



Ta'an Kwäch'än Council

REQUEST FOR PROPOSAL FOR VEHICLE REMOVAL FROM SITE S-52B1

Proposal must be submitted in a sealed envelope plainly marked “**Proposal for Ta'an Kwäch'än Council, Vehicle Removal**” and addressed to:

Ta'an Kwäch'än Council
117 Industrial Road
Whitehorse, Yukon Y1A 2T8
Attention: Phil Emerson

Scope of Work

The purpose of this Request for Proposal (RFP) is to solicit bids for the removal of 10 vehicles. The 10 vehicles to be removed will be mark with an “X” on the driver’s side door, located at site S-52B1, North Klondike Hwy. The scope of work is to remove vehicles from site in accordance with the City of Whitehorse by-laws. The Contractor will remove all fluids, including: coolant, engine oil, transfer case/differential. Cost of removal of waste to an approved landfill site should be included in the overall project cost. All cost associated with remediation of contamination to the site is outside of this contract. Contractor must supply receipts for tipping fees and any other cost associated with this project.

Proposals Submissions

TKC reserves the right to accept or reject any or all proposals and will not be responsible for any costs incurred by proponents in preparing a response.

Irrevocability and Acceptance of Proposals

TKC requests that Proposals remain open for acceptance for a period of not less than sixty (60) days from the closing date and time. TKC reserves the right to waive formalities in, accept or reject any or all Proposals, cancel this RFP, or accept the Proposal deemed most favorable in the interest of the TKC. TKC reserves the right to cancel this RFP at any time without recourse by the Proponent. TKC has the right to not award this work for any reason. No alterations, amendments or additional information will be accepted after the closing date and time unless invited by TKC.

Enquiries

All enquires are to be directed to: Phil Emerson, Renewable Resource Technician via email, phone or in person as listed below. This includes requests for a site visit prior to submitting a final proposal.

E-mail: PEmerson@taan.ca

Phone: work 867-668-3613 ext 602,

In-Person: 117 Industrial Road, Whitehouse, Yukon

If a change or additional information is warranted, TKC's response will be communicated to all Proponents by means of written Addenda prior to the closing date. TKC shall determine, at its sole discretion, whether the query requires response, and such responses will be made available to all Proponents by issue of Addenda sent to each Proponent that will be incorporated into and become part of the RFP. No oral conversation will affect or modify the terms of this RFP or may be relied upon by the Proponent.

Conflict of Interest

Proponents shall disclose any actual or potential conflicts of interest and existing business relationships it may have with TKC, its elected or appointed officials or employees.

Insurance Requirements

Upon award of contract the Contractor must provide TKC with proof of insurance as outlined below:

- The Contractor shall carry Commercial General Liability Insurance satisfactory to TKC in the amount of TWO MILLION DOLLARS (\$2,000,000.) inclusive per occurrence.
- Automobile Liability insurance, in an amount of not less than TWO MILLION DOLLARS (\$2,000,000.) is required on all licensed vehicles owned or used by the Contractor.
- Contractor's Equipment Insurance is required for all equipment owned or rented by the Contractor and employees that provides coverage against all risks of loss or damage.
- The Contractor shall ensure that all Sub-contractors carry insurance in the form and limits specified in this clause.

Yukon Workers' Compensation Health and Safety Board Coverage

The Contractor shall be in good standing with Yukon Workers' Compensation Health and Safety Board and provide a Yukon Workers' Compensation Health and Safety Board Registration Number. The Contractor is responsible for having the site secured in accordance with Yukon Workers' Compensation Health and Safety Board regulations and to perform the work so that there is no risk of danger or hazard to the staff and public at any time during the progress of the work until completion.

Equipment, Materials and Workmanship

The Contractor shall ensure that they are qualified and experienced and have the necessary resources for the successful completion of the work including any amendments as they may occur during the execution of the work. All equipment, materials and labor utilized and all workmanship shall comply with all current codes, standards, regulations and statutes pertaining to the services.

Contract-Invoicing-Payments

- a) The selected proposal, as submitted or amended by mutual agreement, will form the basis of a contract between the parties.
- b) Payment will be issued upon submission of an invoice to TKC upon completion of work
- c) Invoices shall show the appropriate amounts for value added taxes.
- d) The Contractor shall be paid 30 days from receipt of invoice, unless alternate payment terms have been agreed to between the Contractor and TKC.

Change Order

In the event the contractor encounters obstacles, or the original scope of work needs to be changed which will alter the fixed price, the contractor shall inform TKC in writing of the nature of the change order and the additional costs incurred. The Change Order must be approved by TKC in writing prior to commencement of an amended scope of work.

Reporting

This project is being funded in part by the federal government through INAC. To meet grant reporting requirements contractors will be required to supply necessary reporting information on the work

completed as requested by TKC staff. TKC staff will make site visits to take photographs before, during, and after removal, and request information from the contractor on work done that will form the basis of a narrative report to INAC.

PRICE

All Prices shall be all inclusive (stated in Canadian Funds) and shall remain **FIRM** for the completion of the Services. Prices proposed are to be all inclusive; therefore, include all labor, material, tools, equipment, transportation, fuel, supervision, disposal fees, and any other items required for provision of the services. Having carefully examined the plans, the site and the conditions affecting the Work, and having carefully read the scope of services, specifications and the conditions of the Contract, we, the undersigned, offer to furnish all materials, labor, and equipment necessary to complete properly the entire Work, in all particulars, in accordance with the Contract Documents and instructions of **Ta'an Kwäch'än Council** for the sum of:

\$ _____ dollars

(written)

\$ (_____) excluding GST (Goods and Services Tax)

AUTHORIZATION

We hereby submit our Proposal for the services as specified and undertake to carry out the work in strict accordance with all referenced Terms & Conditions, Regulations and Codes, applicable to this RFP

Company Name: _____

Street Address: _____

City, Territory & Postal Code: _____

Name & Title: _____

Signature: _____

Date: _____

**Proposal SUBMISSIONS must be received by:
Friday, August 03, 2018 AT NOON (PST)**