

REQUEST FOR QUOTATION - TOWN OF LUNENBURG

SUBMITTER'S COMPANY NAME: _____

DATE: _____

Terms:

1. This is a request for a quotation only for a Scope of Work as outlined in the attachment – it is not a Purchase Order or Tender. The Town of Lunenburg (the “Town”) is solely requesting quotes regarding the costs of undertaking this service for the following fiscal year (2022-23) in order to enable us to consider during our 2022-23 budget deliberations. Proponents may wish to provide an inflationary cost structure in their proposal. The Town may use any quotation it receives for informational purposes only, or it may choose to accept the quotation in which case a binding contract will be formed with the Submitter by issuing a Purchase Order. The Town reserves the right to solicit quotations from other sources at any time including before or after the submission deadline. The Town has no obligation to consider or accept any quotation. The Town reserves the right at any time to accept, ignore or reject any quotation, or use the information contained in any quotation for any purpose whatsoever. The Town reserves the right to negotiate after the submission deadline with any proponent to finalize arrangements in the best interests of the Town.
2. Quotations must be submitted on this form only unless otherwise permitted by the Town.
3. Any suggestions with respect to appropriate equivalents, alternatives or substitutes are welcome. If offering an equivalent, alternative or substitute please ensure the manufacturer’s name, contacts and complete technical information is supplied.
4. If a portion of a quotation relates to the provision of labour and/or services, a current WCB clearance letter must be provided with the quotation.
5. The Town is eligible for all Provincial standing order pricing.
6. The quote shall include an inflationary costs structure so that the quote is good for a Calendar year from the date of the quote. The RFQ is for budgetary purposes and intended not to be carried out until awarded following the approval of the Town’s 2022-23 Budget. The Town reserves the right not to approve the granting of this scope of work at its sole discretion.
7. Please check the Town website www.explorelunenburg.ca/purchasing.html to determine if any addendums have been issued prior to the submission deadline.
8. If further information is required please contact Arthur MacDonald by email at amacdonald@explorelunenburg.ca .
9. Please return your completed quote by **2:00 p.m. AST, September 30, 2021**, the submission deadline, or the Town may in its sole and absolute discretion choose not to consider it. Send completed quote to Katie MacMillan, Business Coordinator, 119 Cumberland Street, Lunenburg, NS B0J2C0 or by email at kmacmillan@explorelunenburg.ca.

| GOODS AND/OR SERVICES DESCRIPTION | TOTAL |
|---|----------|
| To carry out the inspection of the Town of Lunenburg’s public parking areas as outlined in the table (found in Schedule “A” - Part One of Two) complete with a cost estimate for the redesign recommendation to create additional accessible parking spaces and vehicular drop-off areas as described in more detail in Schedule “A”. | |
| Total Lump Sum (excluding HST)..... | \$ _____ |
| (including inflationary structure for one Calendar year) | |
| HST to be applied to this quote..... | \$ _____ |
| To carry out the inspection of the Town of Lunenburg’s on-street accessible parking spaces as outlined in the following table complete with a cost estimate regarding the redesign recommendation to create additional accessible on-street parking spaces as described in more detail in Schedule “A”. | |
| Total Lump Sum (excluding HST)..... | \$ _____ |
| (including inflationary structure for one Calendar year) | |
| HST to be applied to this quote..... | \$ _____ |
| Please attach the following additional information: | |
| <input type="checkbox"/> List of employees and their resumes. | |
| <input type="checkbox"/> Start and end time required to complete the work. | |
| <input type="checkbox"/> List of accessibility affiliates or memberships. | |
| <input type="checkbox"/> Two relevant work references and contact phone numbers. | |
| <input type="checkbox"/> List of relevant similar jobs and work examples. | |
| <input type="checkbox"/> Proof of current WCB coverage. | |

Authorized Signature

Print Name

Telephone Number

Facsimile Number

Email Address

REQUEST FOR QUOTATION - TOWN OF LUNENBURG

SCHEDULE "A" – Scope of Work

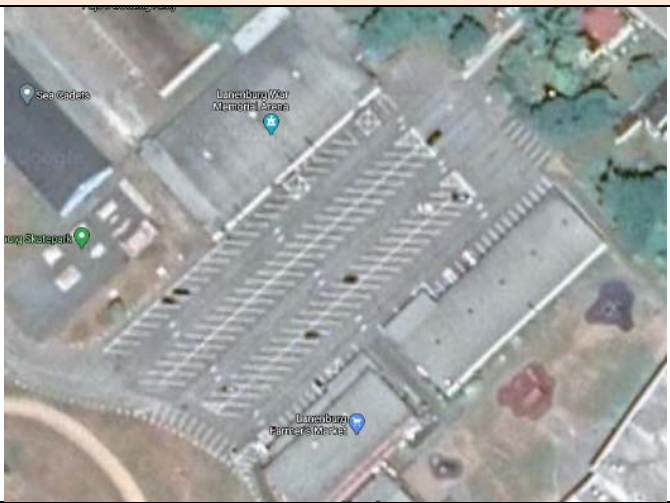
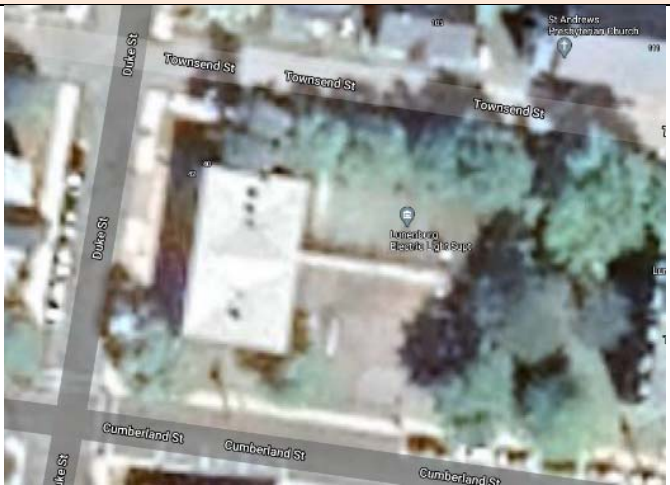
Part One of Two Parts:

The Scope of Work will include a cost estimate for the inspection of the Town of Lunenburg’s public parking areas as outlined in the following table complete with a cost estimate for the redesign recommendation to create additional accessible parking spaces and vehicular drop-off areas as well as the renovations to the existing accessible parking spaces and vehicular drop-off areas in compliance with the Provincial Accessibility Standards in the Built Environment, the CSA Accessible Design for the Built Environment B651-12, CSA Accessible Design for the Built Environment B651-18 and applicable accessibility standards of the Nova Scotia Building Code.

The recommended design or redesign of the accessible facilities within the parking areas shall include Class 3 cost estimates. The recommended design or redesign of the accessible facilities shall be signed and stamped by a Professional Engineer licensed to practice in the Province of Nova Scotia certifying that the design or redesign are in compliance with the Provincial Accessibility Standards in the Built Environment, the CSA Accessible Design for the Built Environment B651-12, CSA Accessible Design for the Built Environment B651-18 and applicable accessibility standards of the Nova Scotia Building Code. The number of existing accessible parking spaces and the number of regular parking spaces shall be noted and the number of newly proposed accessible parking spaces and their totals for the parking area along with the proposed regular parking spaces totals for the parking area shall also be noted.

The RFQ shall also include the cost estimates associated with undertaking the development of tender documents for the recommended design or redesign of the accessible facilities in a form that is ready to be sent to contractors for pricing and construction.

Five parking areas shall be assessed as shown in the following table:

| Public Parking Lots | | |
|----------------------------|--------------------------------------|--|
| # | Location | Aerial Image |
| 1 | Arena and Recreational Centre |  |
| 2 | Old Fire Hall Parking Lot |  |

| | | |
|---|----------------------------|--|
| 3 | New Fire Hall Parking Lot |  |
| 4 | Lincoln Street Parking Lot |  |
| 5 | Lunenburg Academy |  |



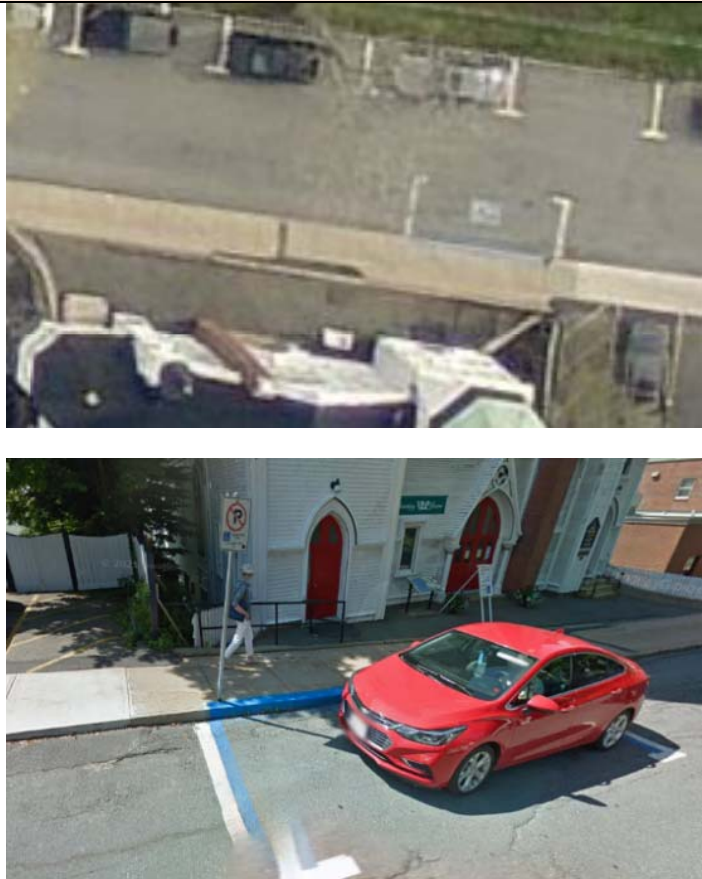
Part Two of Two Parts:

The Scope of Work will include the cost estimates associated with the inspection of the Town of Lunenburg’s on-street accessible parking spaces as outlined in the following table complete with a cost estimate regarding the redesign recommendation to create additional accessible on-street parking spaces as well as the renovations to or relocation of existing accessible parking spaces in compliance with the Provincial Accessibility Standards in the Built Environment, the CSA Accessible Design for the Built Environment B651-12, CSA Accessible Design for the Built Environment B651-18 and applicable accessibility standards of the Nova Scotia Building Code. In keeping with the Provincial Built Environment Accessibility Standards the proponent shall consult with the community and the Lunenburg County Accessibility Advisory Committee to ensure First Voice representation and shall determine the need, location, and design of accessible on-street parking spaces.

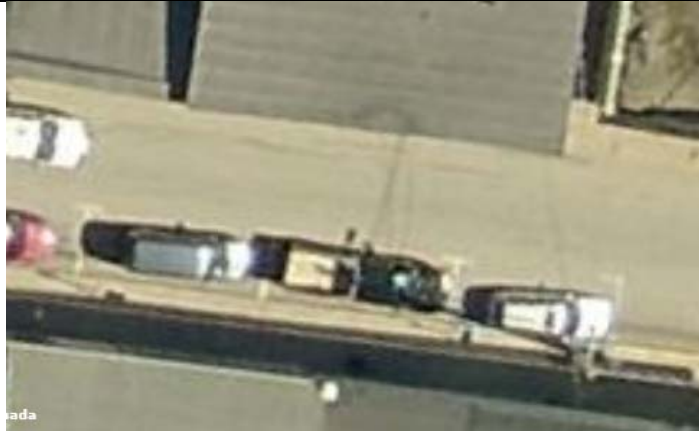
The recommended design or redesign/relocation of the accessible on-street facilities shall include Class 3 cost estimates. The recommended design or redesign/relocation of the accessible facilities shall be signed and stamped by a Professional Engineer licensed to practice in the Province of Nova Scotia certifying that the design or redesign/relocation are in compliance with the Provincial Accessibility Standards in the Built Environment, the CSA Accessible Design for the Built Environment B651-12, CSA Accessible Design for the Built Environment B651-18 and applicable accessibility standards of the Nova Scotia Building Code. The number of existing accessible parking spaces and the number of newly proposed accessible parking spaces shall be noted and the number of regular parking spaces removed, if any, to accommodate the changes shall also be noted.

The RFQ shall also include the cost estimates associated with undertaking the development of tender documents for the recommended design or redesign of the accessible on-street facilities in a form that is ready to be sent to contractors for pricing and construction.

The proposed list may not be all inclusive and the proponent will be requested to also provide recommendations on any existing accessible on-street parking space that may have been inadvertently omitted from the following table:

| Accessible On-street Parking Review | |
|--|--|
| Locations: | Google Images: |
| Cumberland Street – Town Hall |  |
| Cumberland Street – Legion |  |
| Cumberland Street – Central United Church |  |

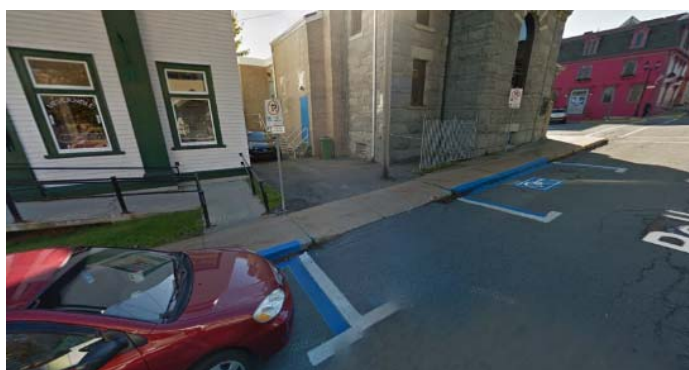
Lincoln Street – Kinley's Drugs

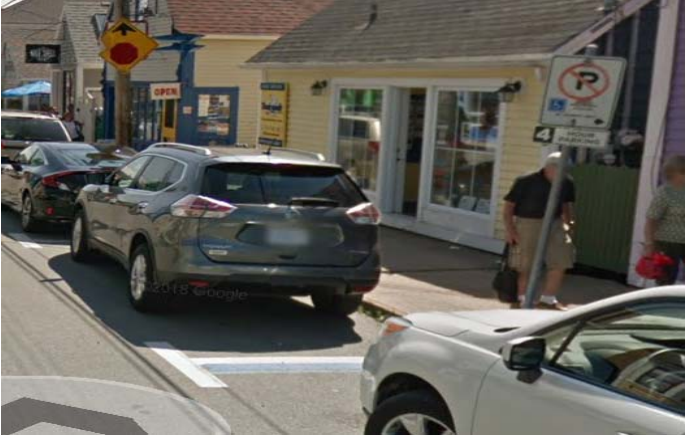



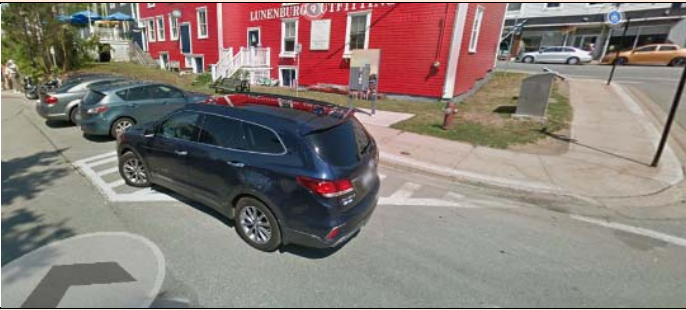


Pelham Street – Royal Bank



Pelham Street – Masonic Temple



| | |
|---|--|
| <p>Montague Street – 108 Montague Street</p> |  |
| <p>Montague Street – CIBC Bank</p> |  |
| <p>Montague Street – Foodland Recommended that a new accessible on-street parking space be provided for Foodland.</p> |  |
| <p>Bluenose Drive – Museum</p> |  |
| <p>Bluenose Drive – Zwicker Building Recommended that two new side by side accessible parking spaces across from the Zwicker Building with connection to Zwicker's Boardwalk.</p> |  |

Townsend Street – Town Hall
Recommended that a new accessible parking space should be placed on Townsend Street in front of Town Hall.



Cumberland - at St. John's Anglican Church
Recommend a new accessible parking space at St. John's Anglican Church



King Street – Plaza Area
Recommended that new accessible parking space(s) be added to the west side of King Street

