ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

Request for Proposal

Grappler Wharf Replacement
RFP – GWR10-26

Submission Deadline:
November 26, 2026, at 2:00 pm, Pacific Time

Designated Contact Person:
Charity Hallberg Dodds, Procurement Administrator
Email: procurement@acrd.bc.ca

SUBMISSION DETAILS

This completed Request for Proposal must be received in the office of the Alberni-Clayoquot Regional District **no later than 2:00 pm Pacific Time, November 26, 2026,** to the attention of:

Charity Hallberg Dodds, Procurement Administrator
Email procurement@acrd.bc.ca
3008 5th Ave, Port Alberni, BC, V9Y 2E3

Note: Office hours are 8:00 am to 4:30 pm, Monday to Friday, excluding statutory holidays.

Paper proposal submissions must be delivered to the address above in a sealed envelope and labelled "Request for Proposal GWR10-26 – Grappler Wharf Replacement."

Alternatively, proposals may be submitted:

- Through BCBid - https://www.bcbid.gov.bc.ca
- By email with the subject line " Request for Proposal GWR10-26 – Grappler Wharf Replacement" to procurement@acrd.bc.ca.

Enquiries about this request shall be directed to only Charity Hallberg Dodds – Procurement Administrator.

Email: procurement@acrd.bc.ca

Telephone: 250-720-2701

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SECTION I – GENERAL

1.1 PURPOSE OF REQUEST FOR PROPOSAL (RFP)

The Alberni-Clayoquot Regional District (ACRD) is seeking proposals from qualified marine contractors for the replacement of deteriorated floating dock infrastructure at the Grappler Wharf facility located in Bamfield, British Columbia.

The ACRD may, among the submissions received, deal or negotiate with any party as the ACRD sees fit, and with more than one such party concurrently. In no event will the ACRD be required to offer any modified terms to any other party. The ACRD shall incur no liability to any person as a result of such negotiations or modifications.

This RFP does not constitute an offer and does not give rise to any Contract A-based tendering law duties, and the ACRD will not have any liability or obligation to anyone in connection with this RFP unless an agreement is approved by the ACRD Board of Directors and executed and delivered in writing.

1.2 OBJECTIVES OF THE RFP

The evaluation of responses will be based on a number of factors, weighted according to the needs and judgement of the ACRD. Any Proposal will not necessarily be selected. Any implication that the lowest cost or any Proposal will be accepted is hereby expressly negated. The ACRD reserves the right to accept the Proposal which it deems most advantageous, and the right to reject any or all Proposals, in each case without giving any notice. In no event will the ACRD be responsible for the costs of preparation or submission of any Preliminary Submission or Proposal.

1.3 BACKGROUND FOR RFP

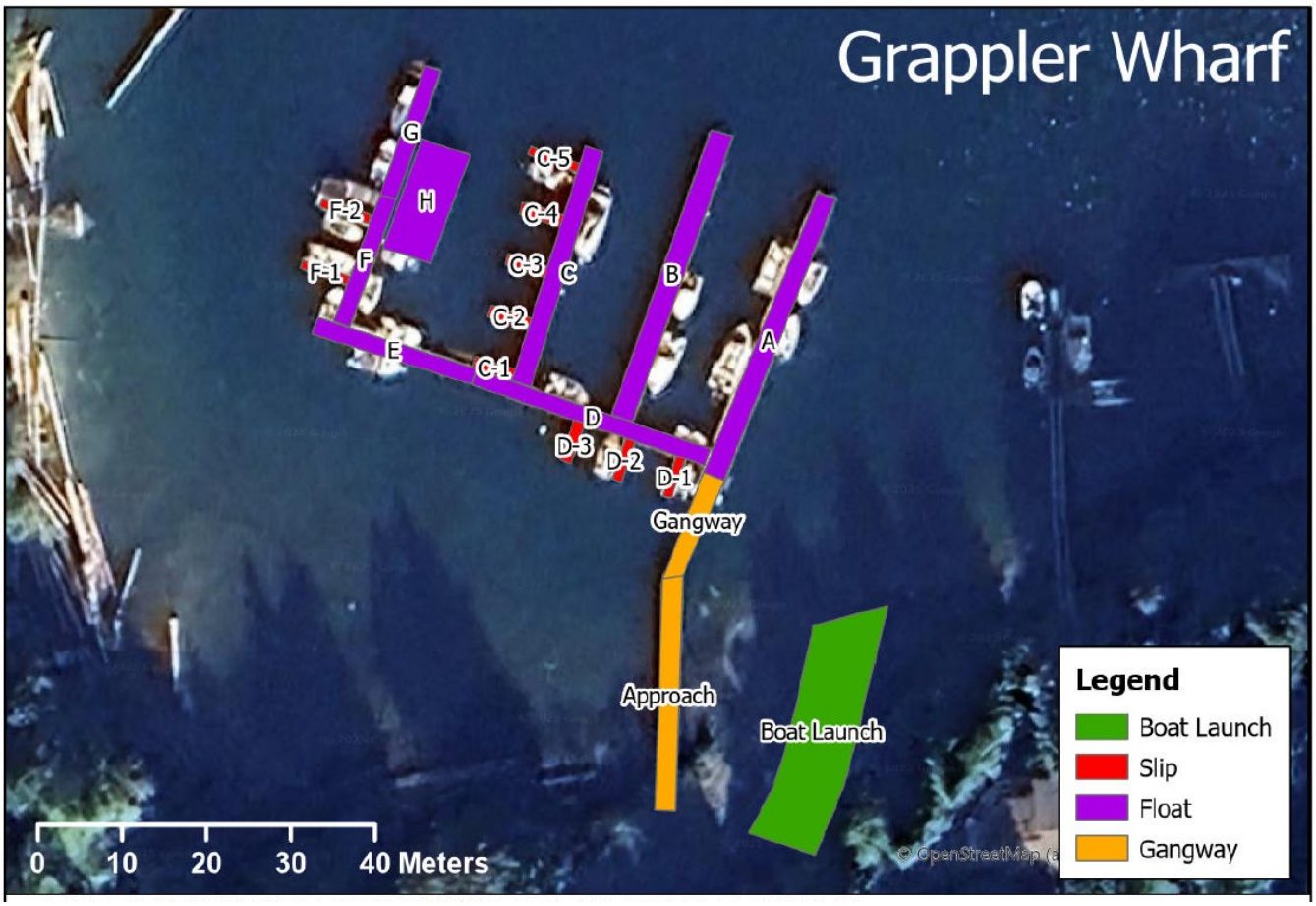
The facility consists of a timber floating dock system serving public access, public moorage, fire protection service operations, and fire boathouse access. The existing infrastructure exhibits deterioration associated with age and prolonged exposure to the marine environment.

The ACRD has completed condition and environmental assessments to support this project. Copies of relevant reports are provided as reference documents and are attached as Appendices ‘A’ and ‘B’ to this RFP. Proponents shall satisfy themselves regarding existing dimensions, quantities, site conditions, access constraints, tidal considerations, and construction requirements.

As shown in the image below, the project includes replacement of two distinct portions of the facility:

- Component A - Park Service Float Replacement - the northern section of Float A utilized for public access and public moorage.

- Component B - Bamfield Fire Rescue Float Replacement and Boathouse Extension - floats E, F, G, F-1 and F-2, including associated infrastructure supporting Fire service operations and the existing Fire boathouse H.



The work is being tendered as a single project. Proponents shall provide separate pricing for each component to allow project costs to be allocated between service areas and invoiced separately. The intent of the project is to replace deteriorated float infrastructure while generally maintaining the existing footprint, operational function, and configuration of the facility. A site plan identifying the limits of each project component is attached as Appendix A and forms part of this Scope of Work.

1.4 RFP DISTRIBUTION & ENQUIRIES

The ACRD will not be opening Proposals in public and reserves the right to open Proposals in public at its sole discretion.

Proponents must ensure that they have received all addenda and the complete RFP. The complete document consists of twenty-five (25) pages including the Cover Page.

All enquiries related to this RFP are to be directed in writing, only to the Procurement Coordinator (or designate) at the contact address below:

Charity Hallberg Dodds, Procurement Administrator
Email: procurement@acrd.bc.ca
3008 5th Avenue, Port Alberni, BC, V9Y 2E3

Information obtained from any other source is not official and should not be relied upon. Enquiries and responses will be recorded and will be distributed to all Proponents who have registered with Procurement Coordinator as having received a copy of this RFP.

1.5 RFP TERMINOLOGY

Throughout this RFP terminology is used as follows:

- “Contract" means a written agreement resulting from this Request for Proposal executed by the Alberni-Clayoquot Regional District and the Contractor, it being understood that it may be the case that no Contract will result.

- “Contractor” means the successful Proponent(s) to this Request for Proposals who enter(s) into a written Contract with the Alberni-Clayoquot Regional District for the Services as a result of this RFP.

- “Evaluation Team” means the team appointed by the Alberni-Clayoquot Regional District.

- “must," "mandatory," and "required" mean a requirement that must be met in order for the Proposal to receive consideration.

- “Proponent" means an individual or a company that submits, or intends to submit, a Proposal in response to this “Request for Proposal.”

- “Proposal" means any proposal made or submitted by anyone in connection with this Request for Proposal or the subject matter hereof.

- “Subcontractor” includes, inter alia, a person, firm or corporation having a contract with the Successful Proponent for the execution of a part or parts, or furnishing to the Successful Proponent materials and/or equipment called for in the RFP.

- “ACRD” mean the Alberni-Clayoquot Regional District.

SECTION II – TERMS & CONDITIONS

2.1 ESTIMATED TIME FRAME

The following timetable outlines the anticipated schedule for the RFP and Contract process. The timing and the sequence of events resulting from this RFP may vary and shall ultimately be determined by the ACRD.

EVENT	ANTICIPATED DATE
Request for Proposal is issued	November 04, 2026
Site Meeting	November 12, 2026 @ 11:00 am, Pacific Time
Deadline for receipt of questions	November 16, 2026 @ 2:00 pm, Pacific Time
Addenda issued (if required)	November 19, 2026
Request for Proposal closes	November 26, 2026 @ 2:00 pm, Pacific Time
Award Date	December 09, 2026

2.2 RESPONSIBILITY OF PROPONENT

Proponents shall be responsible for informing themselves as to the contents and requirements of this RFP. Each proponent is solely responsible to ensure that they have obtained and considered all information necessary to understand the requirements of this RFP and to prepare and submit their Proposal. The ACRD will not be responsible for any loss, damage or expense incurred by a Proponent as a result of any inaccuracy or incompleteness in this RFP, or as a result of any misunderstanding or misinterpretation of the terms of the RFP on the part of any Proponent.

2.3 PROPOSAL SUBMISSION/CONDITIONS

2.3.1 Proposal Submission

Proposal submissions must include a completed Proposal Submission Form, with all addenda acknowledged.

The Proponent's Submission Form must be fully and properly completed and conform to these Instructions for Submission. Submissions which are incomplete, conditional or obscure may be rejected. Late Proposals will not be accepted.

Proposal submissions must be received **no later than 2:00 pm, Pacific Time, on November 26, 2026,** in order to be considered.

Proposals on paper must be submitted in a sealed envelope, clearly marked "Request for Proposal GWR10-26 – Grappler Wharf Replacement," and directed to the person identified under the Submission Details of this RFP.

Proposals made through BCBid (https://www.bcbid.gov.bc.ca) are to be made in accordance with BCBid's submission platform.

Proponents mailing proposals, or sending by courier, should allow sufficient delivery time to ensure the timely receipt by the Procurement Coordinator. Alternatively, Proposals may be submitted by email with the subject line " Request for Proposal GWR10-26 – Grappler Wharf Replacement " to the person identified under the Submission Details of this RFP. If the Proponent chooses to submit by email the following risks are assumed:

1. Delays in delivery
2. Rejection of the email
3. Emails may be delayed or rejected due to spam, virus software, or malware
4. Inboxes may become too full
5. The email may be missed and not identified as a submission

2.3.2 Enquiries, Errors, Omissions & Addenda

All communications regarding the submission must be directed to the person(s) identified under the Submission Details of this RFP.

Proponents must obtain their own information on all matters and things that may in any way influence them in making their submissions.

Proponents must satisfy themselves in all respects as to the risks and obligations to be undertaken by them in order to fulfil their obligations.

Communications to the ACRD may be made only by Proponents and not by prospective subcontractors, material suppliers or others.

While the ACRD has taken considerable effort to ensure an accurate representation of information in this RFP, the information contained is supplied solely as a guideline for the Proponent. The information is not guaranteed or warranted accurate by the ACRD, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve the Proponent from forming their opinions and or conclusions with respect to the goods and services as described by this RFP. If a Proponent discovers any inconsistency, discrepancy, ambiguity, or omission in the Proposal Documents, it must notify the Procurement Coordinator immediately in writing.

The ACRD may provide additional information, clarification or modification by written addenda. All such addenda shall be incorporated into and become part of the Proposal Documents. The ACRD shall not be bound by verbal or other information explanations or clarifications not contained in such addenda.

Proponents should note that the Proposal Submission Form requires an acknowledgement of receipt of all addenda. Parties submitting Proposals are responsible to ensure that they are aware and have

received all addenda and are advised to check immediately prior to submitting their Proposal Submission Form.

The ACRD will assume that all statements, verbal or in writing, made by persons submitting Proposals are true, accurate, complete and not misleading. All such statements will constitute representations and warranties made to the ACRD.

Requirements outlined in the RFPs shall not be interpreted in a way that would exclude warranties as to fitness for the purpose, suitability, or any other implied warranties.

2.3.3 Conditions

Proponents are advised that after receipt of Proposals they may be required to provide to the ACRD additional information concerning themselves or their Proposal including further details or breakdowns, and additional information to clarify whether a Proposal meets the mandatory requirements set out in this RFP.

Proposals which contain qualifying conditions or otherwise fail to conform to these Instructions for Submissions may be disqualified or rejected. Anything to the contrary herein notwithstanding, the ACRD may at its sole discretion elect to retain for consideration Proposals which are non-conforming, and may waive irregularities, failure to comply or time stipulations required by these Instructions for Submission, whether material or not. The stipulations herein are for the sole benefit of the ACRD and may be waived by the ACRD unilaterally.

2.3.4 Freedom of Information & Privacy Protection Act (FOIPPA)

The ACRD advises Proponents that submissions may be subject to the provisions of *FOIPPA* and the *Community Charter*. Proponents who wish to ensure particular parts of their submission are protected from disclosure under *FOIPPA* should specifically identify those portions that constitute a) trade secrets, and b) that are supplied in confidence, and c) the release of which could significantly harm their competitive position. Information that does not meet all three of the foregoing criteria may be subject to disclosure to third parties. Personal information provided in the submission will be collected pursuant to *FOIPPA* and the *Community Charter*. The personal information will not be released except in accordance with the *FOIPPA*.

Proposals will be held in confidence by the Regional District, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*, or unless otherwise required by law. As an exception to the foregoing, Proponents are advised that any Contract entered into as a result of this RFP may be subject to Regional Board approval, which may be discussed and voted on at a meeting of the Board that is open to the public. If Board approval is required, aspects of Proposals may be provided to the Board in a publicly available staff report, and discussed at a Board meeting that is open to the public.

2.3.5 Confidentiality

All submissions become the property of the ACRD and will not be returned to the Proponent. All submissions will be held in confidence by the ACRD unless otherwise required by law.

2.3.6 Conflict of Interest & Legal Proceedings

Proposals will not be evaluated if the Proponent's current or past corporate or other interests are, in the reasonable opinion of the ACRD, deemed or perceived to be a conflict of interest in connection with this RFP or the activities or mandate of the ACRD.

The ACRD reserves the right to disqualify or reject a proposal in whole or in part where the Proponent or its directors, officers, shareholders or any person associated with the Proponent has a claim or has initiated a claim or legal proceeding against the ACRD with respect to any previous Contracts, tenders or business transactions.

2.3.7 Changes to Proposal

By submission of a clear and detailed written notice, the proponent may amend or withdraw its proposal prior to the closing date and time. 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 ACRD for clarification.

2.3.8 Proponent's Expenses

Proponents are solely responsible for their own expenses in preparing and submitting Proposals and for any meetings, negotiations or discussions with the ACRD or its representatives and consultants, relating to or arising from this RFP. The ACRD and its representatives, agents, consultants and advisors will not be liable to any Proponent for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, or for any other matter whatsoever, incurred by the Proponent in preparing and submitting a Proposal, or participating in negotiations for an Agreement, or other activity related to or arising out of this RFP.

2.4 ADDENDA

If the ACRD determines that Addendum or Question and Answer response is necessary, the ACRD will post an Addendum on the ACRD and Bid BC Websites and shall become part in parcel of the RFP Document(s).

- Questions for clarification that alter the method, pricing and or specifications of the submissions will be posted in the form of an Addenda and must be signed and included with the submission.
- Questions for clarification that do not alter the method and pricing of the submission will be posted in the form of a Question and Answer document and are not required to be signed and returned with the submission.

It is the responsibility of the Proponent to ensure that it has retrieved any Addenda as posted. Proponents are required to check the ACRD's Website for all information.

2.5 OFFER ACCEPTANCE

Proponents are requested to keep their Proposals open for acceptance for a period of sixty (60) days after the closing date for receipt of Proposals. Proposals will be assessed during the evaluation of the Proposals and any alteration could adversely impact the evaluation and ranking of the Proposals.

2.6 EVALUATION TEAM & CRITERIA

The evaluation of Proposals will be undertaken on behalf of the ACRD by the Evaluation Team. The Evaluation Team may consult with others including ACRD staff members, third party consultants and references, as the Evaluation Team may in its discretion decide is required. The Evaluation Team will give written recommendation for the selection of a Preferred Proponent(s) to the ACRD Board.

The Evaluation Team will compare and evaluate all Proposals to determine the Proponent's strength and ability to provide the Services in order to determine the Proposal which is most advantageous to the ACRD; using the following criteria:

Evaluation Criteria	Points	Weighting	Max Score	Section
Experience and Qualifications	/10	3	30	3.1
References	/10	1	10	3.2
Project Understanding & Proposal Quality	/10	2	20	3.3
Approach & Schedule	/10	1	10	3.4
Social Procurement	/10	1	10	3.5
Total (Non Monetary)			80	
Price	/10	2	20	3.6
Total			100	

Prices will be evaluated on a value per point basis: (Lowest Price / Proponent Price) * 20.

Points will be assigned for each criterion based on the information provided in the RFP. Scoring shall be awarded on a scale of 0 to 10, where the range is defined as follows:

0-3	Incomplete response Doesn't meet expectations Missing/mismatched attributes Poor level of details in response Unsupported claim(s)
	Mostly complete response Partially meets expectations

4-7	Partially fits desired attributes Medium level of detail in response Partially supported claim(s)
8-10	Meets or exceeds expectations Strongly fits desired attributes High level of detail in response Well-supported claim(s)

Note: Ratings have been noted in the Points column, and evaluation within each area of evaluation criteria will be done at the complete and total discretion of the ACRD. Submission of RFP, which is to be completed by the Proponent, must align with the above criteria.

2.7 NEGOTIATIONS

The top-ranked Proponent will be invited to enter into direct Contract negotiations to finalize the agreement with the ACRD.
Negotiations will not constitute a legally binding offer to enter into a Contract on the part of the ACRD or the Proponent and there will be no legally binding relationship created with any Proponent prior to the execution of a written agreement. The terms and conditions found in Section 5 are to form the basis for commencing negotiations between the ACRD and the selected Proponent.

The ACRD may terminate Contract negotiations with any Proponent and enter into Contract negotiations with the next highest-ranked Proponent if, in the opinion of the ACRD at any time, the Contract negotiations with the initially selected Proponent will not be satisfactorily completed in its best interests.

The ACRD may, at its sole discretion, reject any or all Proposals at any time throughout the proposal evaluation, Proponent selection, or Contract negotiation process.

SECTION III – SUBMISSION REQUIREMENTS

It is the sole responsibility of each Proponent to ensure their Proposal contains all required information. Failure to follow the instructions contained in this RFP may result in the Proposal being deemed non-compliant in which case, it will be returned to the Proponent and receive no further consideration.

Schedule "A" contains the Form of Proposal and must be submitted with each proposal.

Schedule "B" contains the Scope of Work including all requirements and deliverables.

Proposals must be received by the ACRD or submitted to procurement@acrd.bc.ca no later than 2:00 pm, Pacific Time, on November 26, 2026. Late Proposals will not be accepted and will be returned to the Proponent.

Note: Although every attempt will be made to meet all dates, the ACRD reserves the right to modify any or all dates at its sole discretion at any time.

3.1 EXPERIENCE & QUALIFICATIONS

- Letter of introduction.
- Proponent's relevant experience, qualifications, resources, and capacity in delivering services similar to those required by the RFP.
    - The Proposal should include details on only the most recent three (3) or four (4) projects of related work. It is the Proponent's responsibility to demonstrate that they possess the required knowledge, understanding and capacity to carry out the work as outlined in this RFP within the project schedule.

3.2 REFERENCES

Proponents shall include two (2) references of relevant experience for which they have provided similar services. With each reference, proponents shall include the organization's name, address, phone number, as well as the name and position of a person the ACRD may contact at the organization. The ACRD reserves the right to contact references without prior notification to the Proponent.

3.3 PROJECT UNDERSTANDING & PROPOSAL QUALITY

Proponents should clearly demonstrate their understanding of the Project requirements outlined in the RFP in their Proposal and how each deliverable will be achieved fully. Identify all key goals that the Proponent expects to address through this Project and discuss how the Proponent's team will deliver on these goals.

To be included in the Proposal:

- Project Manager: The Proposal shall confirm the proposed Project Manager who will be the single point of contact, and responsible for direct interaction with the ACRD. Describe the work to be performed by the Project Manager and their qualifications and substantive experience directly related to the proposed work.
- Proposed Project Team: The Proposal shall list key individuals including the Project Manager and sub-consultant(s) or any other person or Contracted service to be assigned to this project, who will have major responsibilities for the performance of the work.
    - Describe the work to be performed by each listed individual and their qualifications, in terms of education and substantive experience directly related to the proposed work.
    - Capacity and ability of the Project Manager and Project Team to deliver the services within the defined timeframe must be discussed.
    - The sub-contractor(s) and sub-consultant(s) listed in the Proposal may not be changed without the written consent of the ACRD. If the ACRD so requires, the Proponent shall be prepared to confirm to the ACRD the competence of sub-contractor(s) and sub-consultant(s) prior to acceptance of the Proposal.

3.4 APPROACH & SCHEDULE

To be included in the Proposal:

- Provide a schedule for completion of tasks and deliverables. Clearly show milestone dates for completion of key deliverables.
- Outline the approach to communications, engagement and project management throughout the Project, including timing, form and general content of progress updates to ACRD Project staff.
- Clearly identify all services included in this Proposal along with any optional, excluded services, or those services assumed to be provided by others.

3.5 SOCIAL PROCUREMENT

Please complete the table below concerning the application of Social Procurement principles and practices in your operations and/or performance of works. Contractors may be required to provide certificates and/or third-party validation where applicable.

Social Procurement Principles or Practices	Yes	No	Describe where applicable
In the last three years, has the Proponent implemented any programs or initiatives to ensure greater economic opportunity and community integration for equity-seeking groups?			
Does the Proponent work with employment support services or Contract within the communities you operate?			
Does the Proponent work with Social Enterprises in any manner?			

3.6 PRICE

Submissions must include a detailed description of the Proponent's fees and disbursements (excluding GST) for works and deliverables. Fees must be separated into two (2) separate project components as described in Schedule 'B' – Scope of Work. The successful Proponent's estimate will be the Contract price for the work unless otherwise negotiated by the ACRD. If the work cannot be completed within the ACRD's available budget, the Proponent or the ACRD may suggest options for changing the scope of the work.

Proponents should state their proposed price as suggested below:

Component A – Park Service Float Replacement	
Materials	Price
• *List materials*	
Labour	
• *List labour hours and rates by project team member*	
Total Price excluding GST	
GST	
Total Price	

Component B – Bamfield Fire Rescue Float Replacement & Boathouse Extension	
Materials	Price
• *List materials*	
Labour	
• *List labour hours and rates by project team member*	
Total Price excluding GST	
GST	
Total Price	

Optional Pricing – Anchor Chain and Mooring Repairs	
Materials	Price
• *List materials*	
Labour	
• *List labour hours and rates by project team member*	
Total Price excluding GST	
GST	
Total Price	

Proponents must submit an hourly wage rate breakdown for any additional work for items/tasks not included in Schedule B: Scope of Work and Deliverables.

3.7 INTERVIEW

The Evaluation Team may, at its discretion, invite some or all of the Proponents to a conference call or video interview to provide clarification of their Proposals. In such event, the Evaluation Team will be entitled to consider the answers received in evaluating Proposals.

SECTION IV – SPECIFICATIONS

4.1 ACCEPTANCE OF TERMS

All the terms and conditions of this RFP are assumed to be accepted by the Proponent and incorporated in its Proposal, except those revisions that are proposed or requested in the Proposal and accepted by the ACRD.

4.2 THE ALBERNI-CLAYOQUOT REGIONAL DISTRICT RESERVES RIGHTS

The ACRD reserves the right to:

1. Waive any irregularity or insufficiency in any Proposal, whether material or not;
2. Accept the Proposal which is deemed most favorable to the interest of the ACRD;
3. Accept any Proposal in whole or in part;
4. Negotiate with the selected Proponent(s);
5. Contact references other than, or in addition to, those furnished by the Proponent.
6. Correct any error in:
    i. the extended pricing of offers by using unit pricing, or
    ii. the quantities in offers to reflect the quantities stated in the solicitation of offers (and, in the case of error in the extension of prices, the unit price will govern).

4.3 NOTIFICATION OF AWARD

If negotiations result in agreement on the terms of a Contract, the successful Proponent(s) will be notified in writing and required agreeable obligations will need to be fulfilled before the executing the Contract.

4.4 TERM OF AGREEMENT

It is anticipated that the Contract term, upon acceptance of Proposal, shall commence in December 2026, and will be active until the agreed upon date.

SECTION V – RFP PARTICULARS

It is anticipated that the below Section 5.1 will be incorporated into the Contract with the successful Proponent(s).

5.1 CONTRACT CONDITIONS

The Contractor will be required to provide the ACRD with evidence of the following **upon execution and delivery of the Contract**

- General Liability Insurance ($5,000,000.00)
- Letter of Good Standing from WorkSafe BC

The Contractor will be required to provide the ACRD with evidence of the following **upon closure of the Contract**

- GHG emission report for the term of the project.
- GHG emission quantifying spreadsheet template for future use by the ACRD
    - ***Requirement for fuel consumption data provision:***
        - Fuel consumption data associated with the Services will be required following the completion of the contract. Data provided should include the following information:
            - Number of vehicles, by vehicle class, used to deliver the contracted service (heavy duty, light duty, off road, airborne);
            - Type of fuel consumed by each vehicle class (e.g. diesel / gasoline / natural gas / ethanol blend / biodiesel blend); and
            - Litres of fuels consumed in relation to the service delivered under the contract in each vehicle class.

SECTION VI – APPENDICES

Schedule A: Form of Proposal

Schedule B: Statement of Work and Deliverables

SCHEDULE A: FORM OF PROPOSAL

RFP NO.: GWR10-26
PROJECT: Grappler Wharf Replacement
CLOSING: November 26, 2026, at 2:00 pm, Pacific Time

1. PROPOSAL SUBMISSION

Company Name:		
Address:	City:	
Postal Code:	Phone:	Fax:
Email:	Date:	
Signature of Proponent:	Print Name:	
Title of Proponent:		

To: The Alberni-Clayoquot Regional District

RFP Project Title: Grappler Wharf Replacement

I/We, the undersigned duly authorized representative of the Proponent, having received and carefully reviewed all of the Proposal documents, including the RFP and any issued addenda posted on the Alberni-Clayoquot Regional District Website, and having fully informed ourselves as to the intent, difficulties, facilities and local conditions attendant to performing the Services, submit this Proposal in response to the RFP.

I/We confirm that this Proposal is accurate and true to best of my/our knowledge.

This Proposal is submitted this _____ day of _____, 20___.

I/We have the authority to sign on behalf of the Proponent.

_____
Authorized Signature

_____
Name and Title

_____
Date

SCHEDULE B: STATEMENT OF WORK & DELIVERABLES

Grappler Wharf Replacement Project

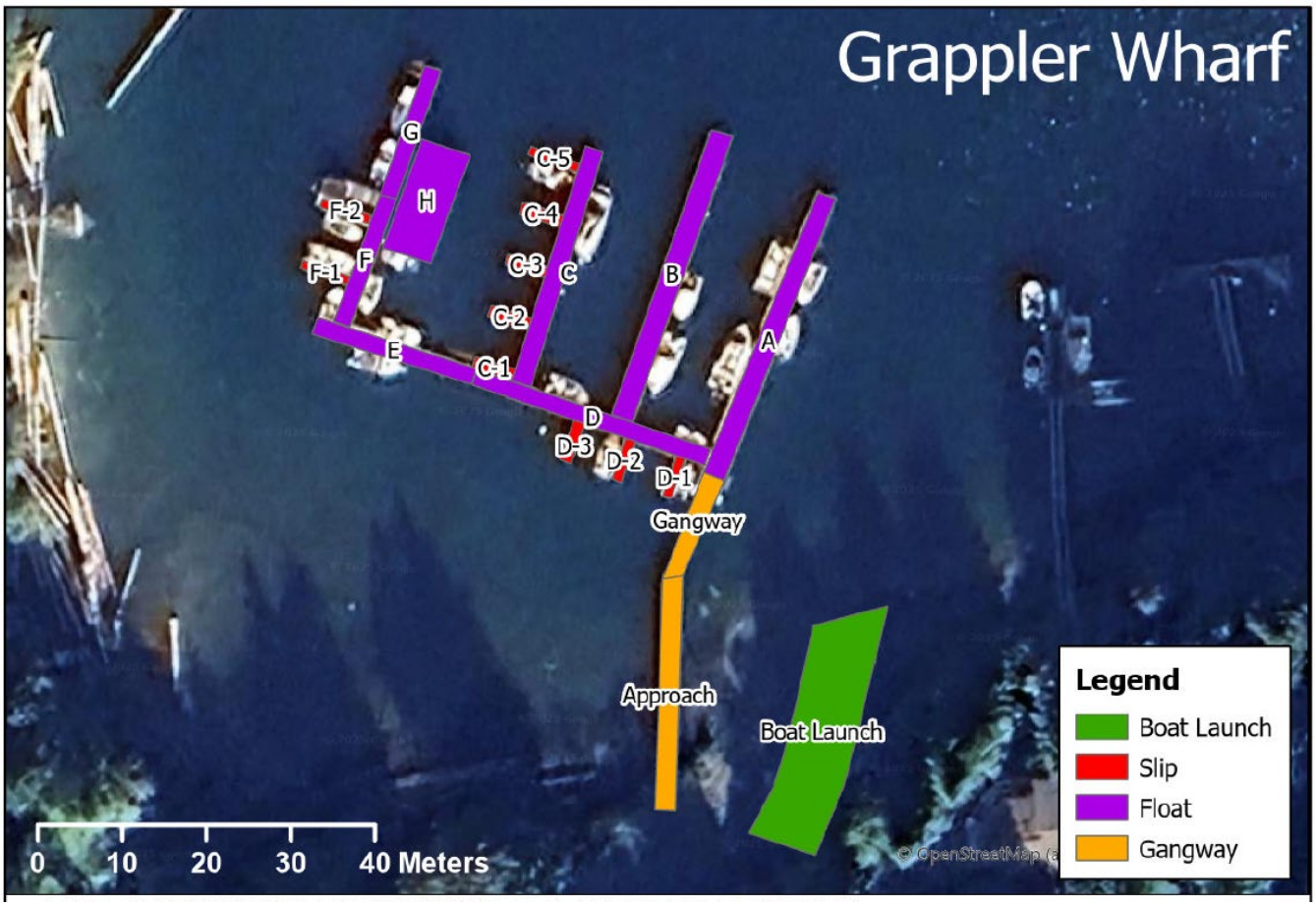
1. PROJECT OVERVIEW

The Alberni-Clayoquot Regional District (ACRD) is seeking proposals from qualified marine contractors for the replacement of deteriorated floating dock infrastructure at the Grappler Wharf facility located in Bamfield, British Columbia.

As shown in the image below, the project includes replacement of two distinct portions of the facility and an extension to the existing boathouse:

- Component A - Park Service Float Replacement
  - The northern section of Float A utilized for public access and public moorage.

- Component B - Bamfield Fire Rescue Float Replacement and Boathouse Extension
  - Floats E, F, G, F-1 and F-2, including associated infrastructure supporting Fire service operations and the existing Fire boathouse H.



The work is being tendered as a single project. Proponents shall provide separate pricing for each component to allow project costs to be allocated between service areas and invoiced separately.

The intent of the project is to replace deteriorated float infrastructure while generally maintaining the existing footprint, operational function, and configuration of the facility.

A site plan identifying the limits of each project component is attached as Appendix A and forms part of this Scope of Work.

2. EXISTING CONDITIONS

The facility consists of a timber floating dock system serving public access, public moorage, Fire Service operations, and Fire boathouse access.

The existing infrastructure exhibits deterioration associated with age and prolonged exposure to the marine environment. The ACRD has completed condition and environmental assessments to support this project. Copies of relevant reports are provided as reference documents and are attached as Appendices 'A' and 'B'.

Proponents shall satisfy themselves regarding existing dimensions, quantities, site conditions, access constraints, tidal considerations, and construction requirements.

3. SCOPE OF WORK

The successful proponent shall provide all labour, supervision, materials, equipment, transportation, marine access, temporary works, environmental protection measures, disposal, permits required for construction, and incidentals necessary to complete the work.

The work includes, but is not limited to:

- Site inspection and verification of existing conditions.
- Removal, transportation, and disposal of all deteriorated dock floats, flotation billets, timber members, hardware, connectors, and associated materials identified for replacement.
- Supply and installation of replacement flotation systems.
- Supply and installation of replacement timber framing, structural members, decking, fascia, rub rails, bull rails, hardware, and connectors as required.
- Supply and installation of tie-in points for future connection of two (2) 18' x 3' fingers off the northwest corner of float G at a later date. Provision and installation the fingers are not included in this project.
- Extend the boat house structure approximately two (2) feet to provide covered shelter for the entire length of the fire boat.
- Replacement of deteriorated float-to-float connections.
- Adjustment and reconnection of existing dock components as necessary.
- Restoration of affected dock infrastructure to a safe and fully operational condition.
- Provision of all equipment and materials required to complete the work.

4. DESIGN REQUIREMENTS

The replacement works shall:

- Maintain the existing operational function of the facility.
- Generally maintain the existing footprint and configuration of the docks being replaced.
- Include an extension to the boat house to accommodate the full length of the fire boat.
- Maintain compatibility with existing gangways, docks, and moorage systems.
- Provide flotation capacity equal to or greater than the existing facilities.
- Provide structural capacity appropriate for public access and emergency response operations.
- Utilize materials suitable for long-term exposure in a marine environment.

The ACRD's preference is for a like-for-like replacement approach utilizing current industry standards and best practices.

Proponents may recommend modifications that improve durability, lifespan, maintenance requirements, constructability, safety, or operational functionality. Any proposed modifications shall be clearly identified and justified within the proposal submission.

5. MATERIALS

The ACRD's preferred materials include:

- Yellow cedar decking.
- Yellow cedar fascia.
- Yellow cedar rub rails and bull rails where applicable.
- Hot-dip galvanized or marine-grade stainless steel hardware and connectors.

Alternative materials may be proposed where the proponent can demonstrate equal or superior durability, service life, structural performance, lifecycle value, and suitability for the marine environment.

All proposed materials shall be clearly identified within the submission.

6. EXISTING ANCHOR CHAINS AND MOORING REPAIR

Existing anchor chains and associated mooring hardware are connected to the Park Dock float section that is being replaced and are intended to remain in service following completion of the project.

The Contractor shall disconnect and reconnect the existing anchor chains and associated mooring hardware as required to facilitate the work and secure the replacement float system.

The condition and adequacy of the existing anchor chains, mooring hardware, and any associated submerged components have not been comprehensively assessed by the ACRD. Proponents shall satisfy themselves as to the apparent condition of accessible components during the site meeting and any subsequent investigations they deem necessary.

If deficiencies, damage, excessive deterioration, or other conditions affecting the serviceability of the existing anchor chains or mooring hardware are identified during construction, the Contractor shall promptly notify the ACRD. The Contractor may be requested to provide recommendations and pricing

based on the optional rates submitted under the RFP for repair, replacement, or modification of the affected components.

Any repairs, replacement, or modifications to the existing anchor chains, anchors, or mooring hardware beyond that required for reconnection of the replacement float shall be treated as additional work and may be authorized by the ACRD using the optional pricing submitted under the RFP.

7. ENVIRONMENTAL REQUIREMENTS

The contractor shall undertake all work in accordance with applicable federal, provincial, and local environmental requirements.

The contractor shall:

- Prevent the release of debris, fuel, lubricants, flotation materials, treated wood, sediment, or other contaminants into the marine environment.
- Maintain appropriate spill response equipment on site during construction activities.
- Remove all demolition debris generated by the works.
- Comply with all permit, authorization, and regulatory requirements applicable to the work.
- Implement best management practices to minimize impacts to fish and marine habitat.

The contractor shall be responsible for ensuring the work is completed in a manner that protects the surrounding marine environment and public safety.

8. SCHEDULE

The proponent shall provide:

- A proposed construction schedule.
- Estimated project duration.
- Mobilization and demobilization requirements.
- Any assumptions regarding site access or operational constraints.
- Proposed milestone dates for commencement and completion of the work.
- Identification of any project components that could be completed under a phased construction approach.
- Description of any schedule-related benefits, risks, or cost savings associated with the proposed approach.

The ACRD's preferred approach is to complete the work at the earliest practical opportunity; however, proponents may propose alternative schedules where they can demonstrate advantages related to cost, contractor availability, resource allocation, or overall project delivery.

9. DELIVERABLES

The successful proponent shall provide:

- Construction methodology.
- Material specifications.
- Proposed schedule.

- Warranty information.
- Disposal plan.
- Record photographs documenting completed works.
- Separate invoicing and cost tracking for each project component.
- Confirmation that all work has been completed in accordance with the contract requirements.

Progress claims and final invoices shall clearly identify costs attributable to Component A and Component B.

10. PRICING REQUIREMENTS

Proponents shall provide pricing separately for each of the following project components:

- Component A - Northern Section of Float A (Parks Services)
  - Lump Sum Price.
  - Breakdown of major work items.
- Component B - Floats E, F, G, F-1, F-2 and Boathouse H (Bamfield Fire Rescue)
  - Lump Sum Price.
  - Breakdown of major work items.
- Optional Items
  - Repair or replacement of submerged moorage components (ie. anchor chains and associated mooring hardware).
  - Repair of additional structural deficiencies identified during demolition.

A combined project total shall also be provided.

The successful proponent shall provide separate invoicing for Component A and Component B. Progress claims and final invoices shall clearly identify costs attributable to each component.