

City of Richmond
Request for Expression of Interest
Contract 3394 EOI

City-Wide Street Furniture Program

In preparation for the release of a Request for Proposal, the City of Richmond (the “City”) invites Letters of Expression of Interest from interested parties to enter into a long-term contract for the supply, installation and maintenance of a city-wide coordinated suite of Street Furniture for the City of Richmond.

The program calls for the design, supply, installation and maintenance of Street Furniture including Bus Shelters, Benches, Bicycle Racks, Multiple Publication News racks, Map/Info Kiosks, Litter Receptacles, Recycling Receptacles, and optional freestanding advertising structures, located on public streets throughout the City of Richmond.

Certain Street Furniture elements will be permitted to include advertising media, which the successful proponent will have exclusive rights to sell in the market. This advertising revenue will be used as the source for funding the Street Furniture Program and for potential revenue sharing with the City.

Firms or consortiums of firms having experience with the supply, installation and maintenance of a city-wide coordinated suite of Street Furniture are invited to submit a Letter of Expression of Interest outlining the firm’s background with a listing of experience and references on comparable programs. The Expression of Interest submission should be no more than five (5) pages in length.

Five (5) copies of the Expression of Interest marked “**Contract 3394 - Expression of Interest City-wide Street Furniture Provision**”, addressed to the Purchasing Section, City of Richmond, will be received at the Information Counter, Main Floor, Richmond City Hall, 6911 No. 3 Road, Richmond BC, V6Y 2C1 Canada. Submissions are to be received on or before 2:00 pm, Local Time, on Wednesday October 15th, 2008. Email or facsimile submissions are not acceptable.

Submissions will be evaluated at the discretion of the City based upon the information contained in the submissions and a shortlist of qualified proponents will be invited to submit a proposal for this business opportunity.

The program schedule may include the opportunity for a pre-bid discussion on the Request for Proposal, including it’s terms and schedule of activities (which includes a possible closing date of mid December 2008, proposal evaluation and award completed in the first quarter of 2009 and contract start up July 1, 2009.)

Questions relating to this opportunity may be directed to the following:

Related to the Street Furniture Program:

Lance Berelowitz,
Street Furniture Consultant to the City
Urban Forum Associates
Tel: 604 683-4733
Email: ufa@telus.net

Related to the EOI and RFP Process:

Glenn McLaughlin, Manager of Purchasing
and Risk
City of Richmond
Tel: 604-276-4136
email: GMcLaughlin@richmond.ca

It is the sole responsibility of all respondents to check the City of Richmond website and BC Bid to ensure that all available information has been received prior to submitting an Expression of Interest.

