



Request for Quotation

50 ft x 120 ft

Equipment Storage Shed

February 2, 2022

REQUEST FOR QUOTATIONS (“RFQ”) WITH RESPECT TO:**EQUIPMENT STORAGE SHED****INSTRUCTIONS TO BIDDERS**

Saddle Hills County (“The County”) requests quotations for the project listed on ‘Schedule A - Bid Form’ contained within this document.

Bidders shall submit their quotations marked; **“Request for quotations for Saddle Hills County – Equipment Storage Shed”** on or before **2:00pm** (Mountain Standard Time) on **February 18th, 2022** (the “RFQ Closing Time”) to:

Saddle Hills County**Attention: Todd Tycholiz, Facilities Coordinator****RR1, Spirit River, AB T0H 3G0**

It is the sole responsibility of the Bidder to ensure that its Bid is received at the above location and by the time stipulated. Bids may be submitted in person, via fax (780-864-3904), post mail, or email to tycholiz@saddlehills.ab.ca . Bids received after the stipulated time will be rejected.

The County reserves the right to accept or reject all or any bids and to waive any informality, incompleteness or error in any Bid. This is a Request for Quotations only. The County shall not be obligated in any manner whatsoever to any supplier until a letter of award is received by the bidder.

Questions regarding this RFQ can be directed to Todd Tycholiz at tycholiz@saddlehills.ab.ca .

Submission Requirements

- Bids must include the Bid Form, completed in full.
- The Bid must be received at the closing location by the specified closing date and time.
- The Bid must be signed by a person authorized to sign on behalf of the Bidder.
- In the case of a unit price contract, if the Bid contains an error in adding of the amounts in the Bid, the total Bid price is the total resulting from correct addition by the County of the amounts.

Evaluation

- Quotations will be evaluated on the basis of the best value to the County based on quality, service, price or other criteria provided in the RFQ.
- The County will be under no obligation to receive further information, whether written or oral, from any bidder.
- The County reserves the right to accept or reject any or all of the quotations submitted.
- The County reserves the right to waive any informality, incompleteness or error in any bid.

Additional Information

- Except as expressly and specifically permitted in the RFQ, no Bidder shall have any claim for any compensation of any kind whatsoever, as a result of participating in the RFQ, and by submitting a bid, each bidder shall be deemed to have agreed that it has no claim.

Requests for Clarification

Bidders may inquire about and clarify any requirements of this RFQ. Questions must be communicated to the County's contact person at least five days prior to the closing date. It is the Bidder's responsibility to clarify any details prior to submitting a bid. Saddle Hills County will assume no responsibility for any oral instruction or suggestion.

Omissions and Discrepancies

If a Bidder finds discrepancies in, or omissions from the Bid documents, or if he/she is in doubt as to their meaning, he/she should advise the County immediately.

Responses, if not already addressed in the RFQ, will be addressed in the form of addendum, posted in the same location as the original RFQ documents. No oral interpretations will be effective to modify any provisions of the Bid, unless a written addendum has been issued by the County prior to the advertised closing date and time. The Bidder is solely responsible for ensuring any addenda are downloaded, reviewed, and included in their Bid.

Bid Irrevocability

By submission of a clear and detailed written notice, the Bidder may amend or withdraw its Bid prior to the closing date and time. Any amendment submitted which results in the disclosure of pricing or other salient points of the original Bid will result in disqualification of the Bidder. At closing time, all Bids become irrevocable.

Bids shall be firm for a period of at least 30 days from the RFQ closing date, and shall be used as the basis for and be included as part of the contractual agreement that will be entered into with the selected firm. The County reserves the right to negotiate scope and price with the lowest qualified Bidder without any obligation to any other Bidders.

By submission of a Bid, the Bidder agrees that should its Bid be successful, the Bidder will enter into a contract for the work with Saddle Hills County, the content and format of such contract to be determined by Saddle Hills County.

Schedule "A"

**Request for Quotation
50 ft x 120 ft
Equipment Storage Shed
BID FORM**

BID FORM**REQUEST FOR QUOTATIONS:
EQUIPMENT STORAGE SHED****Section 1 – Pricing - Design & construction of a 50 ft x 120 ft equipment storage shed.****Project Scope****Responsibilities of the Contractor:**

- Supply engineered drawing(s), sufficient to satisfy the requirements of a building permit and the 2019 Alberta Building Code, including local wind loads & snow loads. At a minimum, drawings shall include:
 - A floor plan,
 - Structural plan & details,
 - Exterior elevations,
 - Building cross-section.
- Obtaining a building permit.
- Supply all materials and labour required to construct the proposed building.
- Backfill & rough grading.

Responsibilities of the County:

- Development permit approval.
- Provide a site plan.
- Site layout (of building's outside corner points).
- Arrange for locates of underground utilities.
- Provision of a porta-potty, or washroom access during construction.
- Provide electrical power for construction.
- Garbage disposal.
- Final grading.

Building Specifications:**General**

- 50 ft x 120 ft open-air, cold storage shed (6,000 ft²)
- The structure may be composed of wood or metal, or a combination of both.
- 20 ft headroom clearance below roof structure & front eave strut/beam.
- Interior of building shall be free of interior walls or columns.
- The building does not require any doors, windows or thermal insulation.
- The building does not require plumbing, heating, electrical or utility services.
- The building will have a dirt/gravel floor, at existing grade.

Walls

- Rear wall and end walls may be wood-framed or may be a post & beam design.
- Rear wall and end walls to be clad with prefinished 29 ga hi-tensile wall cladding.
- Front wall to be of a post & beam design, with posts spaced at 20 ft center to center.
- Front wall to be open between the posts, with a 20 ft headroom clearance.

Roof

- Offset gable type roof
- At least 75% of the roof to slope to the rear, up to 25% may slope to the front
- Prefinished 29 ga hi-tensile metal roof cladding

Section 2 – Bidder Contact Information

Signed, sealed and submitted for and on behalf of:

Company: _____
(Name)

(Street Address or Postal Box Number)

(City, Province & Postal Code)

(Apply SEAL above)

Signature: _____

Name & Title: _____
(Please Print or Type)

Witness: _____

Dated at _____ this _____ day of _____, 2022