



REQUEST FOR PROPOSAL (RFP)

FIELDHOUSE & CDRC EXPANSION LANDSCAPING

TLA'AMIN NATION
4779 KLAHANIE ROAD, POWELL RIVER, BC, V8A 0C4

ISSUE DATE: AUGUST 19, 2022

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REQUEST FOR PROPOSAL (RFP)

COVER PAGE

Company Name:

Contact Person Name:

Address: _____

City: _____

Prov: _____ Postal: _____

Email: _____

Phone: _____

Fax: _____

Issue Date:
August 19, 2022

Closing Date:
No later than 4:00pm September 2, 2022

GUIDELINES FOR PROPOSAL DELIVERY

An electronic copy of your proposal must be delivered by email to:

publicworks@tn-bc.ca

Attention: Carmen Galligos – Director of Public Works

Email attachments should be clearly marked with the name of the applicant.

1. INFORMATION FOR APPLICANTS

a. Summary

Tla'amin Nation (TN) is seeking proposals from contractors to complete the landscaping at 2 of our new community facilities – CDRC Expansion and Fieldhouse. TN will supply the landscape designs and specifications for both projects. The contractor will provide all supplies, equipment, and labor to complete the work. TN and the contractor will coordinate where the work may cross with other scopes. These community facilities will be central hubs in our community for childcare, recreation, and community wellness. The successful contractor will need to take great care to make these lands safe, functional and beautiful.

b. Community Background

The Tla'amin Nation is located on British Columbia's beautiful Sunshine Coast. Our people have inhabited this region for thousands of years living in harmony with the land. In April 2016, Tla'amin became self-governing through the BC Modern Treaty Process. This means that TN has law-making authority with respect to the management, planning, zoning, and development on Tla'amin Lands. For more information about us, visit our website at: www.tlaaminnation.com

2. REQUEST FOR CONTRACTOR

a. Nature of Services Required

The Tla'amin Nation is seeking proposals from contractors for the landscape portion of our Fieldhouse and CDRC Expansion projects. **Please see the design drawings attached in Appendix A for complete understanding of the scope.**

The scope of work will include the following:

- Initial consultation with the Tla'amin Nation's project team to confirm project scope, design, schedule, and logistical requirements. Ongoing consultation if further input from TN is required.
- If required, consultation with other project contractors to align work.
- Enter a firm price contract with the Tla'amin Nation for the project deliverables.
- Fieldhouse site:
 - Re-surface and level soccer field, reinstate existing sprinkler system, plant growing medium and grass seed.
 - Install 9' wide gravel running track around soccer field.
 - Communicate with TN on gravel type. We would like it to be accessible for wheelchairs, strollers, walkers.
 - Install outdoor furniture including bleachers, benches, bike rack and picnic tables. Plant trees in locations indicated on design drawing. Hydroseed in sandy areas around the Youth Center.
 - Example outdoor furniture list and plants are specified on design drawings in Appendix A. If alternate furniture or plants are proposed by contractor, confirm with TN.
 - Install 4 light poles around the field.
 - TN will provide structurally engineered design for the base of these poles.
 - Install fenced asphalt basketball court as per design drawing.
- CDRC Expansion site:
 - Plant grass and trees around property as per design drawing
 - If alternate species requested by contractor, please confirm with TN.
 - Install fence and tricycle loop as per design drawing
 - Demolish old shed as per design drawing
 - Existing boulders and trees to remain. Prune existing trees to remove danger branches.

3. SUBMISSION INFORMATION

The successful applicant must meet the requirements set out in this RFP. Applicants shall submit the following information with their proposal:

- Executive Summary demonstrating understanding of the RFP.
- Number of years the applicant/firm has been in business.
- Two (2) to three (3) most recent clients/projects and corresponding references.
- Description of proposed approach and estimated timeline for execution of the project.
- Costs for each item identified in Section 2.
- Costs for any fees associated with consulting with Tla'amin Nation for the works.
- A description of the basis, timing and terms of proposed billings.
- Work Safe BC clearance letter prior to work being awarded.
- General liability amount (\$) of insurance carried by the company to be identified.

4. EVALUATION

This section details all criteria against which proposals will be evaluated. **The Tla'amin Nation reserves the right to not select any proposal.**

Applicants should ensure they fully respond to all submission information outlined above and the criteria listed below to receive full consideration during evaluation.

A shortlist of applicants may be contacted for an interview.

a. Criteria

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

Proposals for this RFP which meet all criteria will be evaluated as follows.

Proposals meeting the minimum criteria will be evaluated as follows:	Weight
Understanding of the requirements and completeness of proposal	5%
Qualifications and experience, including references	20%
Overall project approach and timeline	35%
Budget estimates	40%
Total	100%

b. Submission Deadline

All questions or requests for a site visit must be submitted to (publicworks@tn-bc.ca). Any clarifications on scope will be issued on our website as an addendum to this RFP.

The complete proposals must be submitted electronically by 4:00pm June 17th, 2022.

5. TERM

The successful contractor(s) will be contacted by September 7th, 2022. The contract term will continue until successful completion of the outlined work.

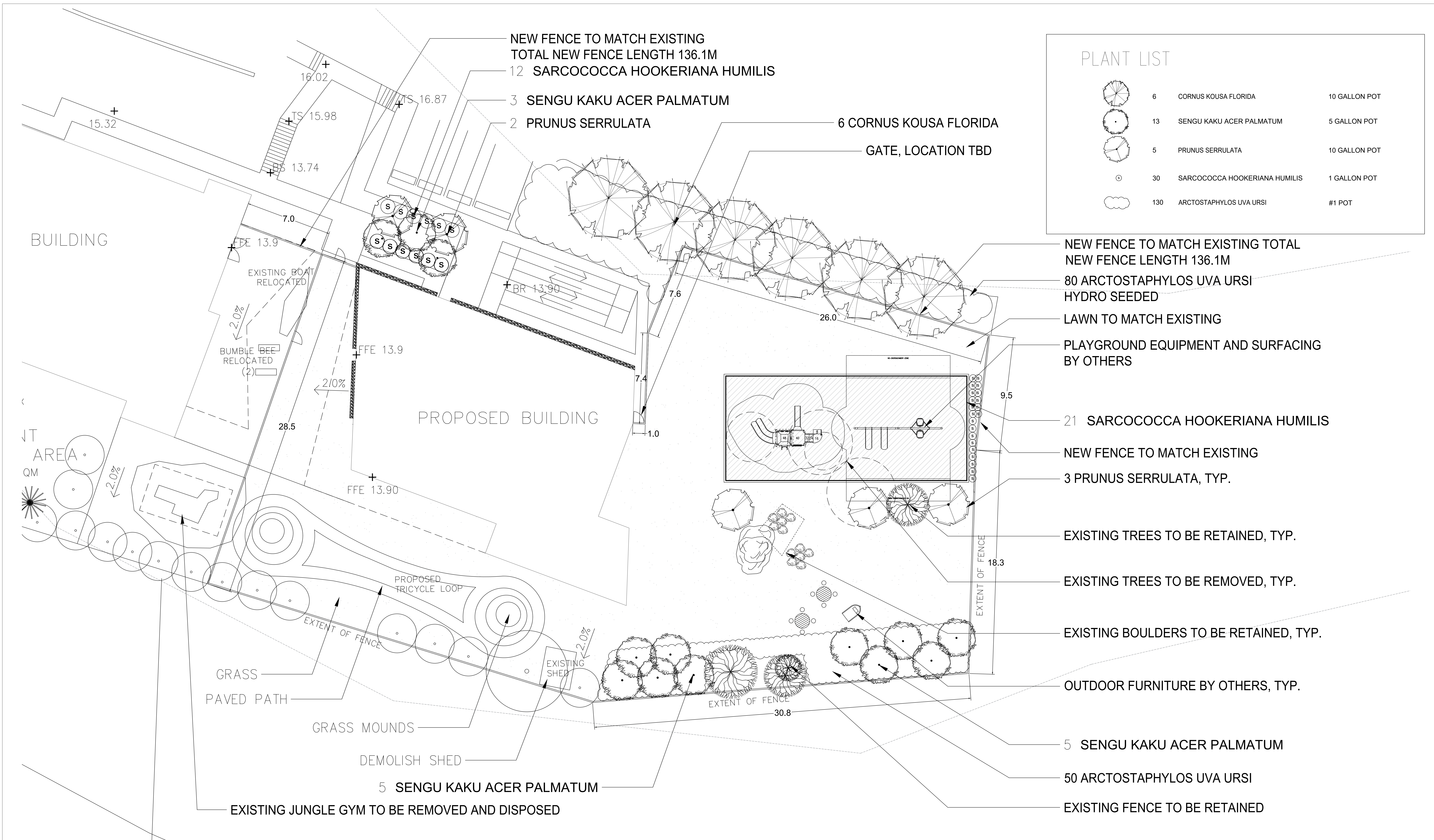
6. REFERENCES

Tla'amin Nation will conduct reference checks after the proposal is submitted. Tla'amin Nation will not enter a contract with any applicant whose references, in the opinion of Tla'amin Nation, do not confirm the information provided in the RFP.

7. INQUIRIES

All inquiries regarding the services of the anticipated contract or the administrative details of the RFP are to be directed to:

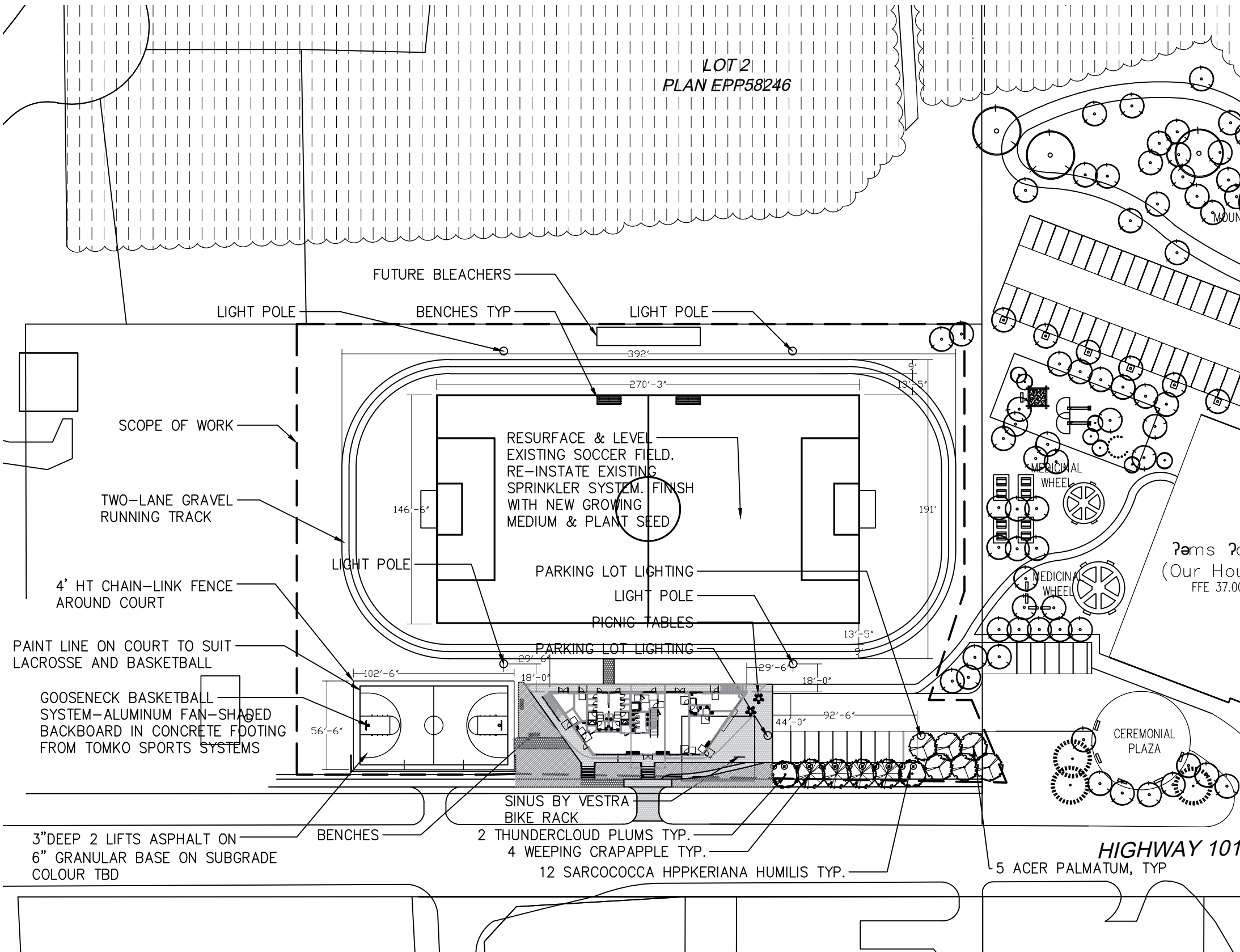
publicworks@tn-bc.ca



PLANT LIST			
	6	CORNUS KOUSA FLORIDA	10 GALLON POT
	13	SENGU KAKU ACER PALMATUM	5 GALLON POT
	5	PRUNUS SERRULATA	10 GALLON POT
	30	SARCOCOCCA HOOKERIANA HUMILIS	1 GALLON POT
	130	ARCTOSTAPHYLOS UVA URSI	#1 POT

- NEW FENCE TO MATCH EXISTING TOTAL NEW FENCE LENGTH 136.1M
- 80 ARCTOSTAPHYLOS UVA URSI HYDRO SEEDED
- LAWN TO MATCH EXISTING
- PLAYGROUND EQUIPMENT AND SURFACING BY OTHERS
- 21 SARCOCOCCA HOOKERIANA HUMILIS
- NEW FENCE TO MATCH EXISTING
- 3 PRUNUS SERRULATA, TYP.
- EXISTING TREES TO BE RETAINED, TYP.
- EXISTING TREES TO BE REMOVED, TYP.
- EXISTING BOULDERS TO BE RETAINED, TYP.
- OUTDOOR FURNITURE BY OTHERS, TYP.
- 5 SENGU KAKU ACER PALMATUM
- 50 ARCTOSTAPHYLOS UVA URSI
- EXISTING FENCE TO BE RETAINED

LOT 2
PLAN EPP58246



PLANT LIST

	4	WEeping CRABAPPLE	10 GALLON POT
	2	THUNDERCLOUD PLUM	10 GALLON POT
	2	SENGU KAKU ACER PALMATUM	5 GALLON POT
	12	SARCOCOCCA HOOKERIANA HUMILIS	1 GALLON POT

OUTDOOR FURNITURE LIST

	#	TBD	VESTRE MUNCH CAFE CHAIR
	#	TBD	VESTRE BUZZ PICNIC TABLE
	#	TBD	VESTRE PDP SEAT
	2		SPORT SYSTEMS BBIG SERIES HOOP
	#	TBD	SPORT SYSTEMS 3 ROW BLEACHERS

Extent of Work

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THESE DRAWINGS AND THE DESIGN ARE AND
AT ALL TIMES REMAIN THE EXCLUSIVE
PROPERTY OF MACKIN TANAKA ARCHITECTURE
AND CANNOT BE USED WITHOUT THE
ARCHITECT'S WRITTEN CONSENT.

PROJECT
Tams Tays (Our
House)
DRAWING TITLE
Overall Site Plan

ADDRESS
5160 BC-101 TLAAMIN NATION
/POWELL RIVER, BC, V8A 0B3