



REQUEST FOR PROPOSALS

Town of Antigonish Volunteer Fire Department – Bay Door Replacement

Project Contact: Steve Scannell, Director of Community Development
Email: sscannell@townofantigonish.ca

Release Date: August 12, 2021

Closing Date: September 1, 2021

Project Summary

The Town of Antigonish is seeking qualified contractors to undertake a full replacement of the four (4) Bay Doors of the Antigonish Volunteer Fire Department Fire Hall.

About the Town of Antigonish and Department

Known as the “Highland Heart of Nova Scotia”, the picturesque Town of Antigonish boasts a strong, vibrant, and stable downtown business community, serving as a regional service center for the surrounding Guysborough and Antigonish Counties. Incorporated in 1889, the Town takes pride in its rich history, heritage and culture and is home to many festivals and celebrations, including the world-famous Highland Games.

The municipality delivers a wide range of services to over 5,000 permanent residents and an additional 4,500 students attending St. Francis University, one of Canada’s premier undergraduate universities. As a responsible order of government accountable to the people, the Town takes a leadership role in improving the quality of life for our residents, enhancing health and safety and providing a welcoming environment for our many visitors.

The Antigonish Volunteer Fire Department, more specifically, is dedicated to fire prevention and the protection of the citizens of the Town of Antigonish and fringe area. Our Town's Fire Department has a history dating back to 1784 and has been protecting and educating the population of Antigonish ever since. Presently, the Department and the Town work together through the Fire Committee. The Department has an active membership of approximately thirty-eight firefighters, who serve the town and its residents around the clock on a voluntary basis.

Scope of Work

The Town of Antigonish is seeking qualified contractors to undertake a full replacement of the four (4) Bay Doors of the Antigonish Volunteer fire Department Fire Hall. The general specifications outlined by the Department include the following:

- Must be durable commercial doors, fitting an overhead door opening 12 feet high by 12 feet wide. Doors must be white in color.
- Must be 2-inch thick doors, with the maximum R-value available for 2-inch door.
- Door Hardware must include:
 - commercial quality door opening support frame and roller rails, along with all new gear required at the top of the door such as springs, shaft, sprockets, chain, etc. The door support frame and rails at the ceiling must be long enough or go back far enough, and the tension springs at the end of these rails set up to allow the door to completely open so that the door does not in any way impede this 12-foot-high bay door opening.
 - commercial quality door rollers.
 - commercial quality weather stripping at top, sides, and bottom of doors.
 - Commercial quality electrical motors.
 - Doors and Motor Assembly and other needed equipment must be installed and set up to allow easy manual opening of over head door should there be a power or motor failure.

- commercial quality Safety Devices must be installed so that door will not lower if the opening below is blocked, and if blocked only after closing has already started the door must stop and automatically reopen.
- The doors must have windows. As far as overall design, the door must have first panel, (closest to the Floor) without glass, then the next 3 panels (all glass with good thermal and UV protection), then all the above remaining panels the same as the first panel at the floor level. A sample is included as an **Appendix** to this Request for Proposals to clarify these specifications.
- Each door must be set up to also allow the door to be opened and closed using a remote control.

Please note that the general specifications outlined herein may be further clarified or amended, but any clarifications or amendments will be outlined at the required site visit

Project Timeline

The project is expected to be completed by **November 5, 2021**. Project timelines may be flexible to accommodate the sourcing and supply of required materials.

Site Visit Requirements

A site visit is **required** as part of this procurement process. This meeting will take place with members of the Antigonish Volunteer Fire Department to provide additional information or clarity about project requirements and expectations, as well as any required building information. A site visit will be held on **August 25, 2021 at 3:00pm**.

To reserve a space for the site visit, please **email** Steve Scannell (Project Contact) by **4:00pm, August 23**, with the following information:

- Name
- Company name
- Preferred contact information

Site visits will be conducted with all necessary COVID-19 protocols in place. Face masks will be required for the duration of the Site Visit.

Submission Requirements

Interested bidders shall submit as a response package:

- A covering letter which provides information about the business and demonstrates experience undertaking projects of similar size and complexity;
- Detailed specifications about the proposed replacement doors;
- A cost proposal, inclusive of all project-related expenses;
- A schedule for completing the project within the specified timeline; and,
- Requirements, as per the Town's [Contractor Safety Policy](#), that include:
 - A letter of Good Standing from the Nova Scotia Workers Compensation Board; and
 - Proof of commercial general liability coverage of at least \$2,000,000 per occurrence.

Submission Process

Submissions are due by **September 1, 2021, at 3:00pm**, and may be made either:

- a) via email to: Steve Scannell, Director of Community Development (sscannell@townofantigonish.ca), using “Fire Department Bay Door Replacement” as the subject.

OR

- b) May be dropped off at Town Hall, addressed as follows:
Fire Department Bay Door Replacement
c/o Steve Scannell, Director of Community Development
Town of Antigonish
274 Main Street
B2G 2C4

Evaluation

All proposals will be evaluated based upon bidders meeting all requirements outlined in this Request for Proposals and that the proposal provides the best overall value to the Town and its Fire Department, with preference given to low bid.

Further Information

Further information about the proposal can be directed to the Project Contact, as indicated in this Request for Proposals.

Terms and Conditions

Bidders who have not attended the site visit will have their submission disqualified.

Successful bidders must be prepared to submit a plan outlining how the work will be conducted safely will be required prior to commencing work.

This is an invitation for proposals and not a tender call. Its purpose is to initiate negotiations which, if satisfactory, will lead to the selection of a vendor, or vendors, to complete the scope of work.

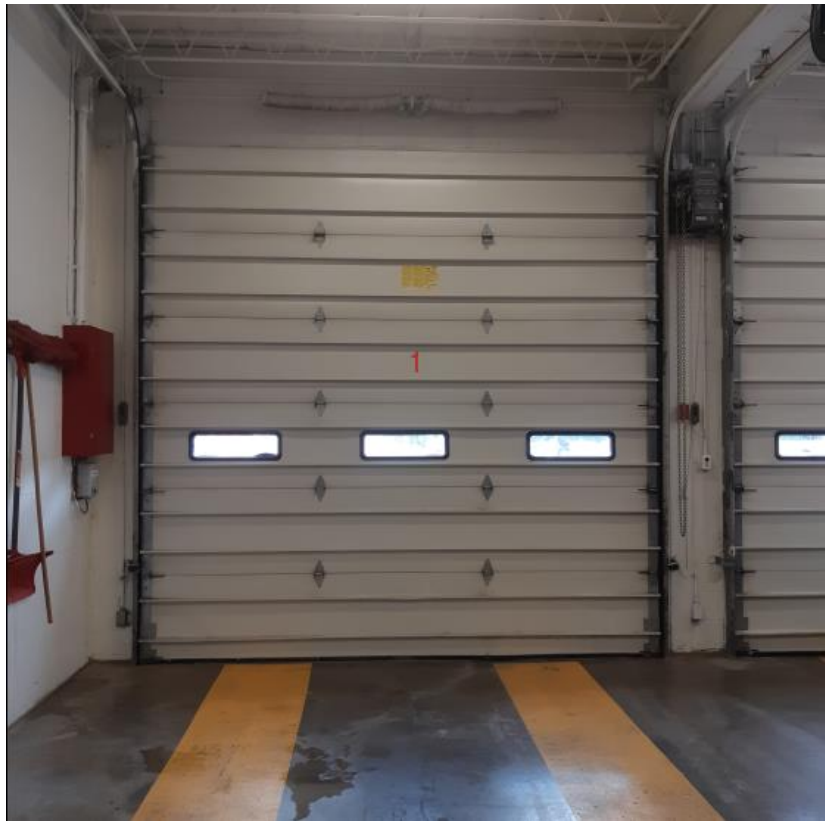
This RFP neither expresses nor implies any obligations on the part of the Town of Antigonish to enter a contract with any vendor(s) submitting a response or responses. The award of any contract is subject to further negotiations.

Town of Antigonish reserves the right to reject all or any proposal, and to not necessarily accept the lowest or any quote or proposal submitted. The Town may accept any quote or any portion of any proposal that may be considered to be in the best interests of either partner. The Town reserves the right to cancel with RFP process at any time. All proponents acknowledge that they are undertaking all expenses associated with the RFP at their own risk and shall have no claim against any involved partner for any matter related to this RFP.

Appendix

Existing Set up:





Proposed Door Design:

