



REQUEST TO TENDER

MUNICIPAL SOLAR HOTWATER UPGRADE

ABSTRACT

The Village of Alert Bay requests contractors to submit a tender based on the information in the documents provided.

Pete Nelson-Smith

ALERT BAY MUNICIPAL SOLAR HOTWATER UPGRADE

1. **LOCATION:**

Visitor's Center 118 Fir St; Volunteer Fire Department 359 Fir St; Community Hall, 185 Cedar St and Village Office 15 Maple Rd, Alert Bay BC

2. **ENQUIRES:**

Public Works Superintendent: Pete Nelson-Smith

3. **SCOPE OF WORK:**

To supply and install Solar Hot Water Pre-heat systems to 4 municipal buildings

- Install five (5) Solar Hot Water Pre-heat systems as specified in this package (or equivalent)
 - One (1) installation at 118 Fir St. (Alert Bay Visitor's Center)
 - One (1) installation at 359 Fir St (Alert Bay Fire Department)
 - Two (2) installations at 185 Cedar St (Alert Bay Community Hall)
 - One (1) installation at 15 Maple Rd (Alert Bay Municipal Hall)
- Tie into existing hot and cold water systems

4. **DEFINITIONS:**

a) Owner:

The Village of Alert Bay

b) The Contractor:

The party accepted by the Owner with whom a formal contract is entered to complete the work of this project.

c) the Work:

The Work includes the whole of the works, materials, matter and things to be done, furnished and performed by the Contractor under the contract.

d) Others

Others includes all contractors, parties, stakeholders, owners, engineers, or consultants who have been instructed by the Owner to perform work at the site in Alert Bay.

5. **COMMENCEMENT AND COMPLETION:**

a) Commencement immediately upon award of contract.

b) Completion by Dec 18, 2015

6. **MATERIALS**

All materials to be provided by the Contractor.

7. INSPECTION OF SITE

Please contact Pete Nelson-Smith at 250-974-7091 or PNelson-smith@alertbay.ca if you wish to view the project.

8. CONSTRUCTION WORK SCHEDULE

- a) Contractor must provide a comprehensive work schedule highlighting expected dates of completion for various stages and milestones.

9. SETTING OUT OF WORK

- a) The Contractor shall not enter or nor occupy with men, tools, equipment or material, any ground outside the property of the Owner without the written consent of the party owning such ground. Other contractors or employees may, for all necessary purpose, enter upon the work and premises used by the Contractor, and the Contractor shall conduct his work so as not to impede unnecessarily any work being done by Others on or adjacent to the site.

10. CONTRACTOR'S PERSONNEL

- a) The Contractor's representative on site shall be completely familiar with the method of work to be employed. Such personnel shall remain on site for the duration of the work as required by the Owner.

11. PERMITS, CERTIFICATE, LAWS AND ORDINANCES

- a) The Contractor shall, at his own expense, procure all permits, certificates and licenses required of him by law for the execution of his work under this contract. The Contractor shall comply with all Federal, Provincial or Municipal law, ordinances or rules and regulations relating to be performance of his work and in force during the duration of his contract.
- b) All disposable materials are to be disposed of in an environmentally acceptable manner.

12. RESPONSIBILIY TO PERSONNEL

The Contractor shall have full responsibility for the board, lodging and transportation of his personnel and subcontractors. The cost for this shall be incorporated into his unit prices. He shall comply with all labour requirements, Labour Canada regulations, WorkSafe BC regulations and general working conditions in the area.

13. DRAWINGS:

The following documents shall be considered part of this contract. These documents are to be only used as a reference; the Contractor is to confirm all dimensions, elevations and locations.

1. Enerworks Focus Pre-Heat Appliance

14. SITE SECURITY

The Contractor is responsible for all materials and equipment. The Contractor is responsible for the repair and replacement of stolen or damaged items.

15. CODES AND STANDARDS

- a) Where specific codes and standards are not dated, work shall conform to the latest issue of the specified standards, as revised and amended at the date of receipt of the tender.
- b) Perform work in accordance with the BC Electrical Code, BC Plumbing Code, WorkSafe BC and any other code of provincial or local application provided. In any case of conflict or discrepancy, the most stringent requirement shall apply.
- c) Meet or exceed requirements of specified standards, codes, WorkSafeBC requirements, and referenced documents.

16. SITE WORK

- a) All work shall meet or exceed all requirements set in the plans and specifications.
- b) Contractor to keep disruption of the work area to a minimum.

17. TERMS OF PAYMENT

- a) The quantities stated in the Tender and Acceptance are given for the purpose of providing a basis for a comparison. Payment will be made only on the authorized quantities listed in this Contract or authorized by the Owner. No guarantee is given that actual quantities will conform to the quantities shown. The work may be terminated or extended at the discretion of the Owner.
- b) Payment under this Contract will be made after final inspection and acceptance of the completed works. Payment will be made based upon the prices as listed in the Tender and Acceptance Form.
- c) At the completion of the work, the Contractor will submit an invoice, on an approved form, for all the work satisfactorily completed and for all materials purchased and it will be reviewed by the Owner prior to processing for payment.

18. LUMP SUM PAYMENT

- a) Payment will be made on the basis of percentage of lump sum work completed as determined by Owner.

19. UNIT PRICES

- a) Payments will be made for extra work **only** if authorized by the Owner.

20. LOST TIME

- a) No measurement will be made of the time spent in repairing or maintaining equipment or for lost time expended due to the acts, omissions or inadequacies of the Contractor's personnel or equipment.

21. TAXES

- a) Pay all provincial and municipal taxes levied by law.

22. DESCRIPTION OF ITEMS

- a) Mobilization, Demobilization, Clean up.
This item shall be lump sum and will include all materials and labour to mobilize and demobilize to the site, and clean up the site and dispose of any materials after the work is complete.
- b) Materials.
The work shall include the cost to purchase and supply all materials required to complete the work including hardware, and all misc. materials it requires to complete the work as specified.

23. CO-OPERATION WITH OWNER

- a) The site shall be left in a safe condition at the end of each working day.
- b) The Contractor shall give the Owner a minimum of Seven (7) days written notice before any work commences including the exact day that work will commence. Works must continue consecutive days once starting (including Sat & Sun). Any costs incurred by the Owner as a result of delays in the works once scheduled will be paid for by the Contractor.

24. INSURANCE AND WORKSAFEBC COVERAGE.

- a) Contractor is to provide proof of insurance before commencing the works.
- b) All work to be performed within WorkSafe BC guidelines.

25. STORAGE OF EQUIPMENT.

- a) Store equipment and materials for the work in accordance with applicable safety and fire regulations.
- b) Provide safe storage for all materials and equipment.
- c) Do not unreasonably encumber site with materials or equipment. Move stored products or equipment that interfere with operation of the Owners or others.

26. ORDER OF CLAUSES.

- a) The order of clauses in these contract documents are for clarity of components and do not represent the actual order in which the work is to be performed unless specified otherwise.

27. TENDER SUBMISSION

Tenders will be accepted until 4:00pm Friday Oct 23, 2015 at the Village of Alert Bay Office, located at

15 Maple Road Bag Service 2800
Alert Bay, BC V0N1A0

Phone: 250-974-5213

Fax: 250-974-5470

Email Submission to: pnelson-smith@alertbay.ca

Quotations may be faxed, mailed or emailed. Please note that the Village will not be held responsible for transmission problems or other errors that could occur. Emails should be titled "Solar Hot Water Upgrade - 2015"

28. TENDER EVALUATION

Thank you for submitting your tender

1. A qualified tender is one, which meets both the specifications as outlined in the enclosed specification section of the proposal document, as well as the Conditions contained in the Tender. A qualified tender must also meet cost expectations of the Village for this particular project.
2. The Village reserves the right to accept any or all tenders or parts of tenders and to waive any informalities, irregularities or technicalities. The Village also reserves the right to award the contract for such goods and services as the Village deems will best serve its interest.
3. A tender which is not qualified is one which does not meet the specifications and/or conditions and/or exceeds the cost expectations and/or do not conform to specification, and/or do not meet the conditions. The Village reserves the right to reject any or all quotations and seek alternative solution of its choosing.
4. The Village will decide whether a quotation is qualified by evaluating it based on the specifications and price, and may opt to have the quotations examined by qualified individuals to ensure quality and conformity to the specifications. The Purchasing Department will examine all quotations and recommend which, if any, is in the Village's best interest.
5. The Village recognizes that "BEST VALUE" is the essential part of purchasing a product and/or service and therefore the Village may prefer a quotation with a higher quotation price, if it offers greater value and better serves the Village's interests, as determined by the Village, over a quotation with a low price.

NOTE: BEST VALUE IS THE VALUE PLACED ON SERVICE, QUALITY, PAST PERFORMANCE AND PRICE.

6. The Village reserves the right to negotiate with the preferred bidder or any bidder

on any details—including changes to specifications and price. If specifications require significant modification, all bidders shall have the opportunity to adjust their quotations or re-quote altogether, as determined by the Department.

7. The Village reserves the right to cancel this tender at any time. The Village also reserves the right to reject quotations from bidders who are unable to provide evidence that they are capable of providing the necessary labour, skills materials, and equipment to perform the work. Evidence of such competency and experience must be provided by the contractor upon request. The Village further reserves the right to cancel any agreement with the contractor with 30 days written notice.
8. All goods, equipment, supplies, labour and workmanship associated with this tender must conform to all necessary standards for use in Canada and the Province of British Columbia such as CSA, UCL, ETL WCB, Canadian Weights and Measures, Canadian Electrical Codes and Occupational health and Safety Standards.
9. All Chemical shipments, if any, must include MSDS sheets
10. The Village will not be responsible for the costs of preparing proposals.
11. The successful proponent will be authorized to proceed only upon approval for the Village.
12. All quoted prices shall include delivery F.O.B. Alert Bay Public Works Yard or other destination point as specified by the Village and the successful bidder, here named the "Contractor", shall bear all risk of loss or damage.
13. The contractor will guarantee that its quotation will meet the needs of the Village. The Contractor will also guarantee that any goods supplies and/ or services rendered shall be correct. If the goods supplied and/or services rendered by the contractor are in any way incorrect or unsuitable, all correction costs shall be borne solely by the Contractor.

APPENDIX 1

VILLAGE OF ALERT BAY

SCHEDULE OF QUANTITIES AND LUMP SUM COSTS - WELL

AREA	DESCRIPTION	QUANTITY	LUMP SUM
1	Price per unit		
2	Installation 118 Fir St (Visitor's Center)		
3	Installation 359 Fir St (Fire Department)		
4	Installations 185 Cedar St (Community Hall)		
5	Installation 15 Maple Rd (Village Office)		
6			
7			
8			

**Cost of disposal to be covered by the Village of Alert Bay
(All prices and *Quotations* including the *Contract Price* shall include all *Taxes*)

PROPOSAL PRICE.....

PST.....

GST.....

TOTAL.....

APPENDIX 2
VILLAGE OF ALERT
BAY

CHARGEOUT
RATES

(to be used in the event of any additions or deletions to the *WORK*)

Description of Item	Unit measurement	Rate

(attach Company labour and equipment charge out rate sheet)

APPENDIX 3

VILLAGE OF ALERT BAY

PRELIMINARY CONSTRUCTION SCHEDULE

INDICATE SCHEDULE WITH BAR CHART WITH MAJOR ITEMS DESCRIPTIONS AND TIME

MILESTONE DATES

[illegible]

THE SPECTRUM PRE-HEAT APPLIANCE

A pre-assembled, reliable, compact unit for residential or lite commercial use

A – Solar Collectors

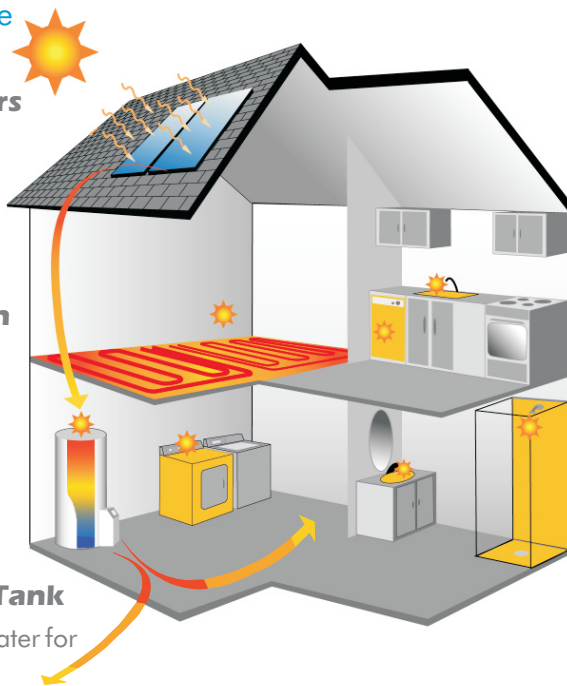
Absorbs 94% of the sun's energy

B – Energy Station

Transfers the solar thermal energy from the collector(s) to the cold water (MAINS).

C – Solar Storage Tank

Stores solar heated water for household use



FEATURES AND HIGHLIGHTS

• Energy savings

- Cut water-heating energy requirements by 50% for northern and 80% for southern climates
- Reduce the impact of rising energy prices

• Designed for all climates

- Patented overheat protection
- Heat transfer fluid provides freeze and corrosion protection

• Reliable

- Patented Passive Anti-Fouling Protection ensures long-term performance and assured operation
- Expected lifespan of over 25 years.



Sizing system for Cool Climate (above 37° N**)

People in the Home	System Size	Solar Storage Tank Size
2-3	1 Collector	50-60 US gal
3-5	2 Collectors	80 US gal
5-7	3 Collectors	120 US gal
7-10	4 Collectors	

Sizing for Warm Climate (below 37° N**)

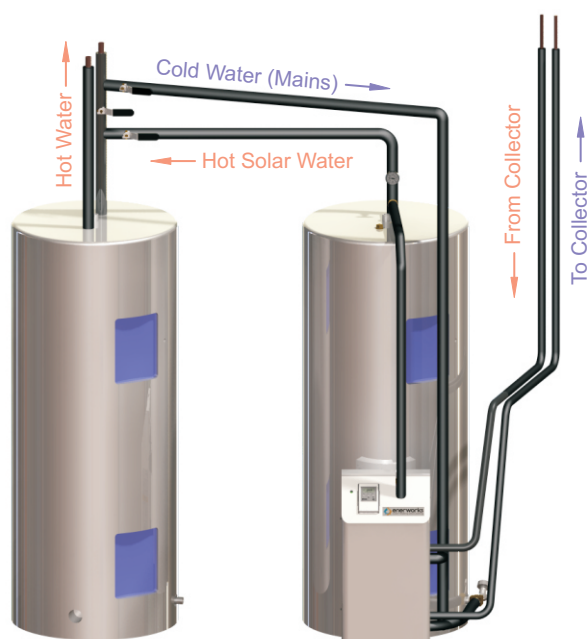
People in the Home	System Size	Solar Storage Tank Size
2-4	1 Collector	65-80 US gal
5-7	2 Collectors	120 US gal

Harness the sun's energy to heat your water—a clean, cost-effective solution!

**Guideline only, decision varies with climate, altitude and local conditions. For commercial applications, contact Enerworks. Assembled in Canada from domestic and imported components

TECHNICAL SPECIFICATIONS

HeatSafe Solar Collector	
Dimensions (W x H x D)	46.25" x 96.25" x 3.25" (1175mm x 2445mm x 83mm)
Weight	110 lbs. (50 kg)
Temperature Control	US Patented Stagnation Device
Absorber	Copper tube laser welded to aluminum sheet - absorptance 94%
Glazing	Low-iron, patterned, tempered glass
Mounting hardware	Roof, rack or wall mounted with proprietary brackets
Optional	Leaf-Guard for application where leaves and other debris could gather under collectors.
Energy Station	
Dimensions (W x H x D)	13" x 24" x 8" (320mm x 612mm x 210mm)
Weight	SWHX = 33 lbs. (15 kg) DWHX = 45 lbs. (20 kg)
Pump	115V/single phase/60Hz
Controller	Differential setpoint-type, digital
Heat Transfer Fluid	Tyfocor Type L
Expansion tank	Coated steel tank with internal bladder
Heat Exchanger	Brazed-plate stainless steel (Single and double wall)
Back Flow Valve	Patented Anti-Fouling Protection
Solar Storage Tank	
Type	Standard North American electric storage tank used as solar tank
Auxiliary Storage Tank	
Type	New or existing tank (electric, natural gas, propane, oil)
Bundled line-Set	
Type	Bundled copper, control wire and insulation.
Material	3/8" flexible copper/closed-cell insulation with UV and abrasion protective layer.
Length	50' and 75' (15.24m and 22.86m)

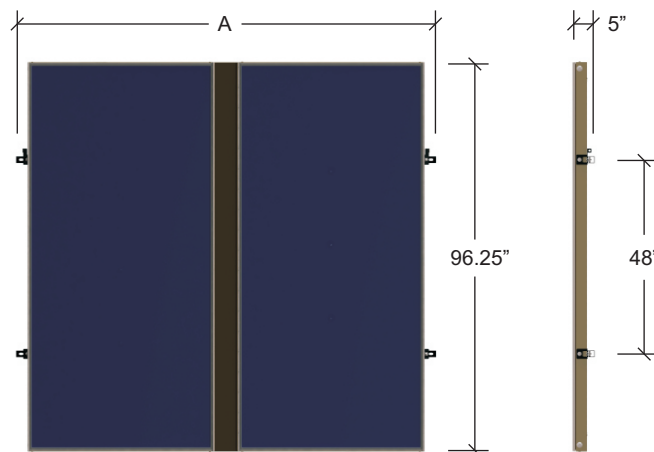


Spectrum Pre-Heat Appliance

PRODUCT DETAILS

HEATSAFE SOLAR COLLECTORS

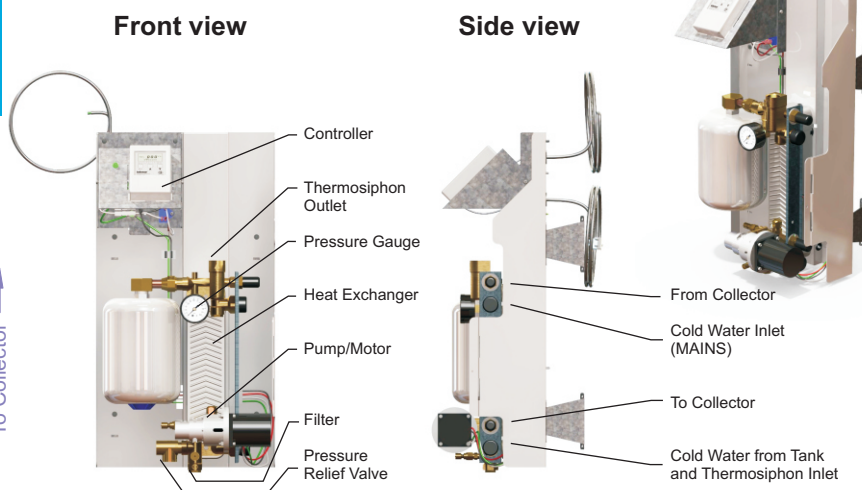
Two collectors shown. One, three and four collector appliance also available.



Collector bank dimensions				
Dimension	# of collectors			
	1	2	3	4
A	53.50" (with side flashing)	98.25"	150.25"	202.25"

ENERGY STATION

Single wall heat exchanger shown (cover removed).



COMPANY PROFILE

Enerworks Inc. is a leading North American manufacturer of solar thermal products. For more information about our products visit:

Solar Pool Heaters:

www.enersol.com

Residential Solar Hot Water Products:

www.simplysolarthermal.com

Commercial Solar Thermal Products:

www.enerworks.com/commercial

Solar Space and Water Heating:

www.solarthermal.com

Contact us:

www.enerworks.com/contact-us/

1-877-268-6502