



PUBLIC WORKS DEPARTMENT

REQUEST FOR QUOTE

READY MIX CONCRETE SUPPLY

APRIL 2017

Sealed quotes will be received by the City of Charlottetown as set out below for the Supply and Delivery of (1) Ready Mix Concrete for sidewalk and curb repair/replacement (2) Ready Mix Concrete for extruded concrete curbing and (3) ancillary related materials.

Quotes shall be submitted by completing this document and placing it in a sealed, opaque envelope, clearly marked on the outside, “**RFQ - Ready Mix Concrete Supply; Controller; 3rd Floor City Hall**”, and must be received by the Controller before **2:00:00 pm local time on Friday April 28th, 2017**. It is the responsibility of the bidder to deliver the sealed quote to the 3rd Floor City Hall before the time indicated. Quotes received after the time indicated shall be returned unopened.

Any addenda will be posted on the City of Charlottetown website at the following address:

www.charlottetown.ca/tenders.php. Bidders are responsible for checking the website for proposal/quote/tender notices, documents, and addenda. The City is not responsible for ensuring bidders have obtained addenda.

A minimum of two (2) hard copies of the submission documents is required. No fax, email or electronic submissions will be accepted as the sole method of submission although an electronic copy (PDF or Microsoft WORD) of the proposal would be appreciated either included in the envelope noted above or emailed following the closing date and time. It is the proponent’s responsibility to ensure that their submission is received prior to the closing date and time noted above. **There will be a public opening of this Request for Quotations.** . The awarding of a contract, if any, resulting from this Request for Quotes, shall be done, upon approval by City Council, as soon as practical after bid evaluations have been completed. Results of this Request for Quotes will be posted on the City’s awards webpage at the following address: www.charlottetown.ca/awards.php.

This Request for Quotations (RFQ) creates no obligation on the part of the City of Charlottetown to award the contract or to reimburse bidders for RFQ preparation expenses. The City of Charlottetown reserves the right to accept or reject any and all quotes, in whole or in part, received as a result of this request, and to negotiate in any manner necessary to best serve the interest of the City. The decision as to which proposal best satisfies the needs of the City rests solely with the City and any decision is not open to appeal. The City of Charlottetown may cancel or amend this Request for Quotation process without liability at any time. Submissions will not be evaluated if the Bidder’s current or past corporate or other interests may, in the City’s opinion, give rise to a conflict in connection with this project.

At the election of the City, whether or not a bid or bidder otherwise satisfies the requirements of the tender, the City may reject summarily any bid received from a corporation or other person which has been anyway involved in litigation, arbitration or alternative dispute resolution with the City within the five (5) year period immediately preceding the date on which the request for quotations was published.

The City’s evaluation may include information provided by the bidder’s references and may also consider the bidder’s past performance on previous contracts with the City or other institutions.

The City may prohibit a bidder from participating in a procurement process based on past performance or based on inappropriate conduct in a prior procurement process, and such inappropriate conduct shall include but not be limited to the following: (a) the submission of quotations containing misrepresentations or any other inaccurate, misleading or incomplete information; (b) the refusal of the bidder to honour its pricing or other commitments made in its proposal; or (c) any other conduct, situation or circumstance, as solely determined by the City.

A Bidder who has already submitted a bid may submit a further bid at any time up to the official closing time. The last submission received shall supersede and invalidate all submissions previously submitted by that bidder for this RFQ. Any bidder may withdraw or qualify his/her submission at any time up to the official closing time by re-submitting a new bid to the City. The time and date of receipt will be marked thereon and the new submission will be placed in the tender box. The new submission shall be marked on the sealed envelope by the Bidder as “Resubmission #” along with the name of the RFQ and to the attention of the Controller, as noted above in the RFQ. Bids may be withdrawn at any time prior to opening upon written request from the bidder. Negligence on the part of the bidder in preparing his/her bid shall not constitute a right to withdraw a bid subsequent to the bid opening.

Any potential conflict of interest must be disclosed to the City in writing. Any conflict of interest identified will be considered and evaluated by the City. The City has the sole discretion to take the steps they deem necessary to resolve the conflict. If, during the term of the Contract, a conflict or risk of conflict of interest arises, the Contractor will notify the City immediately in writing of that conflict or risk and take any steps that the City reasonably requires to resolve the conflict or deal with the risk.

All questions in respect of this RFQ must be addressed, in writing, by email to Stephen Wedlock, Controller (swedlock@charlottetown.ca). Questions must be received no less than three (3) business days before the closing date of this Request for Proposals.

SPECIFICATIONS

1.0 READY MIX CONCRETE FOR SIDEWALK & CURB CONSTRUCTION

- 1.1 Minimum allowable twenty-eight day compression strength shall be per MPa ordered.
- 1.2 Maximum size of course aggregate shall be one-inch nominal.
- 1.3 Concrete shall have a minimum one-inch slump, with a maximum of a three-inch slump.
- 1.4 Concrete shall have a total air content of 5-7%

2.0 READY MIX CONCRETE FOR EXTRUDED CONCRETE CURBING

- 2.1 Minimum allowable twenty-eight day compression strength shall be 32 MPa.
- 2.2 Aggregate 45% 3/8” to 5/8” gravel or crushed stone, 55% sand medium coarse to coarse with minimum of fines SSD 4% moisture.
- 2.3 Coarse aggregate must pass a 3/4” screen.
- 2.4 Class C-2 exposure.
- 2.5 Fibre mesh shall be added to the mix at the plant.
- 2.6 Delivered at zero slump, water added at site.

3.0 READY MIX CONCRETE DELIVERY

- 3.1 Ready Mix Concrete will be delivered time-to-time over the summer period by industry standard mixer truck to various sites around the City where crews are undertaking sidewalk/curb repair/construction or storm basin work. Strengths of 32MPa for sidewalks and 35MPa for formed curbs is placed in forms with rough distribution and vibration by staff – final float/finish is completed after delivery vehicle leaves. 32MPa for extruded curb is placed in a small capacity hopper and delivery vehicle is required to remain at site

until about 3 to 4 cubic yards has been placed – 2 separate pours per day (~300 ft x 2) is productive output.

4.0 ANCILLARY MATERIALS

4.1 1 ½” stone

- to be delivered time-to-time over the summer period to the City’s work yard at MacAleer Dr and left in a single pile; very limited quantities are anticipated over the summer period

4.2 Class A granular

- to be delivered time-to-time over the summer period by truck with slinger-arm to various sites around the City where crews are undertaking sidewalk maintenance; the material will be slinger-spread along the length of sidewalk work as base material; some estimate of quantity will be provided by the City for each job but a full load may be sent and excess materials not necessary/unloaded returned with invoicing only per the material left at site

4.3 Imported sand

- to be delivered time-to-time over the summer period to various sites around the City where crews are undertaking maintenance on unit-paver surfaces; sand would be left in small pile for staff to access as necessary; very limited quantities are anticipated over the summer period

5.0 ANTICIPATED QUANTITIES, (may change subject to operational requirements)

5.1 Ready mix concrete 450 m³ 32 MPa.

5.2 Ready mix concrete 5 m³ 35 MPa.

5.3 Ready Mix concrete for extruded concrete curbing 60 m³ 32 MPa.

5.4 Class A granular – 800 tonne

6.0 GENERAL CONDITIONS

6.1 Quote submission shall be made on the attached form. Quote shall include the form along with the total information package.

6.2 Quote form shall be signed by an authorized official of the Company.

6.3 Plant and equipment shall be accredited per Atlantic Concrete Association. Proof of certification shall be required.

6.4 The City shall make every attempt to provide sufficient notice of required delivery time. Deliveries are to be made as soon as practical, but shall not exceed four hours from time of notice.

6.5 Typical individual delivery quantities range between two to four cubic meters.

6.6 The term of the agreement shall be for the 2017 construction season.

6.7 The City reserves the right to cancel any purchase arrangement based upon performance of the supplier. The City shall be the sole judge of performance.

6.8 Deliveries later found not to meet strength requirements shall be paid at a rate of 75%.

7.0 OCCUPATIONAL HEALTH AND SAFETY

7.0 The successful company shall be required to provide proof of compliance with the provisions of the PEI Occupational Health and Safety Act as well as the Worker's Compensation Act. Companies shall provide evidence of compliance at commencement of the contract or at any subsequent time at the City's request.

8.0 PAYMENT

8.1 All payments by the City of Charlottetown shall be processed by way of Electronic Funds Transfer (EFT). It shall be the responsibility of the successful vendor to provide the City with the necessary banking information.

8.2 The City also reserves the right to cancel any purchase agreements based on poor performance of the supplier, the City being sole judge of this performance.

The City will attempt to request deliveries a half-day prior to need of supply. Promptness of delivery will be a consideration of performance. See also 6.4

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9.0 QUOTE FORM

The City of Charlottetown is not bound to accept the lowest or any Quote that may be received.

All quantities subject to change. Quote form is set up to demonstrate the approximate value of seasonal purchases. Final award decision will be based on the price submitted for 32 MPa concrete (sidewalk construction). If other prices quoted are deemed by the City to be competitive, all items will be sourced from a single supplier.

The City reserves the right to cancel any purchase agreements based on poor performance of the supplier, the City being sole judge of this performance.

The City reserves the right to order any of the listed products separately from various suppliers.

Season pricing listed shall remain valid for sixty (60) days from date of closing. Accepted pricing will be effective for the full season.

Item	Price per unit (before taxes)	Extended
32 MPa Ready Mix Concrete 450 m ³	\$ _____	\$ _____
35 MPa Ready Mix Concrete 5 m ³	\$ _____	\$ _____
32 MPa Concrete for Curbing Machine 60 m ³ <small>(includes fiber mesh; invoicing can break out ready mix and mesh if desired)</small>	\$ _____	\$ _____
Class A granular 800 tonne	\$ _____	\$ _____
Total Estimated Supply Price		\$ _____

1 m³ = 1.307951 yd³
1 tonne = 1.102311 ton

1 yd³ = 0.764555 m³
1 ton = 0.907185 tonne

32 MPa = 4641.21 psi
35 MPa = 5076.33 psi

Company _____

Contact Person _____
(printed)

Address _____

Phone _____

Date _____

E-mail / Fax _____

Signed _____

Please Affix Corporate Seal
(if applicable)