

THE CORPORATION OF THE
MUNICIPALITY OF BROCKTON



REQUEST FOR PROPOSAL
MUNICIPALITY OF BROCKTON

DESIGN & BUILD SOCCER FIELD DRAINAGE



Municipality of Brockton

May 30, 2019

REQUEST FOR PROPOSALS

MUNICIPALITY OF BROCKTON

Proposals will be received until **12:00 p.m. on Thursday, June 27, 2019**, at the Municipality of Brockton office for the design and build of soccer field drainage at Brockton's Bruce Power Regional Soccer Facility Park, Larson and Shaw Field #1 at 50 Eastridge Ridge Road, Walkerton, ON.

**Municipality of Brockton
100 Scott Street
PO Box 68
Walkerton, ON
N0G 2V0**

Should you require any further information, please contact the undersigned.

Mike Murphy
Interim Director of Parks &
Recreation
Municipality of Brockton
Phone 519-881-2223 Ext 300
mmurphy@brockton.ca

BACKGROUND INFORMATION

The Brockton's Bruce Power Regional Soccer Facility Park was designed with a crown pitch to allow for drainage. In order to extend the playing time and turf quality the field requires a drainage system. The field has an irrigation system in place.

PURPOSE

The purpose of the Request for Proposal is to initiate the process for firms to submit a "Proposal" which clearly identifies the firm's ability through its resources i.e. professional services and equipment, to perform the duties necessary to complete the works as described herein.

PROJECT REQUIREMENTS

1. Design and build soccer field drainage for Larson and Shaw Field #1.
2. Restore the field turf.

SITE EXAMINATION

The contractor shall visit the site of the Work before submitting the Proposal. The Contractor shall make his own estimate of the facilities and difficulties that may be encountered. The Contractor shall not claim at any time after submission of its Proposal that there was any misunderstanding of the terms and conditions of this proposal related to site conditions.

PROJECT START DATE

The field will be available **August 12, 2019**.

PROPOSAL OUTLINE

Proposals shall be prepared in reference to the project requirements. The preparation of the proposal shall be the sole responsibility of the contractor and all costs arising from the preparation shall be borne by the contractor.

The Proposal submitted must include, but is not limited to the following:

1. An outline of the work to be performed and how it will be carried out.
2. An outline of the time line of work including when play on the field will be able to resume.
3. The names, qualifications and experience of the personnel assigned to the project.

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4. The proposal will include the separate prices for components of the work but not limited to the following:
 - Price per square metre to remove excess soil from the site.
 - Price per linear metre of type and size of drainage pipe
 5. All pricing shall be non-inclusive of any taxes.

SAFETY

1. Prior to the commencement of the work, the Contractor shall notify the office of the Ministry of Labor in writing and shall provide a copy of the Notice to the Municipality of Brockton.
2. The Contractor will be responsible to take all necessary steps to protect personnel (workers, visitors, general public, etc.) and property, from any harm during the course of the Contract. All work procedures and equipment shall be in accordance with the Contractor's and legislated standards.
3. Only competent personnel will be permitted on-site. The Contractor and/or the municipality will determine who is competent, and will cause to remove from the site any persons not observing or complying with safety requirements. The Contractor shall supply competent personnel to implement their safety program and ensure that the Contractor's standards, and those of the Occupational Health and Safety Act, are being complied with.
4. The Municipality of Brockton will monitor daily to ensure that safety requirements are met. Continued disregard for safety standards can cause the Contract to be cancelled and the Contractor removed from the site.
5. The Contractor shall report to the Parks and Recreation Director or their designee and jurisdictional authorities, any accident or incident involving Contractor, Municipality or public personnel and/or property, arising from the Contractor's execution of the work.
6. The Contractor shall be responsible for the safety of subcontractors, and hold a Subcontractor equally responsible for safe work performance.
7. If the Contractor is responsible for delay in the progress of the work due to an infraction of legislated or Contractor Health and Safety requirements, the

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Contractor will, without additional cost to the municipality work such overtime not to delay in the final completion of the work or any operations thereof.

8. The Contractor must comply with the latest edition of all Health and Safety Guidelines, Legislation, Directives and Policies in the Province of Ontario relating to this work.

All Contractors shall:

- i. Demonstrate establishment and maintenance of health and safety program with objectives and standards consistent with applicable legislation and with the Municipality of Brockton Health and Safety policies and requirements.
- ii. Submit a copy of past accident records and Worker's Compensation Board Number.
- iii. Include health and safety provisions in their management systems to reach and maintain a consistently high level of health and safety.
- iv. Ensure that workers in their employ are aware of hazardous substances that may be in their place of work and wear appropriate personal protective equipment as may be required.
- v. Upon request at any time from award to completion of the contract, submit proof of fulfillment of the above responsibilities.
- vi. Must comply with Workplace Safety Insurance Board (WSIB) premiums.

PROPOSAL DUE DATE

Proposals shall be accepted until **12:00 p.m. on Thursday, June 27, 2019 at the Municipality of Brockton Office.**

AWARD

The proposals will be reviewed and the award of the proposal will be based on practicality, concept and cost. Lowest proposal will not necessarily be accepted.

The successful bidder will be required to enter into an Agreement with the Municipality of Brockton within 7 days after being notified by the municipality of the acceptance of its Proposal.

Prior to signing the Agreement, the Contractor shall furnish the following certificates or affidavits:

1. The Contractor is in good standing with the Workplace Safety & Insurance Board.
2. The Contractor has General Liability and Property Damage Insurance coverage in the amount of five million dollars (\$5,000,000). The Policy shall be endorsed to provide the Corporation of the Municipality of Brockton and agents as additional insured parties.
3. The Contractor has Standard Automobile Insurance coverage providing third party limits of at least two million dollars (\$2,000,000) on all licensed vehicles used in the performance of services required for this Proposal.

**BRUCE POWER
REGIONAL
SOCCER PARK**



ATTACH THIS SHEET TO THE FRONT OF YOUR PROPOSAL
ENVELOPE/PACKAGE SUBMISSION

PROPOSAL
TO BE RETURNED TO:

THE CORPORATION OF THE MUNICIPALITY OF
BROCKTON
100 SCOTT STREET, **P.O. BOX 68**
WALKERTON, ON N0G 2V0

RFP 2019- Design & Build Soccer Field
Drainage Larson and Shaw Field # 1
MUNICIPALITY OF BROCKTON

Bidder's Name: _____

Address: _____

Date Stamp	
_____	_____
Time Received	Employee Signature

NOTE: This address label/sheet must be affixed to the front of your sealed tender envelope/package submission. The municipality will not be held responsible for envelopes or packages that are not labeled