

**Request for Proposals**  
**Asset Management Plan: Water and Sewer Systems**

The Village of Queen Charlotte requests proposals from professional, qualified, experienced engineering companies to provide an asset management plan for water and sewer systems in the Village of Queen Charlotte. The plan is to include the following:

- 1) A detailed inventory of the Village of Queen Charlotte Water Treatment System:**
  - i. Inventory of all components of the Water Treatment system, Honna Intake pump system and the Trundle Well system
  - ii. Provide a value and life expectancy for those components
  
- 2) A detailed inventory of the Village of Queen Charlotte Water Distribution System**
  - i. Inventory of all water distribution system components:
  - ii. Provide a value and life expectancy for those systems
  - iii. Complete a Dive/camera inspection of both reservoirs detailing any deficiencies
  
- 3) A detailed inventory of the Village of Queen Charlotte Sewer collection system**
  - i. Inventory of all sewer collection components
  - ii. Provide a value and life expectancy for those components
  - iii. Complete a sewer camera inspection of all sewer mains detailing any deficiencies found
  
- 4) A detailed inventory of the Village of Queen Charlotte Sewer lift stations and outfall pumping station**
  - i. Inventory all Lift station components
  - ii. Provide a value and life expectancy for those components

**Evaluation Criteria:**

The Contractor is required to provide at least two references. All bids will be evaluated based on the following criteria:

- Price 60%
- Experience and Quality of Past Work (i.e. references) 20%
- Timing for Completion 10%
- Location 10%

The Bidders are to provide a price on each item listed above independently including all engineering, surveying and mapping costs were applicable. Proposals will be used to secure grant funding to complete the project.

Once funding is secured the contract may be awarded based on the bids received. Bids will be re-evaluated and Bidders may be asked to update the amounts, if required, before contract is awarded (i.e. if more than 3 months has passed since the original bids).

Proposals are to be mailed to the Village of Queen Charlotte, PO Box 580, Queen Charlotte BC Canada V0T 1S0. Proposals should arrive in sealed envelopes marked **VQC Water and Sewer Asset Management Proposal**.

**Be advised** that there is no air mail delivery to Haida Gwaii and we are dependent on BC Ferries scheduling. Please allow enough time for your submission to reach us, i.e. 8 to 10 days. If you need assistance getting your package to us, you can contact Haida Gwaii Accounting and Income Tax Ltd. at 250 559 7756 or [hga.office@haidagwaii.ca](mailto:hga.office@haidagwaii.ca) as they offer color printing and delivery services for a fee, provided that enough notice is given, i.e. 72 hours excluding weekends.

Proposals are to arrive **before 4:00pm Friday February 23, 2017**. For questions or inquiries please call Ben Greenough at 250-559-4765 or e-mail [ben.greenough@queencharlote.ca](mailto:ben.greenough@queencharlote.ca).