



**SPECIFICATIONS FOR
TENDER #0171-1427
WINDOW REPLACEMENT ~ HAMMOND BUILDING
FOR
WESTERN HEALTH**

CLOSING DATE: 7th of July 2014

CLOSING TIME: 11:00 AM (Newfoundland Time)



Invitation to Tender for Window Replacement ~ Hammond Building

1.0 General Provisions

1.1 Intent

This invitation to Tender is intended for a contract **to supply and install Replacement Windows** for the Western Regional Health Authority (Western Health) at the Hammond Building at 169 West Valley Road Corner Brook. All old windows and waste material is to be removed from the facility and the property with a fully finished renovation to the site for all windows.

This Tender is concerned with the acquisition of Window Replacement for the Hammond Building with consideration of the following:

- Ongoing service and maintenance support.
- All manuals, documents and initial supplies.
- The right to reproduce any printed materials supplied with the product for the purpose of using the product.
- Training and training manuals.
- Future enhancement availability.

1.1.1 Western Health reserves the right to order additional units at the same price for a period up to and including 31 December 2014. Other Health Boards within Newfoundland and Labrador may avail of this tender as needed.

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 Hammond Building. 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 Director of Materiel's Management
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, First Floor, 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.

1.7 **Warranty**

1.7.1 The Vendor shall warrant that the product supplied to Western Health shall equal the published specifications.

1.7.2 The Vendor shall provide no less than a 1-year warranty on the system. The Vendor agrees to provide free of charge all parts and labor necessary to repair the system during the first year of operation.

1.7.3 Vendor shall indicate the warranty start date _____.

1.7.4 Vendor shall indicate the individual who will be providing the service and the nearest service location.

1.7.5 The successful low bidder must provide a written warranty signed by both the window fabricator and the installer agreeing to repair or replace defective materials or workmanship, including evidence of early deterioration, weathering or aging of Work, uncontrolled water penetration or air infiltration, glass breakage due to design defects, deterioration of finishes and other deterioration or failure of Work to comply with performance or other requirements. Warranty shall be for a period of one (1) year from Date of Substantial Completion.

2.0 **Product Specifications for Window Replacement Contract.**

2.1 SUMMARY

The successful vendor will be required to all replace existing windows at the Western Health Blomindon Building located at 169 West Valley Road Corner Brook with Peter Kohler Supreme type windows or approved equal, complete with vinyl jamb extensions.

A. The windows must be fully welded vinyl (PVC) replacement windows. All windows are factory assembled, and include all required glass and glazing materials (including weather seals) and any internal structural metal reinforcement (stiffeners) that may be required (e.g. to meet design loads, mulling conditions, and/or reinforcement of non-white vinyl).

1. Size and Quantity of each type of vinyl window is as shown on drawings (see Appendix A). Vendor to verify RSO's and confirm window sizes with a scheduled site visit prior to award of a contract.

2. The Configurations of windows required are:
Replacement Fixed window over double awning.

2.02 REFERENCES

A. The windows should meet the standards of Canadian General Standards Board (CGSB):

1. CAN/CGSB-79.1, Insect Screen

B. The windows should meet the Canadian Standard Association (CSA):

1. CSA-A440-00/A440.1, Windows / Specification Publication A440.1, User Selection Guide to CSA Standards A440, Windows.

2.03 SUBMITTALS

A.

1. Please provide material and details in scale full size for head, jamb and sill, profiles of components, interior and exterior trims. Junction between combination units, elevations of unit, anchorage details, location of isolation coating, description of related components and exposed finishes fastener, and caulking. Indicate location of manufactures nameplates.

B.

The low bidder may be required to provide the following shop drawings that show the manufacturers' recommended installation process:

1. Shop drawing to include continuation of air barrier and vapor barrier between walls and assembly and vinyl window.
2. Drawings shall show scale elevations and sections. Full size sections shall be shown only when needed for clarity.
3. Submit one complete full size window sample of each type windows
4. Include frame, sash, sill, glazing and weatherproofing methods, insect screen, surface finish and hardware. Show location of manufactures nameplate.
5. Include 150mm long sample of head, jamb, sill, meeting rail, mullions to indicate profile.

C. Quality Assurance Submittals:

1. Test Reports for the windows being proposed must be submitted with the bid :
 - a. Submit certified test reports from an AAMA accredited, independent testing laboratory showing system has been tested and meets or exceeds specified requirements and indicating full compliance with specified performance criteria.

2.04 QUALITY ASSURANCE

A. Qualifications:

1. The windows must be done by a manufacturer of fully welded vinyl windows and have a lifetime warranty on vinyl trim, glass, hardware and installation.
2. The window fabricator shall be experienced in fabrication of vinyl windows for Atlantic Canadian climate for a minimum of 20 years.
3. The window fabricator shall be actively involved in industry testing and hold valid and current testing reports for insulated glass units and complete window systems.

2.05 PROJECT CONDITIONS

A. Environmental Requirements:

1. The installation of windows must be done within the temperature range as specified by the sealant manufacturer.
2. Sealants shall not be applied when joint substrates are wet due to rain, frost, condensation or other causes.

B. Hardware:

1. Rotary operators to be stainless steel
2. Hinges to be stainless steel
3. Locking bars to be stainless steel
4. Optional interior hardware color finishes should be available to allow for continuity for interior finishes within individual residential units

2.07 FABRICATION

A. General Requirements:

1. Miter cut and fusion weld (i.e. thermally weld) all frame corners.
2. Complete fabrication, assembly, finishing and other work for each individual window unit before shipment to Site. Field assembly to connect two or more muller windows is not permitted.

B. Welding:

1. Welding shall be done in compliance with applicable recommendations and shall be done with materials and equipment as recommended by extrusion supplier. Welding process and resulting weld quality shall be regularly tested to ensure optimal strength and continuity.
2. Welds shall be finished and dressed.

- C. System:
1. Window construction, edge clearance and placement of installation fasteners shall allow for expansion and contraction per the specified system performance requirements.
 2. Provisions shall be made in framing for minimum glass edge clearance, nominal edge cover, and nominal pocket width, in compliance with GANA Glazing Manual, for thickness and type glass specified.
 3. Framing shall be provided with reinforcing members as necessary. Provide steel members as needed to reinforce frame and/or T-mullion components as recommended by system supplier and fabricator to develop needed strength of assembly for glass loading and wind loading.

2.08 INSTALLATION SCHEDULE

- A. Coordination:
1. The building is currently occupied by Western Staff who will remain at the site during the installation period. The contracted vendor will be required to install windows after normal business hours or provide an installation schedule acceptable to the Western Health building managers.

2.9 INSTALLATION

- A. General Requirements:
1. Comply with manufacturer's instructions and recommendations for installation of work.
 2. Do not erect warped, bowed, deformed or otherwise damaged or defaced members. Replace materials that are damaged during installation as directed.
 3. Set units level, plumb, and true to line, with uniform joints. Support units on shims and secure in place by approved installation anchors/fasteners that properly engage into to supporting structure.
 4. Insulation must be used around the perimeter of the window in accordance with shop drawings and the insulation manufacturer's guidelines. Insulation must allow for expansion and contraction of the installed window.
 5. Flashing and other materials used around window opening shall be corrosion resistant, non-staining, non-bleeding, and compatible with adjoining materials.
- B. Erection Tolerances:
1. Variations from Plumb: $\pm 1/8$ " maximum in window height.
 2. Variations from Level: $\pm 1/8$ " maximum in 10' run, non-cumulative.

- C. 1. Vendor to remove and dispose old window moldings and replace with new to match existing finishes

2.10 ADJUSTING

- A. Weather seal contact shall be checked for proper performance of units.

2.11 CLEANING

- A. Clean completed windows in compliance with manufacturer's recommendations, inside and out, promptly after erection and installation of glass and sealants. Remove excess glazing and joint sealants, dirt, and other substances from finished surfaces promptly after erection.
- B. Remove protective material from prefinished surfaces.
- C. Wash down exposed surfaces using a solution of mild detergent in warm water applied with soft, clean wiping cloths. Take care to remove dirt from corners. Wipe surfaces clean.

2.13 PROTECTION

- A. Institute protective measures and other precautions needed to assure Work site will be without damage or deterioration, other than normal weathering, at time of acceptance.

3.0 **Presentation**

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 **Product History and Vendor Reputation**

- 4.1 The Vendor shall provide a list of three (3) organizations where a similar Unit has been installed. Include a contact person for each organization.

5.0 **Financial Considerations**

- 5.1 All applicable taxes shall be indicated in the Tender.
- 5.2 The cost for installation, initial set-up and programming shall be included in the Tender price.
- 5.3 All costs for training shall be included in the Tender. This includes any travel, meals and accommodation.
- 5.4 **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.

6.0 **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 # 0171-1427

DID YOU INCLUDE

HAS TENDER SUBMISSION BEEN SIGNED Yes No

COPY OF REQUIRED TENDER DOCUMENTS Yes No

COPY OF BROCHURES (IF REQUESTED) Yes No

COPY OF WCB LETTER OF GOOD STANDING (IF REQUIRED) Yes No

COPY OF PROOF OF INSURANCE (IF REQUIRED)

Yes No

AMOUNT OF TAX NOTED ON REQUEST FOR QUOTATION FORM

Yes No

OPTIONAL PRICING FOR TRAINING INCLUDED

Yes No

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