



**SPECIFICATIONS FOR
TENDER #0171-1404
SUPPLY OF HAZARDOUS MATERIALS SURVEYS
AND
ASBESTOS RE-ASSESSMENTS
FOR
WESTERN HEALTH**

CLOSING DATE: 14 of February 2014

CLOSING TIME: 11:00 AM (Newfoundland Time)



Invitation to Tender for Hazardous Materials Surveys and Asbestos Re-Assessments

1.0 General Provisions

1.1 Intent

This invitation to Tender is intended to obtain Hazardous Materials Surveys and Asbestos Re-Assessments for various sites at Western Regional Health Authority (Western Health).

1.2 Client Background

Western Health was established in 2005 and is responsible for the delivery of Health and Community Services in the Western Region.

1.3 Vendor Response

1.3.1 Vendor's tender must contain an Executive Summary which shall contain:

- a. A brief description of the product being quoted.
- b. The name, title and address of the Vendor's representative responsible for the preparation of the Tender.

1.3.2 All prices quoted for goods and services must be specified in Canadian dollars, FOB Western Memorial Regional Hospital. All Tenders will be held to be valid for ninety (90) days following the Tender closing date.

1.3.3 Tenders must be received in full on or before the exact closing time and date indicated. **TENDERS RECEIVED AFTER THAT TIME WILL NOT BE CONSIDERED.**

- 1.3.4 All costs relating to the work and materials supplied by the Vendor in responding to this Invitation to Tender must be borne by the Vendor.

1.4 **Release of Information**

1.4.1 **While Tender is Open:**

The names of individuals or companies who have picked up the tender documents will be released for construction tenders only.

Individual Authorities may determine that this information will not be released in situations where it is not in the best interest of the Authority to do so.

Upon request, this information may be released to designate(s) of the Newfoundland and Labrador Construction Association (NLCA) only. The designate(s) will be agreed upon by the Authorities and the NLCA.

This information will be released upon request from the NLCA designate(s) at a maximum once per week.

No information will be released in the seven calendar days preceding tender opening.

1.4.2 **At Tender Opening:**

1. The names of the bidders, and overall bid price(s) will be read out.
2. Where the overall bid price(s) cannot be readily determined, no pricing will be released.

1.4.3 **After Tender Opening:**

1. No further information will be released until after the contract is awarded.
2. After award, only the name and bid price of the successful bidder will be made available.
3. Information will be made available for a 90 day period only.
4. Successful Awards will be posted on Web Site.

1.5 Communication During Tendering

- 1.5.1 All communications with Western Health with respect to this invitation to Tender must be directed in writing to the attention of:

Mr. Paul Wight
Regional Purchasing Manager
Western Health
P.O. Box 2005
1 Brookfield Avenue
Corner Brook, Newfoundland
A2H 6J7
Tel: (709) 637-5511
Fax: (709) 637-5030
Email: paulwight@westernhealth.nl.ca

- 1.5.2 Western Health may, during the assessment period, request meetings with the Vendors to clarify points in the Tender. No changes by the Vendor will be permitted after the Tender closing date.
- 1.5.3 Faxed Tender responses will be accepted with the condition that the original Tender documents are received at Western Health's Materials Management Department no later than **Five** working days following the Tender closing date.
- 1.5.4 All bids must be sent in a sealed envelope clearly marked with Tender Name and Number to: Materials Management Department, Western Health, Western Memorial Regional Hospital, Lower Level, P.O. Box 2005, Corner Brook, NL A2H 6J7.
- 1.5.5 Bids submitted by electronic transmission (e-mail) will not be accepted.
- 1.5.6 Companies submitting fax Tenders are doing so at their own risk and the fax Tender must be at the public opening as specified in the Tender information. This Authority will not be responsible for in-house courier services if companies submit quotations by fax machine. The time stated on the fax Tender will become null and void since it is the responsibility of the company placing the Tender to have their Tender at the public opening, therefore, this Authority will not be responsible for any damages or liabilities.
- 1.5.7 In order to contribute to waste reduction and promote environmental protection, the Western Health will endeavour to acquire goods and services that support these principles, therefore, product(s) quoted should include:

- maximum level of post-consumer waste and/or recyclable content
- minimal packaging
- minimal environmental hazards
- maximum energy efficiency
- potential for recycling
- disposal costs

Without:

- reducing the quality of the product required or affecting the intended use of the product
- significantly impacting the acquisition cost

1.6 Tender Acceptance

1.6.1 Any acquisitions resultant from this invitation to Tender shall be subject to the Public Tendering Act.

1.6.2 The Tenders shall be opened in the Private Dining Room at The Western Memorial Regional Hospital on the scheduled date and time.

1.6.3 Any Tender may be accepted in whole or in part. The lowest Tender may not necessarily be accepted and Western Health reserves the right to cancel the Tender call. Western Health shall not be held responsible or liable for the payment of any costs that are incurred by the bidder in preparing a Tender in response to this invitation to Tender.

2.0 Product Specifications

2.1 Bids are to include all costs associated in order to provide Hazardous Materials Surveys (including asbestos) for the sites listed in Appendix A.

2.2 Bids are to include a Hazardous Materials Survey (excluding an asbestos survey, as, this has already been completed and is part of the Western Health Asbestos Management plan)) and Asbestos Re-Assessment for the sites listed in Appendix B.

2.3 On completion of the Surveys and Assessments, the Vendor will be required, as part of the Tender bid, to develop a Hazardous Materials Plan which will include an updated Western Health Asbestos Management Plan with the information found in the requested surveys. This plan shall be provided in Electronic Format.

2.4 Hazardous Materials Surveys

Identification of hazardous materials will be based on samples collected and analyzed, identification of visually identical or homogeneous materials and the experience of the survey personnel. All spaces inside the site buildings will be assessed on a “room-by-room” field data inspection protocol.

2.4.1 Sampling and Inspection

The assessment will include sampling and inspection for the following materials:

1. Asbestos Containing Materials (ACM) (For Sites listed in Appendix A)

Samples: each of visually different floor tile, pipe insulation, drywall joint compound, ceiling tile, etc.

2. Paint Chip Samples (For sites listed in Appendix A and B) shall be taken for each, of visually different painted surfaces of more than 100 ft².

In addition to sampling for ACM and lead paints, the conditions of these materials will be visually assessed and quantified whenever accessible.

2.5 Other Materials

The following materials will be visually inspected / assessed and not sampled:

1. PCB Light Ballasts. 10% of the light ballasts present in the site will be inspected for PCB content.
2. Sources of Carbon Monoxide.
3. Potential Sources of Ozone Depleting Substances (ODS).
4. Urea formaldehyde Foam Insulation (UFFI).
5. Mould and Fungus growth.
6. Lead containing products.
7. Mercury Containing Thermostats. A complete log of mercury-containing or suspect mercury-containing thermostats will be completed.

3.0 Presentation / Training / Service

3.1 Presentation

A presentation of the Tender and / or a demonstration of the product / system shall be provided, if requested, at the Vendor's expense.

4.0 Financial Considerations

4.1 All applicable taxes shall be indicated in the Tender.

4.2 Terms of Payment

The Authority agrees to pay the full invoiced amount within 30 days following acceptance of the installed system by Western Health. Acceptance testing will be completed within 30 days following the complete installation of the system.

5.0 Vendor Confirmation (please sign)

I confirm that our Tender meets or exceeds the specifications detailed in this invitation to Tender. I also confirm that all specifications are included in the quoted price. Any items that are optional are noted accordingly.

Signed _____
Title _____
Company Name _____
Address _____
Phone _____

Tender Price \$ _____ **Tax Extra** Yes _____ No _____

TENDER CHECKLIST

TENDER #0171-1404

DID YOU INCLUDE

- | | | |
|---|------------------------------|-----------------------------|
| HAS TENDER SUBMISSION BEEN SIGNED | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| COPY OF REQUIRED TENDER DOCUMENTS | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| COPY OF BROCHURES (IF REQUESTED) | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| COPY OF WCB LETTER OF GOOD STANDING (IF REQUIRED) | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| COPY OF PROOF OF INSURANCE (IF REQUIRED) | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| AMOUNT OF TAX NOTED ON REQUEST FOR QUOTATION FORM | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| OPTIONAL PRICING FOR TRAINING INCLUDED | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

NOTE: TENDER RESPONSES MAY BE REJECTED IF YOU ANSWER "NO" TO ANY OF THE ABOVE QUESTIONS.

Appendix A

Location	Site
Burgeo	Residence 3 Centennial Street (2 Units), Burgeo, NL
	Residence 15 Clements Street, Burgeo, NL
	Residence 17 Clements Street, Burgeo, NL
Corner Brook	Residence (Delta House) 1 Brookfield Avenue, Corner Brook, NL
	Residence 75 West Valley Road, Corner Brook, NL
Daniel's Harbour	Daniel's Harbour Medical Clinic Daniel's Harbour, NL
Deer Lake	Deer Lake Public Health Building 20 Farm Road, Deer Lake, NL
Francois	Francois Medical Clinic Francois, NL
Grey River	Grey River Medical Clinic Grey River, NL
Hampden	Hampden Medical Clinic Hampden, NL
	Residence 227 Main Street, Hampden, NL
Jackson's Arm	Jackson's Arm Medical Clinic Jackson's Arm, NL
	Residence Jackson's Arm, NL
Norris Point	Residence 30 Hospital Lane, Norris Point
	Residence 2 A&B Sacrey Road, Norris Point
Port aux Basques	Dr. Charles L. LeGrow Health Center Grand Bay Road, Port aux Basques, NL
	Residence 30 Grand Bay Road, Port aux Basques, NL
	Residence 32 Grand Bay Road, Port aux Basques, NL
	Residence, Gateway Cottages 1 High Street, Port aux Basques, NL
	Residence, Gateway Cottages 2 High Street, Port aux Basques, NL
	Residence, Gateway Cottages 3 High Street, Port aux Basques, NL
	Residence, Gateway Cottages 4 High Street, Port aux Basques, NL
	Residence, Gateway Cottages 5 High Street, Port aux Basques, NL
	Senior Citizens Apartment Building High Street, Port aux Basques, NL

Port Saunders	Residence 40 Central Avenue, Port Saunders, NL
	Residence 213 Main Street, Port Saunders, NL
Ramea	Ramea Medical Clinic Ramea, NL
Rose Blanche	Rose Blanche Medical Clinic Rose Blanche, NL
Stephenville	Residence 62-64 Ohio Drive, Stephenville, NL
	Residence 66-68 Ohio Drive, Stephenville, NL
	Residence 74-76 Ohio Drive, Stephenville, NL
	Residence 75-77 Ohio Drive, Stephenville, NL
Stephenville Crossing	Generator/Bus Storage Garage Bay St. George LTC, Stephenville Crossing, NL
	Storage & Workshop Building Bay St. George LTC, Stephenville Crossing, NL
	Seniors Cottages – Block A Stephenville Crossing, NL
	Seniors Cottages – Block B Stephenville Crossing, NL
	Seniors Cottages – Block C Stephenville Crossing, NL
	Seniors Cottages – Block D Stephenville Crossing, NL
	Seniors Cottages – Block E Stephenville Crossing, NL
	Seniors Cottages – Block F Stephenville Crossing, NL
	Seniors Cottages – Block G Stephenville Crossing, NL
	Seniors Cottages – Block H Stephenville Crossing, NL
	Seniors Apartments: Congregate Building Stephenville Crossing, NL
	Residence 44 Hospital Road. Stephenville Crossing, NL
	Woody Point

Appendix B

1. Bay St. George Long Term Care Center, Stephenville Crossing
2. Hammond Building, Corner Brook
3. Monaghan Hall, Corner Brook
4. Western Memorial Regional Hospital, Corner Brook
5. 127 Montana Drive, Stephenville (Annex Building)