



LLOYDMINSTER

City of Lloydminster

Irrigation System Master Plan Design

RFP Closing Time: June 14, 2017 at 2:00:00 p.m. (M.S.T.)

Project ID: RFP-LGCC-2017-01

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1. Overview:

The City of Lloydminster's "Golf and Curling Centre" herein after referred to as "the Golf Course", is soliciting proposals from select firms qualified and interested in the design of irrigation system Master Plan, to service the current golf course. It is the intent of the golf course to phase in the irrigation system over a four (4) year period. The irrigation system Master Plan is to reflect this staged in procedure.

2. Proposal submission:

The submission from each Proponent shall include:

1. One sealed envelope containing two (2) bound copies and one (1) unprotected electronic copy on CD or Memory Stick, of the Proposal submission.
2. Clearly indicate on the envelope(s) the name of the Proponent, the name of the RFP, and the nature of the envelope contents.

Delivered to: City of Lloydminster
4420-50th Avenue
Lloydminster AB, T9V 0W2
Ph: 780-808-3664
Attention: Don Bilyk, Golf Course Superintendent

Prior to: **2:00 pm local time on June 14, 2017**

3. Schedule:

The following table represents the Golf Course's anticipated schedule for this Request for Proposal (RFP). The schedule is subject to change at the Golf Course's discretion:

Activity	Date	Time (M.S.T.)
Issuance of RFP	May 19, 2017	
Site Examination	May 29-June 2, 2017	Upon Request
Close of Questions Deadline	June 2, 2017	2:00 pm
RFP Closing Date	June 14, 2017	2:00 pm
Evaluation	Week of June 19, 2017	
Notification to Bidders and Contract Signing	Week of June 26, 2017	

4. Inquiries:

All inquiries regarding this Proposal must be directed via email to:

Email: dbilyk@lloydminster.ca
Don Bilyk, Golf Course Superintendent
Lloydminster Golf and Curling Centre
4638 53rd Street
Lloydminster, SK S9V 1E9

5. Site Visit and Meeting:

Any Site Visit or meeting must be made by appointment only with the golf course superintendent for timing and availability, and must be completed by June 2, 2017.

6. Background:

The golf course was originally built as a 9 hole layout, and had limited irrigation installed. In 1984 an expansion project was completed, turning the facility into an 18 hole, 7200 yd. Championship Golf Course. The new holes had irrigation installed during construction, with a Toro electric system that comprised of 630 and 670 sprinkler heads. During the late 80's and the early 90's the original 9 holes irrigation system was replaced. In 2003 an Osmac control system was installed, and at the same time a Flowtronex PSI Pump Station for 960 gpm at 120 psi. was also incorporated into the system.

7. Scope of Work:

- Evaluate the existing irrigation system.
- Professional consulting services including system design, creation and issuance of phase 1 (2017) construction tender packages, including the evaluation of received proposals and recommendation the most compliant, cost effect contractor for the City's final evaluation and selection, as well as phase 1 construction administration.

- Produce detailed design drawings and specifications for the Irrigation System Master Plan. Plans should indicate locations of all system components including but not limited to; all piping, sprinklers, valving and mechanical components of the irrigation system, known existing services, all electrical components including wiring, controllers and electrical junctions. Detailed drawings for assembly of system components with specification of equipment types and materials required for assembly.
- Provide sequential steps for upgrades and/or replacement of the existing system to phase in the new irrigation system over a 4 year period beginning the Summer/Fall of 2017. Ensure to determine the most cost effective method of completing the upgrades and/or system replacement.
- Provide a construction schedule for phase 1 works, to be completed by end of year, 2017.
- Plans should be specific for each section of the irrigation system upgrade and/or replacement.
- Provide water usage calculations of the new irrigation system master plan once the system is fully operational.
- Provide irrigation run time (water window) of the new irrigation system master plan.
- Provide a construction cost estimate for the supply and installation of all system upgrades and/or system replacement.
- Provide a list of suitable alternatives for all system components, and "value engineering" in an effort to reduce costs while maximizing system efficiencies.

1. Proposal Regulations:

The golf course reserves the right to accept or reject any or all proposals and to waive irregularities and informalities at its discretion. The golf course reserves the right to accept a proposal other than the lowest proposal without stating reasons. By the act of submitting its proposal, the respondent waives any right to contest in any legal proceeding or action the right of the golf course to award the work to whomever it chooses in its sole and unfettered discretion, and for whatever reasons the golf course deems appropriate.

Without limiting the generality of the forgoing, the golf course may consider any other factor besides price and capability to perform the work that it deems in its sole discretion to be relevant to its decision including but not limited to the following:

List of conditions:

- All proposals shall remain open for acceptance and shall be irrevocable for a period of 60 days after the closing date, irrespective of whether the golf course has accepted any Proposal.
- Late proposals will not be accepted.
- The consultant must be prepared to include in the contract for services any oral or written representations that are made prior to the final agreement, including the entire response to this RFP, or parts thereof.
- No fees or other payments will be made to consultants for any cost incurred in the preparation and submission of Proposals, or for participation in the RFP process.
- The selection of a consultant by the golf course shall not constitute a contract between the golf course and the consultant. Any contractual relationship to be established between the parties will be governed by the provisions of the engagement letter.
- The golf course may, at its discretion, select any one proposal or reject all proposals, and in so doing develop additional evaluation criteria. In selecting any proposal, the golf course is not obligated to select the one with the lowest price.
- No adjustments to submitted proposals will be permitted except solely at the discretion of the golf course.
- Consultants may withdraw their proposal prior to the closing date and time for the submission of Proposals. After the closing date and time, the Proposal is binding on the consultant.
- Incomplete Proposals will not be entertained.

- All documents submitted to the golf course become the property of the golf course and as such will be subject to the disclosure provisions of the Freedom of Information and Protection of Privacy Act (FOIP).
- The successful proponent is required to provide proof of a City of Lloydminster Business License or,
- Provide proof of being a business or a member of a registered professional or occupational association, who provides proof of membership in an association and because of being a member, is exempt from purchasing a municipal business licence (As per the Professional and Occupational Association Registration Act, R.S.A. 2000, c. P-26, as amended.)
- The successful proponent shall provide insurance coverage as required by the Consulting Agreement. The cost of all insurance shall be included in the proposals maximum upset fee. The consultant shall indemnify and hold harmless, the golf course, golf course representatives, its officers, officials, employees and volunteers from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of or in connection with the performance of the Work hereunder by the Consultant, his agents, representatives, employees or Sub-consultants.
- Without limiting the generality of the foregoing, such indemnity shall extend to the claims for liens filed under the appropriate lien legislation after the time available to the Consultant for filing liens.
- Proponents must provide verification from the Workers' Compensation Board that their accounts are in good standing.
- Prior to commencing the Work, the successful Proponent shall obtain all authorizations required by the law enabling it to carry on business and to complete the Work required under the Contract. Any failure to carry out these obligations shall entitle the golf course to terminate without compensation the Proponent's right to perform the Work.
- The golf course shall have the right to terminate the contract at any time for convenience or upon failure of the Consultant to make satisfactory progress or failure to abide by the terms of the contract prior to completion through a written notice.

- Consultant shall invoice golf course monthly for all work done. Invoices shall itemize the work accomplished during the payment period by hours of classification and subcontractor charges to date of invoice.

9. Fee Schedule Summary:

- Fees to undertake this assignment must be provided for each section of work and exclusive of GST.
- Fees for individual Site Visits are to be provided exclusive of Disbursements and GST.
- Disbursements are to be estimated for each section of work and for Site Visits.
- The proposal will include hourly fees for any work outside the scope of this Scope of Work.
- The Total for all Fees and Disbursements will be shown in the Fee Schedule Summary.

10. Proposal Opening, Evaluation and Award:

Opening of proposals is closed to the public and proponents. The golf course reserves the right to reject any or all of the proposals received, to negotiate with qualified proponents, or to cancel the request for proposals in part or in its entirety without explanation to the proponents. The details of the evaluation shall remain confidential.

Proposal shall remain open for acceptance and shall be irrevocable for a period of 60 days after the Closing Date.

Proposals will be evaluated by an evaluation team using the evaluation criteria and weightings specified in the included "Proposal Evaluation Form" (Appendix A)

The evaluation team will be comprised of representatives of the Golf Course (City representatives)

The golf course will not be responsible for any costs associated with the preparation of this proposal, and or meetings required to get the information.

*The lowest priced proposal will receive full points and all subsequent proposals will have points reduced equal to the percentage cost above the lowest price.

11. Proposal Form/Contact Information

All proposals must include a form of offer and contact information as outlined below. Said form is to be signed by a duly authorized officer of the company or legal representative if a partnership.

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Proposal Form

We, the undersigned, have examined the proposed work as set out in the request for proposals of the proposed work, hereby offer to furnish the necessary resources to complete the work, in accordance with the terms and conditions and work statement contained herein, for the prices quoted as below:

The Proposal Price as stated below is for an Irrigation System Master Plan Design and all Design Site Visits and the estimated Disbursements. Not limited to but including; all plans, specifications and documents, all Local and Federal Codes of Practice are to be met.

Design – Replacement System Design	\$ _____
Phase 1 – Tendering and Construction Administration Services	\$ _____
Disbursements (Estimated)	\$ _____

The total price (excluding G.S.T.) for the work described herein:

Price: \$ _____

Written: _____

Signed _____

Position _____

Company _____

Signed this: _____ Day of _____ 2017

Contact Information Form

CONSULTANT/COMPANY NAME (PROPONENT LEGAL NAME):		
STREET ADDRESS:		
CITY:	PROVINCE:	POSTAL CODE:
REPRESENTATIVE NAME & TITLE:		
EMAIL:	PHONE NUMBER:	
AUTHORIZED SIGNATURE:		DATE:
PRINT SIGNATURE & TITLE:		

APPENDIX A- Proposal Evaluation Form

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Appendix A PROPOSAL EVALUATION FORM

NAME OF RFP/PROJECT: 2017 City of Lloydminster "Golf & Curling Centre" Irrigation System Master Plan design

NAME OF PROPONENT: _____

Addenda, Minimum and Mandatory Requirements		
Acknowledgement of all addenda, if any, issued during the proposal	Yes/No	
Evidence provided that firm is licensed to practice in the Province of Alberta and in the Province of Saskatchewan	Yes/No	
Evidence provided of required Insurance coverage	Yes/No	
Item Description	Score	Max. Points
1. Proposed Prime Consultant/Team		25
Education, experience, track record, and leadership of Prime Consultant.		
Irrigation design		
Hydraulic and Electrical experience		
2. Experience and Past Performance Record		25
Similarity of referenced projects to RFP project		
Performed by a team substantially the same as the one proposed		
Budget and schedule targets met; client satisfaction		
3. Project Comprehension		10
Quality of analysis and demonstrated understanding of the project		
Identification of special needs or considerations		
4. Proposed Work Methodologies		20
Priorities, sequences, and coordination, schedule of work.		
Design philosophy		
Project management systems (scope, time, cost, quality, etc.)		
Services and deliverables		
Relevant innovations, strategic thinking, or approaches		
Schedule of work to be done.		
5. Fee Proposal: See pg. 9 on evaluation	20	
6. Total Score		100

APPENDIX B- Existing Pump Station Information

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VERTICAL TURBINE VARIABLE SPEED PUMP STATION

Shipment: Estimating 8 weeks after receipt of signed contract and drawing approval.

- 1 Flowtronex PSI model Express, 2 Mains, 460V 50 HP, with 3 HP PMP; 6" Flowmeter, Right, Disch (3 HP, 50 HP, 50 HP) packaged variable speed pumping station rated for 960 GPM at 120 PSI at station discharge; 1800 RPM 460/3/60 full voltage, 18'-0" pump length (from top of slab to bottom of pump basket), turbine pump shall have stainless shafting, water lubricated lineshaft bearings, stainless steel strainer, high pressure stuffing box, and inverter duty rated vertical hollow shaft drip proof motors with anti-condensation heating element.

Standard construction includes:

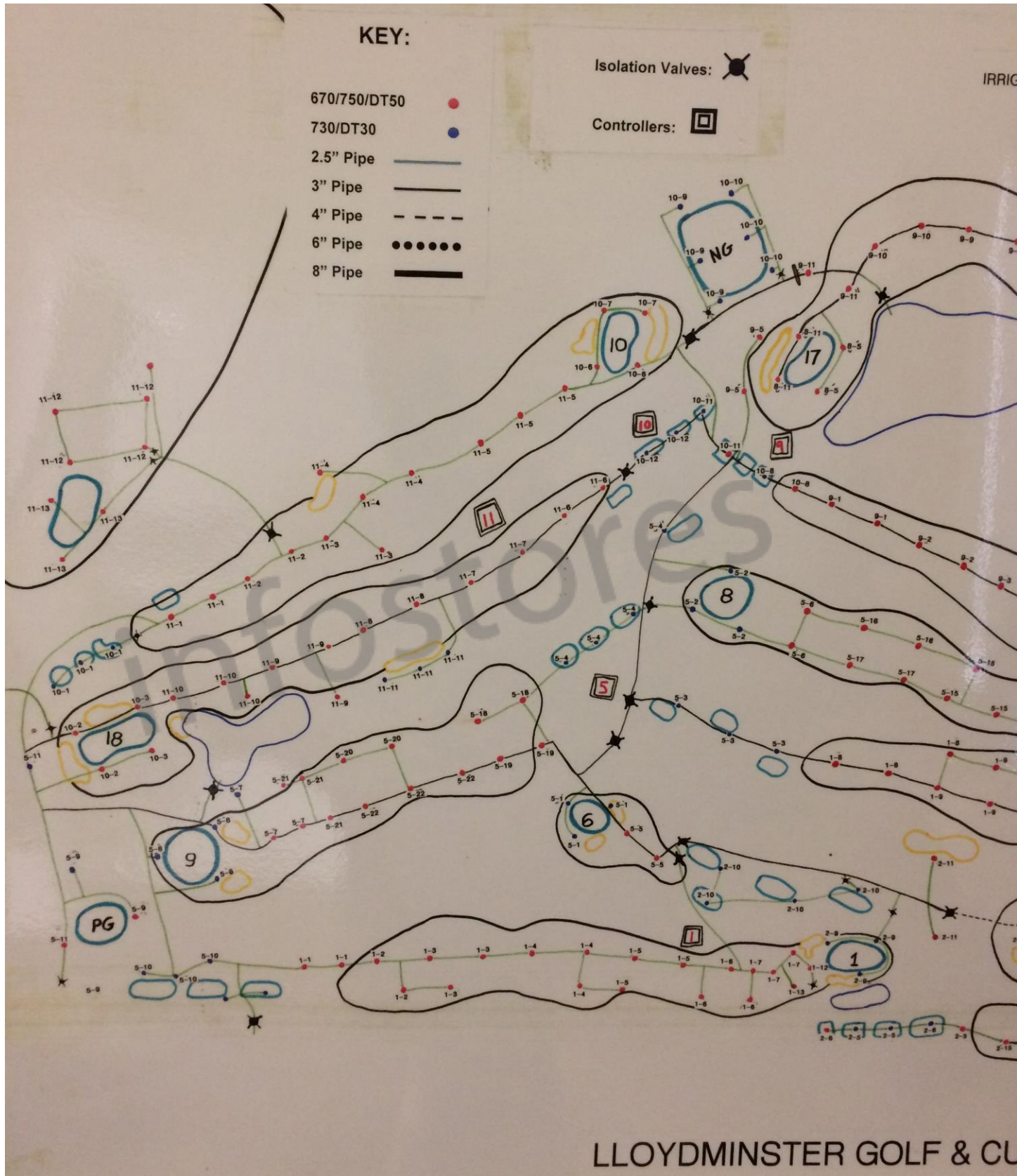
- Custom fabricated pump steel discharge heads with integral air relief and leak-free packing box assembly
- 3/4" silicone filled pressure gauges
- Hose bib connection
- Silent wafer check valves
- Individual grooved pump discharge isolation valves
- Stainless steel pressure transducer
- Heat exchanger
- Continuous weld around deck plate
- Electrostatic liquid paint process
- Steel grit blast of all piping and structural members
- Integral wet well access hatch
- 6" station discharge isolation valve
- 3" station relief valve

Controls include:

- U.L. listing of complete pump station
- U.L. listed NEMA 4 starter and control panel
- 200 amp main disconnect
- Fused motor protection rated for 200,000 A.I.C.
- Allen-Bradley microprocessor controller with *SMOOTHFLOW* control software
- 50 HP, 460 volt variable frequency drive
- Input line reactor (transient suppression)
- Dual mechanically interlocked output contactors for automatic alternation of pumps
- Low discharge pressure shutdown
- High discharge pressure shutdown with auto restart
- VFD fault shutdown with auto restart
- Premier Grounding package – U.L. listed 3/4" x 10' copper clad ground rod; 4" x 96" grounding plate with 25' of #4 bare copper wire. 100 pounds of PowerSet ground enhancing material.
- Low Level shutdown safety with auto restart
- Overload shutdown
- Individual motor phase failure, phase imbalance and low voltage protection
- S.L.A.P. U.L. category B & C surge and lightning arrester with total power dissipation of 82,500,000 VA. Maximum clamping voltage – 1,500 volts (200a Pulse, 8*20 msec).
- Lamp test function

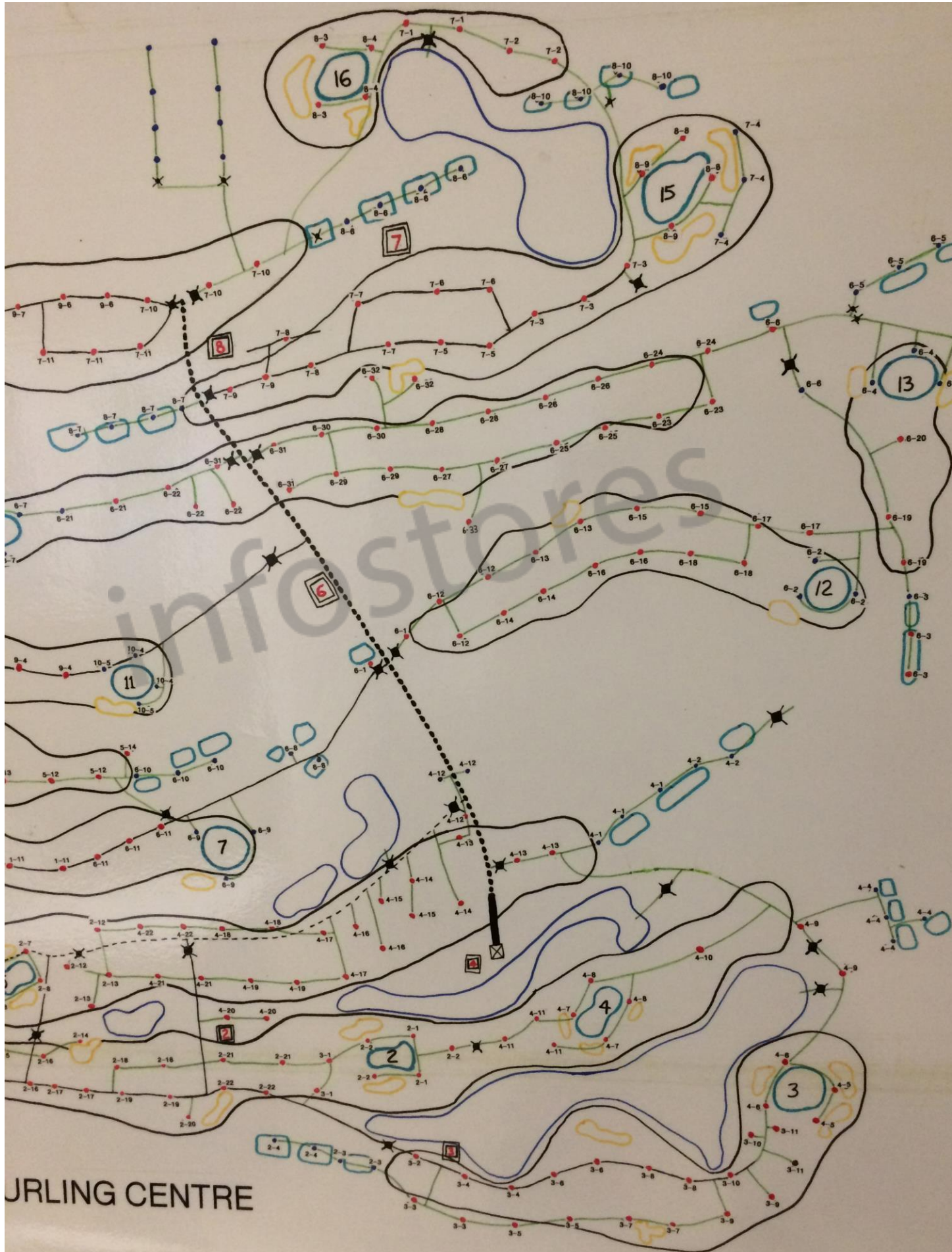
APPENDIX C- LGCC Irrigation Map 1

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APPENDIX D- LGCC Irrigation Map 2

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CURLING CENTRE

APPENDIX E- LGCC Irrigation Map 3

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