

Village of Gold River



Request for Proposal

Village Square Tree Removal Project RFP No. 01-20

Date Issued: June 5, 2020

***Closing Date
& Time:*** June 20, 2020
4:30 pm (PST)

Submit Proposal to: Village of Gold River
Maxine McLean, Director of Finance

By mail: PO Box 610
Gold River, BC, V0P-1G0

By Courier or Hand Delivery
499 Muchalat Drive
Gold River, BC, V0P-1G0

By Email: grmmclean@cablerocket.com

By Fax: 250-283-7500



Village of Gold River Village Tree Removal Project RFP No. 01-20

Section 1 Introduction

The Village of Gold River and the Economic Development Committee are in the process of revitalizing the narrow strip of land between the Muchalat Place town houses and the Village Plaza parking lot in the center of town. The strip of land currently contains large trees with some needing to be removed to proceed with the revitalization project. The Village is accepting proposals from qualified contractors for the removal of 24 large trees located on the narrow strip of land.

Section 2 Project Description

Village Tree Removal

- Fall and remove 24 large trees in a safe and non-destructive manner
- Delimb & buck trees into useable firewood rounds
- Firewood to be left onsite for 2-3 days to allow local residents an opportunity to gather
- Chip Branches and debris
- General clean up of area

The Village welcomes any changes to this proposal that may reduce the cost of the project without hindering safety.

Section 3 Conditions & Constraints

3.1 The Village of Gold River invites Proposals for the provision of the **Village Tree Removal** project. The Village intends to award to the proponent(s) who submit a proposal which, in the sole opinion of the Village, represents the best value to the Village for what it wishes to accomplish.

3.2 This is a request for proposals only and is not a call for tenders. No contractual relationship between the Village and any potential proponent shall arise from the submission of any offer. Except as expressly and specifically permitted in these instructions, no proponent submitting an offer shall have any claim for any compensation of any kind whatsoever, as a result of participating in the request for proposal and by submitting a proposal each proponent submitting a proposal shall be deemed to have agreed that it has no claim. All Proposals shall be prepared and submitted at the expense of the Proponent.

3.3 If any director, officer or employee agent or other representative of a Proponent makes any representation or solicitation to any Councillor, officer or employee of the Village of Gold River with respect to the proposal, whether before or after the submission of the proposal, the Village shall be entitled to reject or not accept the proposal.

3.4 Acceptance of any proposal resulting from this request for proposals may be subject to Village of Gold River Council approval and/or budgetary considerations.



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3.5 Under no circumstances may the services or any part thereof be subcontracted, transferred, or assigned to another firm, person, or company without the prior written authorization of the Village of Gold River.

3.6 The attached Schedule “A” (not to scale) is representative of the area of proposed works. Proponents are responsible to examine the place of work prior to submission. By submitting a quotation, the Proponent represents that they have examined the place of work.

3.7 The Village of Gold River standard purchase order terms and conditions shall apply.

3.8 Proposals in envelopes, by courier or hand delivery, or electronically submitted marked “**RPF- No.01-20 Village Tree Removal Project**” will be accepted by the Village before the Date and Time and at the location stated on the cover page. The Village will not accept responsibility for the timely receipt of, or adequacy of any electronic transmissions, and late receipt of Proposals via email or Fax machine will be cause for rejection of a Proposal.

Proposals withdrawn may be replaced by alternative proposals within the submission deadline providing an alternative proposal is delivered to the Village prior to the submission deadlines.

3.9 The Village is subject to the provisions of the Freedom of Information and Protection of Privacy Act. As a result, while Section 21 of the Act does offer some protection for third party business interests, the Village cannot guarantee that any information provided to the Village can be held in confidence. All proposal submissions become the property of the Village.

Section 4 Proposal Submission Requirements

The Village may elect to enter into negotiations with the Proponent or with any other Proponents concurrently. In no event will the Village be required to offer any modified terms to any Proponent prior to entering into an agreement (Purchase Order), and the Village will not be liable to any Proponent as a result of such negotiations.

Upon the selection of a successful Proponent the Village retains the right to request modifications which may result in a lower or higher price and no Proponent responding to this request shall have any right whatsoever to dispute or challenge the Village’s right to conclude a purchase with the selected Proponent at a different price than provided in the their offer.

Evaluation of Proposals

Proposals will be evaluated on the basis of the overall best value and suitability to the Village based on quality, performance, costs and any other criteria set out herein including, but not limited to:

- The Proponent’s ability to meet requirements, qualifications and competencies set out herein;
- The Proponent’s ability to deliver the requirements when and where required;
- Financial offer including, but not limited to price,



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- The Proponent's business and technical reputation and capabilities; experience and where applicable, the experience of its personnel; financial stability; track record and references of current and former customers;
- Equipment quality, performance, reliability, safety, configuration, age, and condition;
- Environmental responsibility demonstrated by the Proponent;
- Quality of submission; and
- Any other criteria set out in the RFP or otherwise reasonably considered relevant.



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4.1 Signatures Proposals should be signed by an authorized representative of the Proponents.

~~ Proposal Price Details~~

4.2 Proposal Price for Project

Lump Sum Price \$ _____

PST @ 7% \$ _____

GST @ 5% \$ _____

Total Proposal Price \$ _____

Proposal Submission from:

Company Name

Address

Province

Postal Code

Phone Number

Fax Number

Contact email

Authorized Signatory

Print Name & Title

Dated this _____ day of _____, 2020

Schedule "A" - Tree Removal

Ⓣ Tree to be removed

