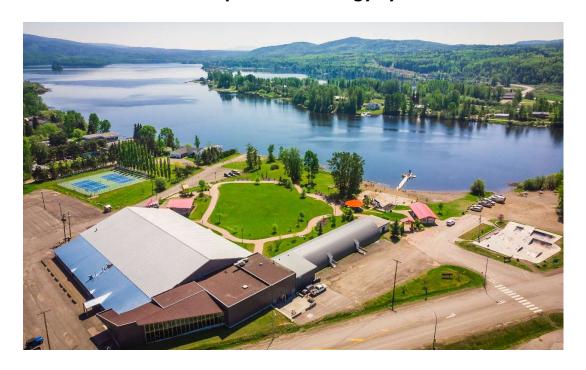


# Village of Burns Lake Request for Pricing # REC-2025-01 Lakeside Multiplex Solar Energy System 2025



Request Issued: May 29, 2025 Closing Date: 10:00am, June 12, 2025

Contact: Lewis Jones, Director of Recreation Services

Ijones@burnslake.ca Village of Burns Lake 15 3<sup>rd</sup> Avenue PO Box 570 Burns Lake, BC VOJ 1E0



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#### 1. Purpose

The Purpose of this Request for Pricing (RFP) is to seek a qualified contractor for the design, supply, and install of a solar energy system at the Lakeside Multiplex in accordance with The Village of Burns Lake municipal standards, and general good construction practice. The intent of this RFP is to identify interested and eligible contractors to provide pricing for some, or all of the works as outlined within appendix 2 – Schedule of Quantities and Prices.

#### 1.1. Site Overview

The Village of Burns Lake, a community of approximately 3,500 residents, is situated on the Yellowhead Highway (Highway 16) between Prince George and Smithers. The proposed works are located at 111 Flogum Drive, Burns Lake, BC, VOJ 1EO.

#### 2. Proposed Works

The scope of work for the Lakeside Multiplex Solar Energy System 2025 contract is expected to include the items listed in appendix 2 – Schedule of Quantities and Prices. Be advised, the Village of Burns Lake has a defined budget that must not be exceeded. As such, any item may be increased, decreased, or removed in its entirety at the discretion of the Village of Burns Lake.

This project includes the design, supply, and installation of a solar energy system for the Lakeside Multiplex. This project is meant to be a "net-metering" system tied into the existing BC Hydro Service that includes:

- 2.1. Solar Panels; (to supply up to 150,000 kW total power) to be installed on the roof of the Lakeside Multiplex roof as appropriate.
- 2.2. Inverter: 100 kW rated inverter to be supplied and installed where practical and appropriate.
- 2.3. All associated wiring, hardware, parts, supplies, tools & equipment to complete the installation.
- 2.4. All relevant and appropriate permits, engineering, and administration related to the installation of this system.



#### 3. Submission Requirements

Please submit the following Appendices (attached):

- Appendix 1 Proponent submission form
- Appendix 2 Schedule of Quantities and Prices
- Appendix 3 Preliminary Construction Schedule
- Appendix 4 Experience of Superintendent
- Appendix 5 Comparable Work Experience
- Appendix 6 Subcontractors (as applicable)

Please note that the above may be submitted in a different format; however, all required information must be included.

#### Submissions must be received by no later than 10:00am, June 12, 2025.

Please email your submission package to Lewis Jones, Director of Recreation Services (ljones@burnslake.ca).

#### 4. Evaluation Process

All participating proponents must submit the attached appendices or provide similar information. This RFP is not an agreement to purchase goods or services. The Village of Burns Lake will evaluate proposals received and may enter discussions and/or negotiations with one or more proponents, without such discussions in any way creating a binding contract. All participating proponents will be notified of the RFP outcome and provided further information as required.

The Village of Burns Lake has the sole authority regarding the decision to move forward with construction or cancel the process. The Village of Burns Lake is not obligated to accept any or all RFPs in whole or in part, which are submitted in response to this notice.

#### 4.1. Evaluation Criteria

Proposals will be evaluated based on the following:

- Cost competitiveness and clarity of budget (40%)
- Relevant experience and qualifications (20%)
- Proposed approach and understanding of the project (20%)
- o Past performance and client references (10%)
- Capacity to complete the work within the proposed timeline (10%)



#### 5. Role of the Village of Burns Lake

The Village of Burns Lake will administer the project, oversee construction, and ensure that the Lakeside Multiplex Solar Energy System 2025 project will proceed in accordance with the municipal bylaws and purchasing policy.



#### **APPENDIX 1 – PROPONENT SUBMISSION FORM**

Vil	lage o	f Burns Lake – Lakeside Multiplex Solar Energy System 2025
1.	Legal	Name of Proponent
2.	Propo	onent's Legal Address
3.	Propo	onent's Contact Information
	a.	Contact Name:
	b.	Phone:
	C.	Mobile phone:
	d.	Email:
4.	Propo	onent's Proposed Warranty Period & Maintenance Plan During Warranty



#### APPENDIX 2 – SCHEDULE OF QUANTITIES AND PRICES

#### Village of Burns Lake – Lakeside Multiplex Solar Energy System 2025

Item#	Description	UNIT	Quantity	Unit Price	Amount
1.1	Solar Panels (to supply up to 150,000kW total solar power)				
1.2	Inverter (rated for 100kW)				
1.3	Supplies, parts, materials, tools, equipment needed for installation				
1.4	Design & Installation Cost				
1.5	Engineering, permit fees, administration, disbursements, and all other relevant costs				
				SUBTOTAL	
				G.S.T.	
				TOTAL	



## APPENDIX 3 – Preliminary Construction Schedule Village of Burns Lake – Lakeside Multiplex Solar Energy System 2025

Milestone Dates: Substantial Completion by September 30, 2025

ACTIVITY	Construction Schedule (Weeks)									
	1	2	3	4	5	6	7	8	9	10



#### APPENDIX 4 – Experience of Superintendent Village of Burns Lake – Lakeside Multiplex Solar Energy System 2025

Name:
Experience:
Project Name:
Dates:
Responsibility:
References:
Project Name:
Dates:
Responsibility:
References:
Project Name:
Dates:
Responsibility:
References:



#### APPENDIX 5 – COMPARABLE WORK EXPEREINCE Village of Burns Lake – Lakeside Multiplex Solar Energy System 2025

Project	Owner/contact name Phone & Email	Work Description	Value (\$)
	Owner/contact		
	Phone		
	Email		
	Owner/contact		
	Phone		
	Email		
	Owner/contact		
	Phone		
	Email		
	Owner/contact		
	Phone		
	Email		
	Owner/contact		
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	Owner/contact		
	Phone		
	Email		



### APPENDIX 6 – SUBCONTRACTORS

Village of Burns Lake – Lakeside Multiplex Solar Energy System 2025

TENDER ITEM	TRADE	SUBCONTRACTOR NAME	PHONE NUMBER