appropriate safety equipment in place.
- 45 degree metal beam at above head height on each landing of stair's to serve as anchor points for deviation in THARR.
- Open space, full height of tower to serve both hose drying and THARR. This should be served by a walkway to at least three sides (four would be ideal).
- On exterior allow an opening at height for abseiling with no obstacles to negotiate below and surface to be smooth block face, colour to match rest of fire hall.
- High visibility pullout tape to be anchored into wall at appropriate hazard zones.
- External metal landing 8 ft wide to run along one complete side and around one corner to half the next side of tower. This should be engineered to accommodate THARR.
- Tower should have adequate heating to aid hose drying in winter months.

Misc thoughts.....

Sky lights

Night lights in walls, stairwell to activate with hall tones.

Flag pole – angled, wall mount

Arched bay doors with names above “Engine Seven” etc..

Water fountain

Stainless corner beads for any interior walls which are not Cinder Block.

Interior windows and glass doors for natural lighting.

Printer by the map board

2 -1 ½” standpipes one on each end of the bays

Power reels for shore power to be suspended on retractable coord reels

Hose reels for washing apparatus....one- front. one –back

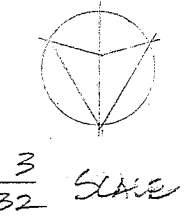
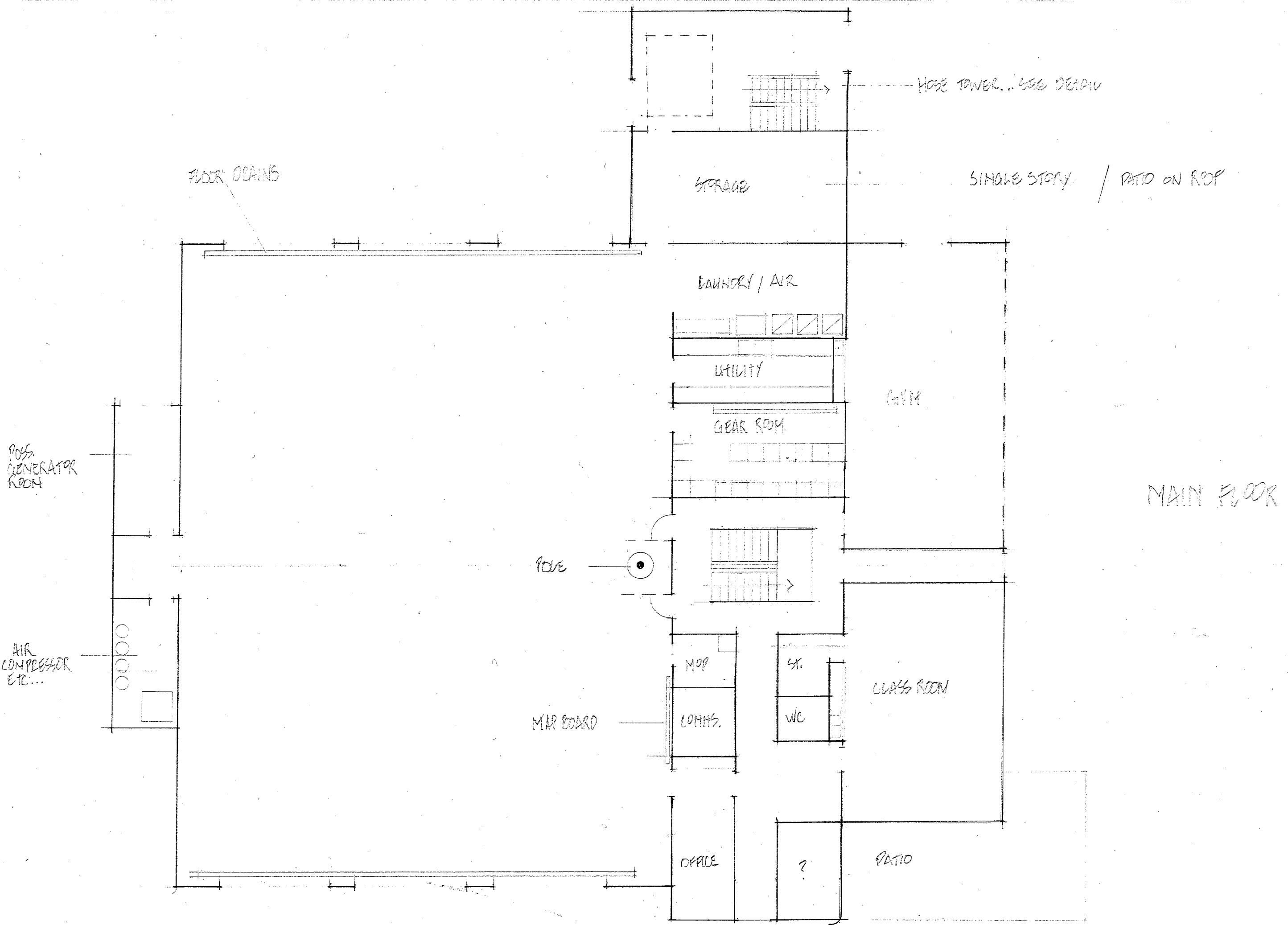
Hose bib in both shower rooms

Night lights with Tones/ calls

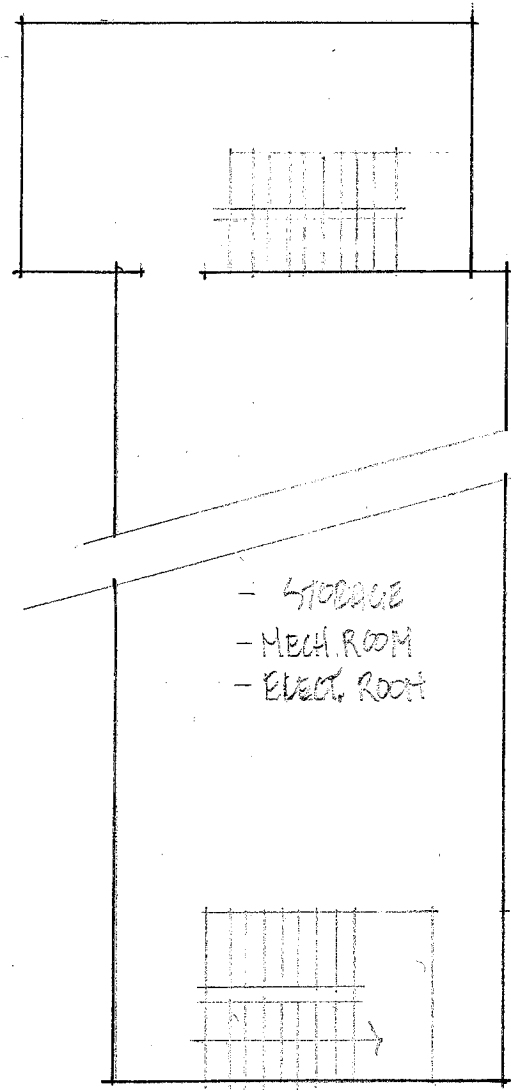
Panic button in kitchen to turn off appropriate kitchen appliances.

Water proof fiber board in mop rooms and bay floor to protect drywall

Motion sensor lights where practical, storage rooms, hallways etc.



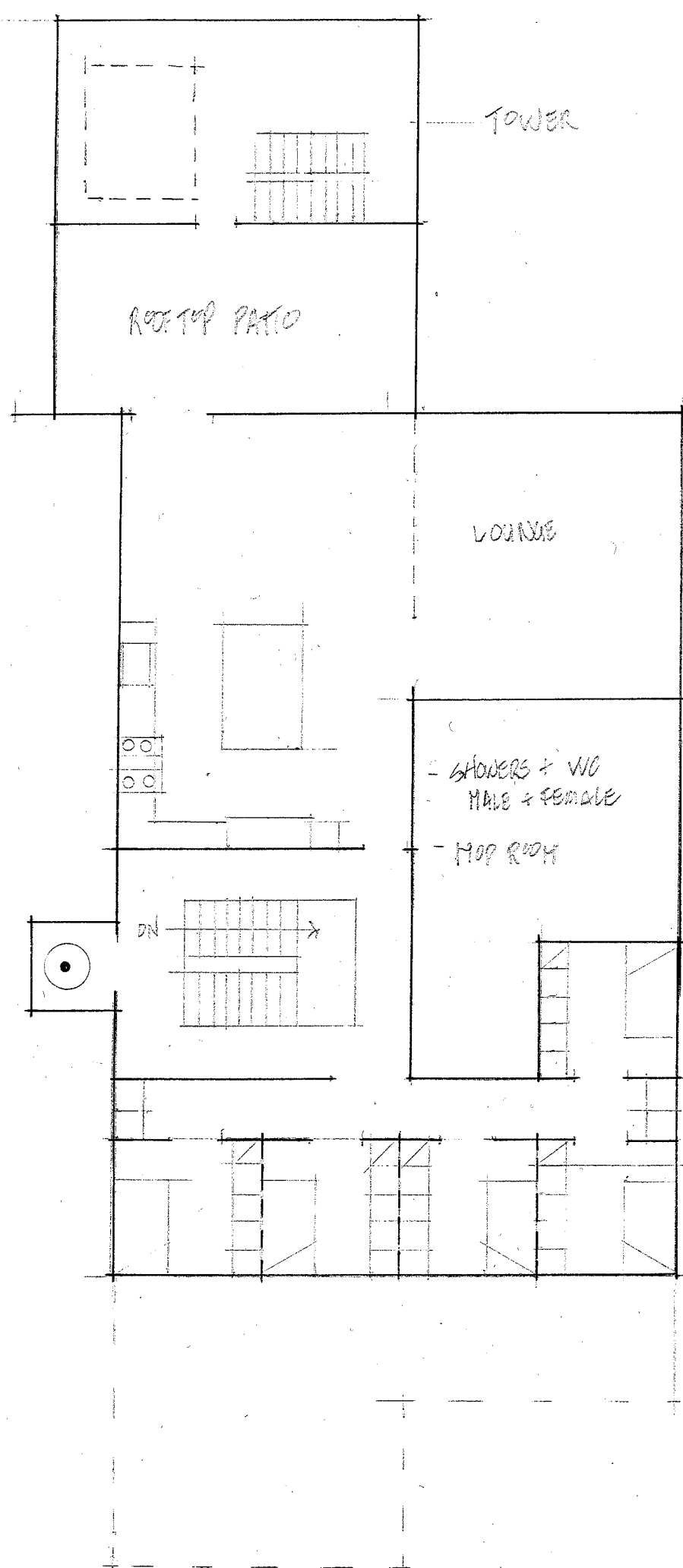
$\frac{3}{32}$ SCALE



- STORAGE
- MECH. ROOM
- ELECT. ROOM

CONDUIT TO RADIO/COMMS ROOM

BASEMENT



TOWER

ROOF TOP PATIO

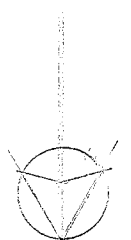
LOUNGE

- SHOWERS + WC
- MALE + FEMALE
- MOP ROOM

DN

PARTITION WALLS ... FLUSH WITH TOP OF DOUBLE WINDOWS IN EA. ROOM

SECOND FLOOR

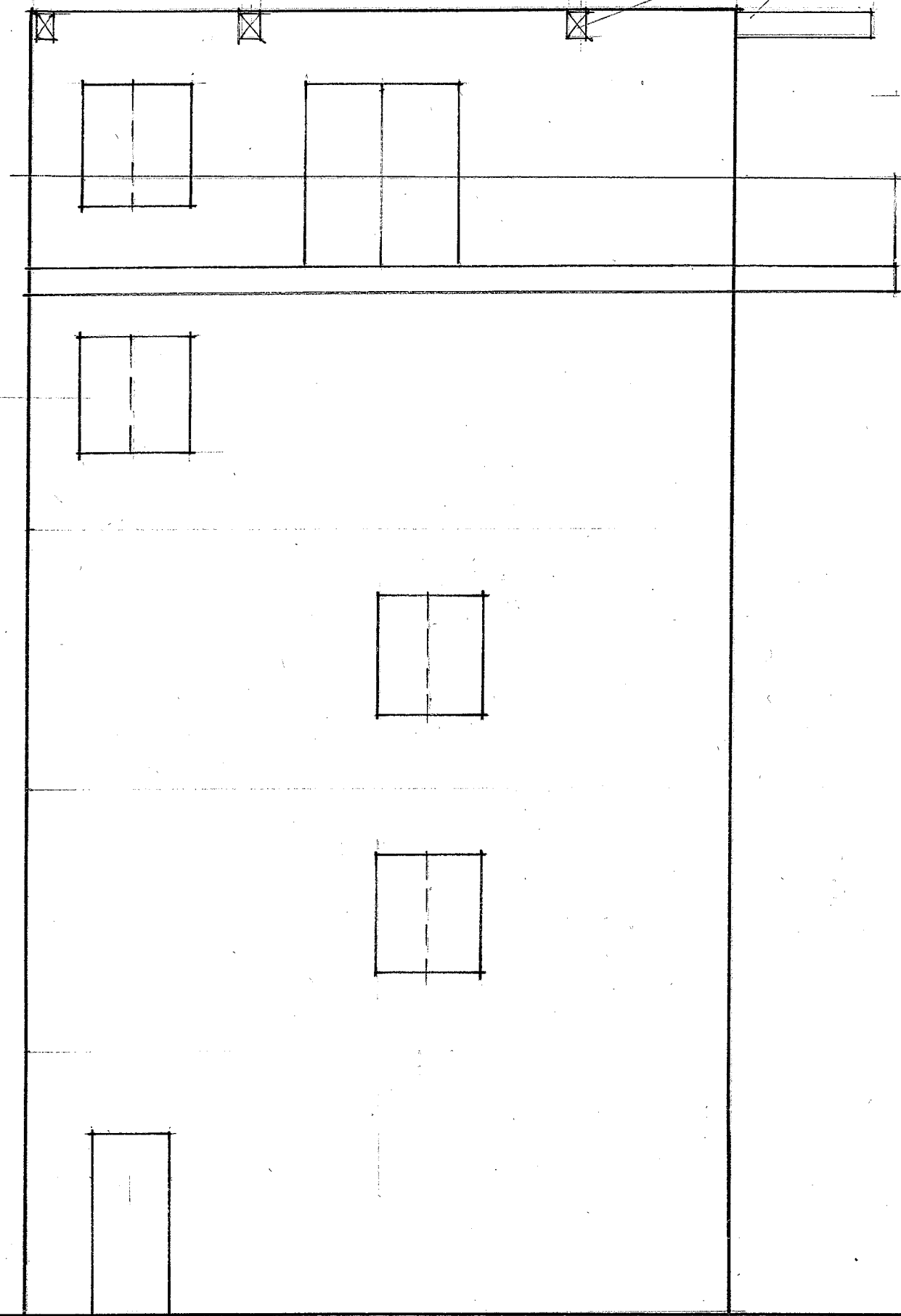


$\frac{3}{32}$ SCALE

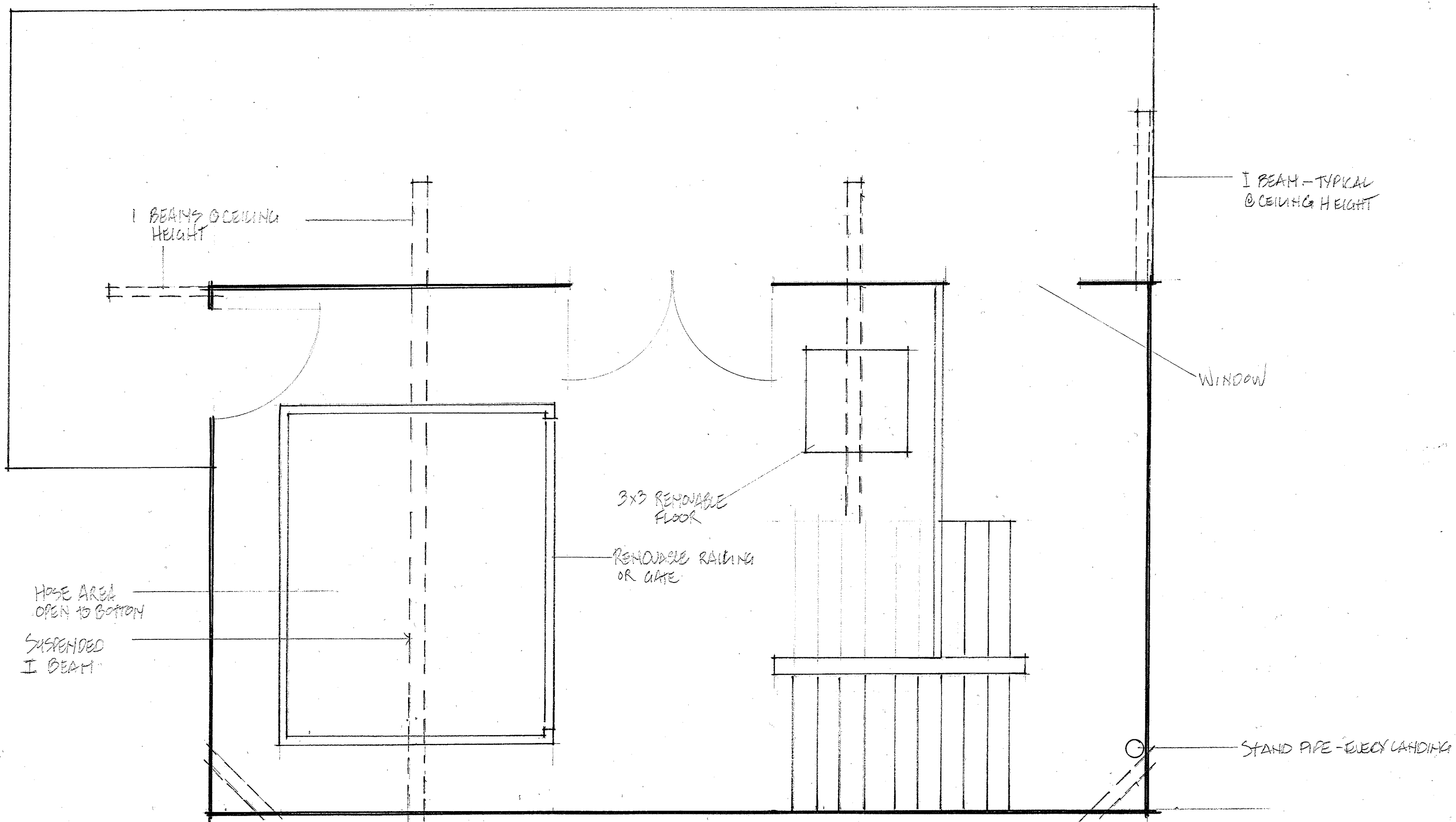
CONSIDER
RADIO ANTENNA?

I BEAMS - TO BE USED AS ANCHORS

* MIN. WINDOW
DIMENSION



MOSE TOWER - SOUTH ELEVATION



HOSE TOWER DIAGRAM - TOP FLOOR