



The Corporation of the Township of St. Joseph

REQUEST FOR QUOTATION

Project Name:	Marina Services Building Flooring Replacement
RFQ #	2024-01

1.0 INTRODUCTION

The Township of St. Joseph invites quotes from qualified contractors with WSIB and insurance coverage to provide labour and materials to remove existing vinyl sheet flooring and replace with Indestructible Brand LVP flooring in Silver Oak colour (or similar, with 30-year commercial wear warrantee).

2.0 SCOPE OF WORK

The project is located at the Richards Landing Municipal Marina, 1140 Richards Street, Richards Landing, Ontario. The following scope of work is required for the project:

- 2.1 Review drawing and visit site to confirm removals and replacement materials.
- 2.2 Remove existing vinyl sheet flooring (approx. 1400 ft²).
- 2.3 Patch/repair any areas of concrete pad requiring leveling or crack repair.
- 2.4 Install approximately 1400 ft² of Indestructible Brand LVP flooring in Silver Oak colour (or similar with 30-year commercial wear warrantee) and required transitions. See attached drawings.
- 2.5 Reuse existing baseboard trim where possible. Where not possible replace.
- 2.6 Contractor to dispose of all waste material and leave site in clean and usable condition.

3.0 PROJECT SPECIFICATIONS

- 3.1 All work and materials used on the project shall be installed as per manufacturers specifications.
- 3.5 Details shown on the drawings provided for this project shall govern the area of work.
- 3.7 Provide rated and/or necessary separation layers between incompatible products.

4.0 GENERAL

- 4.1 All information provided by a proponent in response to this RFQ must contain sufficient detail to support the work being proposed. The detail and clarity of the proponent's submission will be considered indicative of their expertise and competence to satisfactorily complete the proposed project.
- 4.2 The following specific requirements are identified for inclusion in the proposal:

- a) The name, address, telephone number, cell number and email address of the proponent firm and its principal contact person.
 - b) Identification of the firm's experience in undertaking similar work, along with three references which shall include the name of the organization, the contact person, telephone number and address.
 - c) A detailed breakdown of the total costs for materials/supplies and labour.
 - d) Provide a timeline of the proposed start date and time to complete the work.
- 4.3 The successful bidder shall supply all labour, materials, and equipment necessary to complete the work in a satisfactory and professional manner.
- 4.4 All work shall be of the highest grade.
- 4.5 All work shall come with a minimum 1-year warranty (specify).
- 4.6 The successful bidder is to provide proof of WSIB and valid liability insurance with a minimum of \$2,000,000.00 (two million Canadian dollars).
- 4.7 Proposals must include labour and materials separately and include ALL applicable taxes.

5.0 COMPLETION DATE

Construction may begin as soon as contract is awarded. All work must be completed before May 15, 2024.

6.0 SUBMISSION AND TIMING

- 6.1 **The deadline for submitting quotes is January 26, 2024, at 12:00pm**
- 6.2 Envelopes may be dropped off at 1669 Arthur Street, Richards Landing. Proposals may also be emailed to the contact person below. Submissions to be clearly marked as Request for Quotation – 2024-01 Marina Services Building Flooring Replacement, addressed to:
- Amanda Richardson, Clerk Administrator
PO Box 187
1669 Arthur Street, Richards Landing, ON P0R 1J0
clerkadmin@stjosephstownship.com
- 6.3 Enquiries/Contacts – Any questions regarding this Request for Quotations shall be directed to the contact above.
- 6.4 The work is to be completed in a timely fashion using the most efficient and safe methods available. Anticipated start and completion dates are to be included in your submission.
- 6.5 The Township reserves the right to request proponents to clarify information provided or to address specific requirements not adequately covered in their submission.
- 6.6 The lowest, or any bid, may not necessarily be accepted and the Township of St. Joseph reserves the right to accept or reject any or all proposals.
- 6.7 The successful bidder is to provide proof of WSIB and valid liability insurance upon notice of successful award. WSIB and Insurance for each subtrade or subcontractor must also be provided to the Township prior to the commencement of work.



The Corporation of the Township of St. Joseph

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THIS PAGE MUST BE SUBMITTED AS PART OF YOUR OVERALL PROPOSAL

Proponent Firm Name:	
Principle Contact Person:	
Address:	
Phone Number:	

References

Three references that can attest to your experience and knowledge of work:

Company Name

Contact Person Name

Telephone and/or email Contact:

Company Name

Contact Person Name

Telephone and/or email Contact:

Company Name

Contact Person Name

Telephone and/or email Contact:

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Quotation Details

Warranty:

Materials and Supplies	
Labour	
Start Date	
Estimated Completion Date	

MATERIALS AND SUPPLIES *ATTACH DETAILED BREAKDOWN OF MATERIALS AND SUPPLIES SEPARATELY*	\$
LABOUR	\$
SUBTOTAL	\$
TAXES	\$
TOTAL WITH HST	\$

PLEASE NOTE THAT THE SUCCESSFUL FIRM WILL HAVE ACCESS TO CURRENT DRAWINGS FOR ANY CLARIFICATION AND/OR QUESTIONS ON THE DESIGNS AND SPECIFIC PRODUCTS LISTED.

I, _____ (print name) do solemnly attest that I have the authority to bind the corporation and submit that I will be responsible for any and all assertions made herein.

Signature

Date



PROJECT NORTH

Drawing Floor Plan

a1.0

Revised	Issued	By	Date
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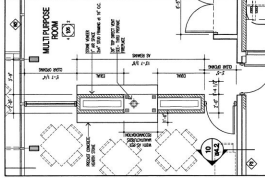
ellis
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MARINA SERVICE BUILDING
for the Township of St. Joseph
Richards Landing St. Joseph Island

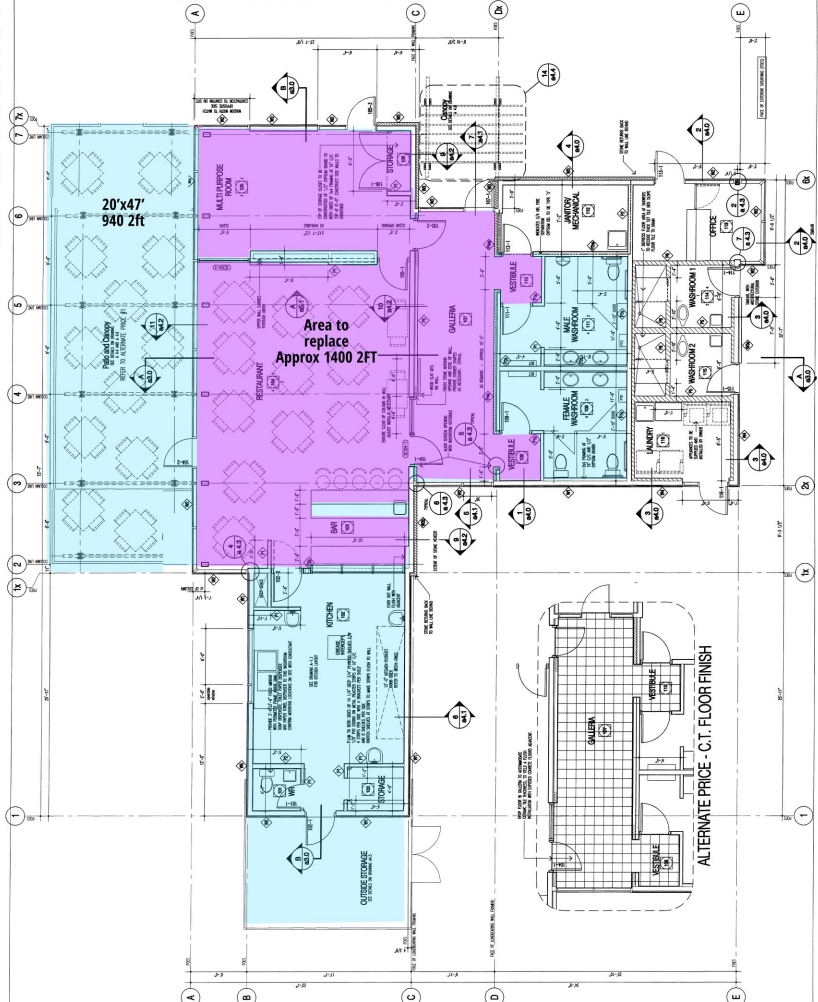


ellis pastore oswin
ST. JOSEPH ISLAND
MARINA SERVICE BUILDING

ALTERNATE PLAN
WITH FIREPLACE
REFER TO ALTERNATE PRICE #2
AND PRICE #3



Area to
replace
Approx 1400 2FT



ALTERNATE PRICE - C.T. FLOOR FINISH

