

Kelsey School Division

Request for Proposal

RFP 1-2023

Drinking Water Systems

ÉCOLE OPASQUIA SCHOOL
KELSEY COMMUNITY SCHOOL
ÉCOLE SCOTT BATEMAN MIDDLE SCHOOL
MARGARET BAROUR COLLEGIATE INSTITUTE

Date Issued: October 16, 2023

Issued by: Kelsey School Division

RFP 1-2023 Drinking Water Systems



TABLE OF CONTENT

1. General information
2. Submission deadline
3. Inquiries
4. Submission of Proposal
5. Submission Content and Criteria
6. Acceptance/Rejection of suppliers
7. Appendix 1 – Scope of work



1. General Information

The drinking water systems in all schools require an upgrade to meet regulations. We are looking for a certified, licensed contractor who will be able to meet the regulations according to the province of Manitoba.

Proponents are invited to submit a proposal for one or all the schools. All work is to be completed by February 29, 2024

2. SUBMISSION DEADLINE

The submission deadline is November 24, 2023, 4:30 PM.

3. Inquiries

All inquiries shall be directed to The Director of Maintenance and Transportation.

Questions or inquiries regarding this RFP shall be in writing and emailed to rrousson@ksd.mb.ca no later than 4:30 PM on the closing date.

Email Subject line to include "Drinking Water Systems", RFP 1-2023.

Site visits can be arranged by Director of Maintenance and Transportation.

4. SUBMISSION OF PROPOSAL

The Provider may submit either a hard copy by mail or by electronic copy with the response to the RFP by November 24, 2023, 4:30 PM MCT

Email:

rrousson@ksd.mb.ca

Email Subject line of submission to include "Drinking Water Systems, RFP 1-2023 and organization's company name". Body of email to include the Authorized contact name, mailing address, email address and phone number."

Mail:

Attn: Rick Rousson

Director of Maintenance and Transportation

Kelsey School Division



322 Edwards Ave
The Pas, MB
R9A 1M8

Email:
rrouson@ksd.mb.ca

Late proposals will not be accepted.

The Vendor's Proposal and all supporting information become the property of the School Division.

Kelsey School Division reserves the right to extend the closing date or and cancel this RFP at any time, with no liability to any Proponent.

No proposal may be withdrawn for a period of sixty (60) days after closing date.

5. Submission Content and Criteria

The date and time stamp as specified on the email received will be used to determine if the proposal is late. Please make appropriate arrangements for the proposal to arrive on-time.

Each proposal will:

Show the full legal name and business address of the company, including its street address if it differs from the mailing address;

be authorized by person(s) whom can bind your company;

be dated;

be signed;

be marked "CONFIDENTIAL".

Note that Kelsey School Division is not responsible for any expenses or losses incurred by any company while preparing and submitting a proposal to this RFP

Please provide clear and direct responses to all RFP questions; failure to provide requested information may result in the disqualification of proposal.

Submission must include:



Specific cost and unit types (brand/models). See appendix 1.

Costing by item for fixtures, supplies, and labor component. See appendix 1.

6. ACCEPTANCE/REJECTION OF SUPPLIERS and PROPOSALS

Kelsey School Division reserves the right to modify the scope of the proposed project. Kelsey School Division is under no obligation to disclose reasons for the rejection of any or all proposals to this RFP.

Appendix 1: Scope of Work

1. Scope of work:

a) Supply and install filtration devices that are NSF certified to remove lead and or install lead free fixtures (9)

- 1) Kelsey Community School (3 Units)
 - Replace existing water fountain fixtures integrated into the sinks in Rm 26 & 27 Kindergarten (2)
 - Lunch Room – replace sink fixture (1)
- 2) École Opasquia School (1 Unit)
 - Sick room – sink fixture (1)
- 3) École Scott Bateman Middle School (3 Units)
 - Foods Room Green – Replace fixture and install in-line filter system (1)
 - Foods Room Yellow – Replace fixture and install in-line filter system (1)
 - Foods Room Orange – Requires new fixture only (1)
- 4) Margaret Barbour Collegiate Institute (2 Units)
 - Sinks in Life Skills Rooms (2) (will require fixtures only)



b) Supply and install bottle filler/fountain system including filtration device that is NSF certified to remove lead (5)

- 1) Kelsey Community School (2 Units)
 - Main entrance (1)
 - Primary by boys (1)

- 2) École Opasquia School (2 Units)
 - 2 story beside Boiler Room (1)
 - Playground hallway (1)

- 3.) Margaret Barbour Collegiate Institute (1 Unit)
 - By room 151 (Metals shop) (1) (replace existing fountain)

c) Remove and Cap fountains (10)

- 1) Kelsey Community School (6 Units)
 - Main entrance-Cap off 1 + 1 add bottle filler
 - Primary by boys-Cap 1 + 1 add bottle filler
 - Primary by girls-Cap off
 - Upstairs fountain by Rm 13 to be capped off
 - Staff entrance -Cap off 2 fountains

- 2) École Scott Bateman Middle School (1 Unit)
 - Woods room to be capped off (1)

- 3) Margaret Barbour Collegiate Institute (5 Units)
 - Dual fixture fountain outside Rm 125 (beside IT office) to be capped off (1)
 - Dual fixture fountain outside Rm 207 (right above Rm 125 fountain) to be capped off (1)
 - Single fountain by Rm 251 (exit by library) to be capped off (1)



