

REQUEST FOR PROPOSAL

Proposals will be received by the office of the Purchasing Officer, 3rd floor, City Hall, 199 Queen Street, Charlottetown, PE until **12:00:00 noon local time on Tuesday March 6th, 2012** for the following:

LOWER MALPEQUE PUMP STATION

Refer to Request For Proposal documents for instructions to bidders and bid requirements.

Specifications may be obtained from the City's website: www.city.charlottetown.pe.ca/tenders.php or from 3rd Floor City Hall.

The City of Charlottetown is not bound to accept the lowest or any tender received.



**REQUEST FOR PROPOSALS
LOWER MALPEQUE PUMP STATION
CITY OF CHARLOTTETOWN
CHARLOTTETOWN
PEI**

**PROPOSALS ARE TO BE SUBMITTED PRIOR TO
12:00:00 NOON LOCAL TIME ON TUESDAY MARCH 6, 2012**

1.0 OBJECTIVE

This Request for Proposals (RFP) of the City of Charlottetown is to solicit submissions for the taking over and/or purchasing of the historic Lower Malpeque Pump Station.

2.0 BACKGROUND

The existing Lower Malpeque Water Pump Station was built in 1901 and remained in operation until the early 1970s. It was a supplementary water station to the main Malpeque water station. The Pump Station is a brick building approximately 75 square meters with a slate roof and sits on a portion of PID #388355 at 55 Lower Malpeque Road. There are active sewer lines crossing through this property. This building is a designated Heritage Property and as such, any exterior changes undertaken require a building permit which has to be reviewed by Heritage Board and approved by City Council.

3.0 SCOPE OF WORK

Interested proponents are encouraged to provide a detailed plan that would provide the municipality with long term options for a renewed use of the Pump Station and/or purchase offer.

Given that this call is for a Request for Proposal (RFP) only, submissions can offer general comments on potential uses for the building.

4.0 SUBMISSION CRITERIA

All submissions must include the proponents' full legal name and contact information.

Interest shall be enclosed in a plain envelope without any identifying marks and shall be labeled.

5.0 SUBMISSIONS

Proposals will be received at 3rd Floor, City Hall, 199 Queen Street, Charlottetown, ATTN:: Purchasing Officer, no later than 12:00:00 p.m., local time, Tuesday, March 6, 2012. The individual or company who submits a Proposal is hereafter referred to as "Proponent" and company name shall also be clearly marked on the envelope.

Proposals submissions will be publicly opened at the time and location as noted above. The opened submissions will have the Proponent's name read. The confidentiality of submissions will be protected.

Late submissions will not be accepted and will be returned unopened. Faxed or e-mailed submissions will not be accepted.

No Proposal may be withdrawn after closing. Prior to closing, Proposals may be withdrawn upon written request signed by an officer of the Proponents' company.

6.0 INQUIRIES

All enquiries related to this Request for Proposals shall be directed to the following person only:

Vada Fernandez, Purchasing Officer
City of Charlottetown
199 Queen Street, Charlottetown
vfernandez@charlottetown.ca

Information obtained from any other source is not official.

7.0 REPRESENTATION

By this Request for Proposals (RFP), the City of Charlottetown does not imply that any submission will be accepted, nor that the lowest cost proposal will be accepted. The City of Charlottetown reserves the right to choose the Proposal deemed to be in its best interest. All received submissions will be reviewed as to their suitability. It remains the right of the City of Charlottetown to accept or reject any or all proposals at their exclusive discretion.

The City of Charlottetown also reserves the right to negotiate with any Proponent who has made a submission. The City of Charlottetown may, in its sole discretion, choose to reject any or all of the Proposals.