

EXPRESSION OF INTEREST #2022-07-19

PROPOSAL: | Flood Mitigation – House Salvage |

DATE: | July 19, 2022 |

INITIATOR: | Mark Steffler, P.Eng., |

DATE PROPOSAL REQUIRED

YEAR: | 2022 | MONTH: | August | DAY: | 16 | TIME: | 2:00 PM Local Time |

Submit Proposal via email to the attention of:

Procurement Department
Town of Drumheller
224 Centre Street
Drumheller, Alberta T0J0Y4

Email submission: purchasing@drumheller.ca

A onetime only Prebid Site Inspection will be held on **Wednesday August 3, 2022 at 10:00am starting at 220 2 Ave W Lehigh** to give Bidders an opportunity to view each property. **Bidders are not allowed to enter onto the properties outside of the Prebid Inspection time.**

“EOI - | Flood Mitigation – House Salvage EOI# 2022-07-19 |

This Request for Proposal document is comprised of:

- RFP General Instructions
- Schedule A – House Relocation Submission Form
- Schedule B – House Inspection Reports

You are invited to submit a Proposal, pursuant to the general conditions for the scope of work as described. This Proposal shall not be considered authorization to proceed with work herein described. All Procurement processes must comply with Town of Drumheller Purchasing Policy C-09-20.

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1. INVITATION

Project Overview

The Town of Drumheller is a flood community with major floods having occurred in 1902, 1915, 1932, 1954, 1991, 2005, 2013, and 2018. While some areas in Drumheller have existing flood mitigation infrastructure, additional work is needed to improve upon Drumheller's level of flood mitigation and resiliency. The Town of Drumheller has chosen to make significant investment to mitigate flooding throughout the Valley.

In 2019 the Town was approved for \$55M in funding through the Government of Canada's Disaster Mitigation and Adaptation Fund, the Government of Alberta's Community Resiliency Program, and from the Town of Drumheller. The Flood Mitigation program includes purchasing of properties within the floodway and removal of structures to return lands to natural conditions.

Below is a list of properties that the Town is looking for potential parties to purchase the house, out buildings, or other contents

Civic Address	Status	House/ Modular	Size (ft ²)			Age
			House	Garage	Auxiliary	
964 Hunter Drive Nacmine	Vacant	House	1380	200		1963
1000 Hunter Drive Nacmine	Rented Sept 31/22	House	960	960		1976
105 4 St W Lehigh	Rented Aug 15/22	House	1210	Detached +/- 575	X	1948
220 2Ave W Lehigh	Vacant	Modular	1520	Detached +/- 670		2013
333 2Ave W Lehigh	Vacant	Modular	1680			2019

Successful tenders will be required to remove/relocate the existing house, removal of contents, HVAC, plumbing and electrical infrastructure. Removal and demolition of the house foundation and other buildings on the property will be handle under separate contract.

Property inspection reports and photos are attached for information only. The Bidder is required to inspect each property to assess condition of structure, contents, and assess removal requirements. The Town assumes no responsibly for the information contained or omitted from the report

2. MANDATORY REQUIREMENTS

Submissions must comply with the following requirements in order to be considered by the Town. It will be at the Town's sole discretion to determine if a Submission shall be disqualified due to insufficient or incomplete information.

Rejection of Submissions

The Town shall not be obligated to accept Submissions that are unsigned, incomplete, conditional, illegal, or contain irregularities of any kind or if the Proponent fails to meet all of the requirements stated in this Request. The Town also reserves the right to disqualify any Proponent's submission whose credentials or performance have been unsatisfactory in the past.

Town's Discretion

Funding contribution agreements require, insofar as practicable, that public solicitation be made for contracts carried out under this funding arrangement. The Town reserves the right to accept any Proposal, and not necessarily the lowest cost Proposal.

Submissions

Quotations are to be submitted on Submission Form provided in Schedule A. Proponents are to provide separate submission for each property indicating what structures and accessories they are wishing to salvage. Submission forms will be retained by the Town and will not be returned. In case of an incomplete or conditional submissions, the Proponent will list the exceptions for a non-conforming proposal bid on a separate document and include in the submissions.

Submissions are to be emailed in pdf format to purchasing@drumheller.ca no later than the identified closing time. Late submissions will not be accepted. Separate email is required for each submission. The Town assumes no responsibility for emails that are not received prior to closing time.

Clarifications/Addenda

Proponents shall carefully examine the Expression of Interest Documents and report any errors, omissions, discrepancies, or clauses requiring clarification. When deemed necessary, the Town shall respond to questions and clarifications by way of Addenda to report any changes to the Request for Proposal Documents. Any addenda issued prior to the closing date will form part of the Request for Proposal Documents.

Question or Inquiries

Questions may be submitted via email and directed to the contact person listed below:

Mark Steffler, P.Eng.
Flood Resiliency – Technical Adviser
msteffler@drumheller.ca
Phone (403) 660-3507

Cancellation

The Town reserves the right to cancel this Expression of Interest for any reason without any liability to any proponent or to waive irregularities and informalities at their own discretion. No payment will be made by the Town for costs incurred in the preparation or submission of this document.

Insurance

The successful Proponent must name the Town of Drumheller as additional insured and be able to provide proof of the following insurance:

- General Liability Insurance in an amount not less than Two Million Dollars (\$2,000,000) per occurrence for personal injury and/or property damage.
- Automobile Liability Coverage in an amount not less than Two Million Dollars (\$2,000,000) per accident for bodily injury and/or property damage.

Conflict of Interest

The Proponent shall have no pecuniary interest in the business of any third party that would cause, or seem to cause, a conflict of interest in carrying out any Consulting Services for the Town. Should such an interest be acquired during the Proposal process, the Consultant shall immediately declare it to the Town. The Town will, immediately upon notification, take action as it deems appropriate. This may include rejection of the submitted proposal.

Proposal Confidentiality

All documents submitted to the Town will be subject to the protection and disclosure of the Alberta Freedom of Information and Protection of Privacy Act (FOIP ACT).

3. SCOPE OF SERVICES

By submitting Expression of Interest the Proponent agrees to:

- Coordination, removal of structures and identified appurtenances by specified date,
- Third party structural evaluations and inspections,
- A Town of Drumheller Building Permit will be required prior to the house being removed and/or relocated within the Town corporate limits,
- Grading, foundation, and utilities at new receiving location,
- Alberta Transportation permits, and approvals,
- Removal, disposal for of all furniture, and goods within the structures including landfill fees
- Disconnection and removal of all mechanical, plumbing, and electrical within the structures,
- Vegetation and tree removal required for removal of structures
- Security fencing around for basement or other excavation greater than 1.0m in depth as well as a ramp or other means of safe egress must be provided prior to Contract Completion

- It is the sole responsibility of the Proponent to determine any conditions affecting their Submission prior to contract award. Any costs incurred by the Proponent before or after execution of the contract are the sole responsibility of the Purchaser.
- The Successful Proponent will be required to enter into a Contract for the Work. As condition of Contract, the Proponent will be required to provide the Town payment in the amount specified on the Submission Form. Upon contract execution, the Purchaser become prime contractor for the building site and will assume full responsibility for the structure (including security, if desired) and the site until the building is removed, as per the conditions of the Building Permit. The purchaser assumes all responsibility for costs and logistics of house moving as well as assuming all damages before, during or after removal.
- The Town will coordinate disconnection of utilities (power, gas, and telecommunication) to the property

4. EVALUATION CRITERIA AND WEIGHTING

Proposals meeting the mandatory requirements will be evaluated.

Evaluation of Proposals

Each Proposal 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. Proposals will be evaluated based on best value to the Town of Drumheller and its residents. There is potential for a government or non-profit associations that may have interest in relocation of the houses within the Town for affordable housing availability. Any homes held for that purpose will have priority over other Proponents in the award evaluation

By submitting a Proposal, each Proponent 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.

CRITERIA	NOTES	MAXIMUM SCORE
ENTITY TYPE	Non Profit Organization	10
	Town of Drumheller Resident or Company	10
	Neighboring Community Resident	5
	Other	0
BID PRICE		40
LOCATION	Within Town Of Drumheller	10
	Neighbor Community	5
	Other	0
REMOVAL SCHEDULE	Removal Date	5

Bid Price score = (Bid Price)/Highest Bid Price x 40

Removal Schedule: December 31, 2022 = 5 – June 30, 2023 = 0

Schedule A Submission Form

CORPORATE/PERSONAL INFORMATION

Name of Applicant

Submission Date

Company

Nature Business

- Individual
- Private
- Public
- Non-Profit

Company Address

Phone

Email

BID FORM

Number of Bids Being Submitted: _____

Address of Subject Property

Purchased Buildings

House Entire House
 Portion

Accessory Buildings Yes
 No

Relocation Destination

- Drumheller
- Starland County
- Kneehill County
- Other

Appurtenances (description)

Specify Which Buildings

Completion Date: _____

Offer Value (\$ CAD) _____

Applicant Name: _____

Print

Date

Signature

Separate Submission required for Each Property

SCHEDULE B – HOUSE INSPECTION REPORTS

964 Hunter Drive Nacmine

- Condition Assessment Report – December 2021
- Hazardous Material Assessment Report – June 10,2022

1000 Hunter Drive Nacmine

- Condition Assessment Report – December 2021
- No Hazardous Material Report Available

105 4 St W Lehigh

- Property Appraisal Report (Redacted)
- Hazardous Material Assessment Report – July 2022

220 2 Ave W – Lehigh

- Property Appraisal Report (Redacted)
- No Hazardous Material Report Available

333 2Ave W – Lehigh

- Property Appraisal Report (Redacted)
- No Hazardous Material Report Available