



REQUEST FOR PROPOSALS

North Pacific Cannery Building Restoration and Maintenance Estimates

Closing Date June, 19th 2020

1. INTRODUCTION

1.1 Purpose

The purpose of this Request for Proposals (RFP) is to invite interested parties that currently have experience in heritage building conservation and restoration services to submit an application to the District of Port Edward with comprehensive cost estimates needed to budget for and fundraise for the restoration and repair of buildings in accordance with the 2015 Master Conservation Plan for the North Pacific Cannery, National Historic Site.

1.2 Background

The North Pacific Cannery is a large, complex site with significant heritage value. This historic landmark was built in 1889 and has long been recognized for its social and architectural heritage value not only in the coastal region, but also as a unique site in western North America. The site is owned by the District of Port Edward and has been recognized on their Heritage Register as a site of heritage value; as such it is included on the Canadian Register of Historic Places. In 1985, the North Pacific (NPC) was designated a National Historic site recognizing its “national historic significance for its association with the West Coast fishing industry”.

The North Pacific Cannery (NPC) is located on the Inverness passage in Port Edward BC, a small community of 500 residents. The cannery operated for over ninety years, evolving as the industry progressed. It ceased operations due to the consolidation of canning and fish processing in the early 1980s. The site now consists of 35 historic structures, boardwalks, a working dock and over a hundred archaeological remnants of buildings.

2. RFP CLOSING AND REQUIREMENTS

- ✓ All proposals and supporting documents must be submitted as a single package and delivered by email, mail or courier to the District of Port Edward Municipal Office with title “North Pacific Cannery Request for Proposals” PO Box 1100 Port Edward BC V0V 1G0 or info@portedward.ca

- ✓ The closing date and time is 4:00PM on Friday, June 19th, 2020.
- ✓ The proposal must specify a completion date for the required estimates.
- ✓ Any costs associated with preparation of the proposal are the sole responsibility of the applicant.
- ✓ Please ensure the application also has a cover letter signed by a person who is legally authorized to bind the applicant to the statements and budget described in the proposal.

3. SCOPE OF WORK AND OBJECTIVES

The work will consist of providing detailed estimates for material and labour to complete works as described in the Master Conservation Plan (MCP) and as tabled for progress in the 2018 Maintenance Restoration Projects Plan (MRPP).

- ✓ *To submit an application a site visit is a requirement to support the quality of the proposals. Please see details in latter section for scheduling this site visit.*
- ✓ *The 2015 Master Conservation Plan and 2018 table outlining the Maintenance Restoration Project Plan are both available for applicants to review prior to your site visit and submitting a response to this RFP. Please email info@portedward.ca with the RFP title in your subject line requesting access to these documents. These documents can only be used as reference for responding to this RFP.*

Scope of estimates must take into account conservation of cultural landscapes, exterior assemblies and / or interior finishes, including restoration and use of stockpiled materials that are on site where possible.

Each building is to be evaluated/ estimated separately and prioritized following the 2018 Maintenance Restoration Project Plan (MRPP) and following the Master Conservation Plan of 2015 (MCP). For reference, the MRPP lists each building, the work detail required, skill requirement, priority, status, and difficulty level. The subsections of the MRPP categorize tasks into labour types including general labour, pilings, millwright, carpentry, paint and electrical.

The MRPP outlines works already performed and prioritizes works to be completed. The MRPP further outlines the intervals of time needed to upkeep all historical structures. Some of the works classified as complete or in progress may require revisiting and costing. Scope and framework of estimates are to include recommendations of all specialized sub-contractors/ and or costs along with a time frame for compilation as applicable.

4. RFP DETAILS AND CONTACT INFORMATION

RFP Closing Date	June 19, 2020
Estimates Contract Award Date	July 3, 2020
Final Estimates Due By	August 14, 2020

All inquiries are to be directed to NPC General Manager Ann Leach at manager@northpacificcannery.ca

Arrangements for a site tour can be made by contacting this person only and is a requirement of each application.

Responses to this Request for Proposal are to be submitted to the address below by the RFP closing date and time of 4PM on June 19, 2020.

District of Port Edward
North Pacific Cannery Restoration and Maintenance Estimates

770 Pacific Avenue
Port Edward, BC V0V 1G0

Phone: 250-628-3667- EMAIL: info@portedward.ca

Proposals will be accepted by post or email and should be clearly marked as **North Pacific Cannery Restoration and Maintenance Estimates**

5. EVALUATION CRITERIA

In order to be considered as an applicant to this RFP the estimator must:

- a) Have experience in providing high level estimates for heritage sites.
- b) Have a valid and current business license.
- c) Must demonstrate the ability to complete large scale costing/ estimates which are to include costing of sub consultants where necessary.
- d) Have the ability to provide examples of three similar or comparable project estimations with references.

Each proposal will be evaluated with the following:

Evaluation category	Score
Project understanding and approach	25
Experience, capacity and project team	25
Fees with detailed budget supporting scope of work	25
Project schedule	15
Performance in an interview	10
Total	100

6. CONFLICT OF INTEREST

Proposals may not be evaluated if the applicant has any current or past interests that are deemed a conflict of interest. Respondents by submitting a proposal for estimates warrant to the best of their knowledge that no actual or potential conflict of interest exists.

7. ACCEPTANCE OF PROPOSAL

The District of Port Edward reserves the right to accept or reject any proposal and may negotiate with one or more applicants with respect to proposals. The District also reserves the right to extend this RFP for any reason. The District is not bound to accept any proposal of those submitted.

Notice in writing to an applicant of the acceptance of its proposal by the District will constitute a contract and no applicant will acquire any legal or equitable rights or privileges until occurrence of both such events.

8. INFORMATION SHARING

All documents submitted as a proposal may be shared with the Port Edward Historical Society staff and board members, who sub-lease and operate the North Pacific Cannery.

Information obtained by the applicant as a result of participating in this RFP process is confidential and shall not be disclosed without the written authorization of the District of Port Edward.

9. INDEMNITY

The applicant shall indemnify, protect and save harmless the District of Port Edward as represented by its officers, agents, servants and employees from and against all actions, causes of actions, claims and demands of any kind, description and nature whatsoever arising out of or in any way connected with negligent actions or omissions in fulfillment of its contract and all such actions, causes of actions, claims and demands recoverable by any third party from the District or the property of the District shall be paid by the applicant.