



It's Only Natural!

Request for Proposal

Contractor for Implementing

Energy Efficiency and Accessibility: Legacy Building (Chamber of Commerce)

Purpose

The Village of Burns Lake is seeking a qualified contractor to complete various energy efficiency initiatives at the Legacy Building (Chamber of Commerce Building; 540 Highway 16) and to improve accessibility to the building.

The contractor shall provide all labour, materials, supervision, permits, and equipment necessary to perform the work required to ensure that the project is completed prior to February 15, 2010. The project will be completed in accordance to the direction provided by the Village of Burns Lake.

A pre-site visit must be scheduled between August 17th and August 21st. Please contact Stephanie Beerling at 250 692 7587 or village@burnslake.ca

Proposal Submission

Firms wishing to submit proposals should do so no later than **2:00 pm local time, August 31, 2009** by submitting two copies of the proposal and any accompanying documents indicating the firm's qualifications to the **Corporation of the Village of Burns Lake, #15 3rd Avenue, PO Box 570, Burns Lake, BC, V0J 1E0 ATTN: Natasha Letchford**

Work Required

- Energy Efficiency:
 - replace furnace with an [Air Source Heat Pump](#)
 - upgrade insulation to R-50 in the entire roof and ceiling area
 - seal and re-insulate ducts to meet R-50 levels
 - upgrade the insulation to R-50 in the walls of the Quonset section
 - replace rear doors with Energy Star rated doors with windows

- Accessibility
 - redo front entrance
 - install Energy Star rated doors with windows on west side of front entrance
 - remove existing exterior doors and replace with Energy Star windows
 - install automatic door openers on outside and inside doors for persons with disabilities
 - paint 'no parking' lines in front of front entrance ramp
 - paint 'handicap parking stall'
 - bathrooms
 - install motion activated taps
 - install motion activated soap dispenser on side wall
 - install motion activated hand dryers
 - replace door with a swing door (opens in both directions)
 - install handles on both sides of bathroom stall doors
 - make asphalt to back entrance flush with door
 - turn rear garbage can 180 degrees

Mandatory Site Visit

A pre-site visit must be scheduled between August 17th and August 21st. Please contact Natasha Letchford at 250 692 7587 or village@burnslake.ca

Evaluation Criteria

Submission Deadline:

2:00pm local time August 31, 2009

All submissions become the property of the Village of Burns Lake and will not be returned to the sender.

Proposals to be sent to:

*Village of Burns Lake
P.O. Box 570
Burns Lake, BC V0E 1E0
Attn: **Natasha Letchford***

Proposals will be evaluated with the following criteria:

- *Meeting the needs and criteria set out in the Request for Proposal*

- *Value for money*
- *Quality, detail, and clarity of proposal*
- *Candidate experience*

The Village of Burns Lake reserves the right to not award the contract if there are no suitable proposals. Once a contract has been awarded, the bidders' names and the total tender price will be available upon request. All submissions become the property of the Village of Burns Lake and are subject to the Freedom of Information and Privacy Legislation.

Except as expressly and specifically permitted in these Instructions to Proponents, no Proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in this RFP, and by submitting a proposal each proponent shall be deemed to have agreed that it has no claim.