



# Request for Proposals 2024-58 Facility Hazardous Material Surveys

**City of Salmon Arm Request for Proposals Number: 2024-58**

**Issue date: October 24, 2024.**

**Closing Time:** Proposal must be received **before** 3 PM Pacific Time on: November 14, 2024.

**CITY CONTACT PERSON:**

All enquiries related to this Request for Proposals (RFP), including any requests for information and clarification, are to be directed, in writing, to the following person who will respond if time permits. Information obtained from any other source is not official and should not be relied upon. Enquiries and any responses will be recorded and may be distributed to all Proponents at the City's option.

Trevor Cunningham, Safety Coordinator

Box 40, Salmon Arm, BC V1E 4N2, Fax: 250-803-4041, e-mail: [tcunningham@salmonarm.ca](mailto:tcunningham@salmonarm.ca)

**DELIVERY OF PROPOSALS:**

Please submit one (1) digital or hardcopy of the proposal to the closing mailing address or email address indicated below.

City of Salmon Arm

PO Box 40,

500 2 Ave N.E.

Salmon Arm, B.C. V1E 4N2

Attention: Trevor Cunningham, Safety Coordinator

[tcunningham@salmonarm.ca](mailto:tcunningham@salmonarm.ca)

Proponent is responsible for ensuring receipt of mailed or digital submissions.

**PROPOSERS' MEETING:** A Proposers' meeting WILL NOT be held.

**PROPONENT SECTION:**

A person authorized to sign on behalf of the Proponent must complete and sign the Proponent Section (below), leaving the rest of this page otherwise unaltered, and include the signed and completed page with the proposal.

**PLEASE NOTE THAT PROPOSALS MISSING THIS SIGN-OFF WILL NOT BE CONSIDERED.**

The enclosed proposal is submitted in response to the above-referenced Request for Proposals, including any addenda. Through submission of this proposal we agree to all of the terms and conditions of the Request for Proposals and agree that any inconsistent provisions in our proposal will be as if not written and do not exist. We have carefully read and examined the Request for Proposals, including the Administrative Section, and have conducted such other investigations as were prudent and reasonable in preparing the proposal. We agree to be bound by statements and representations made in our proposal.

<i>Signature of Authorized Representative:</i>	<i>Legal Name of Proponent (and Doing Business As Name, if applicable):</i>
<i>Printed Name of Authorized Representative:</i>	<i>Address of Proponent:</i>
<i>Title:</i>	
<i>Date:</i>	<i>Authorized Representative phone, fax or email address (if available):</i>

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## A. Definitions and Administrative Requirements

### 1. Definitions

Throughout this Request for Proposals, the following definitions apply:

- a) "City" means the City of Salmon Arm;
- b) "Contract" means the written agreement that may result from this Request for Proposals and shall be executed by the City and the Contractor;
- c) "Contractor" means the successful Proponent to this Request for Proposals who enters into a written Contract with the City;
- d) "must", or "mandatory" means a requirement that must be met in order for a proposal to receive consideration;
- e) "Proponent" means an individual or a company that submits, or intends to submit, a proposal in response to this Request for Proposals;
- f) "Province" means His Majesty the King in Right of the Province of British Columbia;
- g) "Request for Proposals" or "RFP" means the process described in this document; and
- h) "should" or "desirable" means a requirement having a significant degree of importance to the objectives of the Request for Proposals.

### 2. Terms and Conditions

The following terms and conditions will apply to this Request for Proposals. Submission of a proposal in response to this Request for Proposals indicates acceptance of all the terms that follow and that are included in any addenda issued by the City. Provisions in proposals that contradict any of the terms of this Request for Proposals will be as if not written and do not exist.

### 3. Additional Information Regarding the Request for Proposals

Proponents are advised to fill out and return the attached Receipt Confirmation Form as all subsequent information regarding this Request for Proposals, including changes made to this document will be provided to confirmed proponents only.

### 4. Late Proposals

Proposals will be marked with their receipt time at the closing location. Only complete proposals

received and marked before closing time will be considered to have been received on time.

Hard-copies of late proposals will not be accepted and will be returned to the Proponent. Electronic proposals that are received late will be marked late and will not be considered or evaluated.

In the event of a dispute, the proposal receipt time as recorded at the closing location shall prevail whether accurate or not.

### 5. Eligibility

- a) Proposals will not be evaluated if the Proponent's current or past corporate or other interests may, in the City's opinion, give rise to a conflict of interest in connection with the project described in this Request for Proposals. This includes, but is not limited to, involvement by a Proponent in the preparation of this Request for Proposals. If a Proponent is in doubt as to whether there might be a conflict of interest, the Proponent should consult with the Contact Person listed on page 1 prior to submitting a proposal.
- b) Proposals from not-for-profit agencies will be evaluated against the same criteria as those received from any other Proponents.

### 6. Evaluation

The City reserves the right to waive or reject any or all submissions or accept the submission deemed most favourable to the interests of the City. Without limiting the generality of the foregoing, any submission which is incomplete, obscure, irregular, or has unauthorized erasures or corrections may be rejected. Any awards shall be made based on the criteria as stated in the Evaluation of Responses.

### 7. Negotiation Delay

If the City desires to enter into a written Contract and it cannot be negotiated within thirty days of notification of the successful Proponent, the City may, at its sole discretion at any time thereafter, terminate negotiations with that Proponent and either negotiate a Contract with the next qualified Proponent or choose to terminate the Request for Proposals process and not enter into a Contract with any of the Proponents.

### 8. Debriefing

At the conclusion of the Request for Proposals process, all Proponents will be notified. Unsuccessful Proponents may request a debriefing meeting with the City.

**9. Alternative Solutions**

If alternative solutions are offered, please submit the information in the same format, as a separate proposal.

**10. Changes to Proposals**

By submission of a clear and detailed written notice, the Proponent may amend or withdraw its proposal prior to the closing date and time. Upon closing time, all proposals become irrevocable. The Proponent will not change the wording of its proposal after closing and no words or comments will be added to the proposal unless requested by the City for purposes of clarification.

**11. Proponents' Expenses**

Proponents are solely responsible for their own expenses in preparing a proposal and for subsequent negotiations with the City, if any. If the City elects to reject all proposals, the City will not be liable to any Proponent for any claims, whether for costs or damages incurred by the Proponent in preparing the proposal, loss of anticipated profit in connection with any final Contract, or any other matter whatsoever.

**12. Limitation of Damages**

Further to the preceding paragraph, the Proponent, by submitting a proposal, agrees that it will not claim damages, for whatever reason, relating to the Contract or in respect of the competitive process, in excess of an amount equivalent to the reasonable costs incurred by the Proponent in preparing its proposal and the Proponent, by submitting a proposal, waives any claim for loss of profits if no Contract is made with the Proponent.

**13. Proposal Validity**

Proposals will be open for acceptance for at least 90 days after the closing date.

**14. Firm Pricing**

Prices will be firm for the entire Contract period unless this Request for Proposals specifically states otherwise.

**15. Currency and Taxes**

Prices quoted are to be:

- a) in Canadian dollars;
- b) exclusive of applicable taxes.

**16. Completeness of Proposal**

By submission of a proposal the Proponent warrants that, if this Request for Proposals is to design, create or provide a system or manage a program, all components required to run the system or manage the program have been identified in the proposal or will be provided by the Contractor at no charge.

**17. Sub-Contracting**

- a) Using a sub-contractor (who should be clearly identified in the proposal) is acceptable. This includes a joint submission by two Proponents having no formal corporate links. However, in this case, one of these Proponents must be prepared to take overall responsibility for successful performance of the Contract and this should be clearly defined in the proposal.
- b) Sub-contracting to any firm or individual whose current or past corporate or other interests may, in the City's opinion, give rise to a conflict of interest in connection with the project or program described in this Request for Proposals will not be permitted. This includes, but is not limited to, any firm or individual involved in the preparation of this Request for Proposals. If a Proponent is in doubt as to whether a proposed subcontractor gives rise to a conflict of interest, the Proponent should consult with the City Contact Person listed on page 1 prior to submitting a proposal.
- c) Where applicable, the names of approved sub-contractors listed in the proposal will be included in the Contract. No additional subcontractors will be added, nor other changes made, to this list in the Contract without the written consent of the City.

**18. Acceptance of Proposals**

- a) This Request for Proposals should not be construed as an agreement to purchase goods or services. The City is not bound to enter into a Contract with the Proponent who submits the lowest priced proposal or with any Proponent. Proposals will be assessed in light of the evaluation criteria. The City will be under no obligation to receive further information, whether written or oral, from any Proponent.
- b) Neither acceptance of a proposal nor execution of a Contract will constitute approval of any activity or development contemplated in any proposal that requires any approval, permit or license pursuant to any federal, provincial, regional district or municipal statute, regulation or by-law.

**19. Definition of Contract**

Notice in writing to a Proponent that it has been identified as the successful Proponent and the subsequent full execution of a written Contract, with the approval of Council for the City of Salmon Arm, will constitute a Contract for the goods or services, and no Proponent will acquire any legal or equitable rights or privileges relative to the goods or services until the occurrence of both such events.

**20. Contract**

By submission of a proposal, the Proponent agrees that should its proposal be successful the Proponent will enter into a Contract with the City on the terms set out in Appendix B.

**21. Liability for Errors**

While the City has used considerable efforts to ensure information in this Request for Proposals is accurate, the information contained in this Request for Proposals is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the City, nor is it necessarily comprehensive or exhaustive. Nothing in this Request for Proposals is intended to relieve Proponents from forming their own opinions and conclusions with respect to the matters addressed in this Request for Proposals.

**22. Modification of Terms**

The City reserves the right to modify the terms of this Request for Proposals at any time in its sole discretion. This includes the right to cancel this Request for Proposals at any time prior to entering into a Contract with the successful Proponent.

**23. Ownership of Proposals**

All proposals submitted to the City become the property of the City. They will be received and held in confidence by the City, subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and this Request for Proposals.

**24. Use of Request for Proposals**

Any portion of this document, or any information supplied by the City in relation to this Request for

Proposals may not be used or disclosed, for any purpose other than for the submission of proposals. Without limiting the generality of the foregoing, by submission of a proposal the Proponent agrees to hold in confidence all information supplied by the City in relation to this Request for Proposals.

**25. No Lobbying**

Proponents must not attempt to communicate directly or indirectly with any employee, contractor or representative of the City, including the evaluation committee and any elected officials of the City, or with members of the public or the media, about the project described in this Request for Proposals or otherwise in respect of the Request for Proposals, other than as expressly directed or permitted by the City.

**26. No Collusion**

Proponents must not communicate, directly or indirectly, with any other Proponent (including through any employees, agents or contractors) regarding the preparation, content or submission of proposals.

**27. Collection and Use of Personal Information**

Proponents are solely responsible for familiarizing themselves, and ensuring that they comply, with the laws applicable to the collection and dissemination of information, including resumes and other personal information concerning employees and employees of any subcontractors. If this RFP requires Proponents to provide the City with personal information of employees who have been included as resources in response to this RFP, Proponents will ensure that they have obtained written consent from each of those employees before forwarding such personal information to the City. Such written consents are to specify that the personal information may be forwarded to the City for the purposes of responding to this RFP and use by the City for the purposes set out in the RFP. The City may, at any time, request the original consents or copies of the original consents from Proponents, and upon such request being made, Proponents will immediately supply such originals or copies to the City.

## **B. Requirements and Response**

### **1. Summary**

The City has a prioritized inventory of facilities ranging in age from 1910 to 1988 which have been identified as potentially containing hazardous building materials. Qualified firms are invited to submit proposals to complete Hazardous Materials Assessments for the facilities listed herein.

### **2. Overview**

The City is required to be compliant with Part 6 of the BC Occupational Health and Safety Regulation which requires employers to maintain an inventory of hazardous materials within the workplace.

The City has several facilities that are anticipated to contain some hazardous materials. The facilities have been prioritized and are listed within Appendix D along with the age, approximate square footage and type of building identified.

The City has a budget of approximately \$37,000 to complete a portion of assessments in 2024. Proponents are to provide individual prices for the assessment of each facility. The City will award any combination of facility assessments that it deems in its best interest, up to a total value of \$37,000 to the successful proponent.

### **3. Scope of Work**

The successful proponent shall be responsible for providing all services required to complete a Hazardous Material Assessment for each facility.

The Consultant shall perform the following services for the project (which are hereinafter called the "Consulting Services"). The Consultant shall follow standard procedures and guidelines normally followed for this type of project.

The scope of work includes, but is not limited to the following:

1. Desktop review of each facility to determine the type of hazardous materials likely present within the building.
2. Carry out such data collection and general investigations identified as necessary through the desktop review including but not limited to sampling, measurements of suspected hazardous materials. Any recommended destructive testing must be approved by the City prior to works being completed. The Consultant shall arrange with Municipal forces where required to get access into facilities. The Consultant shall assume full responsibility for determining the appropriate testing sites for each anticipated hazardous material, the co-ordination of such material testing and for recording all information.

3. Produce plan showing testing locations within the facility along with photo documentation of each material/site. The plan and photos should accurately describe the location of existing Hazardous Materials.
4. Complete hazardous material testing
5. Identify any immediate remediation required to ensure compliance with Worksafe regulations.
6. Estimate quantity of each type of hazardous material within each facility
7. Complete detailed report:
  - a. Detail types of materials assessed
  - b. Detail testing locations and result of tests
  - c. Estimated quantities of hazardous materials
  - d. Recommendations for immediate remediation to ensure Worksafe compliance including Class 'B' cost estimates.
  - e. Plan and photos detailing locations of material tests and extents of anticipated hazardous materials
  - f. Summary spreadsheet prepared in excel for each facility; Spreadsheet to be in a format agreed upon by the City and Consultant. A sample spreadsheet can be found in Appendix E.

#### 8. Project Management

It is essential that this project be carefully managed to be on time, on budget; to produce clear, easily understood drawings and reports. Progress reports are required on a monthly basis and must include an outline of original budget, spent to date, percent complete and total budget spent.

The consulting services must include and meet all the conditions described in these Terms of Reference.

#### **4. Deliverables/Schedule**

Deliverables shall include:

1. 1 digital copy of Final report for each facility assessed
2. 1 digital copy of summary spreadsheet per facility
3. Monthly invoices and progress report
4. Meeting minutes from any meetings held throughout the project duration

Report and summary spreadsheet for each facility shall be submitted as available with each invoice.

The completion date for this project is no later than **January 31, 2025**.



## **Proposal Format**

Proposals shall include the information outlined in this section. To facilitate uniformity of presentation and ease of evaluation, proposals shall be limited to 20 pages total and shall address the following:

- Project Methodology, Work Tasks and Work Schedule
- Project Team and Qualifications (corporate and individual)
- References
- Schedule of fees including disbursements

### **a. Letter of Introduction**

One page, introducing the proponent and signed by the person(s) authorized to sign on behalf of and bind the proponent to statements made in response to this RFP.

### **b. Table of Contents**

Include page numbers

### **c. Executive Summary**

A one page summary of the key features of the proposal

### **d. Project Methodology, Work Tasks, and Work Schedule**

Provide a list indicating which facilities are proposed to be included in the Scope of Services for the allowed budget. Provide a bar chart schedule of the key work activities and deliverables in terms of weeks after notification to proceed.

Provide a clear description of your methodology to successfully accomplish this assignment.

Demonstrate your understanding of the project through a discussion of the key issues.

Discuss your team's approach to the project tasks and overall project.

### **e. Project Staff Qualifications and Role**

Identify all of the key personnel involved on the project. Describe each staff member's role in this project and their qualifications to successfully take on the role.

Describe any special resources or techniques that will be used to ensure that critical deadlines are met.

The Consultant(s) shall not change key staff of firms without written permission of the City. The City reserves the right to request reasonable changes to key personnel to suit the requirements of the project.

### **f. Project Firm Qualifications**

Provide brief history, size and background the firm.

Describe corporate qualifications and ability to undertake this project. Identify corporate resources in the context of this assignment.

Describe corporate projects that have been completed by the project firm within the last five years only, and that are relevant to the subject project. Include project name, location and

description, client, scope of services provided, value of fees, and key personnel named on this project that were involved in the previous work.

**g. References**

Provide up to three specific recent references that clearly relate past experience to the scope of services to be undertaken in this assignment.

**h. Fees, Rates and Charges, and Other Commercial Considerations**

APPENDIX "C" PROPOSAL FEE SUMMARY to be completed and submitted, summarizing the consultants fee proposal.

Provide a matrix which identifies each facility proposed to be assessed within the scope of services, number of hours involved for each, and total fee for each assessment. Disbursements shall also be broken down and shown by work activity, where applicable.

Include all consulting costs attributable to field work/investigations (e.g., laboratory, surveying, field inspection.).

All prices shall be fixed for the duration of the project.

Travel and subsistence for out-of-town personnel shall be quoted on a lump sum basis and included in with the disbursements. No mark-up for sub-consultants fees will be paid to the prime consultant and no mark-up for disbursements will be paid. Fees may be billed on an hourly basis or percentage complete basis, by task.

Allowance for the Federal Goods and Services Tax.

The professional liability policies shall be available for inspection by the City at all times upon request. If the City, because of its particular circumstances or otherwise, desires to obtain further insurance to protect it against any risk beyond the coverage provided by such policies, the Consultant will cooperate with the City to obtain such insurance at the City's expense.

It is possible that there will be modifications or reductions in the scope of services, with appropriate fee adjustments, from that shown herein. The Consultant shall allow for this in preparing the fee portion of the proposal and shall have no claim for loss if this should occur.

Any report, design and other material provided by the consultant will become the property, and for the sole use of, the City of Salmon Arm.

The Consultant will submit monthly invoices for Consulting Services performed in the previous month showing the actual hours of effort applied under each stage of Consulting Services separately for each project component by each class of technical staff certified by the principal, fees to date, payments received, upset fee limits, and anticipated fees to completion. A progress report must accompany each invoice. Such other supporting vouchers as may reasonably be required by the City shall accompany invoices. The City shall pay such invoices in full within thirty (30) days of receipt. If there is a dispute over any item or items in such invoice, the City shall pay in full the undisputed amount of the invoice within the time set out above.

Disbursements for which the Consultant shall be entitled to reimbursement by the City shall include the following:

- Drawings and document reproduction for the report
- Travel, accommodation and communication expenses
- Sub-consultant fees and expenses
- Laboratory services

No overhead administration costs shall be added to disbursements.

If the Consultant is required to perform additional services or to make any changes in any designs, drawings, plans or specifications for the Project for reasons over which the Consultant has no control, the Consultant shall be compensated for such changes, additional services on a time charge basis in accordance with the approved fee schedule. The Consultant shall notify the City in writing of his intention to make such changes or perform such additional services or undertake such extra work. The Consultant shall keep separate cost records in respect of such changes, additional services, extra work, or extra costs and expenses. Provided always that the Consultant shall not make any such changes or perform any such additional services or undertake any such extra work or incur any such extra costs or expenses until such time as he is authorized to do so by the City in writing. All requests for increasing the construction contract value and for change orders shall be supported with written detail and submitted to the City for approval prior to entering into commitment.

**5. Evaluation**

This section details all of the mandatory and desirable criteria against which proposals will be evaluated. Proponents should ensure that they fully respond to all criteria in order to receive full consideration during evaluation.

**i. 5.1 Mandatory Criteria**

Proposals not clearly demonstrating that they meet the following mandatory criteria will be excluded from further consideration during the evaluation process.

<b>Criteria</b>	
a)	The proposal must be received at the closing location before the specified closing time.
b)	The proposal must be in English and may be delivered e-mail or BC Bid.
c)	The proposal must be submitted with one unaltered, completed Request for Proposals cover page including a signed Proponent Section.

d)	The proposal must include a firm, fixed, all-inclusive price for each element described above, to be submitted on Appendix "C" PROPOSAL SUMMARY INFORMATION
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**j. 5.2 Desirable Criteria**

Proposals meeting all of the mandatory criteria will be further assessed against desirable criteria.

<b>Criterion</b>	<b>Weight</b>
<b>A. METHODOLOGY</b>	15
Demonstrated understanding of project work Project management and control details Work program details / Schedule Deliverables	
<b>B. PROPONENT PROFILE</b>	15
Team Qualifications and experience Past Relevant Projects Past Performance level / References Local Knowledge	
<b>C. PRICE / LEVEL OF EFFORT</b>	70
<b>D. GRAND TOTAL = (A + B + C)</b>	100

The City of Salmon Arm reserves the right to reject any or all proposals and to accept the proposal deemed most favourable in the interests of the City. The City of Salmon Arm shall not be obligated in any manner to any proponent whatsoever until a written agreement has been duly executed relating to an approved proposal.

## **Appendix B      Contract Terms**

By submission of a proposal, the Proponent agrees that should its proposal be successful the Proponent will enter into a Contract with the City that will include the following selected contract clauses.

### **Compliance With Laws**

The Lessee will give all the notices and obtain all the licenses and permits required to perform the work. The Lessee will comply with all laws applicable to the work or performance of the Contract.

### **Laws of British Columbia**

Any Contract resulting from this Request for Proposals will be governed by and will be construed and interpreted in accordance with the laws of the Province of British Columbia.

### **Arbitration**

All disputes arising out of or in connection with the Agreement will, unless the parties otherwise agree, be referred to and finally resolved by arbitration pursuant to the *Commercial Arbitration Act*.

### **Indemnity**

Any Agreement resulting from this Request for Proposals will require that the Contractor indemnify and save harmless the City, its employees and agents from and against all claims, demands, losses, damages, costs and expenses made against or incurred, suffered or sustained by the City at any time or times (either before or after the expiration or sooner termination of this Agreement) where the same or any of them are based upon or arise out of or from anything done or omitted to be done by the Contractor or by any servant, employee, officer, director or sub-Contractor of the Contractor pursuant to the Contract excepting always liability arising out of the independent acts of the City.

### **Insurance**

Any Agreement resulting from this Request for Proposals may require that the Contractor, without limiting its obligations or liabilities and at its own expense, provide and maintain throughout the Agreement term, the following insurances with insurers licensed in British Columbia in forms acceptable to the City. All required insurance will be endorsed to provide the City with 30 days' advance written notice of cancellation or material change. The Contractor will provide the City with evidence of the required insurance, in the form of a completed Certificate of Insurance, immediately following execution and delivery of the Agreement.

Professional Liability Insurance in an amount not less than \$2,000,000 inclusive per occurrence and aggregate.

Comprehensive Commercial General Liability in an amount not less than \$2,000,000 inclusive per occurrence with a \$5,000,000 aggregate limit insuring against bodily injury and property damage and including liability assumed under the Contract. The City is to be added as an additional insured and the policy shall contain a cross liability clause.

Automobile Liability on all vehicles owned, operated or licensed in the name of the Contractor in an amount not less than \$2,000,000.

### **Registration with Workers' Compensation Board**

The Contractor and any approved sub-Contractors must be registered with the Workers' Compensation Board (WCB), in which case WCB coverage must be maintained for the duration of the Contract. Prior to receiving any payment, the Contractor may be required to submit a WCB Clearance Letter indicating that all WCB assessments have been paid.

# Appendix C Proposal Fee Summary



TERMS OF REFERENCE  
 PROPOSAL TO PROVIDE CONSULTING SERVICES FOR:  
**Facility Hazardous Material Surveys**

Item	Asset ID	Address	Campus Name	Building Name	Install Year	Est. Area (ft <sup>2</sup> )	Unit Price	Tax	Total
1	BLDG-0001	4300 20 Avenue SE	Shuswap Regional Airport	Terminal	1979	3526			
2	BLDG-0006	6600 50 Street NE	Fire Hall #1	Fire Hall #1	1983	2817			
3	BLDG-0007	141 Ross Street NE	Fire Hall #3	Fire Hall #3	1983	8592			
4	BLDG-0008	5160 40 Avenue NW	Fire Hall #4	Fire Hall #4	1979	4190			
5	BLDG-0012	100 30 Street NE	Public Works	Main Building	1981	8500			
6	BLDG-0086	70 Hudson Avenue NE	Art Gallery	Art Gallery	1935	6738			
7	BLDG-0088	2550 TCH NE	Salmon Arm Recreation Centre	Salmon Arm Recreation Centre	1985	40597			
8	SANI-WPCC	121 Narcisse Street NW	WPCC	All buildings	1977				
9	BLDG-0023	541 3 Street SW	Roots & Blues Office	Roots & Blues Office	1985	2684			
10	BLDG-0070	750 Marine Park Drive NE	Marine Park	SABNES	1970	760			
11	BLDG-0087	31 Hudson Avenue NE	Senior's Drop In	Senior's Drop In	1935	2983			
12	BLDG-0106	100 30 Street NE	Public Works	Garage	1985	12837			
13	WATR-PUMP-0002	7720 36 Street NE	Pump Station	Canoe Beach (Zone 2)	1970	720			
14	BLDG-0039	751 Hwy 97B NE	Haney Heritage Park	Sprig of Heather	1988	4704			
15	BLDG-0044	751 Hwy 97B NE	Haney Heritage Park	Haney House	1910	3613			
<b>Total</b>									

Name of Corporation:		Contact:	
Mailing Address:			
Phone:		Email:	

**\*Total fee proposals will be revealed to all firms, after notice of award has been given**

## Appendix D Facility Listing

Item	Asset ID	Address	Campus Name	Building Name	Install Year	Est. Area (ft2)	Priority	Asbestos	Lead
1	BLDG-0001	4300 20 Avenue SE	Shuswap Regional Airport	Terminal	1979	3526	1	Suspected	Suspected
2	BLDG-0006	6600 50 Street NE	Fire Hall #1	Fire Hall #1	1983	2817	1	Suspected	Suspected
3	BLDG-0007	141 Ross Street NE	Fire Hall #3	Fire Hall #3	1983	8592	1	Suspected	Suspected
4	BLDG-0008	5160 40 Avenue NW	Fire Hall #4	Fire Hall #4	1979	4190	1	Suspected	Suspected
5	BLDG-0012	100 30 Street NE	Public Works	Main Building	1981	8500	1	Known	Suspected
6	BLDG-0086	70 Hudson Avenue NE	Art Gallery	Art Gallery	1935	6738	1	Suspected	Suspected
7	BLDG-0088	2550 TCH NE	Salmon Arm Recreation Centre	Salmon Arm Recreation Centre	1985	40597	1	Known	Known
8	SANI-WPCC	121 Narcisse Street NW	WPCC	All buildings	1977		1	Suspected	Suspected
9	BLDG-0023	541 3 Street SW 750 Marine Park Drive NE	Roots & Blues Office	Roots & Blues Office	1985	2684	2	Suspected	Suspected
10	BLDG-0070	31 Hudson Avenue NE	Marine Park	SABNES	1970	760	2	Suspected	Suspected
11	BLDG-0087	31 Hudson Avenue NE	Senior's Drop In	Senior's Drop In	1935	2983	2	Known	Suspected
12	BLDG-0106	100 30 Street NE	Public Works	Garage	1985	12837	2	Known	Suspected
13	WATR-PUMP-0002	7720 36 Street NE	Pump Station	Canoe Beach (Zone 2)	1970	720	2	Suspected	Suspected
14	BLDG-0039	751 Hwy 97B NE	Haney Heritage Park	Sprig of Heather	1988	4704	3	Suspected	Suspected
15	BLDG-0044	751 Hwy 97B NE	Haney Heritage Park	Haney House	1910	3613	3	Suspected	Suspected

# Appendix E Sample Spreadsheet

<b>ASSET ID:</b> BLDG-0004 <b>BUILDING TYPE:</b> Terminal <b>BUILDING NAME:</b> Terminal 1 <b>SIZE (ft2):</b> 2000 <b>INSTALL YEAR:</b> 1986						
Description of Hazardous Material	Location(s)	Unit	Base Price	Quantity	Basis of Quantity Estimate	Total Cost
Vinyl floor tile containing asbestos, green - remove & dispose	rooms 100 & 103	M2	\$0.00			\$0
Duct Wrap containing asbestos, remove & dispose	Ceiling, basement room 001	M	\$0.00			\$0
Vermiculite insulation containing asbestos, remove and dispose	Exterior wall rooms 100 - 105	M2	\$0.00			\$0
Mould, clean	interior wall room 100;	M2	\$0.00			\$0
PCB containing Transformers - remove and dispose	Rear parking lot, east wall	EA	\$0.00			\$0
Halocarbon containing fire suppression systems - Remove and dispose	Server room 172	EA	\$0.00			\$0
Flourescent Ballast containing PCB's; take down, transport & Incineration	rooms 100 & 103	EA	\$0.00			\$0
Mercury containing flourescent lighting tubes; take down; transport and disposal	rooms 100 & 103	EA	\$0.00			\$0
Ozone Depleting Substances Equipment removal and disposal	Fire suppression unit 5	EA	\$0.00			\$0
Lead Paint, remove and dispose, Red Exterior Paint	Exterior walls east, west and south	m2	\$0.00			\$0
<b>Total Estimate Abatement Cost</b>						<b>\$0</b>