

CITY OF **SALMON ARM**

Request for Proposals

ROGERS Rink Spectator Lighting Upgrade

Salmon Arm Recreation Request for Proposals Number: 2026-15

Issue date: February 12, 2026

Closing Time: Proposal must be received before: **2:00pm local time, March 12, 2026.**

CITY CONTACT

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. Enquiries will be recorded, and as needed, responses will be distributed at the City's discretion to those who have submitted a Receipt Confirmation Form. Information obtained from any other source is not official and should not be relied upon.

Darin Gerow, AScT, Director of Operations / General Manager Salmon Arm Recreation
Box 40, Salmon Arm, BC, V1E 4N2, Fax: 250-803-4088, e-mail: dgerow@salmonarm.ca

DELIVERY OF PROPOSALS

Please submit one (1) hard copy or one (1) digital copy of the proposal.

Hard copy may be sent by mail or courier. Proposal envelopes should be clearly marked with the name and address of the Proponent, the Request for Proposals number, and the project title, sent to:

City of Salmon Arm Recreation Office; 2600 – 10 Avenue NE, Salmon Arm, B.C.
Attention: Darin Gerow, Director of Operations/General Manager, Recreation

Digital copy will be accepted by email to dgerow@salmonarm.ca
Emails shall be titled: **City of Salmon Arm - ROGERS Rink Spectator Lighting Upgrade**

PROPONENTS' MEETING: Proponents meeting will not be held, however, may request a site visit through email to Darin Gerow at dgerow@salmonarm.ca

Proponent Declaration

ROGERS Rink Spectator Lighting Upgrade

CLOSING DATE & TIME

Proposal must be received before **2:00pm local time, March 12, 2026.**

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 Definitions and Administrative Requirements, 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.

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.

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

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

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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 subcontractors 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, if required 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 C.

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 of Salmon Arm (City) is situated between the peaceful shores of Shuswap Lake and beautiful surrounding mountains and hills. It is comprised of a year-round population base of approximately 20,000 people and offers an incredible diversity of economic and tourism-related amenities. The City maintains over 60 facilities and buildings valued at almost \$120 million dollars.

ROGERS Rink constructed and opening in 1999 offers many amenities to a wide variety of events; it can accommodate Tournaments and League Championships of any size. The two NHL regulation size arenas provide patrons with ample ice time for public skating, parent and tot activities, and shinny drop-in programs. Our local Community organizations offer a wide variety of youth and adult hockey, ringette, speed skating, lacrosse, and figure skating programs. Our two NHL regulation ice surfaces make for ideal conditions to host large or small hockey tournaments at very reasonable rates.

Spacious floor space provides a venue for trade shows, conventions, concerts, and large sporting events and are fully equipped with ice decking/flooring, staging, and equipment to host events. The Spectator Arena is designed to comfortably accommodate more than 2200 seated guests in a concert setting. An acoustic deck has been incorporated into the design to ensure a high standard of audio quality and clarity. The large floor surface allows for additional seating or display space. The Spectator Arena is also a regulation sized ice surface with theatre style seating for 1500 spectators. Ideal for large sporting events, concerts, conventions, and trade shows. A large, elevated concourse walkway that goes completely around the ice surface provides easy and comfortable access to all areas of the facility and also has a walking track installed that the community can use throughout the year. Two large concession stands are located along the concourse. Hucul Pond is an NHL regulation sized ice surface that has seating for 300 spectators. It is equipped with a full media booth for all announcing needs.

The intent of this project is to upgrade the existing over ice lighting for the spectator arena systems to modern, energy-efficient solutions that enhance visibility, improve the spectator experience, meet current performance standards, and support the diverse event requirements of the venue. The new system will incorporate programmable coloured lighting capable of creating dynamic visual effects and tailored atmospheres for different event types. Wi-Fi-enabled controls will allow operators to access preset scenes, adjust lighting levels, and manage system performance through a centralized interface or mobile device. All fixtures will be selected and positioned to deliver appropriate foot-candle levels across the seating bowl and activity areas, ensuring consistent illumination, optimal coverage, and compliance with recommended lighting guidelines, while ensuring glare is minimized for patrons and viewers.

2. Scope of Work

The Contractor shall provide all labor, materials, equipment, and services necessary including training, to complete a full spectator-lighting upgrade within the Spectator Arena and associated concourse areas of the facility. The work shall support the venue's operational needs for large-scale sporting events, concerts, conventions, and trade shows, and must be completed with minimal disruption to ongoing programming.

The Spectator Arena includes an NHL-regulation ice surface with theatre-style seating for approximately 1,500 spectators and the ability to accommodate up to 2,200 guests in concert configurations. The facility hosts a wide range of events requiring high-quality, reliable, and energy-efficient lighting. The Contractor will replace the existing spectator lighting system with a modern LED solution that enhances visibility, improves energy performance, and meets current standards for sports, broadcast, and event lighting. It is preferred at this time that rafter mounted lighting be the proposed.

CONTRACTOR RESPONSIBILITIES

Design & Engineering

- Conduct a full assessment of existing lighting infrastructure, including fixtures, wiring, controls, mounting points, and electrical capacity.
- Provide a detailed lighting design that meets or exceeds:
 - Required illumination levels for hockey to a minimum of 100 footcandle illumination across all surfaces of the ice, concerts, and multi-use events.
 - Inclusive of wi-fi enabled controls, color, access to preset scenes, lighting level adjustment, all through a centralized interface or mobile device.
 - Uniformity, glare control, and color-rendering standards suitable for spectator environments.
 - Any applicable building codes, electrical codes, and energy-efficiency requirements.
- Provide photometric analysis and fixture layout drawings.
- Coordinate design with facility management to ensure compatibility with existing building systems.

Supply of Materials & Equipment

- Supply all new LED spectator lighting fixtures, mounting hardware, brackets, cabling, and associated components, preference being on rafter mounted lighting.
- Provide new lighting control systems, including:
 - Digital or networked control panels.
 - Dimming capabilities.
 - Scene presets and differential colors, for various event types (hockey, concerts, trade shows, etc.).
- Supply all lifts, tools, and safety equipment required for installation.

Installation

- Remove and responsibly recycle or dispose of existing lighting fixtures, wiring, and obsolete control equipment. **The City will obtain the round lighting fixtures as they deem necessary.** All rectangular LED lighting shall be recycled or disposed of.
- Install new lighting fixtures in accordance with approved design documents.
- Install new wiring, conduit, junction boxes, and control infrastructure as required.
- Ensure all work is completed safely and in compliance with electrical codes and facility safety protocols.
- Coordinate installation activities to minimize disruption to scheduled ice time and events.
- Timing windows for installation and works shall meet the dates set out below.

Integration & Commissioning

- Program lighting control systems, including event presets and operational modes.
- Aim, focus, and calibrate fixtures to achieve required light levels and uniformity.
- Ensure no 'glare' to viewers and patrons in the stands or concourse
- Conduct full system testing, including:
 - Fixture operation
 - Control system functionality
- Provide photometric verification after installation.
- Our Electrical Permit is held by Inskip Electric. Coordination with Inskip Electric shall take place prior to submitting proposal.

Documentation & Training

- Provide as-built drawings, fixture schedules, wiring diagrams, and control system documentation.
- Supply all product manuals, warranties, and maintenance guidelines.
- Deliver on-site training for facility staff covering:
 - Operation of lighting controls
 - Basic troubleshooting
 - Routine maintenance procedures

Warranty & Support

- Provide a minimum five-year warranty on all fixtures and components.
- Provide a minimum one-year warranty on installation workmanship.
- Offer post-installation support, including troubleshooting assistance and system adjustments during the warranty period.

Electrical Operating Permit

Inskip Electric located in Salmon Arm, BC holds the Arena's electrical operating permit. All electrical works shall be done in correlation with Inskip Electric.

SITE PLANS

Please refer to Appendix D for as-built building drawings for reference.

COMPLETION & SCHEDULE

The required completion date is **Friday, July 17, 2026**

Work involving the removal of existing lighting may not begin before **May 31, 2026**, and must not occur during the blackout periods listed below. The contractor is expected to work Monday to Friday, unless alternative arrangements are approved by Arena staff, and must coordinate all activities around the current event schedule, which may include limited work windows and planned interruptions.

The existing lighting must remain in place and fully operational until the contractor is ready to transition to the new lighting system, ensuring minimal disruption. Once the new lighting is fully operational, the existing lighting may be removed.

The period of **July 6–17, 2026** is the preferred window for work, as no events are scheduled and these dates can be offered exclusively to the contractor. The following dates have scheduled events and are designated as **blackout dates**. Work may occur before or after these dates; however, lighting **must remain available and operational**—whether existing or new—during all blackout dates.

Blackout Dates

- June 5–7, 2026
- June 12–14, 2026
- June 19–21, 2026
- July 1–6, 2026

SITE DETAILS

Machinery will need to arrive on site clean and free of leaks, spill kit on site at all times. Pre-construction meeting will take place before work begins to go through exposure to hazardous materials, an environmental management plan, and permit details. The contractor will be required to provide appropriate site security throughout the length of the contract.

DISPOSAL OF WASTE MATERIAL

City of Salmon Arm will retain all circular LED lights located around the perimeter of the ice surface. The contractor is responsible for removing these lights and leaving them onsite for Recreation staff to store. All remaining rectangular lighting shall be removed, recycled, or disposed of by the contractor

SITE CLEAN UP AND MAINTENANCE

The Contractor is responsible for maintaining a clean, safe, and orderly worksite throughout the duration of the project. This includes daily removal of debris, packaging, and waste materials; proper storage of tools, lifts, and equipment; and ensuring all public areas, concourses, and access routes remain unobstructed and safe for facility users. The Contractor must protect existing finishes, seating, ice surfaces, and building systems from damage and restore any affected areas to their original condition. Our concourse walking track has limitation to access and use of machinery. A full site clean-up, including final sweeping, waste disposal, and removal of all construction materials, is required prior to project completion.

PRE-BID INSPECTION

Interested parties are invited to inspect the buildings. There will be NO mandatory site meetings. Site visits can be requested to Darin Gerow at dgerow@salmonarm.ca or David Knight at dknight@salmonarmrecreation.ca

PAYMENT

All invoicing for this project shall be submitted directly to the City of Salmon Arm for review and approval. The Contractor may submit monthly progress claims, if required, based on the value of work completed during the billing period and supported by appropriate documentation. All invoicing and progress claims must comply with the requirements of the BC Builders Lien Act, including any applicable holdbacks and statutory timelines.

INSTRUCTIONS TO BIDDERS

Any damage to City infrastructure, by the Contractor, during works shall be repaired or replaced, immediately, at no expense to City of Salmon Arm

The Contractor shall be responsible for obtaining any permits or licenses as may be required for the Works. All fees associated with any permits or licenses shall be included in the proposal cost.

The Contractor shall be responsible for all and any disposal fees.

The Contractor shall supply and maintain, at their own expense, all signs, and lighting, and equipment as deemed necessary by the City of Salmon Arm, to warn of hazardous conditions and to maintain safety to all users and staff of the facility, within and adjacent to, the construction area.

Compliance with Laws

The Contractor will give all the notices and obtain all the licenses and permits required to perform the work. The contractor 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 Proposal 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 Proposal 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 Proposal 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 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.

3. Proposal Format & Evaluation

Proposals not meeting the following mandatory criteria will be excluded from further consideration during the evaluation process.

The proposal must:

- be received at the closing location before the specified closing time.
- be written in English.
- be delivered in-person, by courier, mail or e-mail.
- include a completed and signed Proponent Section.
- include an all-inclusive price for the complete works as per the scope of work and deliverables listed in this RFP.

Proposals meeting the mandatory submission criteria will be evaluated based on information provided in the Proponents proposal submission. To facilitate uniformity of presentation and ease of evaluation, proposals shall be limited to **20 pages total**, and Proponents should ensure their submission provides relevant information to allow the City to properly complete the evaluation matrix.

Proponent Methodology (30% Weighting)

- Demonstrated understanding of the scope of lighting upgrade work, including assessment of existing systems and proposed improvement strategies
- Project management and quality-control approach for delivering lighting design, coordination, and implementation in a timely matter
- Work program details and schedule outlining key phases such as evaluation, design development, procurement, and installation support
- Description of anticipated deliverables, including design documentation, photometric analysis, control system recommendations, and commissioning support

Proponent Profile (30% Weighting)

- Team qualifications and experience related to lighting design, electrical engineering, and control system integration
- Past relevant lighting upgrade or modernization projects of similar scale and complexity
- Past performance and references demonstrating successful delivery of lighting improvements
- Local knowledge, including familiarity with regional codes, utility requirements, and site-specific consideration

Price (40% Weighting)

- Schedule of fees including disbursements

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 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 A Contract Form

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 Proponent will give all the notices and obtain all the licenses and permits required to perform the work. The Proponent 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 Proponent 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 Proponent or by any servant, employee, officer, director or sub-Contractor of the Proponent 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 Proponent, 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 Proponent 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 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 Proponent in an amount not less than \$2,000,000.

Registration with Workers' Compensation Board

The Proponent 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 Proponent may be required to submit a WCB Clearance Letter indicating that all WCB assessments have been paid.

Health and Safety

The Proponent must ensure they have a current health and safety policy that meets or exceeds all Occupational Health and Safety legislative requirements as a workplace under the inspectional jurisdiction of WorkSafe BC and will ensure all employees will abide by these policies.

Appendix B Proposal Fee Summary

PROPOSAL TO PROVIDE ENGINEERING SERVICES FOR: ROGERS Rink Spectator Lighting Upgrade

Item	Total
All inclusive price to upgrade and replace the Spectator Lighting in Rogers Rink	\$
	\$
Sub-total	\$
GST (5%) GST # _____	\$
TOTAL	\$

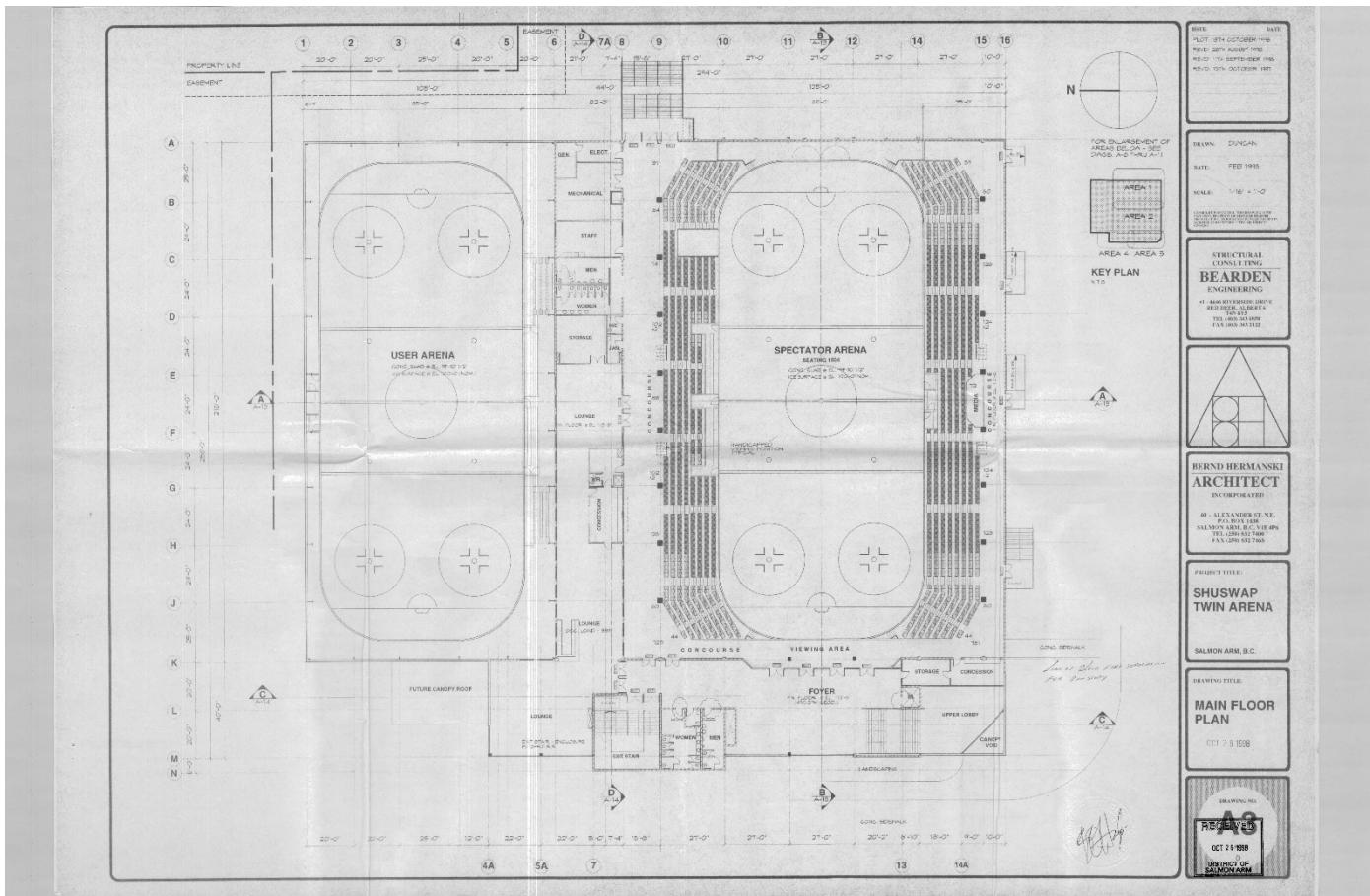
Proposed COMPLETION Date: _____

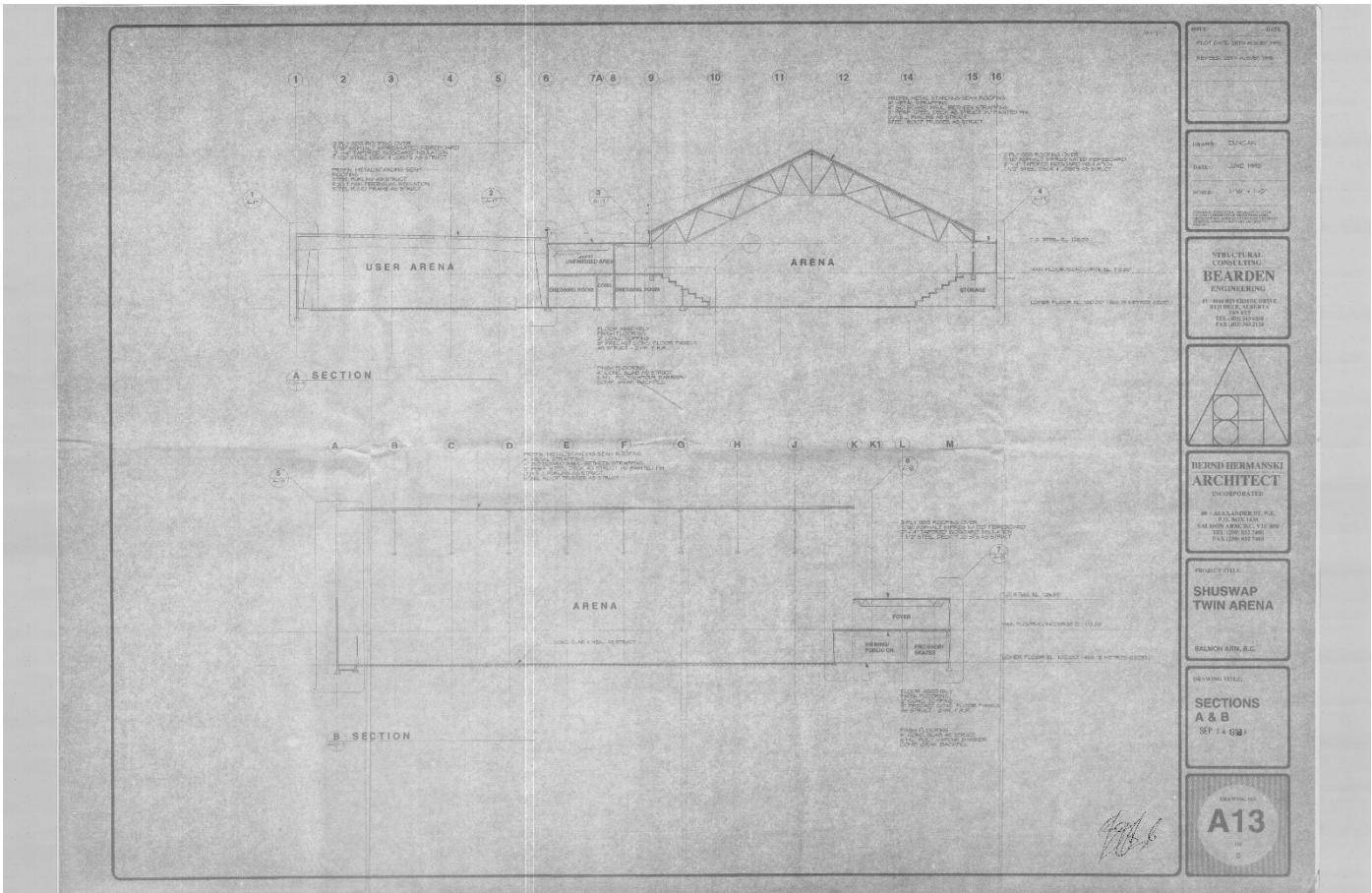
Proposed Schedule: _____

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

****NOTE: The Total fee value with Company Name may be revealed to all firms and may be included on a public Council agenda after Notice of Award has been given.****

Appendix C Site Plans





ISSUE DATE
 ISSUED FOR BUILDING PERMIT JUN. 18.98
 ISSUED FOR PRICING AUG. 13.98
 ISSUED FOR TENDER SEP. 22.98

DRAWN: JB/SK

DATE: JUN. 98

SCALE: AS NOTED

JOB #: 98BHA-08

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PROJECT TITLE:

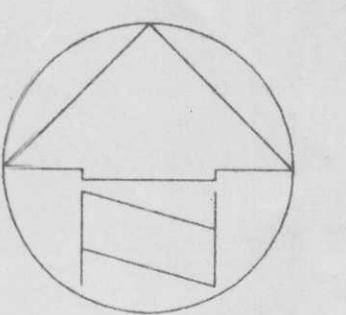
SHUSWAP
TWIN ARENA

SALMON ARM, B.C.

DRAWING TITLE:

PARTIAL
MAIN FLOOR
PLANS -
LIGHTING

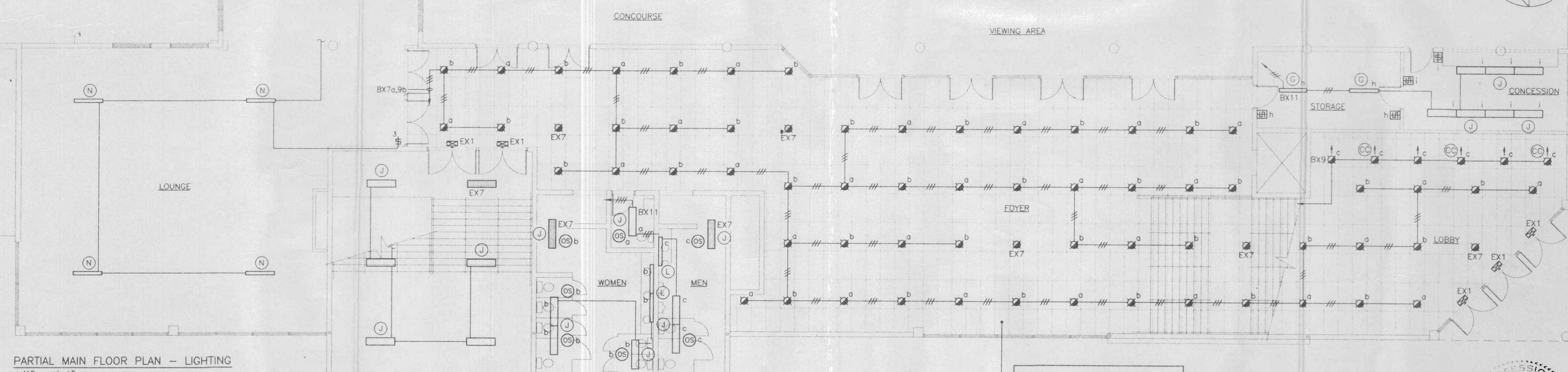
DRAWING NO.
E-6
OF
10

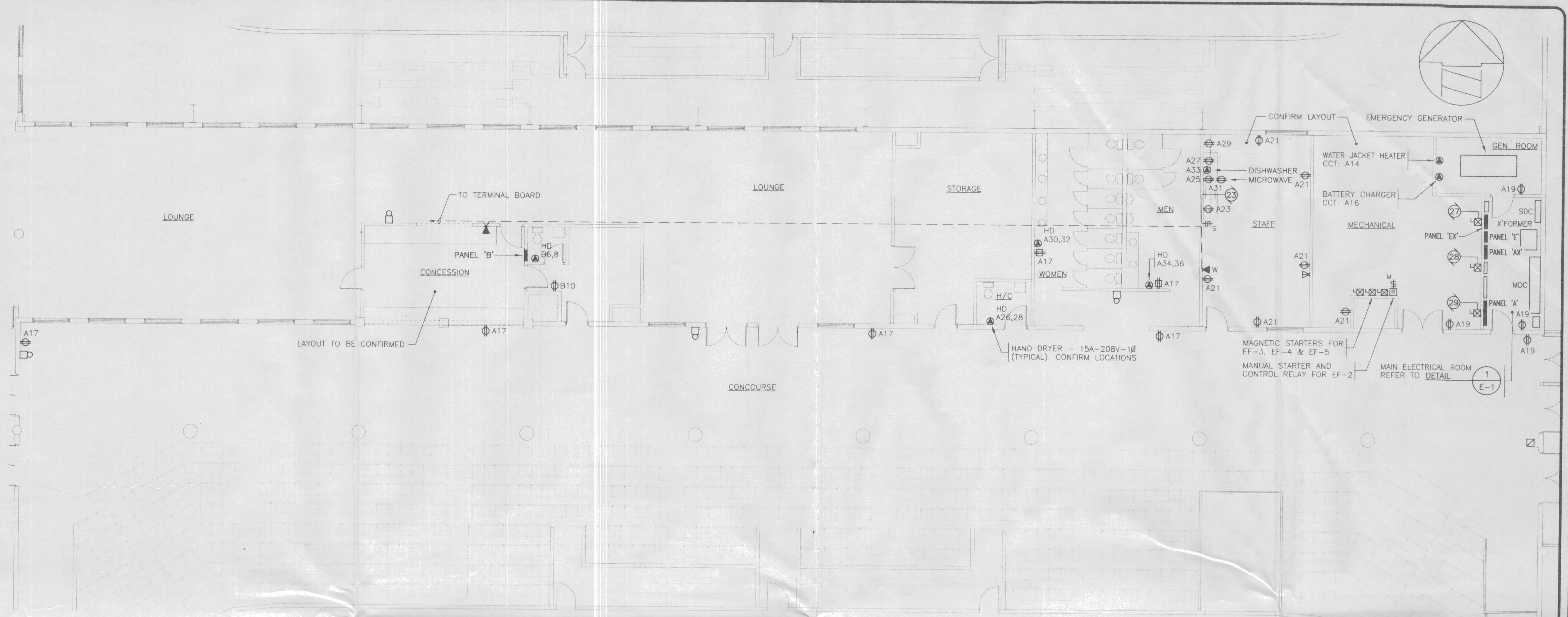


COORDINATE LUMINAIRE LOCATIONS
WITH MECHANICAL EQUIPMENT,
DUCTWORK AND PIPING

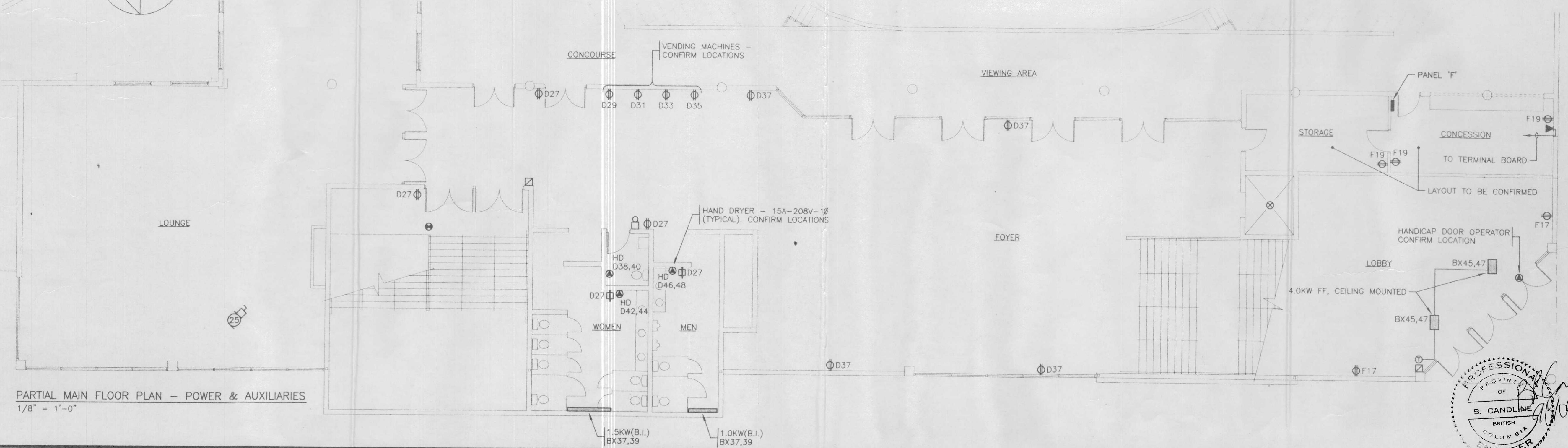
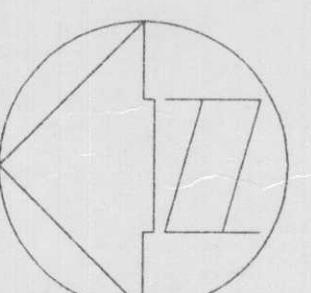
RELAY CABINET
OUTSIDE AND HI/MED/LOW
LIGHTING CONTROLS
MAIN ELECTRICAL ROOM

PARTIAL MAIN FLOOR PLAN - LIGHTING
1/8" = 1'-0"





PARTIAL MAIN FLOOR PLAN - POWER & AUXILIARIES



PARTIAL MAIN FLOOR PLAN - POWER & AUXILIARIES
1/8" = 1'-0"

ISSUE	DATE
ISSUED FOR BUILDING PERMIT	JUN. 18 • 98
ISSUED FOR PRICING	AUG. 13 • 98
ISSUED FOR TENDER	SEP. 22 • 98

DRAWN: JB/SK

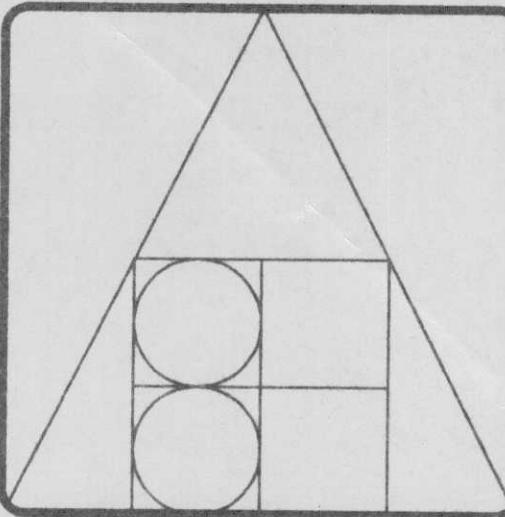
DATE: JUN • 98

SCALE: AS NOTED

JOB #: 98BHA-08

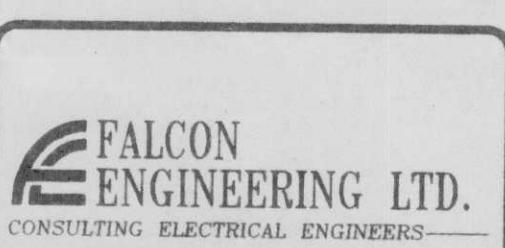
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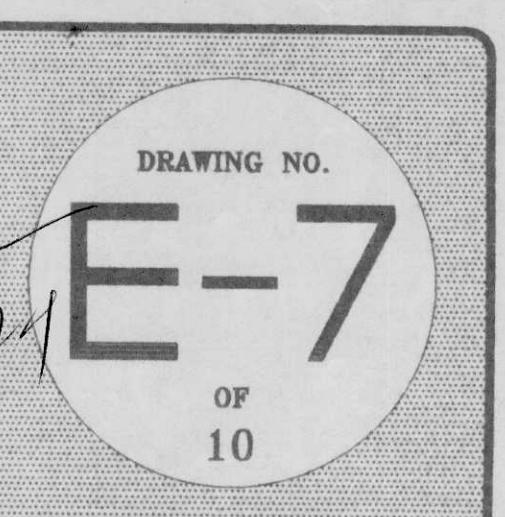
PROJECT TITLE:

**SHUSWAP
TWIN ARENA**

SALMON ARM, B.C.

DRAWING TITLE:

**PARTIAL
MAIN FLOOR
PLANS -
POWER AND
AUXILIARIES**



ISSUE	DATE
ISSUED FOR BUILDING PERMIT	JUN 18 98
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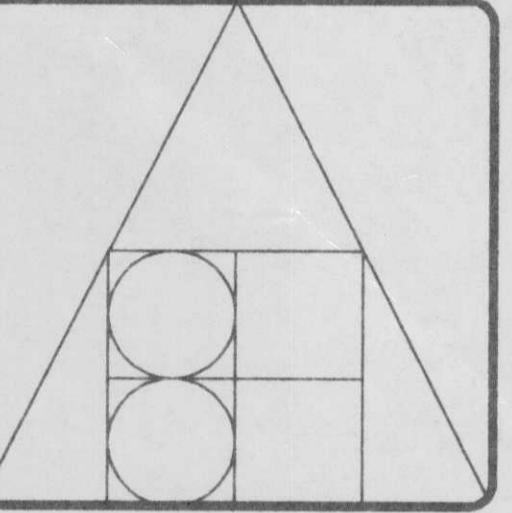
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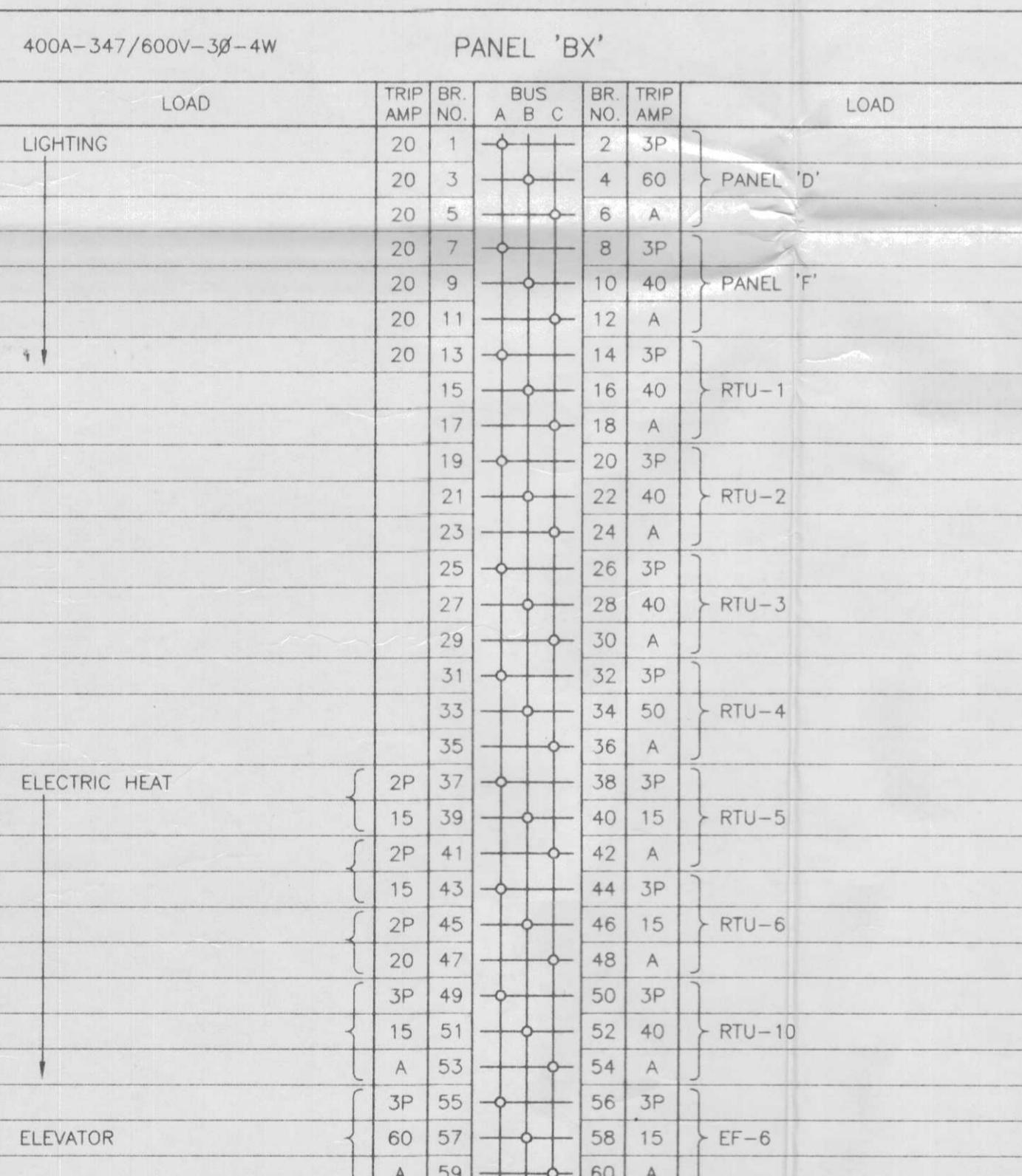
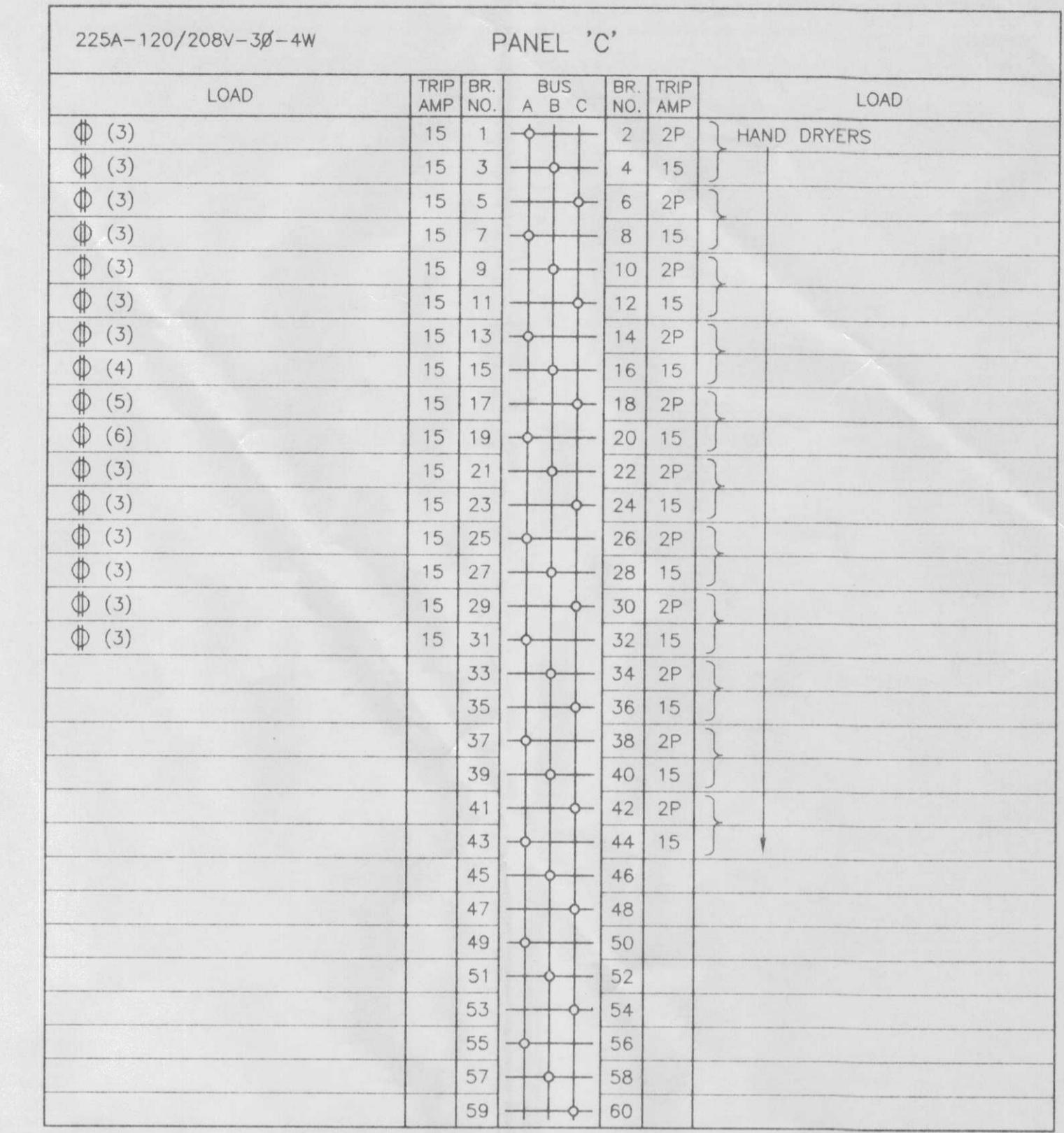
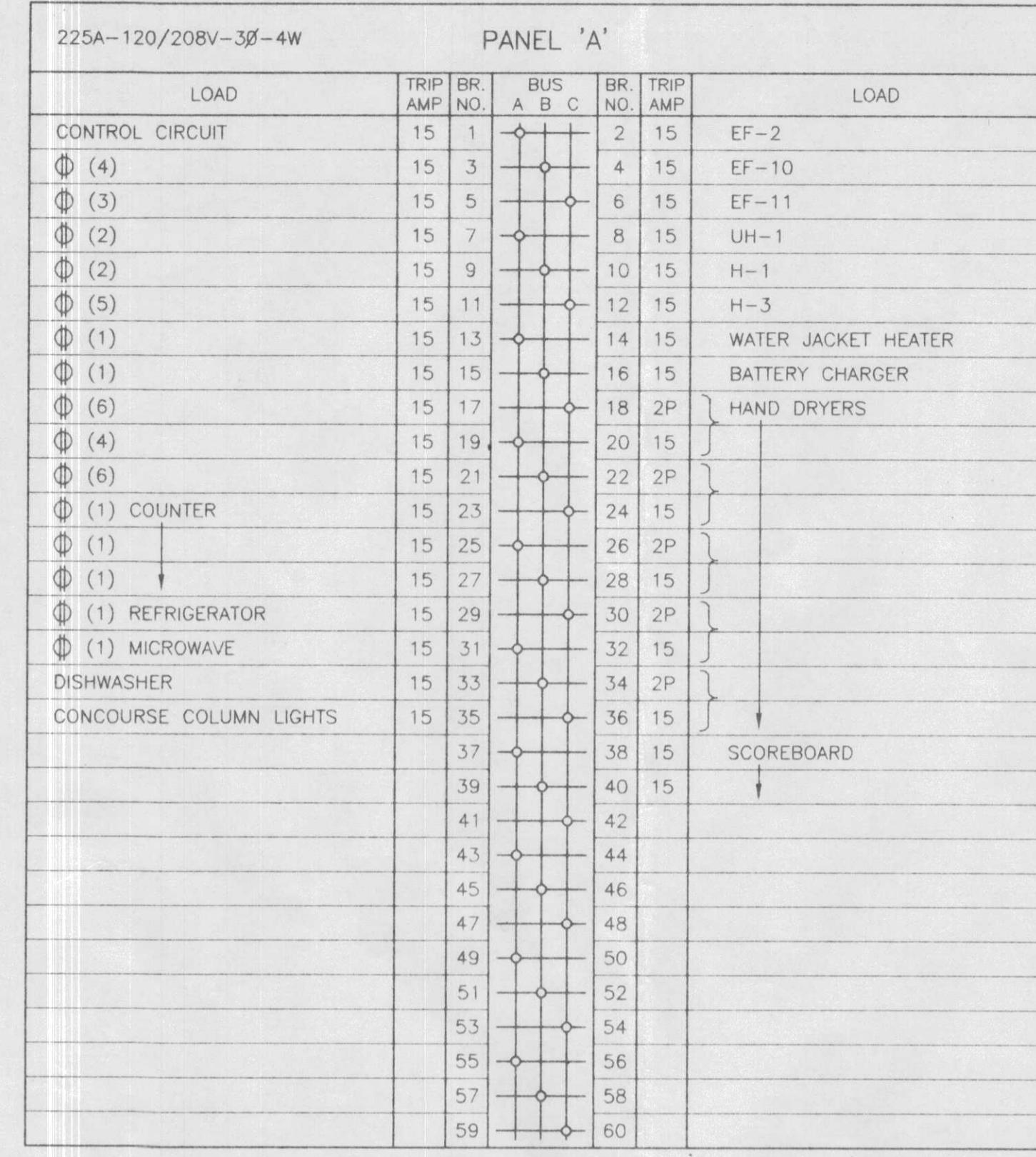
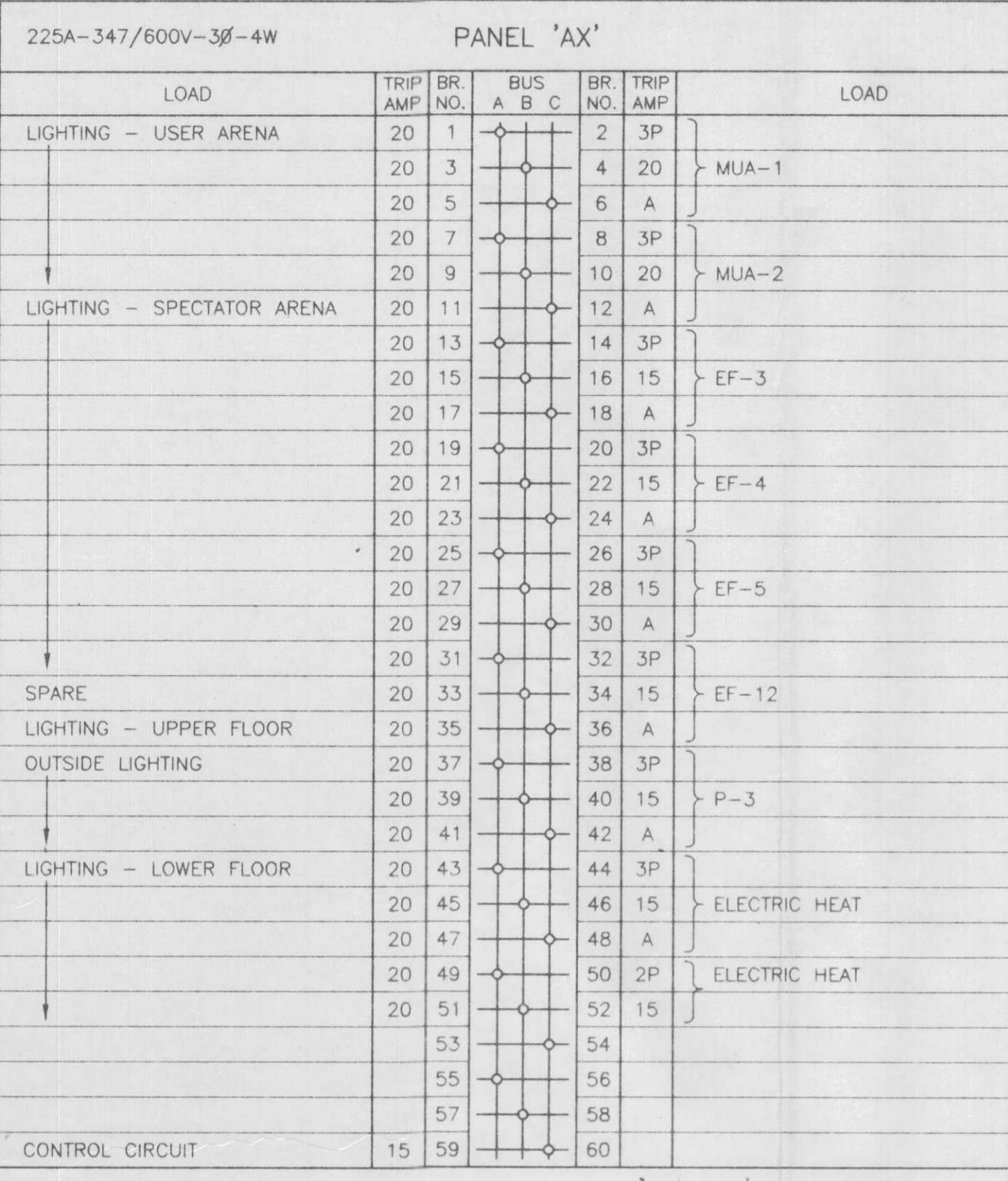
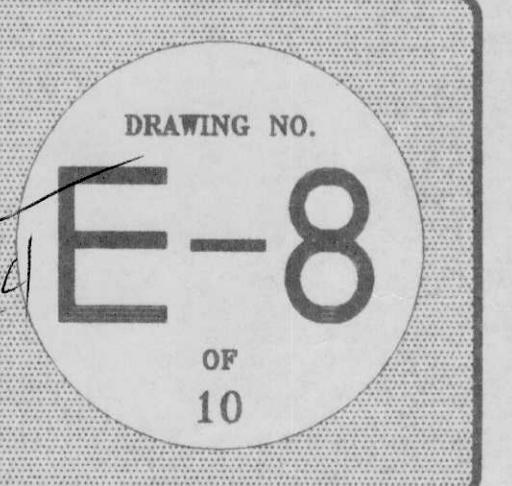
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PROJECT TITLE:
SHUSWAP
TWIN ARENA

SALMON ARM, B.C.

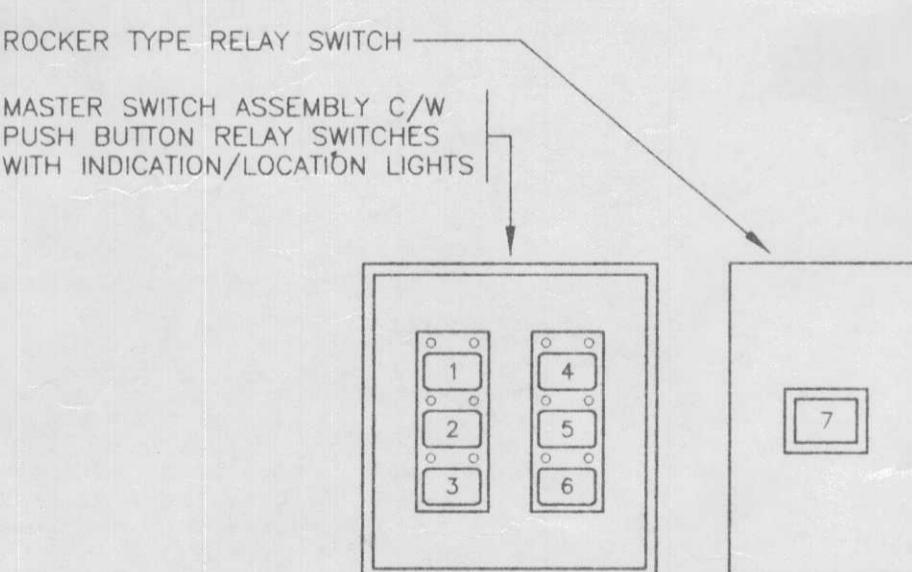
DRAWING TITLE:
PANEL SCHEDULES



100A-120/240V-1Ø-3W							
PANEL 'E'							
LOAD	TRIP AMP	BR. NO.	BUS A	BUS B	BR. NO.	TRIP AMP	LOAD
FIRE ALARM	15	1		2	15		EXCESS PRESSURE PUMP
CONTROL CIRCUIT	15	3		4			
BATTERY PACK	15	5		6			
		7		8			
		9		10			
		11		12			
		13		14			
		15		16			
		17		18			

100A-120/208V-3Ø-4W							
PANEL 'F'							
LOAD	TRIP AMP	BR. NO.	BUS A	BUS B	BR. NO.	TRIP AMP	LOAD
Φ (4)	15	1		2	3P		
Φ (2)	15	3		4	30		FILTER
Φ (3)	15	5		6	A		
Φ (3)	15	7		8	15	EF-9	
Φ (2)	15	9		10			
Φ (2)	15	11		12			
Φ (3)	15	13		14			
Φ (4)	15	15		16			
Φ (4)	15	17		18			
Φ (3)	15	19		20			
		21		22			
		23		24			
		25		26			
		27		28			
		29		30			

100A-120/208V-3Ø-4W							
PANEL 'G'							
LOAD	TRIP AMP	BR. NO.	BUS A	BUS C	BR. NO.	TRIP AMP	LOAD
Φ (3)	15	1		2			
		3		4			
		5		6			
		7		8			
		9		10			
		11		12			
		13		14			
		15		16			
		17		18			
		19		20			
		21		22			
		23		24			
		25		26			
		27		28			
		29		30			



SWITCH SCHEDULE	
NO.	CIRCUITS CONTROLLED
1	BX1
2	BX7a
3	BX9b
4	AX51
5	BX9c
6	SPARE
7	MASTER "OFF"

MASTER SWITCH STATION - DETAIL
NTS

E-4

LUMINAIRE SCHEDULE							
TYPE	MANUFACTURER	CATALOGUE NO.	VOLT	LAMP		SEE NOTE	
				QTY.	TYPE		
A	WIDELITE	ILTM1000S	347	1	1000 COATED MH	1	
B	WIDELITE	ILTM400S	347	1	400 COATED MH	1	
C	KEENE	CNRB175MA16C6	347	1	175 COATED MH	2	
D	CFI	SB248T	347	4	F32TB/841	3,4	
E	CFI	SB248	347	2	F32TB/841	3,4,5	
F	CFI	SB248	347	2	F32TB/841	3	
G	CFI	SB248	347	2	F32TB/841	6	
H	REBELLE	R2805CM	120	2	F13TT/41		
J	CFI	SLB1SFVA240	347	2	F32TB/841		
K	CFI	AA248	347	2	F32TB/841		
L	CFI	CSW248	347	2	F32TB/841	7	
M	CFI	CSW148	347	1	F32TB/841	7	
N	CFI	SB248	347	2	F32TB/841		
P	CFI	VA224	347	2	F17TB/841		
Q	CFI	TX248	347	2	F32TB/841		
R	LIGHTOLIER	7226HM347/8056CL	347	2	F26DTT/41		
S	CFI	VT248-VX-TP	347	2	F32TB/841		
T	KEENE	LPMC173MALT	347	1	175 CLEAR MH	8	
U						9	
V	CFI	SB236	347	2	F25TB/841	3	
W	CFI	PLA2G18LS340	347	3	F32TB/841		
X	CFI	AA448	347	4	F32TB/841		
Y	CFI	FF248	347	2	F32TB/841	10	
Z	LIGHTOLIER	1102TH3-1128T	347	2	F13TT/41		
AA	INCANDESCENT LAMPHOLDER		120	1	100 A19 IF	3	
BB	STONCO	VCXL21K	120	1	150 A21 IF		
CC	LIGHTOLIER	7226HM347/8044CL	347	2	F26DTT/41		

NOTES

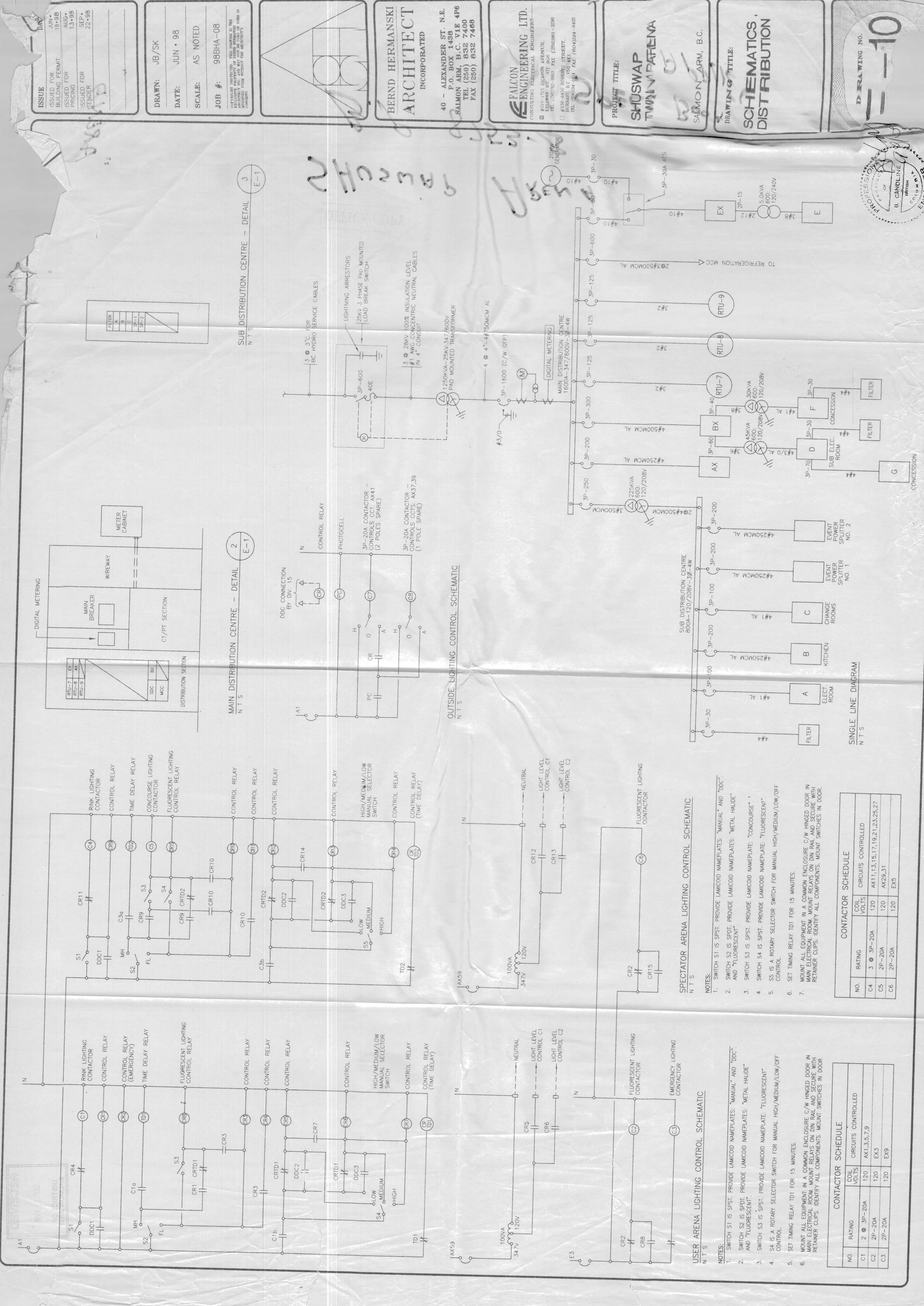
1. PROVIDE HI/MEDIUM/LOW DIMMING SYSTEM.
2. CUSTOM PAINT COLOUR TO BE SELECTED BY ARCHITECT.
3. PROVIDE WIRE GUARD.
4. MOUNT ON UndERSIDE OF ROOF DECK.
5. WALL MOUNT AT ELEV. 140'. UNLESS OTHERWISE NOTED.
6. PROVIDE COMPACT FLUORESCENT DIMMING BALLAST AND CUSTOM COLUMN MOUNT ADAPTER BRACKET.
7. WALL MOUNT AT +7'0".
8. WALL MOUNT AT +---
9. WALL MOUNT AT +---
10. PROVIDE REFLECTOR ALIGNER CLIPS.

FIRE ALARM SYSTEM			
ALARM ZONE	DESCRIPTION	TROUBLE ZONE	DESCRIPTION
1	LOWER FLOOR NORTH	1	SPRINKLER MAIN TAMPER
2	LOWER FLOOR SOUTH & CENTRE	2	SPRINKLER ZONE TAMPERS
3	UPPER FLOOR	3	SPRINKLER LOW PRESSURE
4	NORTHWEST STAIRWELL	4	
5	ELEVATOR SHAFT	5	
6	SPRINKLERS - LOWER FLOOR NORTH	6	
7	SPRINKLERS - LOWER FLOOR SOUTH & CENTRE	7	
8	SPRINKLERS - UPPER FLOOR	8	

NOTES

1. PROVIDE LIQUID TIGHT FLEXIBLE CONNECTION TO UNIT.
2. PROVIDE RELAY C/W 24V COIL FOR CONTROL CONNECTION BY MECHANICAL CONTRACTOR.
3. PROVIDE MAGNETIC STARTER C/W HOA SELECTOR SWITCH AND PILOT LIGHT IN COVER, FOR CONTROL CONNECTION BY MECHANICAL CONTRACTOR.
4. MOUNT AND CONNECT REVERSE ACTING THERMOSTAT (SUPPLIED BY MECHANICAL CONTRACTOR).
5. MOUNT AND CONNECT SPEED CONTROL SWITCH (SUPPLIED BY MECHANICAL CONTRACTOR).
6. CONNECT VIA PRESSURE SWITCH.

EQUIPMENT SCHEDULE							
NO.	MECH. REF.	DESCRIPTION	LOAD</				



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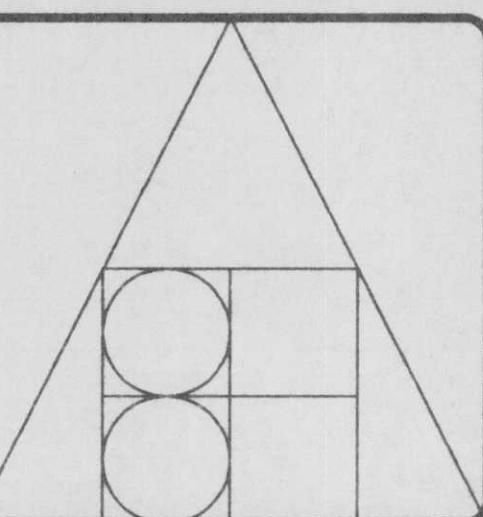
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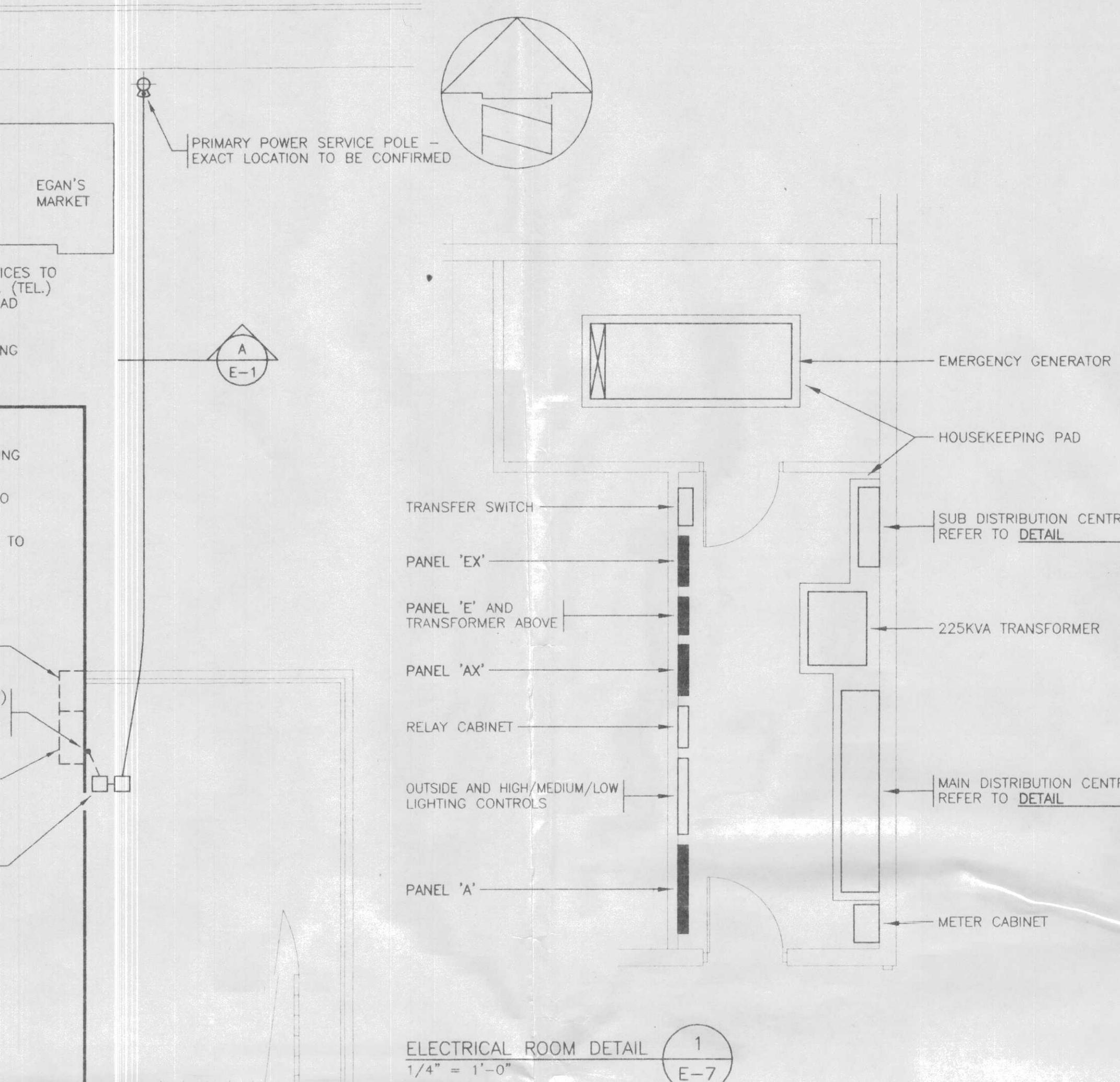
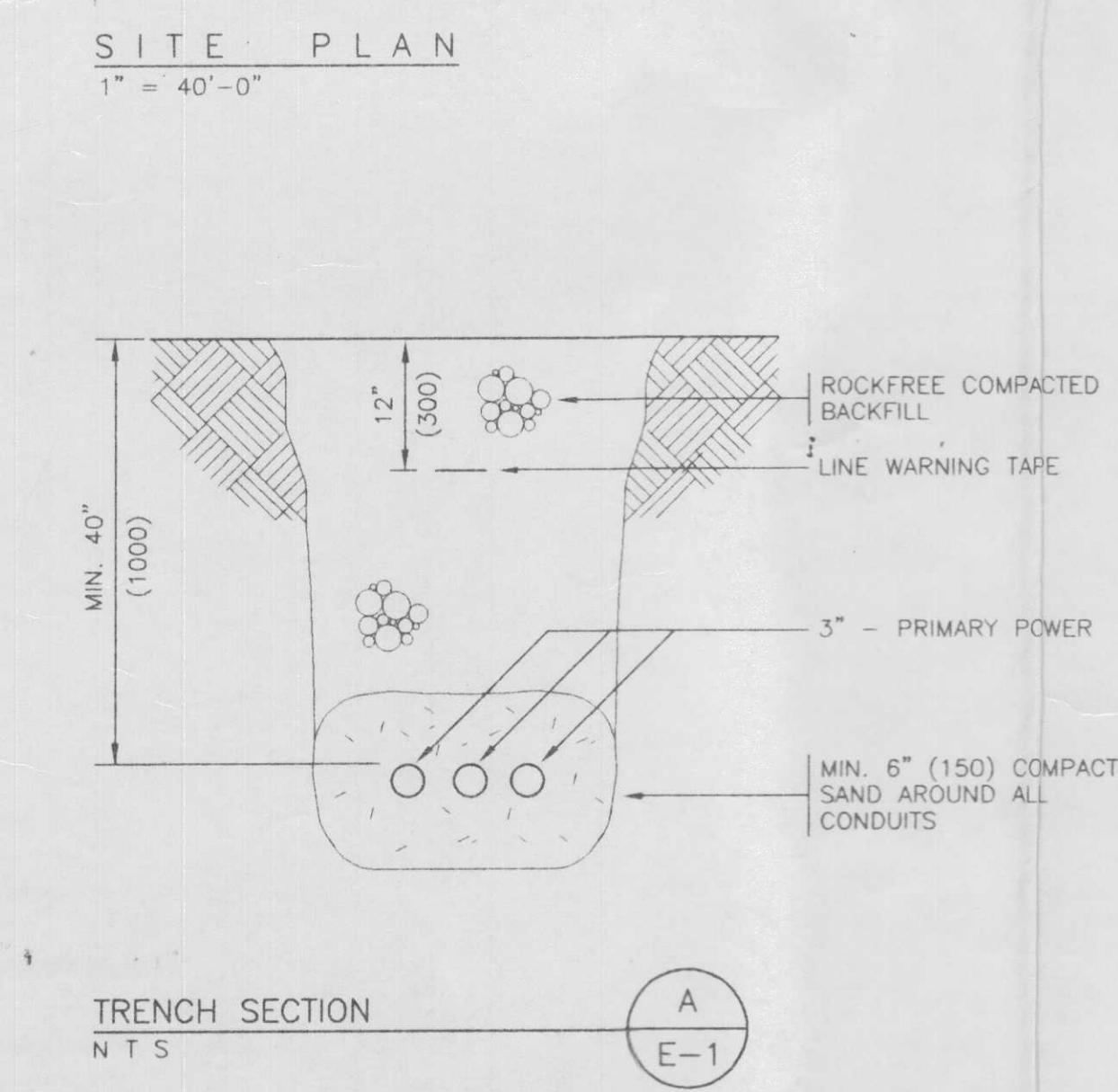
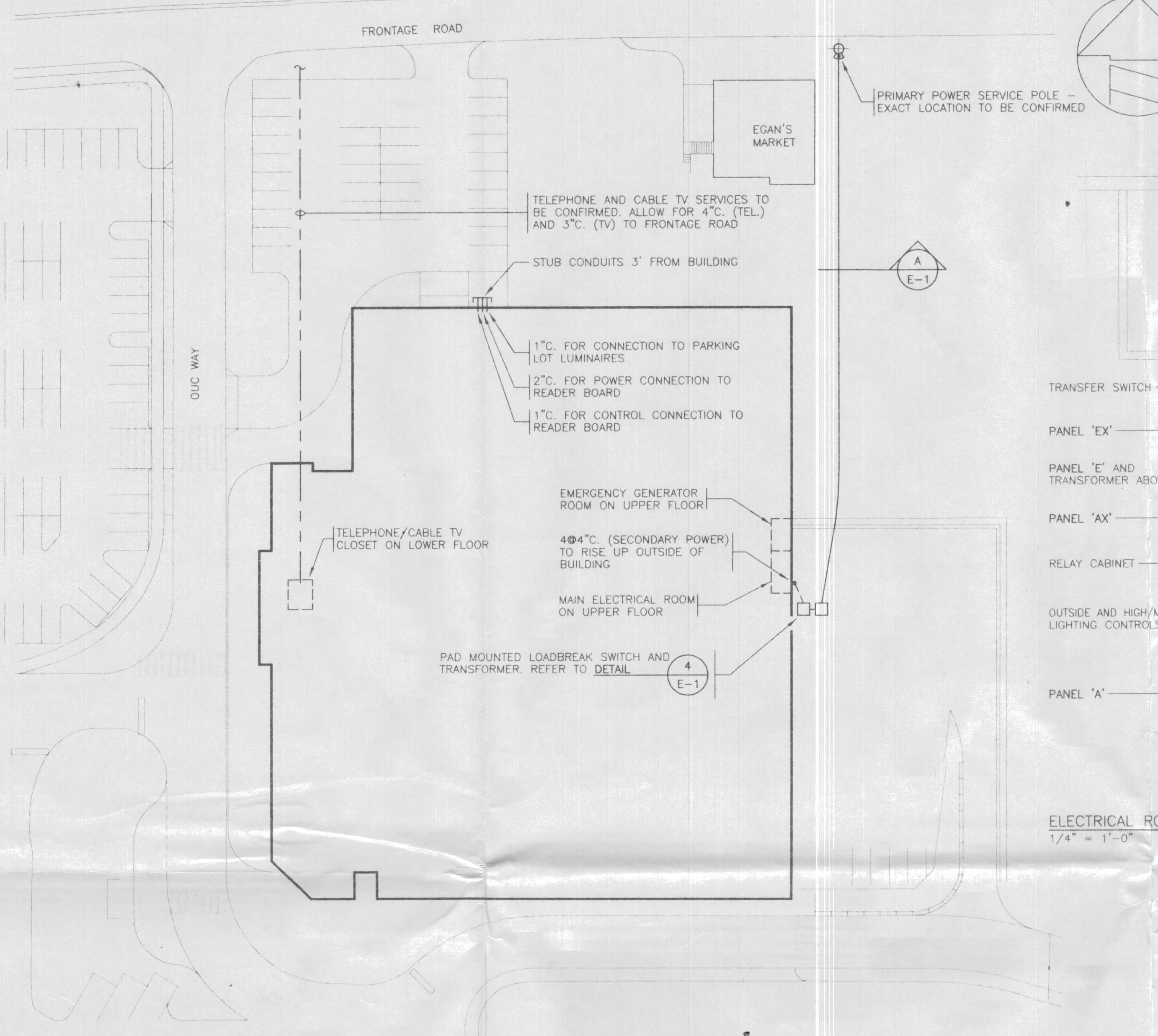
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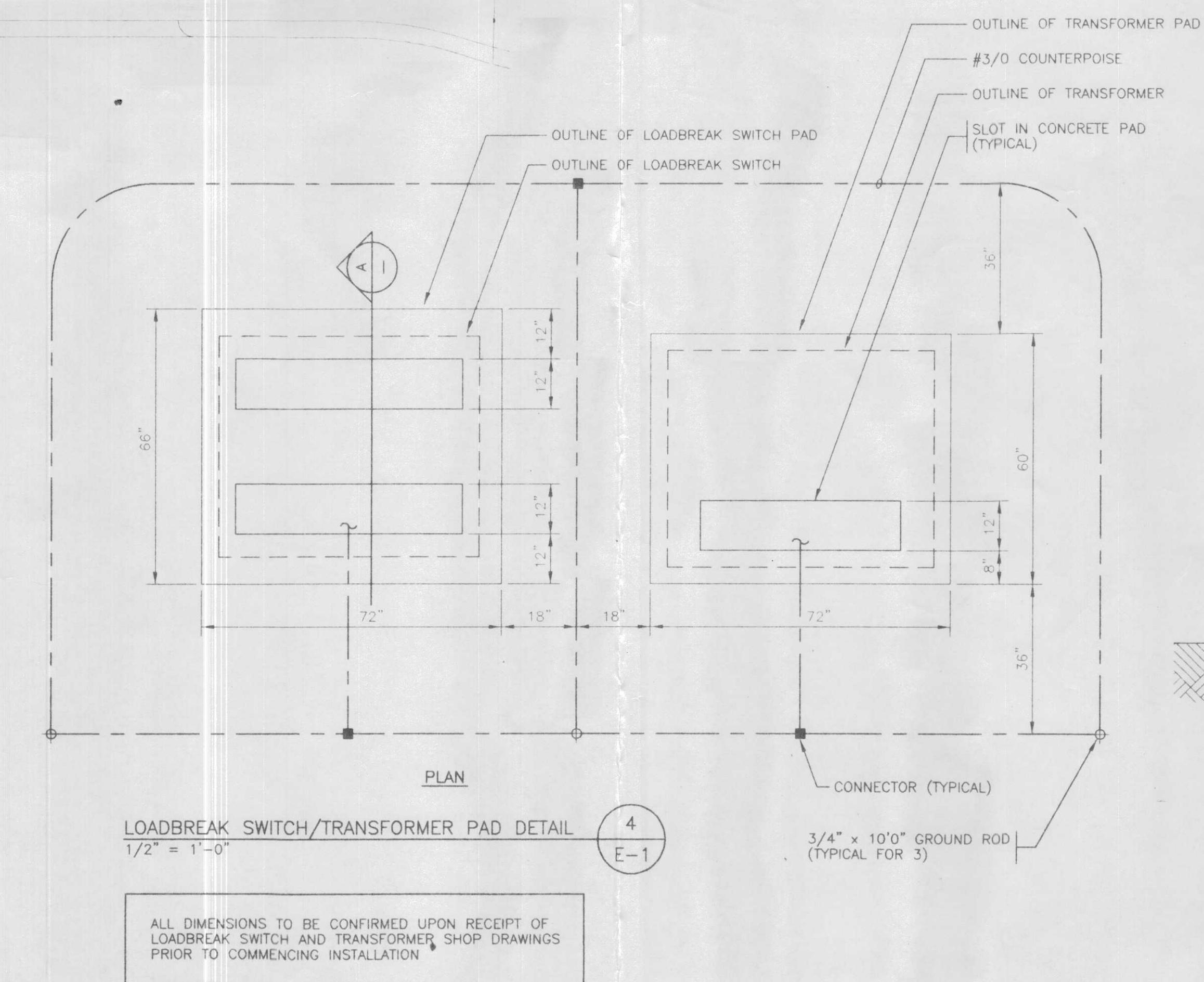
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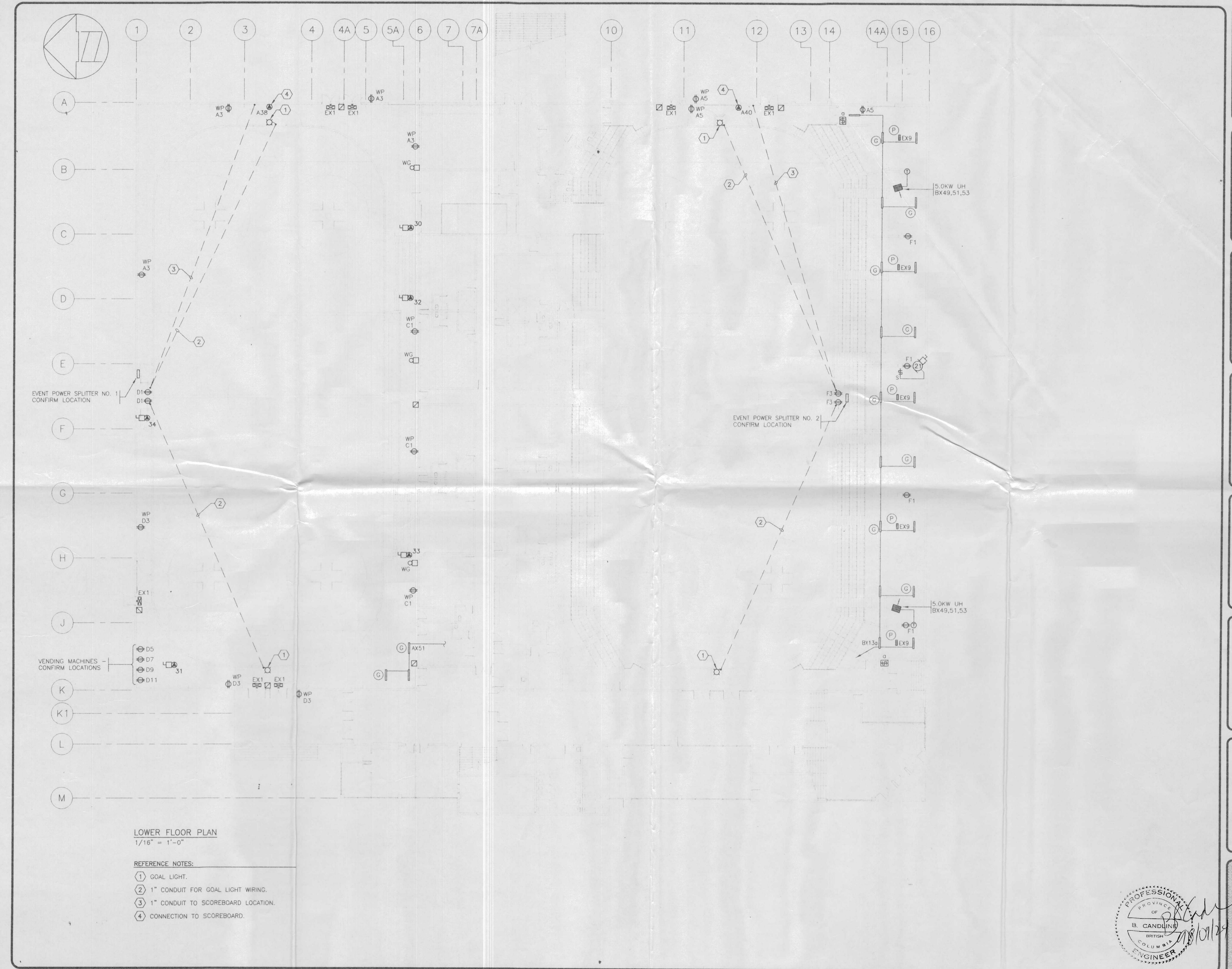
DRAWING TITLE:
SITE PLAN,
DETAILS

DRAWING NO.
E-1
OF 10



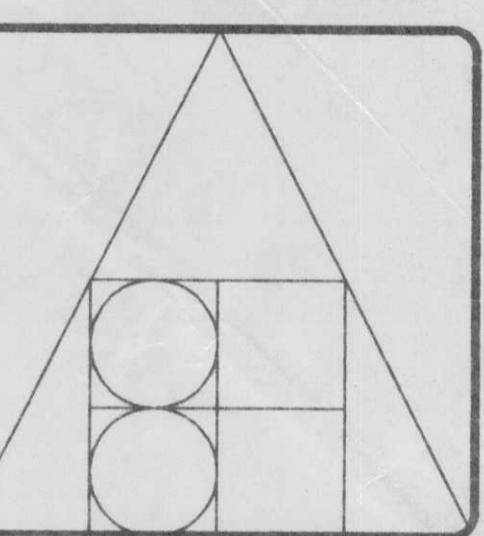
SYMBOL LEGEND		
SYMBOL	DESCRIPTION	MOUNTING
□	SURFACE MOUNTED LUMINAIRE	CEILING
□	SURFACE MOUNTED LUMINAIRE	WALL
●	RECESSED LUMINAIRE	CEILING
□	RECESSED LUMINAIRE	WALL
□	RECESSED WALL WASHER LUMINAIRE	CEILING
□	ROADWAY/AREA LUMINAIRE	POLE
□	ROADWAY/AREA LUMINAIRE	POLE
□	TRACK LIGHT	AS SHOWN
□	SURFACE MOUNTED FLUORESCENT LUMINAIRE	CEILING
□	RECESSED MOUNTED FLUORESCENT LUMINAIRE	CEILING
□	LUMINAIRE ON EMERGENCY POWER	CEILING
□	FLUO LIGHT	AS SHOWN
□	EX. LIGHT	CEILING
□	EXIT LIGHT	WALL
⑥	INDICATES LUMINAIRE TYPE 'B' - SEE LUMINAIRE SCHEDULE	
C2	INDICATES CIRCUIT NO.2 FROM PANEL 'C'	
WP	INDICATES WEATHERPROOF DEVICE	
EX	INDICATES EXTRINSIC SAFETY DEVICE	
4P	SINGLE POLE TOGGLE SWITCH 3 WAY, 4=4 WAY D=DIMMER	+48" (1200)
4P	TOGGLE SW. (P=PILOT LT., P.C.=FULL CHAIN, K=KEY OPERATED)	+48" (1200)
4P	LOW VOLTAGE LIGHT SWITCH (LETTER INDICATES CCT CONTROLLED)	+48" (1200)
○	OUTLET/JUNCTION BOX	
○	SIMPLE CONVENIENCE RECEPTACLE	+12" (300)
○	DUPLEX CONVENIENCE RECEPTACLE	+12" (300)
○	DUPLEX CONVENIENCE RECEPTACLE PEDESTAL MOUNTED	FLOOR
○	DUPLEX CONVENIENCE RECEPTACLE FLUSH MOUNTED	FLOOR
○	DUPLEX CONVENIENCE RECEPTACLE SPLIT WIRED	FLOOR
○	DUPLEX CONVENIENCE RECEPTACLE I.D. PEDESTAL	FLOOR
○	DUPLEX CONVENIENCE RECEPTACLE PEDESTAL MOUNTED	FLOOR
○	DUPLEX CONVENIENCE RECEPTACLE SWITCH ON ONE SIDE	+12" (300)
○	DUPLEX CONVENIENCE RECEPTACLE GROUND FAULT INTERRUPTING TWISTLOCK RECEPTACLE - RATING TO MATCH PROTECTIVE DEVICE	+12" (300)
○	SINGLE RECEPTACLE 208/240V-18 (AMPERAGE AS NOTED)	+12" (300)
○	SINGLE RECEPTACLE 208/240V-30 (AMPERAGE AS NOTED)	+12" (300)
○	CAMPING EQUIPMENT OUTLET	+12" (300)
○	TELEPHONE OUTLET	FLOOR
○	TELEPHONE OUTLET PEDESTAL MOUNTED	FLOOR
○	TELEPHONE OUTLET FLUSH MOUNTED	FLOOR
○	TELEPHONE OUTLET - WALL MOUNTED	+48" (1200)
○	PAY TELEPHONE OUTLET	+48" (1175)
○	DATA OUTLET	+12" (300)
○	DATA OUTLET PEDESTAL MOUNTED	FLOOR
○	DATA OUTLET FLUSH MOUNTED	FLOOR
○	ALARM PUSHBUTTON OUTLET	+12" (300)
○	CLOCK - 'D' DENOTES DOUBLE FACE	DN 12" (300)
○	EMERGENCY LIGHTING BATTERY UNIT - WITH OR WITHOUT HEADS	DN 18" (450)
○	RECESSED EMERGENCY FLOOD LIGHT - SINGLE OR DOUBLE	AS SHOWN
○	UNUSED DISCONNECT SWITCH	AS SHOWN
○	FUSED DISCONNECT SWITCH	AS SHOWN
○	MAGNETIC MOTOR STARTER	+60" (1500)
○	COMBINATION DISCONNECT/MAGNETIC MOTOR STARTER	+60" (1500)
○	MANUAL MOTOR STARTER	AS SHOWN
○	FIXED WIRE CONNECTION	
○	THERMOSTAT	+60" (1500)
○	DEHUMIDISTAT	+60" (1500)
○	ELECTRIC BASEBOARD HEATER UNLESS NOTED AS FOLLOWS: FF = FORCE FLOW, LH = UNIT HEATER, CH = CONVECTION HEATER, R = REED RELAY, T = THERMISTOR, D = DIAL, DOOR HEATER (D.I. INDICATES BUILT-IN THERMOSTAT)	
■	ELECTRICAL DISTRIBUTION PANELBOARD	SURFACE
■	ELECTRICAL DISTRIBUTION PANELBOARD	FLUSH
○	SPAKER	CEILING
○	SPAKER	WALL
○	TELEPHONE OUTLET	+12" (300)
○	INTERIOR COMMUNICATION HANDSET	+12" (300)
○	AUTOMATIC HEAT DETECTOR 135° R.O.R.	CEILING
○	AUTOMATIC HEAT DETECTOR 190° FIXED TEMP.	CEILING
○	IONIZATION SMOKE DETECTOR (D DENOTES DUCT DETECTOR)	CEILING
○	SMOKE ALARM	CEILING
○	FIRE ALARM BELL & PULL STATION	+54" (1370)
○	FIRE ALARM BELL & PULL STATION	
○	FIRE ALARM BELL	DN 12" (300)
○	FIRE ALARM BUZZER	DN 12" (300)
○	MAGNETIC DOOR HOLDER	FLOOR/WALL
○	SMOKE ALARM LED INDICATOR	DN 12" (300)
○	END OF LINE RESISTOR	+66" (1675)
○	PIPE BEND	
○	PRESSURE SWITCH	
○	TAMPER SWITCH	
○	COLUMNAR SERVICE POLE WITH DEVICES AS NOTED	
○	MULTI SERVICE RECESSED FLOOR BOX WITH DEVICES AS NOTED	FLOOR
○	FIXED WIRE CONNECTION TO PRE-WIRED FURNITURE SCREENS	
○	INTRUDER ALARM MAGNETIC DOOR SWITCH	
○	INTRUDER ALARM PASSIVE INFRARED DETECTOR	CEILING
○	EXISTING TO BE REMOVED - BLANK OFF OUTLET	
R	EXISTING TO BE REMOVED - BLANK OFF OUTLET	





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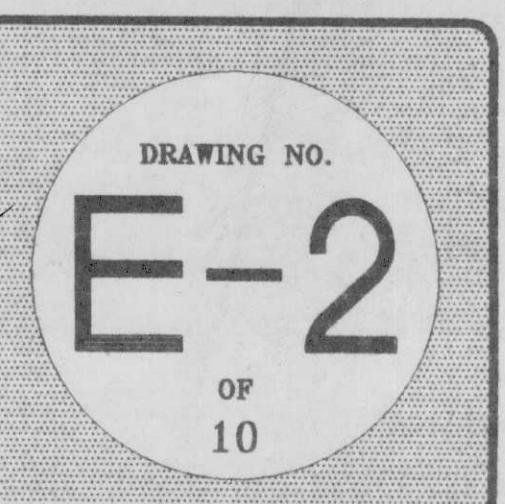
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TWIN ARENA**

SALMON ARM, B.C.

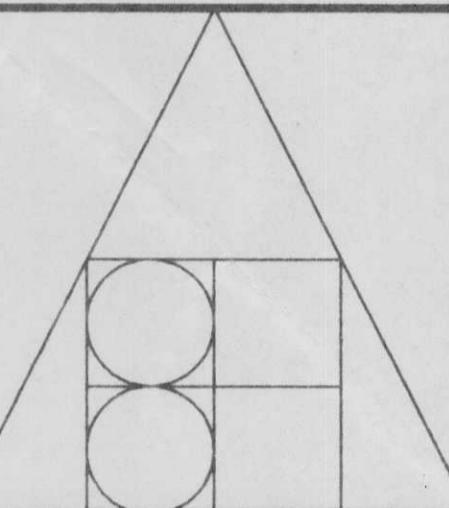
DRAWING TITLE:
**LOWER
FLOOR PLAN**



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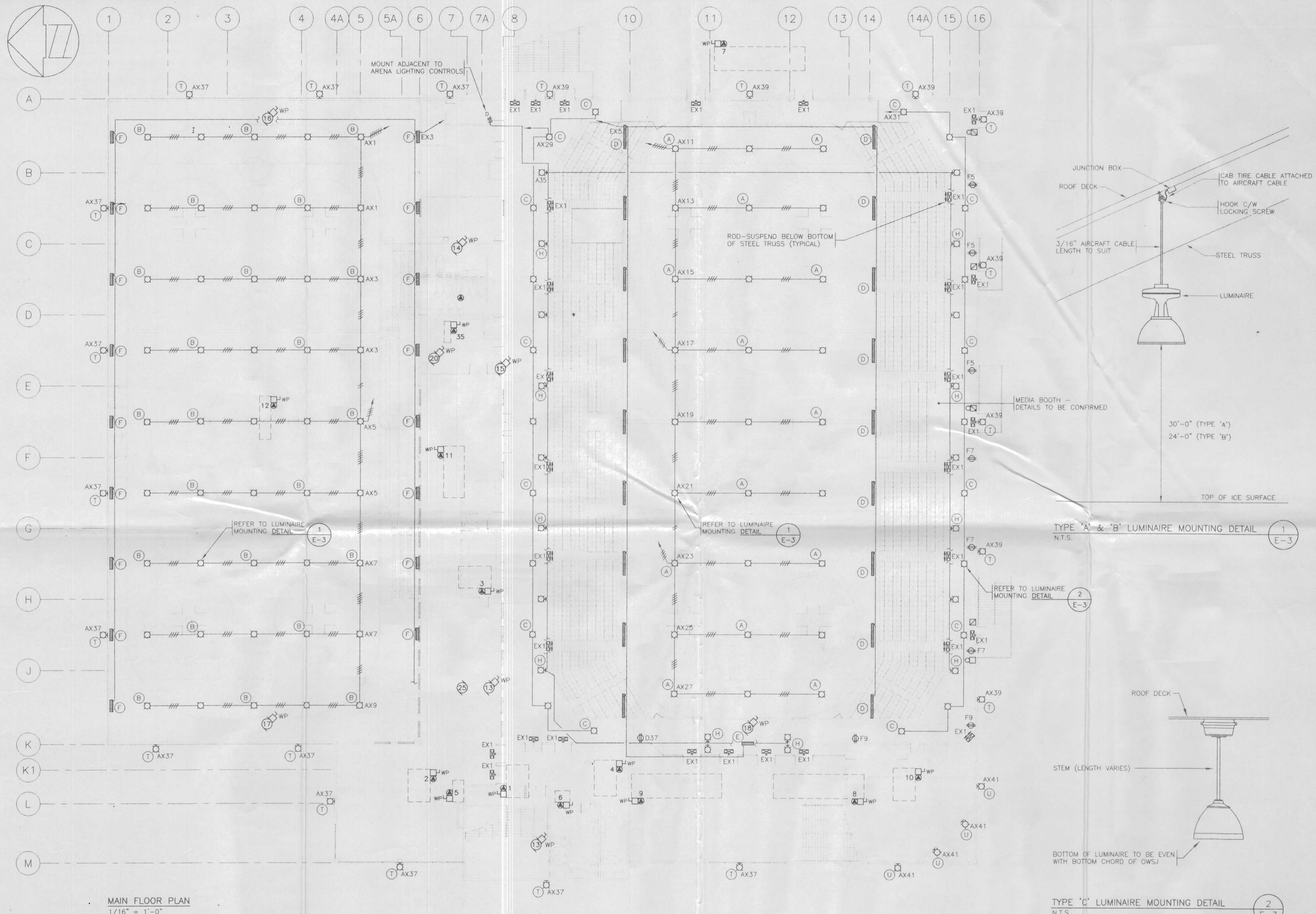
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SHUSWAP
TWIN ARENA

SALMON ARM, B.C.

DRAWING TITLE:
MAIN
FLOOR PLAN ,
DETAILS

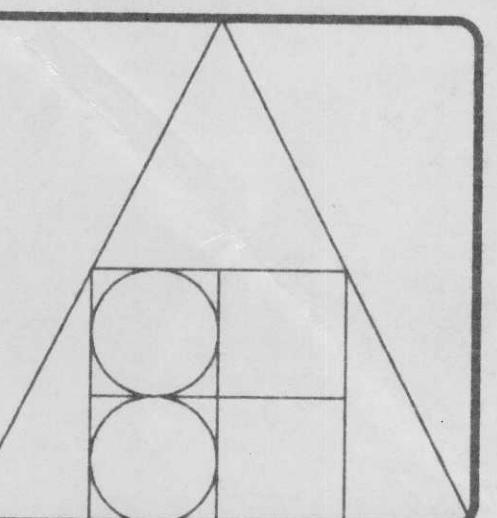
DRAWING NO.
E-3
OF
10



ISSUE DATE
 ISSUED FOR BUILDING PERMIT JUN 18 98
 ISSUED FOR PRICING AUG 13 98
 ISSUED FOR TENDER SEP 22 98

DRAWN: JB/SK
 DATE: JUN 98
 SCALE: AS NOTED
 JOB #: 98BHA-08

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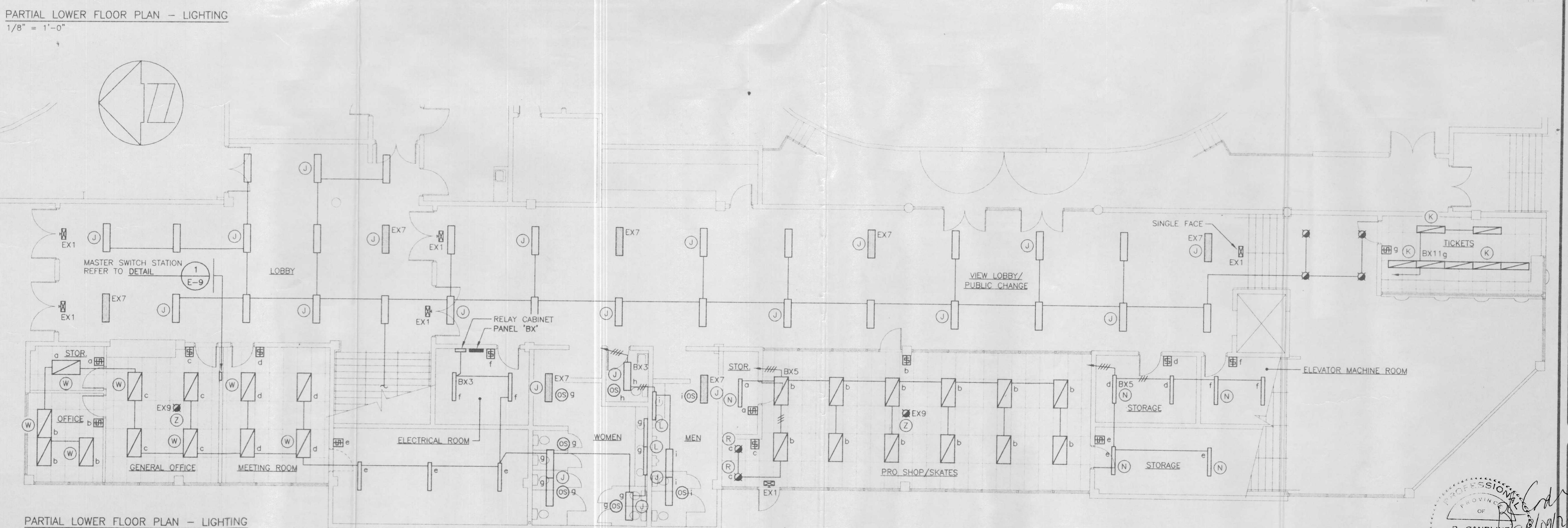
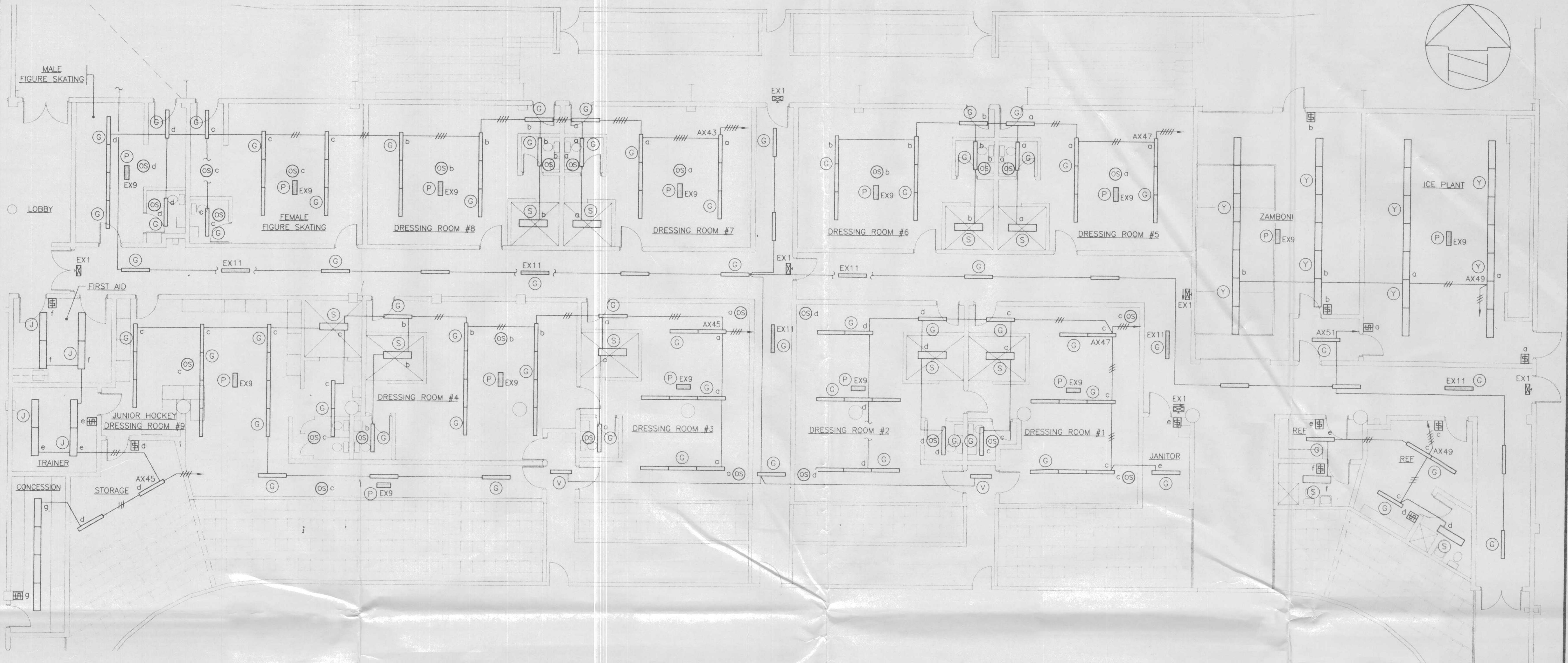
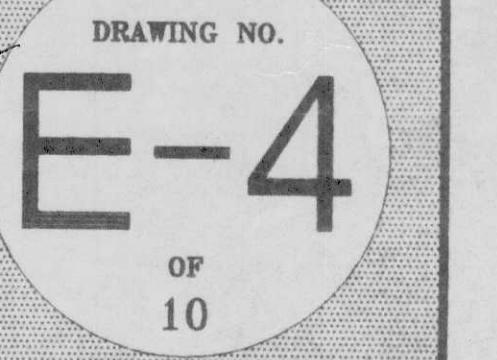
#338-6450 ROBERTS STREET,
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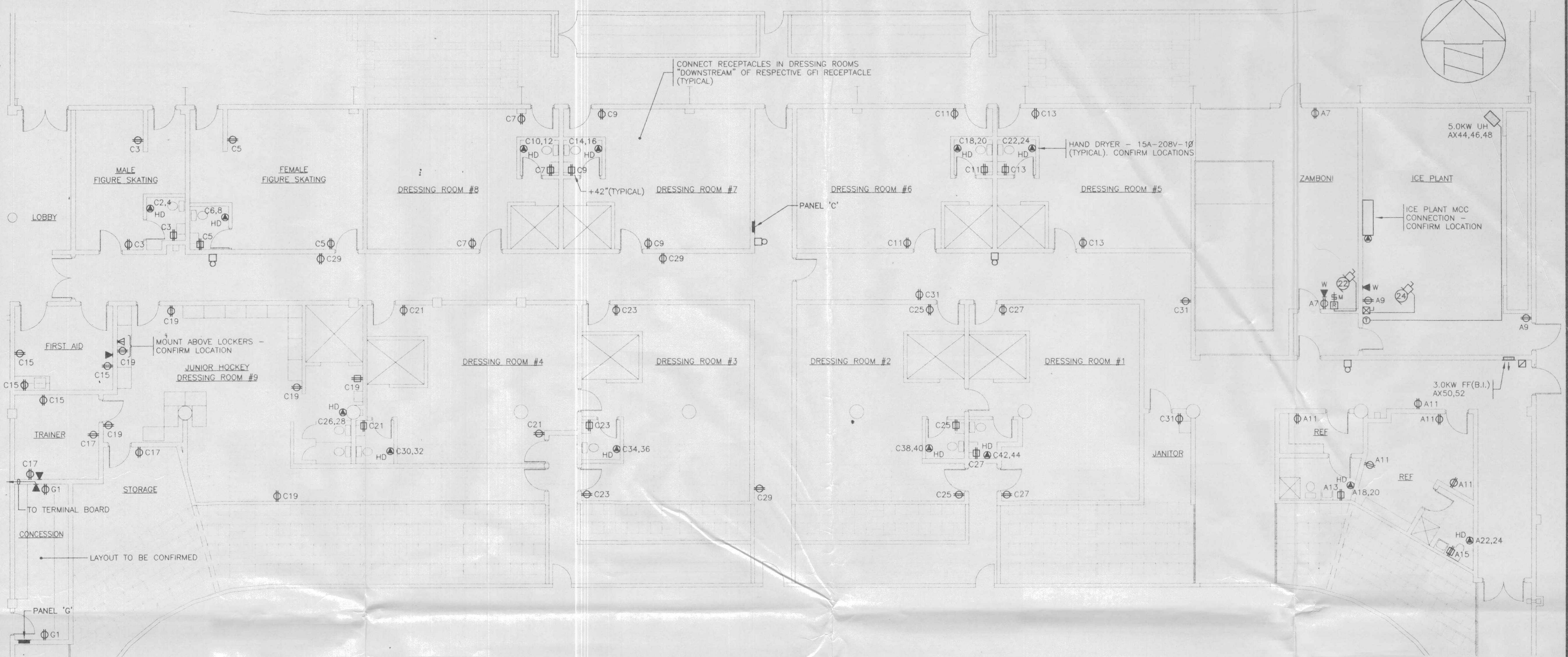
PROJECT TITLE:
**SHUSWAP
 TWIN ARENA**

SALMON ARM, B.C.

DRAWING TITLE:
**PARTIAL
 LOWER FLOOR
 PLANS -
 LIGHTING**

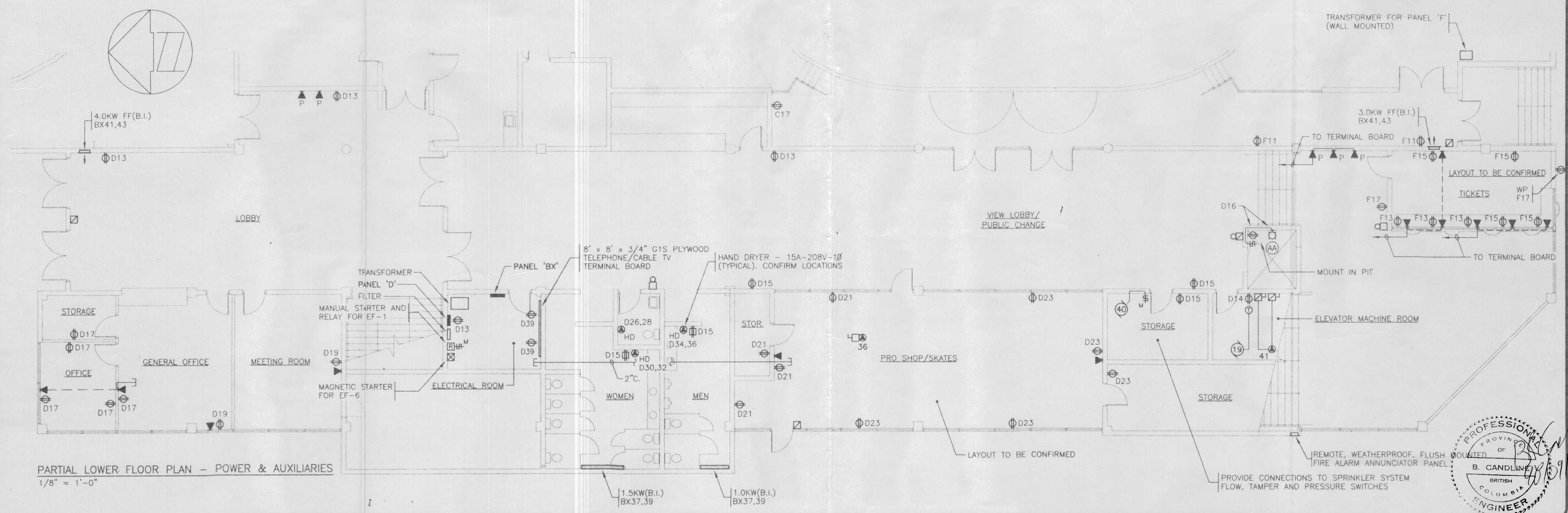
DRAWING NO.
E-4
 OF 10





PARTIAL LOWER FLOOR PLAN - POWER & AUXILIARIES
1/8" = 1'-0"

$$1/8" = 1'-0"$$



PARTIAL LOWER FLOOR PLAN - POWER & AUXILIARIES
1/8" = 1'-0"

$$1/8'' =$$

ISSUE	DATE
ISSUED FOR BUILDING PERMIT	JUN. 18 • 98
ISSUED FOR PRICING	AUG. 13 • 98
ISSUED FOR TENDER	SEP. 22 • 98

DRAWN: JB/SK

DATE: JUN • 98

SCALE: AS NOTED

Job #: 98BHA-08

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PROJECT TITLE:

SHUSWAP TWIN ARENA

SALMON ARM B.C.

PARTIAL LOWER FLOOR PLANS - POWER AND AUXILIARIES

DRAWING NO.
E-5
OF
10