

# REQUEST FOR QUOTATION

The Point Art Run Centre. Stairway Replacement

Resort Municipality of Whistler  
[whistler.ca](http://whistler.ca)



## *Request for Quotation*

*The Point Art Run Centre. Stairway Replacement,*

*The Resort Municipality of Whistler (RMOW)*

Request Number	5330-02-1038
Issued:	~6 <sup>th</sup> March 2025.
Closing Time and Date:	16:00:00 hours; ~ April 7th - 2025.
Closing Location:	RMOW Municipal Hall 4325 Blackcomb Way Whistler BC V0N 1B4 Bids to be emailed to fcmcapitalprojects@whistler.ca
Non-compulsory Site Meeting:	14:00 (2:00pm) Friday March 28th, 2025. 5678 Alta Lake Road, Whistler, BC
Contact Person:	Marc Freno, Capital Project Supervisor fcmcapitalprojects@whistler.ca Office number 604 935 8373

## 1.0 REQUEST FOR QUOTATION

- Resort Municipality of Whistler (RMOW) is looking to carry out the removal and install of a new set of exterior stairs to the existing building. the exit stair to meet BCBC and to be covered to reduce snow management / maintenance.



- **Demolish and dispose.**

Demolish and dispose of existing roof and stair assembly, back to existing Concrete surface.

Inspect the exposed surface for damage or deficiencies; repair as necessary to ensure a clean and stable surface for new installation.

New exit stair to be covered to reduce snow management/maintenance. Existing windows will have to be changed to accommodate the exit stair.

Exposure of the existing structure reveals rot or other non-compliant work requiring additional work.







## CN Work/access Permit application

Please note the RMOW will be working with CN rail to acquire a covering work/access permit to access CN's right of way, so we are locked into a start date of the 15<sup>th</sup> of September 2025.

Contractor to submit a Railway crossing closure schedule with the tender package, please note CN rail Monday to Friday 8.00am to 5.00pm.

All personnel entering onto CN property must take the Safety Guidelines course as outlined on page 7 of the permit. Also please note Section D safety guidelines for Contractors and non- CN personnel.



The contractor should allow to supply and install a temp crossing over the rails tracks to facilitate all materials and equipment movement over the tracks during the project.

This will have to be installed 1<sup>st</sup> thing and at the end of the day dismantled.

We have some old railway sleepers on site that can be used.

The contractor will have to pay and ensure that the Project Wrap-Up Liability Insurance in place before starting any works, details in the CN Work/access Permit application Section E, schedule B Insurance.

The RMOW will arrange and pay of all Flagging / signal protection services during the project.

## Gen Notes

Contractor is responsible for safety in and about the job site during construction, Supply and install of safety guards as per WorkSafe BC requirements and will be required to submit warranty documentation on completion.

- Contractor to allow for removal of all construction waste from site.
- Ensure that all regulations and industry best practices are being enforced.
- Contractor to confirm all quantities and measurements at site visit.
- Construction to start week starting the 15<sup>th</sup> of September 2025.
- All works to be carried out reference to attached drawings, DVAD,-BPA001 to BPA008 and Chalten engineering, S001-2-10.
- All Works to be completed this year within normal working hours.
- Contractor to allow within the quote for all Permit requirements

Perform water tests to ensure proper drainage and watertightness. Address any deficiencies as necessary. All works to be carried out as per manufacturer's details and recommendations.

DESCRIPTION	UNIT	LUMP SUM PRICE
Demolish and dispose of existing stairs and roof assembly,		
Budget Figure if structure reveals rot or other non-compliant work requiring additional work.		
Supply and install new set of Stairs as per drawing ref DVAD,-BPA001 to BPA008 and Chalten Engineering, S001-2-10.		
	PST	
	GST	
	Total	

The undersigned agrees to be bound by the terms and conditions of this Request for Quotation and to supply the items listed at the prices quoted. If a purchase order is issued by the RMOW to the undersigned, the undersigned will be bound by and will comply with the terms and conditions contained in the Request for Quotation and the purchase order which will constitute the full and complete agreement between the parties.

Please outline warranty included in your price

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Please outline extended warranties and price if applicable

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This Quote request, your response and the attached terms and conditions govern our agreement.

REQUEST FOR QUOTATION

BIDDER INFORMATION	
Name and title of individual	
Company name	
Company address	
Phone numbers	Ph.
Email address	

Signature of Person authorized to bind the bidder/Supplier	Date
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## 2.0 REQUEST FOR QUOTATION TERMS AND CONDITIONS

1. Late submissions or quotations will not be accepted or considered. It is the responsibility of the bidder to ensure that the quotation arrives prior to the date and time and at the place indicated in this Request for Quotation.
2. Quotations must be in Canadian funds and include delivery destination duty paid (D.D.P.), Incoterms 2010.
3. If a bidder discovers that it has made an error in its quotation, the bidder may forward a correction notice to the RMOW at this office, but it must be received prior to the closing date and time for the Request for Quotation. Unless otherwise specified, quotations will be open for acceptance for 90 days after the closing date.
4. When quotations have been received and an award made, the successful bidder will be held to its quotation as of the closing of the Request for Quotation irrespective of subsequent representation that mistakes have been made in the quotation originally submitted.
5. Notwithstanding paragraph 4 above, if it appears that an error has been made in a quotation, the RMOW may, in its sole discretion, before awarding an order, communicate with the potential supplier to ascertain if it will supply at the quoted price or withdraw the quotation. If the potential supplier is permitted to withdraw its quotation, the potential supplier will not be considered on this Request for Quotation.
6. The RMOW reserves the right to award this order in part or in full, on the basis of quotations received unless the potential supplier specifies that its quotation is valid only for the complete order.
7. The lowest or any quotation will not necessarily be accepted.
8. In the event of a discrepancy between the unit price and the extended price, the unit price shall govern.
9. Bidders should use the unit of measure shown in the Request for Quotation. Where conversions are required, these should be done by the bidder prior to submitting quotation.
10. Bidders should refer to the Request for Quotation number in all correspondence.
11. Bidders must comply with all applicable laws.
12. Bidders are solely responsible for their own expenses, if any, in preparing an Request for Quotation response and subsequent negotiation with the RMOW, if any.
13. All inquiries related to this Request for Quotation are to be directed to the RMOW, Procurement Services, as noted on the first page of this Request for Quotation. Information obtained from any other source should not be relied upon. Do not contact the facility or end user. Inquiries and responses may be distributed to all bidders at the RMOWs' option.
14. All documents submitted to the RMOW are subject to the disclosure provisions of the Freedom of Information and Protection of Privacy Act.
15. The RMOW will not be obligated in any manner to any potential supplier whatsoever until a Purchase Order has been issued by the RMOW respecting a quote.
16. In the event of a tied bid, the bidder with the closest proximity to the RMOW shall be deemed the successful bidder.

## 3.0 FORM OF CONTRACT

Please see attached a draft copy of a standard services contract form.

Ref - **RMOW - Point Art Run Centre Stairway Replacement**