



**City of Richmond**

**3940EOI Request for  
Expression  
of Interest for General  
Contractor**

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**3940 EOI REQUEST FOR EXPRESSION OF INTEREST FOR  
GENERAL CONTRACTOR**

**HAMILTON COMMUNITY CENTRE EXPANSION**

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## 1.0 INTRODUCTION

The City of Richmond is requesting responses to this Request for Expression of Interest for General Contractors for Stipulated Sum services. The project is the Hamilton Community Centre Expansion. Proponents who consider themselves qualified and experienced to undertake a project of the type and magnitude described in the following sections are invited to submit to the City of Richmond.

## 2.0 TERMS AND CONDITIONS

- 2.1 Five (5) copies of the submission in a package clearly marked "EOI 3940, General Contractor for the Richmond Hamilton Community Centre Expansion" must be submitted by:

**3:00 PM Local Time, Thursday, May 20<sup>TH</sup>, 2010**

to Purchasing, Information Counter, Main Floor, Richmond City Hall, 6911 No. 3 Road, Richmond BC, V6Y 2C1

All responses received shall become the property of the City and will not be returned. Responses received after the closing time will be returned unopened.

- 2.2 The City will not accept any responsibility for costs incurred in responding to this Request for Expression of Interest for General Contractors and, if short-listed, for the preparation of a detailed proposal.
- 2.3 Proponents wishing their submission to be considered are expected to abide by the terms and conditions of this request.
- 2.4 Submitting a response, and its receipt by the City, does not represent a commitment on the part of the City to proceed further in this process or plan with any respondent.
- 2.5 The City may at its discretion, enter into discussions or negotiations with any respondent, request further information from the marketplace, or pursue other options.
- 2.6 All amendments or changes will be published at the City of Richmond website and/or the BC Bid website. It is the responsibility of the proponent to monitor the City of Richmond website and/or the BC Bid website to check for updates or changes.

- 2.7 Inquiries and responses relating to this RFEOI will be posted on BC Bid and the City's website. It is the sole responsibility of each respondent to check these sites on a regular basis for amendments, addendums or questions relating to the RFEOI.
- 2.8 Questions regarding this Request for Expression of Interest for General Contractor should be directed to via email:

Sumita Dosanjh Buyer II – Contracting Specialist  
Email: [purchasing@richmond.ca](mailto:purchasing@richmond.ca)

### **3.0 DESCRIPTION OF REQUESTED SERVICES**

The design calls for a 5,800 sq.ft. addition of mix use rooms and offices. Although the tie-in of the expansion to the Community Center necessitate some renovation work, the existing community centre and elementary school will remain fully operational for the full length of construction. The main components of the design include but are not limited to:

- New 5,800 sq.ft. community centre expansion.
- Joining the old community centre and new expansion building.
- Creating a new entrance off of Gilley Road including new landscaping.
- Surface parking lot expansion and total reconfiguration.
- Limited updating of existing community centre and school space primarily centralized in the adjoining hallway and gymnasium.
- The building will be founded on timber piles.

Timber piles only (no foundation work) will be installed at the site and the general contractor will be required to complete construction as defined in the design documents and specifications.

A component to the project will be working with the school and community centre to allow maximum regular operation of the existing facilities for the full length of construction. This includes the interaction of construction traffic and regular school and community centre traffic.

In late June, 2010 it is expected that the construction work will begin, but this is a tentative timeframe. If construction can proceed before that time the owner would be willing to consider an earlier start. A Building Permit drawing set will be submitted for approval in May, 2010. The mandatory total completion date for this project is March 31, 2011.

The City of Richmond has adopted a LEED<sup>®</sup> standard of construction. It is anticipated that this project will be constructed to a LEED<sup>®</sup> Gold level.

## **4.0 SUBMISSION**

Proponents who consider themselves qualified and experienced to undertake a project of the type and magnitude described in this document are invited to submit the following to the City of Richmond. Please provide a filled-out copy of CCDC 11 – 1996 Contractor’s Qualification Statement with your submission, as well as any supplemental information for the sections below.

### **Section A - Staffing**

List each professional / senior staff member, including title, who will be engaged on the project team, and their qualifications, experience and proposed function within the team. Staff changes during the project will not be allowed without the written agreement of the City. Confirm the availability of these staff.

### **Section B – Previous Work**

Provide illustrative examples of similar past projects in which the listed staff has played a significant role, and which are relevant to the proposed project. List a minimum of five similar projects in scope, one of which should be completed within the past two years of equal magnitude and cost. Provide examples of methods used to deal with complex renovations that involved an existing operational building.

### **Section C - Reference Checks**

Provide a client reference list for past projects of a similar nature for which the designated professional staff (as listed in A or B) has assumed responsibility. References may be asked to comment on the proponent’s adherence to the original Terms of Reference, their ability to stay within budget and on schedule, and the quality and thoroughness of the proponent’s work.

### **Section D – Company Information**

Provide company information including but not limited to:

- General company history.
- Safety information.
- Quality Control program.
- Company resources.
- Experience building LEED® buildings.
- Financial information.

- Volume of work performed over the last five years.

## 5.0 SELECTION PROCESS

Short-listed proponents may be interviewed to clarify material submitted in the credential documents.

Following a review of responses to this Request for Expression of Interest for General Contractors, preferably not more than five proponents will be invited to participate in a Stipulated Sum Tender process.

A proposal is **not** being requested as part of this Request for Expression of Interest.

The short-listed proponent(s) will be selected by City staff on the basis of this Request for Expression of Interest. The City reserves the right to form an agreement with the proponent of its choice, or not to proceed.

## 6.0 ATTACHMENTS

The following documents which are intended to clarify the scope of proposed work can be downloaded from:

<ftp://mproject:6911no3@ftp.richmond.ca/Hamilton>

- 1) Levelton geotechnical report RI09-1686, February 26, 2010
- 2) MPT topographic survey R-10-16276-TPG, February 23, 2010
- 3) Specifications, Issued for piling tender, April 30,2010
- 4) Existing building drawings

CITYHALL-#2807959-v1-  
HAMILTON\_SCHOOL\_AS\_BUILT\_DRAWINGS\_1ST\_PART\_OF\_2\_PARTS

CITYHALL-#2807964-v1-  
HAMILTON\_SCHOOL\_AS\_BUILT\_DRAWINGS\_2ND\_PART\_OF\_2\_PARTS

- 5) Architectural
  - A0.00 Cover Sheet April 29, 2010
  - A1.50 Site Plans April 09, 2010
  - A2.10 Floor Plans April 09, 2010
  - A4.00 Sections (for reference) April 29, 2010
  - A4.10 Sections (for reference) April 29, 2010
  - A4.50 Wall Sections (for reference) April 29, 2010

A4.51 Wall Sections (for reference)  
A4.52 Wall Sections (for reference)

April 29, 2010  
April 29, 2010

6) Structural

S1.1 General Notes and Typ. Details  
S1.2 General Notes and Typ. Details  
S1.3 General Notes and Typ. Details  
S2.0 Pile Foundation Plan

7) Civil

R15785-C Interim Storm Sewer Modifications

16 APR/10