



### INVITATION TO QUOTATION

TENDER

2019/2020/2021 Sewer Main Flushing Program

DATE:

September 6, 2019

FROM:

Dave Brett, Director of Infrastructure  
Town of Drumheller Representative

DATE TENDER REQUIRED:

YEAR: 2019 MONTH: September DAY: 19 TIME: 2:00 PM

**SUBMIT QUOTATION IN A CLEARLY MARKED AND SEALED ENVELOPE**

DELIVER or MAIL TO:

Town of Drumheller  
224 Centre Street  
Drumheller, Alberta T0J 0Y4

Attention: D. Brett, Director of Infrastructure

3 Year Contract - Sewer Main Flushing Program

All Procurement processes will be in compliance with the Town of Drumheller purchasing policy.

Your firm is invited to submit a quotation, pursuant to the general conditions for the scope of work as described. This quotation must include labor, material, equipment and overhead. This quotation shall not be considered authorization to proceed with the work herein described.

**SECTION #1**

INITIATOR OF REQUEST: Dave Brett, Director of Infrastructure

DATE: YEAR: 2019 MONTH: September DAY: 6

**1. SCOPE OF WORK:**

In order to manage our sewer line system efficiently, The Town of Drumheller has developed a three year (3) plan for 2019, 2020 & 2021 to remove grit, solids and debris from sewer manholes. The line size is 6" to 18" in diameter which will take approximately 12 days to complete. You will also be required to complete all of the Town of Drumheller's flushing forms and finalize video reports. All work must be completed prior to the second weekend in October.

**NOTE: Only a Hydro Vac – Sewer Flushing Unit will be accepted for this project.**

Before commencement of work, you must provide the following:

1. Commercial liability insurance in the amount of \$2,000,000
2. W.C.B. coverage required.
3. Have a current Town of Drumheller Business Licence.
4. Must abide by Occupational Health & Safety Act & Codes.
5. Must abide by the Town of Drumheller Bylaws, Safety Policies and Procedures.
6. Complete a Town of Drumheller Contractor Orientation prior to commencement of any work.

**EVALUATION CRITERIA:**

- Each tender received will be evaluated on the basis listed below. The Town of Drumheller will have the sole and unfettered discretion to award up to the maximum number of points for each criterion listed below.
- By submitting a tender, each contractor acknowledges and agrees to waive any right to contest through legal proceedings. The decision to award points in respect to the criteria noted below will be at the sole discretion of the Town of Drumheller.

<b>Criteria</b>	<b>Weighting (%)</b>
Cost	65%
Warranty	15%
Availability (Specify Delivery Time)	10%
Specification Requirements	10%

**QUOTATION INELIGIBILITY**

All 4 pages of the tender must accompany submission. Quotation that are unsigned, incomplete, improperly signed or sealed, conditional, illegible, late, obscure, contain arithmetical errors, erasures, alterations or irregularities of any kind, may be considered invalid.

The lowest, or any evaluated quotation, may not necessarily be accepted. The Town of Drumheller reserves the right to reject any or all quotations or to accept the quotation evaluated to be in the best interest of the Town of Drumheller.

<b>Criteria</b>	<b>Weighting (%)</b>
Cost - Hydro-Vac Flush Truck	75%
Cost - Line camera work	15%
Cost - Root cutting and/or grease removal	5%
Travel & Subsistence rate (Per day/Person)	5%

**SECTION #2**

	2019	2020	2021
Hourly Rate – Hydro-Vac Flush Truck			
Hourly Rate - Line camera work			
Hourly Rate - Root cutting and/or grease removal			
Travel & Subsistence rate (Per day/Person)			

Quotation submission price in effect for [ ] days from date of acceptance from the Town of Drumheller

**SECTION #3**

Project Completion: [ ] Calendar days from award date of project.

**INTENT**

The undersigned contractor hereby provides a quotation to provide services as described within its entirety for the cost as described in section 2, item 1

**CONTRACTOR:** \_\_\_\_\_

Print name of authorized personnel: \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

**TOWN OF DRUMHELLER:** \_\_\_\_\_

Print name of authorized personnel: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

DATE: YEAR 2019 MONTH \_\_\_\_\_ DAY \_\_\_\_\_

Upon completion of signatures above, this document will represent a contract agreement between the contractor and the Town of Drumheller.

**Acknowledgement of Receive Of Addenda**

Addendum No. _____	Date: _____
Addendum No. _____	Date: _____
Addendum No. _____	Date: _____
Addendum No. _____	Date: _____
Addendum No. _____	Date: _____