



CAPITAL REGIONAL DISTRICT
INVITATION TO QUOTE (ITQ) FOR SERVICES
This is NOT an order

ITQ # SSI 2019 – 020
Rainbow Road Pool Pipe Insulation and Tank Relocation
Issue Date: November 18, 2019

QUOTATIONS MUST BE RECEIVED **BEFORE 4:00 P.M. (Pacific Time)** ON December 13, 2019 AT THE FOLLOWING LOCATION:

ATTN: **Dan Ovington**
Location: **108 – 121 McPhillips Avenue**
Salt Spring Island, BC V8K 2W3
Fax: **(250) 537 - 4456**
(Email: lgrott@crd.bc.ca for inquiries)

<p>THIS QUOTATION IS SUBMITTED BY:</p> <p>NAME OF BIDDER: _____</p> <p>ADDRESS: _____</p> <p>PHONE: _____ EMAIL: _____</p> <p>SIGNATURE: _____ DATE: _____</p> <p>NAME OF AUTHORIZED REPRESENTATIVE (PLEASE PRINT): _____</p>
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Checklist for Bidders:

1. Read all the terms and conditions.
2. Complete the following pages that make up your quotation (the "Quotation"):
 - A signed front cover page of this ITQ (or signed cover page with the ITQ number and information requested in this ITQ front cover page);
 - A completed Appendix 1; and
 - A completed Appendix 2 (Additional Information Sheet), if attached to this ITQ.
3. Submit the Quotation before the closing date and time set out on the front cover page of this ITQ.
4. Deliver the Quotation by **hand / courier** to the closing location or via email to lgrott@crd.bc.ca. An Acknowledgement of Receipt will be sent to all Bidders.

Invitation to Quote Terms and Conditions

1. Bidders must submit a Quotation that complies with the instructions provided in the “Checklist for Bidders” found on the front cover page of this ITQ.
2. By submitting a Quotation in response to this ITQ, the bidder is deemed to have agreed to the terms and conditions of this ITQ, and if selected as the successful bidder, to supply the services listed at the prices quoted in the submitted Quotation on the terms and conditions of the attached Contract for Services (the “Contract”), including the Schedules in the Contract and the Schedule embedded in this ITQ document.
3. Quotations will be marked with their receipt time at the closing location. Only complete Quotations received and marked before closing time will be considered to have been received on time. Hard copies of late Quotations will not be considered or evaluated. Electronic Quotations that are received late will be marked late and will not be considered or evaluated. In the event of a dispute, the Quotation receipt time as recorded at the closing location will prevail whether accurate or not.
4. Quotations will remain valid for 30 days from the closing date of this ITQ, despite anything to the contrary on the Quotation.
5. Lowest or any Quotation will not necessarily be accepted.
6. Bidders must comply with all applicable laws.
7. Bidders are solely responsible for their own expenses, if any, in preparing and submitting a Quotation and, if successful, in finalizing a contract.
8. If a bidder discovers that it has made an error in its Quotation, the bidder may forward a correction notice to the CRD at the location identified on the front cover page of this ITQ or withdraw its Quotation, but the correction or withdrawal must be received before the closing date and time for the ITQ. Once an award is made, the successful bidder will be held to its Quotation.
9. Before an award is made, if it appears that an error has been made in a Quotation, the CRD may, in its sole discretion, communicate with the bidder to ascertain if it wishes to honour the Quotation or permission to withdraw the Quotation. If the bidder is permitted to withdraw its Quotation, the Quotation will not be considered further.
10. The CRD reserves the right to award the services to be provided under this ITQ either in part or in full, on the basis of Quotations received unless the bidder specifies that its Quotation is valid only for the provision of the full range of services.
11. It is intended that the Contract will be issued to the bidder whose Quotation has the lowest fixed price/rate/unit price (as applicable to this ITQ) for the Services. The CRD will not be obligated in any manner to any bidder whatsoever until a Contract has been executed and delivered by both the CRD and the successful bidder respecting a Quotation.
12. Neither acceptance of a Quotation nor execution of a Contract will constitute approval of any activity or development contemplated in any Quotation that requires any approval, permit, license or other statutory authority pursuant to any federal, provincial, regional district or municipal statute, regulation or bylaw.
13. All inquiries related to this ITQ are to be directed to the CRD, to the contact person noted on the front cover page of this ITQ. Information obtained from any other source is not official and may be inaccurate. Inquiries and responses may be posted on the BC Bid website (www.bcbid.ca), the CRD website (www.crd.bc.ca/about/contracts-rfps/) or distributed to all bidders, at the CRD’s option.
14. All documents submitted to the CRD are subject to the disclosure provisions of the *Freedom of Information and Protection of Privacy Act*.
15. While the CRD has used considerable efforts to ensure an accurate representation of information in this ITQ, all bidders are urged to conduct their own investigations into the material facts. The CRD will not be held liable or accountable for any error or omission in any part of this ITQ.
16. Bidders must disclose any relationship that in any circumstance, could give rise to a conflict of interest between the Contractor’s duties to another party and the Contractor’s duties to the CRD if they were awarded the Contract.

Schedule A – Services

A site investigation of the Rainbow Road pool uncovered excessive corrosion on piping systems located in the pool mechanical room caused by uninsulated or poorly insulated pipes. In addition it was discovered that acid and chlorine feeds were located in the same room and should be stored in separate rooms which are ventilated. A detailed description of the findings and recommended repairs are contained in the Site Investigation Report dated October 28, 2019 and included in Appendix 3.

The Capital Regional District (CRD) requests a quote to perform the following repairs as detailed in the Site Investigation Report.

1. Insulate Domestic Cold Water Piping
2. Insulate Cold Water Piping
3. Relocate the Acid Feed Tank and provide Exhaust
4. Provide an Enclosure Around the Chlorine Feed Tanks

Schedule

The CRD intends to award a Contract within two weeks after the Proposal Closing. Work will commence in January 2020.

Schedule B – Insurance

1. INSURANCE REQUIREMENTS

The Contractor shall, at his own expense, provide and maintain during the term of this Agreement the following insurance in a form acceptable to the CRD with a company duly registered and authorized to conduct insurance business in the Province of British Columbia:

(a) Commercial General Liability Insurance

- i) The Contractor shall maintain Commercial General Liability Insurance covering losses to a third party for bodily injury or death, property damage, and unlicensed vehicle and attached equipment operations, and
- ii) this insurance shall be an occurrence based policy with a three million (\$3,000,000) minimum limit, and
- iii) the Capital Regional District shall be named as an additional insured, and
- iv) this policy shall contain the separation of insureds, cross liability clause in the conditions of the policy, and
- v) all such policies shall provide that no cancellation or material alteration in the policy shall become effective until 15 days after written notice of such cancellation, or alteration has been given to the CRD, and
- vi) the Contractor shall provide the CRD with a certificate or certificates of insurance as evidence that such insurance is in force including evidence of any insurance renewal or policy or policies. Every certificate, or certificates of insurance shall include, certification by the insurance agent or the insurer that the certificate of insurance specifically conforms to all of the provisions required herein.

(b) Automobile Insurance

- i) The Contractor shall maintain Third Party Legal Liability Insurance in an amount not less than \$1,000,000 per occurrence in respect of all vehicles owned and/or operated by the Contractor in connection with this agreement.

(c) Property Insurance

Notwithstanding anything contained elsewhere herein or within the service agreement, it is understood and agreed that the CRD will not be liable for any loss or damage to the Contractor's equipment including loss of use thereof. Each and every policy insuring Contractor's equipment to be used on this project shall contain a waiver of subrogation clause in favour of the CRD.

APPENDIX 1

Complete and submit this Appendix 1, clearly identifying the price(s) proposed for the Services in Schedule A.

Schedule B will be completed during contract finalization to match the information provided in this Appendix 1.

Firm, fixed, all-inclusive price for all services described in this ITQ . No additional or incidental fees will be accepted.	
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APPENDIX 2 – Additional Information Sheet

Bidders responding to this ITQ must provide a checklist indicating how bidder meets requirements outlined in **Schedule A** and detailed in the Site Investigation Report.

APPENDIX 3 – Site Investigation Report

RAINBOW ROAD POOL SALT SPRING ISLAND

PROJECT NO.: 052A-006-19

SITE INVESTIGATION
OCTOBER 28, 2019

PREPARED FOR:

Capital Regional District
108 – 121 McPhillips Avenue
Salt Spring Island, BC V8K 2T6

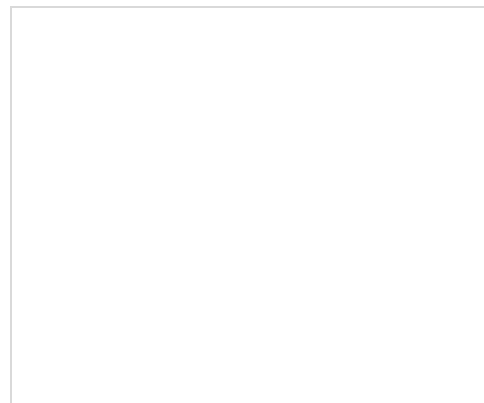
ATTN:

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(PROFESSIONAL'S SEAL AND SIGNATURE)



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This report has been prepared by the AME Consulting Group for the exclusive use of Capital Regional District and the design team. The material in this report reflects the best judgment of the AME Consulting Group with the information made available to them at the time of preparation. Any use of a third party may make of this report, or any reliance on or decisions made based upon the report, are the responsibility of such third parties. The AME Consulting Group accepts no responsibility for damages suffered by any third party as a result of decisions made or actions taken based upon this report.

1. SITE INVESTIGATION

Rob Walter, from AME Group, visited the Rainbow Road Indoor Pool on Salt Spring Island on Thursday, October 24th, 2019. The operator, Kirk Harris, noticed excessive corrosion on piping systems located in the pool mechanical room and was unclear what was the primary cause of the corrosion. AME identified two issues that are causing the corrosion.

Uninsulated or poorly insulated pipes which are transferring cold water will condense when exposed to warm spaces. With the Muriatic acid and chlorine tanks part of the space the condensed water absorbs the chemical fumes and accelerates the corrosion on the pipe surface. Excessive corrosion was observed on:

- Domestic water pipe entering the building,
- Exposed strainer on water entry piping,
- Exposed piping on the “Cold Water” line where insulation has been compromised, and
- Sprinkler pipes.

The pipes carry cold fluids within the Domestic water or chilled water closed systems. The cold water cools the pipe temperature surface which causes condensation on the exterior warm side of the pipe. Typically the pipes are insulated with a continuous vapor barrier to prevent condensation on the piping surface.

We also noticed that acid and chlorine feed tanks were also located within the room. Both chemicals are very corrosive and should be stored in separate rooms which are ventilated to remove any obnoxious fumes. These fumes mix with the condensed piping which causes corrosion.

2. RECOMMENDATIONS:

The combination of the corrosive fumes with the condensing pipes caused the corrosion on the piping surfaces. Therefore, both problems need to be corrected to prevent future corrosion from occurring. The summary of repair work is as follows:

2.1 Insulate Domestic Cold Water Piping

- .1 The water entry piping should be insulated to the wall as follows:
 - .1 Piping: Apply 25mm pipe insulation with integral vapor retarder jacket to piping and hold in place by securing the jacket flap. Seal all flaps and butt strips with vapor retarder adhesive. Pipe insulation with integral self-sealing vapor retarder jacket will not require additional fastening.
 - .2 Screwed or welded fittings: Insulate fittings with section of the pipe insulation mitered to fit tightly. All seams shall be sealed using vapor retarder tape.
 - .3 Flanged and grooved fittings: Insulate with oversized pipe insulation or mitered blocks to the thickness of the adjacent pipe insulation, then seal all seams of vapor retarder jacket with vapor retarder tape.
 - .4 Provide PVC finishing jacket UV resistant with 25/50 fire class.



Exposed Domestic Water Piping Corroded

.2 The Domestic Water Strainer:

- .1 Strainers: Insulate valve bodies, bonnets and strainers with fitted pipe insulation or mitered blocks all to thickness of adjacent pipe insulation, then seal all seams of vapor retarder with vapor retarder tape.



Exposed Strainer and Flange Condensing

2.2 Insulate Cold Water Piping

- .1 The chilled water piping on the evaporator side of the heat pump loop. The insulation has been compromised or removed in sections. This allows the warm air to condense on the piping systems. Where the insulation vapor barrier has been compromised, remove the sections and reinsulate to assure continuous insulated pipe as follows:
- .1 Preformed insulation, formed glass mineral wool pipe insulation with all service jacket vapour retarder (ASJ). ASJ shall be re-enforced with glass fibre, factory applied with pressure sensitive lap closure.
 - .2 Piping: Apply pipe insulation with integral vapor retarder jacket to piping and hold in place by securing the jacket flap. Seal all flaps and butt strips with vapor retarder adhesive. Pipe insulation with integral self-sealing vapor retarder jacket will not require additional fastening.
 - .3 Screwed or welded fittings: Insulate fittings with section of the pipe insulation mitered to fit tightly. All seams shall be sealed using vapor retarder tape.
 - .4 Valves, Strainers: Insulate valve bodies, bonnets and strainers with fitted pipe insulation or mitered blocks all to thickness of adjacent pipe insulation, then seal all seams of vapor retarder with vapor retarder tape.

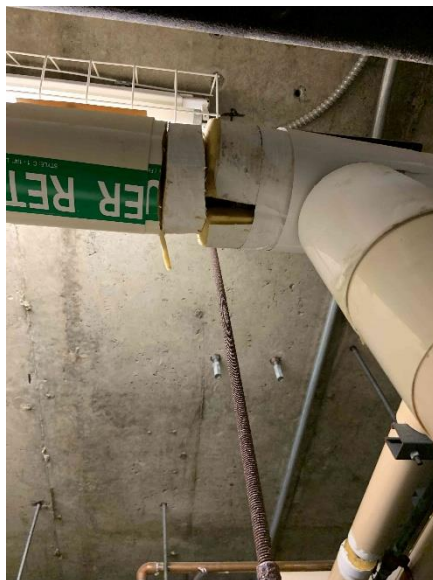
- .5 Flanged and grooved fittings: Insulate with oversized pipe insulation or mitered blocks to the thickness of the adjacent pipe insulation, then seal all seams of vapor retarder jacket with vapor retarder tape.



Automatic Air Vent Rusted



Isolation Valve Insulation Compromised and Causing Pipe Corrosion.



Vapour Barrier Compromised on Piping Systems





Body of Pump Rusting. Requires Thermal Blanket around Pump Body



Exposed Pipe Rusted



Insulation Comprised and Pipe Rusting

2.3 Relocate the Acid Feed Tank and provide Exhaust

- .1 The muriatic acid tank should be in a separate enclosure with a dedicated exhaust fan. The room should be sealed air-tight to prevent any vapor from the acid tank from migrating into the room. Install an exhaust fan which provides 15 air changes / hour of exhaust from the room and runs continuously. AME reviewed locations within the basement and determined that the enclosure could be installed near the basement recirculation fan or below the stair. The exhaust duct could discharge above the existing basement exit door.



Possible Location to move Acid Tank and Install in a separate Closet with exhaust fan.



Tank that is Exposed to Mechanical Room

2.4 Provide an Enclosure Around the Chlorine Feed Tanks

- .1 Provide an enclosure around the chlorine feeders so that they are isolated from the rest of the basement mechanical room. Install an exhaust fan that provides 15 air changes / hour of exhaust and runs continuously. The tanks could remain at the location and frame around the existing ducting or the equipment could be relocated below the stairwell.



Enclose Chlorine Tank in separate room
c/w Exhaust fan.

END OF REPORT