



INVITATION TO TENDER

Town of Ladysmith Stocking Lake Meter Chamber

Signed Tenders in sealed envelopes that are clearly marked "Tender for Town of Ladysmith, Stocking Lake Meter Chamber" will be received at the Town Hall, 410 Esplanade, Ladysmith, B.C., up to **2:00:00 pm local time, Tuesday, August 31st, 2021**, after which time they will be opened by Town staff. The Tenders will not be opened in public. Tenderers may request unofficial results following the opening.

The work includes the supply of all materials, labour and equipment required to install a new meter chamber on the Town's Stocking Lake supply main. The civil underground component includes construction of the meter chamber, installation of PVC watermain piping, fittings, valves, and tie-ins. There is also an electrical component that includes a control panel, cellular communications, and a small power supply consisting of solar power and a fuel cell.

Tender documents will be available from Koers & Associates Engineering Ltd. after **12:00 pm on Monday, August 9th, 2021**. Tenderers will need to register online to access the digital Tender documents and receive any Questions & Answers sheets and Addenda that are issued during the tender period. Tenderers can register by accessing the Koers & Associates Ltd. website at <http://www.koers-eng.com>, clicking on the **Contractor Sign-up** link at the bottom of the homepage and submitting the **Contractor Sign-Up for Tender Notifications** registration information. Upon receipt of the **Contractor Sign-Up for Tender Notifications** registration information, an email will be sent to the Tenderer requesting they update their subscription by selecting the project they wish to bid. Tenderers that have previously registered will automatically receive the email requesting them to update their subscription. A link and password for accessing the digital Tender documents will be emailed to the Tenderer upon receipt of this information.

Tenderers wishing to obtain hard copies of the Contract Documents and Drawings may request copies by emailing kdougan@koers-eng.com. Typically 48 hours notice will be required to assemble the document package. When ready, the Contractor may pick these up from the office of Koers & Associates Engineering Ltd. following Payment in the amount of \$105.00 per set (incl. GST), which must be made by cash or by cheque made payable to Koers & Associates Engineering Ltd. This payment is non-refundable.

Enquiries regarding the project shall be directed to Kevin Dougan, P.Eng., of Koers & Associates Engineering Ltd., by email at kdougan@koers-eng.com. Enquiries shall be made in writing and must be received no later than 48 hours prior to closing.

Tenders must be accompanied by the specified Bid Security, payable to the Town of Ladysmith. Award of the contract is subject to sufficient budget funds being available for the project. The proposed project superintendent, subcontractors, schedule of completion, size of workforce, proposed equipment, and previous experience on other similar size and type of projects will all be considered in the review and acceptance of the Tender.

The Town of Ladysmith reserves the right to waive informalities in or reject any or all Tenders, or accept the Tender deemed most favourable in the interests of the Town as detailed in this invitation and the Tender documents. Tenders not conforming to the specified requirements may be returned to the Tenderer without consideration. The lowest or any Tender will not necessarily be accepted.

Mr. Geoff Goodall, P.Eng.
Director of Infrastructure Services
Town of Ladysmith
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