



REQUEST FOR PROPOSALS NOTICE

CORPORATION OF THE CITY OF BRANTFORD

**RFP 10-79 REQUEST FOR PROPOSALS
PROFESSIONAL CONSULTANT SERVICES REQUIRED TO COMPLETE A DESIGN OF
FLUSHING ACCESS POINTS & GATE VALVES FOR LEACHATE COLLECTION FORCEMAIN
SYSTEMS - ENVIRONMENTAL SERVICES
SOLID WASTE**

Sealed Proposals, one (1) original and three (3) additional copies, in a clearly marked envelope are to be delivered to the BID DEPOSIT BOX, Purchasing Division, located at 1 Market Square, Lower Level, Suite 120, Brantford, ON, N3T 6C8, on or before 2:00 p.m. Local Time on **Friday, July 23, 2010**.

The City of Brantford invites Proposals for professional consulting services to complete a design of Flushing Access Points & Gate Valves for Leachate Collection Forcemain Systems.

Scope of Project

The Prime Consultant's professional services shall consist of, but not be limited to, the following:

- Hold a pre-design meeting with the City to confirm the direction, scope of work, timing, budget and project expectations;
- Review the existing Pumping Stations, meter chamber and air release chambers, and all related documentation;
- Design and Recommend: (i) the location of the flushing access points and outline the required mechanical works in order to allow the insertion of flushing equipment, and, (ii) mechanical works to remove existing 7 valves from Pumping Station #1 meter chamber and replace with 7 new gate valves;
- Determine and prepare all required regulatory approvals, including any correspondence with the MOE, such as answering questions and preparing written replies to questions;
- Prepare a design brief for review and discussion with the City with allowances for additional meetings on any significant revisions;
- Provide a construction estimate for the project upon completion of the design drawings and specifications;
- Prepare the final design drawings, construction contract documents and construction specifications for the tender of the proposed supply and/or installation works;
- Provide all aspects of construction supervision services for the duration of the construction period including allowing for monthly construction site meetings and follow up actions, testing and inspection, payment certificates, change orders, construction progress reports, meeting notes and post construction documentation;

- Provide as-built drawings in hardcopy (mylar format) and digital copies in AutoCad 2007 format – pen style (.ctb).

Site Meeting: there is an informational site meeting scheduled for **10:00 a.m. sharp on Tuesday, July 13, 2010.** Proponents should arrive at the Mohawk Street Landfill site, located at 10 Morrison Road, Brantford, Ontario prior to this time for attendance. All interested parties are required to attend the meeting and familiarize themselves with the Leachate collection Forcemain system and working conditions.

Regardless of attendance, all Proponents are expected to understand the scope of work and the site conditions and to have thoroughly familiarized themselves with all pertinent conditions before delivery of their Proposal.

Request for Proposals documents may be obtained from the City of Brantford Purchasing Division, Finance Department, at 1 Market Square, Lower Level, Suite 120, Brantford, ON between the hours of 8:30 a.m. and 4:30 p.m. weekdays. **The cost for the Request for Proposals document is \$43.05 (including HST), payable in cash, debit, cheque or credit card and made payable to the Corporation of the City of Brantford. This fee is non-refundable.** If unable to visit the Purchasing Division office in person to obtain documents, Bidders may request to have the RFP forwarded by email. Bidders are to send their requests, along with their complete contact information (including name of company, contact name, address, phone, fax and email address) to: purchasing@brantford.ca.

This document is available electronically.

Proponents shall be solely responsible for obtaining the RFP documents and for the delivery of their Proposal(s) submission in the manner and time described in the RFP. Electronic submissions will NOT be accepted. The City of Brantford is not liable for any costs associated with the preparation of the Proposal submission, or for any other cost incurred by any Proponent prior to execution of the contract.

The City of Brantford is NOT obligated to accept the lowest or any Proposals.

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