



REQUEST FOR QUOTATIONS

Title: **SUPPLY AND DELIVERY OF PLAYGROUND EQUIPMENT:
EDGEWOOD PARK**

Reference No.: 1220-040-2020-035

FOR THE SUPPLY OF GOODS

(General Services)
Issue Date: May 5, 2020

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REQUEST FOR QUOTATIONS

1. INTRODUCTION

The City of Surrey (the "City") invites contractors to provide a quotation on the form attached as Schedule B to Attachment 1 (the "Quotation") for the supply of the goods described in Schedule A to Attachment 1 (the "Goods"). The description of the Goods sets out the minimum requirements of the City. A person that submits a Quotation (the "Contractor") should prepare a Quotation that meets the minimum requirements, and may as it may choose, in addition, also include goods, or terms that exceed the minimum requirements.

2. ADDRESS FOR DELIVERY

A Quotation should be labelled with the Contractor's name, RFQ title and number. A Quotation should be submitted in the form attached to this RFQ as Schedule B – Form of Quotation.

The Contractor should submit the Quotation electronically in a single pdf file which must be delivered to the City by email at: purchasing@surrey.ca

PDF emailed Quotations are preferred and the City will confirm receipt of emails. Note that the maximum file size the City can receive is 10Mb. If sending large email attachments, Contractors should phone to confirm receipt. A Contractor bears all risk that the City's equipment functions properly so that the City receives the Quotation.

3. DATE

The City would prefer to receive Quotations on or before **May 28, 2020**. The City's office hours are 8:30 a.m. to 4:00 p.m., Monday to Friday, except statutory holidays.

4. INQUIRIES

All inquiries related to this Request for Quotations ("RFQ") should be directed in writing to:

Name: Richard D. Oppelt, Manager, Procurement Services
Email: purchasing@surrey.ca
Reference: 1220-040-2020-035

5. ADDENDA

If the City determines that an amendment is required to this RFQ, the City Representative will issue a written addendum by posting it on the BC Bid Website at www.bcbid.gov.bc.ca (the "BC Bid Website") and the City Website at www.surrey.ca (the "City Website") that will form part of this RFQ. It is the responsibility of Contractors to check the BC Bid Website and the City Website for addenda. The only way this RFQ may be added to, or amended in any way, is by a formal written addendum. No other communication, whether written or oral, from any person will affect or modify the terms of this RFQ or may be relied upon by

any Contractor. By delivery of a Quotation, the Contractor is deemed to have received, accepted and understood the entire RFQ, including any and all addenda.

6. NO CONTRACT

This RFQ is simply an invitation for quotations (including prices and terms) for the convenience of all parties. It is not a tender and no obligations of any kind will arise from this RFQ or the submission of Quotations. The City may negotiate changes to any terms of a Quotation, including terms in Attachment 1 and Schedules A and B and including prices, and may negotiate with one or more Contractors or may at any time invite or permit the submission of quotations (including prices and terms) from other parties who have not submitted Quotations.

7. ACCEPTANCE

A Quotation will be an offer to the City which the City may accept at any time by signing the copy of the Quotation and delivering it to the Contractor. A Quotation is not accepted by the City unless and until both the authorized signatory of the Contractor and the authorized signatory of the City have signed. Delivery of the signed Agreement by the City may be by fax, pdf e-mail or hard copy. In that event, the contract will be comprised of the documents included in the definition of Agreement in Attachment No. 1 – Quotation Agreement – Goods.

8. CONTRACTOR'S EXPENSES

Contractors are solely responsible for their own expenses in preparing and submitting Quotations, and for any meetings, negotiations or discussions with the City or its representatives and consultants, relating to or arising from the RFQ. The City will not be liable to any Contractor for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, incurred by the Contractor in preparing and submitting a Quotation, or participating in negotiations for a contract, or other activity related to or arising out of this RFQ.

9. CONTRACTOR'S QUALIFICATIONS

By submitting a Quotation, a Contractor represents that it has the expertise, qualifications, resources, and relevant experience to supply the Goods.

10. CONFLICT OF INTEREST

A Contractor should disclose in its Quotation any actual or potential conflicts of interest and existing business relationships it may have with the City, its elected or appointed officials or employees. The City may rely on such disclosure.

11. SOLICITATION OF COUNCIL MEMBERS AND CITY STAFF

Contractors and their agents will not contact any member of the City Council and City staff with respect to this RFQ, other than the contact person named in Section 4, at any time prior to the award of a contract or the cancellation of this RFQ.

12. CONFIDENTIALITY

All Quotations become the property of the City and will not be returned to the Contractor. All Quotations will be held in confidence by the City unless otherwise required by law. Contractors should be aware the City is a "public body" defined by and subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia.

13. SIGNATURE

The legal name of the person or firm submitting the Quotation should be inserted in the Quotation. The Quotation should be signed by a person authorized to sign on behalf of the Contractor and include the following:

- (a) If the Contractor is a corporation then the full name of the corporation should be included, together with the names of authorized signatories. The Quotation should be executed by all of the authorized signatories or by one or more of them provided that a copy of the corporate resolution authorizing those persons to execute the Quotation on behalf of the corporation is submitted;
- (b) If the Contractor is a partnership or joint venture then the name of the partnership or joint venture and the name of each partner or joint venturer should be included, and each partner or joint venturer should sign personally (or, if one or more person(s) have signing authority for the partnership or joint venture, the partnership or joint venture should provide evidence to the satisfaction of the City that the person(s) signing have signing authority for the partnership or joint venture). If a partner or joint venturer is a corporation then such corporation should sign as indicated in subsection (a) above; or
- (c) If the Contractor is an individual, including a sole proprietorship, the name of the individual should be included.

14. BRAND NAMES

Wherever the specifications state a brand name, make, name of manufacturer, trade name, or Contractor catalogue number, it is for the purpose of establishing a grade or standard. It is not intended to rule out competition from equal brands or makes. If vehicles or equipment other than that specified is offered, it is the Contractor's responsibility to provide information in its Quotation that enables the City to confirm equivalency and acceptance.

Except where stated otherwise, the specifications described in Schedule A describe what is considered necessary to meet the performance requirements of the City and Contractors should consider this in its Quotation. If the Contractor cannot meet specifications, the Contractor may identify and offer an alternative which it believes to be an equal or better alternative.

Contractors shall clearly indicate any variances from the City's specifications or conditions and attach descriptive literature.

The City is not obligated to accept any alternatives. The City will determine what constitutes acceptable deviations and overall best value.

15. MULTIPLE CONTRACTORS

The City reserves the right and discretion to divide up the Goods and Services, either by scope, or other basis as the City may decide, and to select one or more Contractors to enter into discussions with the City for one or more Contracts to deliver the Goods. If the City exercises its discretion to divide up the Goods, the City will do so reasonably having regard for the RFQ and the basis of Quotations.

In addition to any other provision of this RFQ, Quotations may be evaluated on the basis of advantages and disadvantages to the City that might result or be achieved from the City dividing up the Goods and entering into one or more Contracts with one or more Contractors.

- END OF PAGE -

Attachment No. 1 – DRAFT QUOTATION AGREEMENT – GOODS

Reference RFQ Title: Supply and Delivery of Playground Equipment – Edgewood Park

RFQ No.: 1220-040-2020-035

BETWEEN:

CITY OF SURREY
13450 - 104 Avenue
Surrey BC V3T 1V8

(the "**City**")

AND:

(the "**Contractor**")

WHEREAS the City wishes to engage the Contractor to provide the Goods and the Contractor agrees to provide the Goods.

THEREFORE in consideration of the payment of one (\$1.00) dollar and other good and valuable consideration paid by each of the parties to the other (the receipt and sufficiency of which is hereby acknowledged) the City and the Contractor agree as follows:

DEFINITIONS AND INTERPRETATION

1. In these General Terms and Conditions:
 - (a) "Agreement" means this agreement and all schedules attached hereto;
 - (b) "City" means the City of Surrey;
 - (c) "Contractor" means a contractor whose Quotation has been accepted by the City and who is supplying the Goods under this Agreement;
 - (d) "Goods" means the equipment or materials that are the subject of this Agreement;
 - (e) "Purchase Price" means the price quoted by the Contractor and accepted by the City, unless otherwise agreed by the parties in writing, and includes all taxes, duties, freight charges and other charges except GST; and
 - (f) "RFQ" means the Request for Quotations.

2. This Agreement may be modified only by express and specific written agreement. In the event of a conflict between the provisions of any documents listed below, then the documents shall govern and take precedence in the following order:
 - (a) this Agreement;
 - (b) the RFQ;
 - (c) the Quotation; and

(d) other terms, if any, that are agreed to by the parties in writing.

3. The following attached Schedules are a part of this Agreement:

Schedule A – Specifications of Goods; and
Schedule B – Quotation Extracts

GOODS

4. The Contractor will supply the Goods in accordance with this Agreement. The Goods supplied will meet the specifications set out in Schedule A of this Agreement.
5. The Contractor will deliver the Goods free and clear of all liens and encumbrances in the manner and to the destination stipulated. In the event of the Contractor's failure to meet this condition, the Contractor will, on written notice from the City, forthwith return all monies paid by the City on account of the Goods and in addition the City may by written notice terminate this Agreement without liability, and in such event, in addition to the above, the Contractor will be liable for any and all expenses or losses incurred by the City resulting from such failure.

PURCHASE PRICE

6. The City will pay the Purchase Price to the Contractor in accordance with this Agreement. The Purchase Price shall also include without limitation all costs of boxing, packing, crating, and loading and unloading the Goods at the prescribed destination.
7. Time is of the essence.

PAYMENT

8. Invoices should include the Contractor's name, address and telephone number, the City's purchase order number, the Contractor's invoice number, the Contractor's GST registration number or an indication that it is not applicable if the Contractor is a small trader, the quantity, tax (if any) and the complete Purchase Price calculations, including extensions and discounts.
9. The City will pay the invoice, in the amount as the City determines is correct less any deductions for setoffs or holdbacks permitted by this Agreement including, without limitation, those described in this Agreement within 30 days of the receipt of the invoice, unless the parties have agreed in writing to other payment terms. The payment by the City of any invoice will not bind the City with respect to any subsequent payment or final payment and will not mean that the City has accepted that the Goods are in accordance with the requirements of this Agreement, or that the Contractor is in any manner released from its obligation to comply with this Agreement.

10. Unless otherwise provided, all dollar amounts referred to in this Agreement are in lawful money of Canada.

Please send your hard copy invoices by mail to:

Name: _____
Address: _____

On your invoice, state the following:

- Purchase #
- Work Order #
- Invoice approver: **Mary Wong, Parks Planning Research and Design**

Surrey prefers electronic invoice submission over hardcopy as it facilitates faster payment and helps reduce costs and our carbon footprint. cc Mary Wong and submit electronic invoices to Surreyinvoices@surrey.ca

- o Each invoice must be sent as a separate attachment.
- o Attachment(s) must be in PDF format.
- o PDF attachment(s) must be named: <Company name>_<Invoice Number>.
- o Email(s) must not exceed 2MB.
- o Surreyinvoices@surrey.ca is used strictly for invoice submission therefore invoice/payment inquiries should be directed to Mary Wong.

DEFICIENCIES

11. The City shall have a reasonable time to inspect and to accept the Goods. The City may reject any Goods not in accordance with this Agreement, whether due to damage resulting from improper packing, loading, unloading or otherwise. The City shall notify the Contractor of rejection of the Goods whereupon the Goods will be held subject to the disposition by the Contractor. Any costs or expenses incurred by the City as a result of the rejection of the Goods are, immediately upon written demand by the City, payable by the Contractor, and may be set off against any payments owing by the City to the Contractor.

12. The City may hold back from payments otherwise due to the Contractor up to 150% of a reasonable estimate, as determined by the City, on account of deficient or defective materials. This holdback may be held, without interest, until replacement Goods are received or such deficiency or defect is remedied.

DEFAULT AND TERMINATION

13. In the event the Contractor does not ship the Goods by the shipping date specified in this Agreement, or does not deliver the Goods by the delivery date specified in this Agreement, or otherwise fails to comply with the requirements of this Agreement, then:
(a) the City reserves the right to terminate this Agreement, in whole or in part, and in the event of such termination no payment will be owing by the City on account of this Agreement and the Contractor will be liable for any and all

expenses or loss resulting from such failure or delay and will return all monies paid by the City; or

- (b) if the City does not terminate this Agreement for late shipping or delivery, the City may deduct and setoff from any payments owing to the Contractor all additional costs the City reasonably incurs on account of the late shipping or delivery.
14. The City may by written notice at any time cancel this Agreement with respect to Goods which, as of the date of cancellation, have not been shipped.
15. If the Contractor becomes insolvent or makes an assignment for the benefit of creditors or a receiver or trustee is appointed for the property of the Contractor, then the City may, at its election, and without prejudice to its rights at law or in equity, terminate this Agreement.
16. The City will not accept nor be responsible for any restocking charges for any Goods shipped to the City and then, for whatever reason, returned to the Contractor pursuant to this Agreement. The Contractor is to bear all costs including shipping and handling of returned Goods.

WARRANTIES AND INDEMNITIES

17. The Contractor warrants that the Goods shall be free from defects in design, materials, workmanship and title, shall conform in all respects to the terms of this Agreement, shall be fit and suitable and perform satisfactorily for the purposes and under the conditions made known to the Contractor by the City or which were reasonably inferable. The Goods shall be at least equal to the higher of national standards or codes (such as, by way of illustration, CSA or ASTM), or standards and codes customarily applicable at the place where the City will use the Goods. The Goods shall be of the best quality, if no quality is specified. In specific cases where play equipment may be non-CSA compliant, it shall be made known to the City. This general warranty is independent of and without prejudice to any specific warranty or service guarantee offered by the Contractor or third party manufacturer or supplier of the Goods in connection with the purpose for which the Goods were purchased. The Contractor shall assign to the City any warranty or service guarantee offered by a third party manufacturer or supplier of the Goods. Notwithstanding this assignment, if at any time up to one year from the date of delivery or installation (if applicable) the City determines the Goods or any part do not conform to these warranties, the City shall notify the Contractor within a reasonable time after such discovery, and the Contractor shall then promptly correct such nonconformity at the Contractor's expense. Goods used to correct a nonconformity shall be similarly warranted for one year from the date of installation. The Contractor's liability shall extend to all liabilities, losses, damages, claims and expenses incurred by the City caused by any breach of any of the above warranties.

18. The Contractor warrants and guarantees that Goods delivered under this Agreement do not infringe any valid patent, copyright or trademark, foreign or domestic, owned or controlled by any other corporation, firm or person, and agrees to indemnify and save harmless the City and all of its elected and appointed officials, officers, employees, servants, representatives and agents (collectively the “Indemnitees”), from and against any and all claims, demands, causes of action, suits, losses, damages and costs, liabilities, expenses and judgments (including all actual legal costs) by reason of any claim, action or litigation arising out of any alleged or actual infringement of any patent, copyright or trademark, foreign or domestic, relating to the Goods supplied under this Agreement.
19. The Contractor represents and warrants that all Goods delivered under this Agreement shall comply with all applicable codes, statutes, by-laws, rules and regulations, or any federal, provincial, municipal or other competent authority for the time being in force, including any environmental laws and that the Goods are not dangerous to the environment or to person or health.
20. The Contractor will indemnify and save harmless the Indemnitees from and against all claims, demands, causes of action, suits, losses, damages and costs, liabilities expenses and judgments (including all actual legal costs) for damage to or destruction or loss of property, including loss of use, and injury to or death of any person or persons which any of the Indemnitees incur, suffer or are put to arising out of or in connection with any failure, breach or non-performance by the Contractor of any obligation of this Agreement, or any wrongful or negligent act or omission of the Contactor or any employee or agent of the Contractor.

CUSTOMS

21. Documentation for shipments of Goods from outside Canada shall be provided by a Contractor by airmail and shall include all documents as required by law or customary practice. All packages shall be marked as follows:

“Upon arrival, please contact customs broker:
Livingston International Inc.
Telephone: 604-685-3555
Fax: 604-605-8231
Email: cst19@livingstonintl.com”

INSPECTIONS

22. If this Agreement pertains to the fabrication, assembly or other processing of the Goods, representatives of the City shall be permitted free access at all reasonable times for the purpose of inspection, testing or obtaining information as to the progress of the fabrication, assembly or processing.

SAFETY

23. If this Agreement includes any inspection, installation or other work on the City's premises by the Contractor, or representative or sub-contractor of the Contractor, all such activity shall be performed and undertaken in strict compliance with all applicable health and safety laws and regulations, including, without limitation, the Workers Compensation Act, the Occupational Health & Safety Regulation and the Hazardous Products Act, and also in strict compliance with any published and issued by the City for use at the City's premises. The Contractor shall provide the City with the Contractor's Workers Compensation Board registration number and a letter from the Workers Compensation Board confirming the Contractor is registered in good standing with the Workers Compensation Board and that all assessments have been paid to the date thereof prior to the City having any obligation to pay monies under this Agreement.

WHMIS/MSDS

24. The Contractor covenants and agrees to comply with all the Workers Compensation Board Occupational Health and Safety Regulations for hazardous materials and substances, and in particular with the "Workplace Hazardous Materials Information Systems (WHMIS)" Regulations. All "Material Safety Data Sheets (MSDS)" will be shipped along with the Goods and any future MSDS updates will be forwarded.

SHOP DRAWINGS

25. The City may require that shop drawings be submitted by the Contractor for review prior to the delivery of the Goods. The City may require that a qualified registered professional engineer stamp and approve a shop drawing prior to submission. Any review of shop drawings by the City will not relieve the Contractor from its obligation to deliver Goods in full compliance with all requirements of this Agreement.

WAIVER

26. Any failure of the City at any time or from time to time to enforce or require the strict keeping or performance of any of the terms and conditions contained in this Agreement shall not constitute a waiver of the terms and conditions and shall not affect or impair the terms or conditions in any way or the City's right at any time to avail itself of any remedies as the City may have for any breach or breaches of the terms and conditions.

APPLICABLE LAW

27. This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia. The City and the Contractor accept the jurisdiction of the courts of British Columbia and agree that any action under this Agreement shall be brought in such courts.

NOTICES

28. Any notice, report or other document that either party may be required or may wish to give to the other should be in writing, unless otherwise expressly provided for, and will be deemed to be validly given to and received by the addressee:
- (a) by hand, on delivery;
 - (b) by mail, five calendar days after posting.

The addresses for delivery will be as follows:

- (a) The City:
 - Surrey City Hall,
 - 13450 104 Avenue
 - Surrey, B.C., V3T 1V8

Attention: Mary Wong, Landscape Architect, Park Division
Attention: Mark Lepik, Project Manager, Park Division

Business E-mail: mary.wong@surrey.ca
MLepik@surrey.ca

- (b) The Contractor:
 - Attention:
 - Business E-mail:
 - Business Fax:

MERGER AND SURVIVAL

29. The representations, agreements, covenants and obligations set out in this Agreement shall survive the delivery of the Goods and payment of the Purchase Price.

ENTIRE AGREEMENT

30. This Agreement, including any other documents expressly included by reference in this Agreement, contains the entire agreement of the parties regarding the provision of the Goods, and no understandings or agreements, oral or otherwise, exist between the parties except as expressly set out in this Agreement. This Agreement supersedes and cancels all previous agreements between the parties relating to the Goods.
31. In the event that the Contractor issues an invoice, packing slip, sales receipt, or any like document to the City, the City accepts the document on the express condition that any terms and conditions in it which constitute terms and conditions which are in addition to or which establish conflicting terms and conditions to those set out in this Agreement are expressly rejected by the City.

SIGNATURE

32. This Agreement may be executed in one or more counterparts all of which when taken together will constitute one and the same Agreement, and one or more of the counterparts may be delivered by fax transmission or as a pdf file.

ENUREMENT

33. This Agreement shall enure to the benefit of and be binding upon the respective successors and permitted assigns of the City and the Contractor.

This Quotation Agreement is executed by the City of Surrey this ____ day of _____, 2020.

CITY OF SURREY

by its authorized signatory:

(Signature of Authorized Signatory)

(Print Name and Position of Authorized Signatory)

This Quotation Agreement is executed by the Contractor this ____ day of _____, 2020.

CONTRACTOR

I/We have the authority to bind the Contractor.

(Legal Name of Contractor)

(Signature of Authorized Signatory)

(Signature of Authorized Signatory)

(Print Name and Position of Authorized Signatory)

(Print Name and Position of Authorized Signatory)

SCHEDULE A – SPECIFICATION OF GOODS

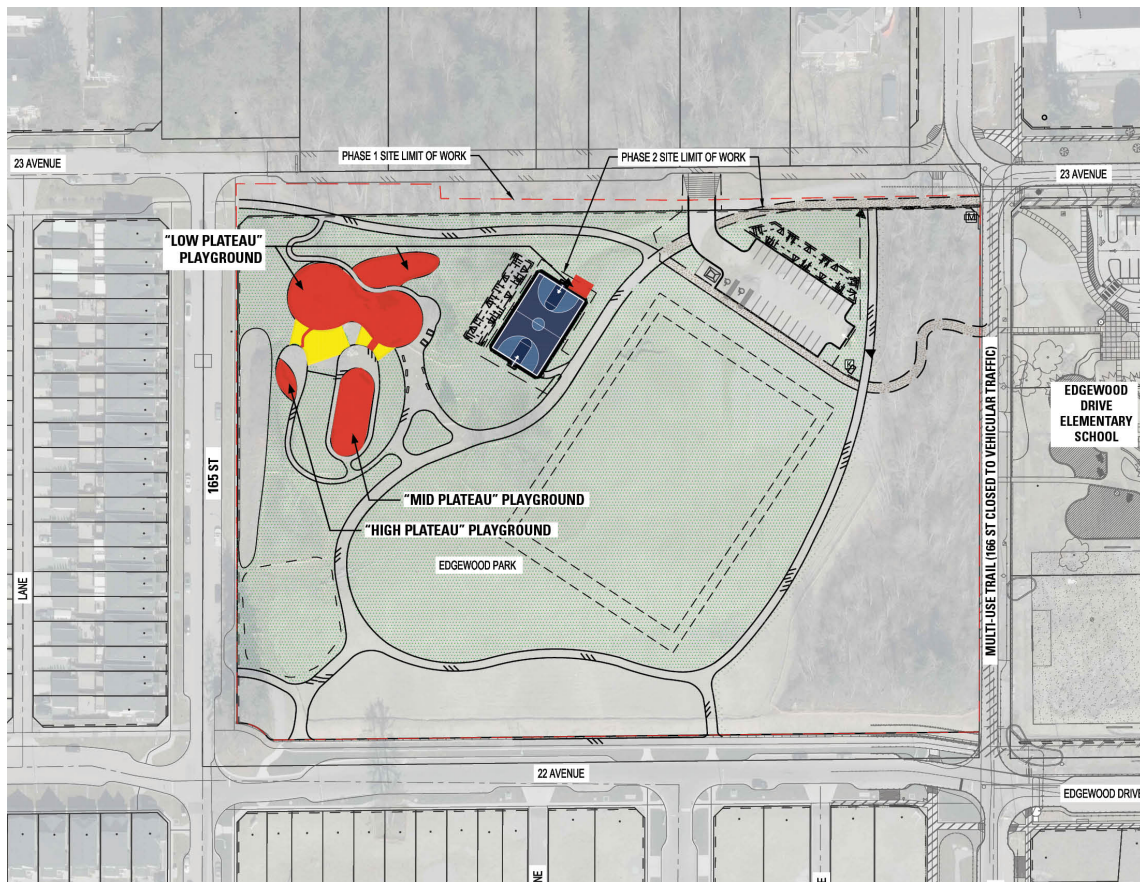
Supply and Delivery of Playground Equipment Edgewood Park

LOCATION AND SITE DESCRIPTION

The playground is located at Edgewood Park, 2284 – 165th Street, Surrey, B.C. The site was the former home of Sunnyside Saddle Club, an equestrian riding arena. The park is located between 165th Street and 166th Street on 22nd Avenue. A map of the park showing the proposed location for the future playground in red is below.

As such, this request for quotation (the “RFQ”) covers the layout, design and supply of new children’s playground equipment only (the “Goods”). Contractors should make their designs inviting to the public and appeal to the broadest demographic of playground users. Contractors are encouraged to vary the play experience. Installation of the playground is not included in this RFQ.

The City of Surrey’s Parks Division has developed a detailed reference design for a new playground in Edgewood Park, in the community of South Surrey for reference along with a preferred component listing and general Good specifications.



- 2.2 The area for the proposed playground with prefabricated equipment is roughly 600 square meters. This area excludes a further 350 square meters dedicated to in-house built play structures by City staff (outside of the scope of this RFQ). The approximate dimensions for the proposed playground at lower plateau are 16 metres by 16 metres and 23 metres by 8 metre respectively, at mid plateau are 26 metres by 10 metres, plus two slides connecting the plateaus.

A plan drawing, including the proposed detailed layout plan (available in both PDF and AutoCAD drawing formats) should be used as a base map and can be viewed and/or obtained through the Managed File Transfer Service (MFT) - link noted below. In the URL, or address field at the top, enter the following address: <https://mft.surrey.ca/> and hit "enter". Enter "surreybid" as the User Name, "Welcome" as the password and then click "Login".

<https://mft.surrey.ca/>

Login ID: surreybid
Password: Welcome
Folder: 1220-040-2020-035

- 2.3 The proposed playground area centers around an existing earthen mound and offers three level plateaus to locate play equipment for tot/preschool, youth (age 5-12), and intergenerational play. This can be described as three zones:

- 1) Low plateau (ground level) – contains the most concentrated cluster of play equipment including elements for tot/preschool, universally assessable play, and multigenerational/all ages/games;
- 2) Mid plateau (mid mound)– contains swing sets overlooking a view and a sliding opportunity via a wide slide down to the low plateau; and
- 3) High plateau (top of mound)– contains a long narrow embankment slide down to the low plateau.

The overall primary focus of the equipment should be on creating an engaging non-prescribed circuit. Play between children of different age groups is encouraged, therefore the tot/preschool equipment is not separated from the other play equipment. All equipment must be multifunctional and offer multiple ways to play. References to nature styled play (the site will be heavily planted with new trees) or equestrian theme (the site's past history) are welcome but ultimately play value will take priority over achieving an aesthetic theme. Wood play equipment is not desired and will not be selected.

The low and mid plateaus will have engineered wood fibre mulch as resilient surfacing with an asphalt apron as edging. For steeper slopes adjacent to the two slides, artificial turf surfacing will be used. A scrambling boulder path will connect the plateaus as an informal access to the slides, and a gently sloped path at the south end of the mound will provide universal access. Excluded from this scope are in-house built wood climbing play elements within the low plateau. This will be specified on the drawing provided. Play equipment shown on the plan are placeholders to indicate a product type. Locations

of all play equipment, including the out-of-scope wood play elements, will be massaged and finalized once all play equipment is selected. Therefore, there is some flexibility in the layout of equipment in the lower and mid plateaus.

Specifications of Goods

In developing a specific design for the playground, the Contractor should abide by the following conditions:

- 1) Layout Plan: in pdf and AutoCAD drawing formats; the layout plan should include the blocks/drawings of each proposed play equipment piece including the fall zone and no encroachment zone boundaries, and center points (in the form of an X) for all posts with footings for the purposes of surveying the post installation locations. The plan must state the scale and be in the proper coordinates; see georeferencing information in Appendix I..
- 2) Written Description of how the play equipment meets the following criteria:
 - Low Plateau
 - the 0-5 year age group (tot/preschool zone)
 - One Tot house OR buggy/vehicle/tractor
 - One see-saw OR roller table (for universal accessibility)
 - One pair of speaking tubes OR other sound play element
 - One four-way springer
 - Approximately one to two other tot/preschool elements
 - Include a steering wheel on one of the tot elements.
 - the 5-12 age group (youth zone)
 - One or double cableway(s) with bucket seat
 - One universal spinner (for universal accessibility)
 - Approximately one or two other 5-12 elements.
 - Multigenerational/all ages/games zone
 - Two concrete ping pong tables
 - Mid Plateau
 - Multigenerational/all ages
 - One wide slide (2.0m high)
 - must be stainless steel and face north or northeast
 - be wide enough to accommodate multiple users simultaneously
 - open top with grab bar and to be embedded into mound
 - Three bay of swings – one single disc swing (or fully accessible swing), one bay of regular belt seats (2), one bay of tot bucket seats (2)
 - High Plateau
 - Multigenerational/all ages
 - One narrow slide (4.0m high)
 - must be stainless steel and face north or northeast
 - accommodate one user at a time

- open top with grab bar and to be embedded into mound
 - transfer platform at base is preferred but not essential
 - open slide (not a tube/tunnel slide).
- Equipment should form an engaging non-prescribed circuit;
 - Equipment should provide a variety of play opportunity and experiences. Equipment should be multifunctional and offer multiple ways to play thereby having significant play value;
 - Equipment should provide:
 - a) Motion/physical play: swinging, sliding, spinning, climbing and balancing;
 - b) Interactive/creative play: pretending, gathering, constructing and experimenting;
 - c) Relational play: group, individual and intergenerational play; and
 - d) other enjoyable play experiences.
 - Equipment should enhance literacy in the environment;
 - Equipment should compliment existing site conditions (surrounding trees, outer walking loop) and proposed design elements (mound, future sport court, etc.);
 - Equipment may have a nature or equestrian theme/aesthetic and be unique but ultimately play value is the highest priority;
 - Tot/preschool equipment should not be separate and in a different play area than the other play equipment;
 - At minimum, 25% of the equipment should be accessible and inclusive;
 - Equipment should be CSA compliant and if not the supplier must declare it's non-compliance;
 - Equipment should be sustainable, durable and of innovative industrial design to succeed in an outdoor environment, withstand regular wear and tear, and be easily maintainable;
 - Equipment should be permeable to allow sightlines through to ensure safety and to prevent from being used as enclosed structures; solid roofs are less desirable than slatted to allow rain in to deter being used as a shelter.
 - Equipment should be durable with high quality materials and fasteners;
 - Equipment should be easy to install and maintain;
 - All equipment will be direct buried;
 - Equipment should be metal, not wood;
 - Slide(s) must face north or northeast and be stainless steel;
 - Platform(s) must be perforated so water can fall through.

2.5 Budget

The total budget including applicable taxes for design services, supply, delivery, offloading and placement of the Goods is not to exceed \$145,000.

3. DELIVERY LOCATION

- 3.1 Deliveries shall occur between the hours of **7:00 a.m. and 2:00.p.m. Monday through Friday**. Off loading and placement at deliver to site by delivery service vehicle.

Delivery Location:

City of Surrey
Parks, Recreation & Culture Department
Parks Division, South Surrey Operations Centre
2336 -166 St.
Surrey, B.C., V3S 9X8

The Contractor shall schedule the delivery appointment with City representative (Vince Cavezza at 778-846-0669) at least 3 working days prior to the delivery. The delivery without a scheduled delivery appointment with the City may be returned back to the Contractor at the Contractor's expense. All deliveries shall be FOB destination; freight prepaid.



SCHEDULE B – FORM OF QUOTATION

RFQ Title: Supply and Delivery of Playground Equipment – Edgewood Park

RFQ No: 1220-040-2020-035

CONTRACTOR

Legal Name: _____

Contact Person and Title: _____

Business Address: _____

Business Telephone: _____

Business Fax: _____

Business E-Mail Address: _____

CITY OF SURREY

TO:

City Representative: Richard D. Oppelt, Manager, Procurement Services

Address: City of Surrey, Surrey City Hall

Email for PDF Files: purchasing@surrey.ca

1. If this Quotation is accepted by the City, a contract will be created as described in:
 - (a) the Agreement;
 - (b) the RFQ; and
 - (c) other terms, if any, that are agreed to by the parties in writing.

2. Capitalized terms used and not defined in this Quotation will have the meanings given to them in the RFQ. Except as specifically modified by this Quotation, all terms, conditions, representations, warranties and covenants as set out in the RFQ will remain in full force and effect.

3. In addition to the warranties provided in the Draft Quotation Agreement, this Quotation includes the following warranties:

-
4. I/We have reviewed the RFQ Attachment 1, Schedule A – Specifications of Goods and if requested by the City, I/we would be prepared to meet those requirements, amended by the following departures and additions (list, if any):

Requested Departure(s) / Alternative(s) / Addition(s)

5. I/We have reviewed the RFQ Attachment 1 – Draft Quotation Agreement. If requested by the City, I/we would be prepared to enter into that Agreement, amended by the following departures (list, if any):

Section	Requested Departure(s) / Alternative(s)
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6. The Contractor offers to supply and deliver to the City of Surrey the Goods and Services for the prices plus applicable taxes as follows:

F.O.B. Destination Freight Prepaid		Payment Terms: A cash discount of ____% will be allowed if invoices are paid within ___ days, or the ___ day of the month following, or net 30 days, on a best effort basis.			Ship Via:
Item #	Item Name	Name of Manufacturer	Catalogue Number	Delivery Time (days)	Amount
1.	Tot/preschool zone (0-5 year age group)				
1.1	One Tot house OR buggy / vehicle / tractor				\$
1.2	One see-saw OR roller table (universal access)				\$
1.3	One pair of speaking tube OR other sound play equipment				\$

1.4	One four-way springer				\$
1.5	One bay of (2) tot bucket swings				\$
1.5	Approximately one to two other tot/preschool elements				\$
2.	Youth zone (5-12 age group)				
2.1	One universal spinner (universal access)				\$
2.2	One or double cable way(s) with bucket seat				\$
2.3	One bay of (2) regular swings				\$
2.4	Approximately one to two other age 5-12 element				\$
3.	Multigenerational/all ages/games zone				
3.1	One wide slide (2.0m high)				\$
3.2	One narrow slide (4.0m high)				\$
3.3	Two concrete ping pong tables				\$
CURRENCY: Canadian		LEAD TIME:		Subtotal:	\$
				GST (5%):	\$
				PST (7%):	\$
				TOTAL QUOTATION PRICE:	\$

7. The City requires the delivery of the Goods by September 4, 2020 to:

South Surrey Operations Centre
2336 -166 Street
Surrey, B.C. V3S 3C7

Contractor should provide an estimated schedule indicating a commitment to provide the Goods and perform the Services within the time specified if the order was placed on June 12, 2020.

8. Contractor's should provide information on their relevant experience and qualifications in delivering Goods similar to those required by the Agreement (use the spaces provided and/or attach additional pages, if necessary):

9. Contractors should provide the following information on the background and experience of all sub-contractors and material suppliers proposed to undertake a portion of the Goods and Services (use the spaces provided and/or attach additional pages, if necessary):

<i>Description Of Goods & Services</i>	<i>Sub-Contractors & Material Suppliers Names</i>	<i>Years Of Working With Contractor</i>	<i>Telephone Number And Email</i>

- 10 Contractor's should provide information on their relevant references (name and telephone number). The City's preference is to have a minimum of three references. Previous clients of the Contractor may be contacted at the City's discretion (use the spaces provided and/or attach additional pages, if necessary):

11. Contractors should provide information on how the Goods creates a non-prescribed circuit, offers a variety of play opportunities, is multifunctional, has significant play value, is unique and maximizes play experience (use the spaces provided and/or attach additional pages, if necessary):

12. Contractors should provide information on how the proposed Goods provide (use the spaces provided and/or attach additional pages, if necessary):

:

- a) Motion/Physical play: swinging, sliding, spinning, climbing and balancing;
- b) Interactive/creative play: pretending, gathering, constructing and experimenting;
- c) Relational play: group, individual and intergenerational play; and

d) other enjoyable play experiences.

13. Contractors should provide information on how the Goods are accessible (use the spaces provided and/or attach additional pages, if necessary):

14. Contractors should provide information on how the Goods incorporates elements that support Literacy in the Environment (use the spaces provided and/or attach additional pages, if necessary):

15. Contractors should provide information on how the Goods are sustainable, durable and of innovative industrial design with quality materials (use the spaces provided and/or attach additional pages, if necessary):

Contractors should provide product information including specifications and performance reviews (may be through references). Contractor should provide catalogues and any other pertinent information.

Contractor should describe all after-sales service provided to the City, including but not limited to the following:

- Name of dedicated after-sales support person and contract information;
- How Contractor handles any technical or install related questions the City may have during the install;
- Process to resolving warranty issues;
- Describe in detail return policies and dispute resolution; and

- Provide details of any extended warranty offerings including costs.

16. I/We the undersigned duly authorized representatives of the Contractor, having received and carefully reviewed the RFQ including without limitation the specifications and the General Terms and Conditions, submit this Quotation in response to the RFQ.

This Quotation is offered by the Contractor this _____ day of _____, 2020.

CONTRACTOR

I/We have the authority to bind the Contractor:

(Legal Name of Contractor)

(Signature of Authorized Signatory)

(Signature of Authorized Signatory)

(Print Name and Position of Authorized Signatory)

(Print Name and Position of Authorized Signatory)