

Chinook Comfor Limited Partnership
REQUEST FOR PROPOSAL (RFP)
K4R Stream Assessments

CHINOOK STREAM PROJECT

Chinook Comfor LP

Box 969

Burns Lake, B.C. V0J 1E0

Phone: 1-250-692-063 Ken.Nielsen@chinookcomfor.ca

RFP ID: 2024-25-K4R-Streams

Prepared By: Ken Nielsen

Date: July 28, 2024

REQUEST FOR PROPOSAL
K4R Stream Assessments
Burns Lake, B.C.

RFP ID: 2024-25-K4R-Streams

SUBMISSION DEADLINE: August 9, 2024

QUESTION SUBMISSION DEADLINE: August 2, 2024

Questions may be submitted in written form no later than August 2, 2024, to:

RFP Contact Name: Ken Nielsen
Contact Address: Box 969
Burns Lake, V0J 1E0
Telephone Number: 1-250-692-0630
Email Address: Ken.Nielsen@chinookcomfor.ca

INTRODUCTION

Chinook Comfor LP invites and welcomes proposals for their K4R Stream Assessment Project. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time as specified above under the "SUBMISSION DEADLINE."

BIDDERS SHOULD NOTE THAT ANY AND ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) – NO EXCEPTIONS.

PROJECT AND LOCATION

The request for proposal is being requested for Chinook Community Forest K4R licence area, which is located in the Lakes TSA, Burns Lake, BC. Box 969 V0J 1E0.

PROJECT MANAGER CONTACT INFORMATION

For questions or information regarding Planning, contact the following individual(s):

Name: Ken Nielsen
Title: General Manager
Phone: 1-250-692-0630
Email: Ken.Nielsen@chinookcomfor.ca

PROJECT OBJECTIVE

The objective for this project is to assess streams for fish bearing or not, reclassify streams if not fish bearing. Identify any obstacles disrupting stream flow and identify any streams for rehabilitation.

PROJECT SCOPE AND SPECIFICATIONS

Project Scope and Specifications are detailed on an attached document. (Appendix 1)

SCHEDULED TIMELINE

The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

MILESTONE	DATE
Start :	August 19, 2024
Detailed Update:	Sept 6, 2024
	October 4, 2024
Completion Deadline:	Nov 15, 2024

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS

Chinook Comfor LP shall award the contract to the proposal that best accommodates the various project requirements. Chinook Comfor LP reserves the right to award any contract prior to the proposal deadline stated within the "Scheduled Timeline" or prior to the receipt of all proposals, award the contract to more than one Bidder, and refuse any proposal or contract without obligation to either Chinook Comfor LP or to any Bidder offering or submitting a proposal.

IDEADLINE TO SUBMIT PROPOSAL

All proposals must be received by Chinook Comfor LP in a sealed envelope no later than 4:00 pm on August 9, 2024, for consideration in the project proposal selection process. By mail Box 969, Burns Lake, BC V0J 1E0 or drop off at Chinooks office 485 Hwy 16 W, Burns Lake, BC V0J 1E0.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals submitted by the deadline will be reviewed and evaluated based upon information provided. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

- Proposals received by the stipulated deadline in the correct format;
- Bidder's asserted performance effectiveness regarding the project objectives of Chinook Comfor LP;
- Bidder's performance history and asserted ability to timely deliver proposed services;
- Bidder's ability to provide and deliver qualified personnel who have the knowledge and skills required to effectively and efficiently execute proposed services;
- Overall cost effectiveness of the proposal;

Chinook Comfor LP shall reserve the right to cancel, suspend, and/or discontinue any proposal at any time they deem necessary or fit without obligation or notice to the proposing bidder/contractor.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

- Bidder's Name(s);
- Bidder's Address;
- Bidder's Contact Information (and preferred method of communication);
- Legal Form of Bidder (e.g. sole proprietor, partnership, corporation);
- Date that the Bidder's Company was Formed;
- Description of Bidder's company in terms of size, range, and clientele as well as the types of services offered.
- Bidder's principal officers (e.g. president, chairman, vice president(s), secretary, chief operating officer, chief financial officer, general managers, etc.) and length of time each officer has performed in his/her field of expertise;
- Evidence of legal authority to conduct business (e.g. business license number);
- Evidence of established track record for providing services and/or deliverables that are the subject of this proposal;
- Organizational chart showing key personnel who would provide services to Chinook Comfor LP.

Financial Information

- State whether the Bidder, or its parent company (if any), has ever filed for bankruptcy or any form of reorganization under the Bankruptcy Code;

- State whether the Bidder, or its parent company (if any), has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Proposed Outcome

- Summary of timeline and work to be completed.

Equipment or Service

- List all equipment or services required for this proposed project and the quantity of each;
- Detailed estimated cost for each piece of equipment or service;
- List any equipment or services required of a subcontractor, along with a brief explanation;
- List any accommodation, services, or space required from Chinook Comfor LP, along with a brief explanation.

Cost Proposal Summary and Breakdown

- An inclusive price ; travel/room and board/utility vehicles;
- A detailed list of all expected costs related to the proposed project;

Licensing and Bonding

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

References

- Provide 3 references

Bidder agrees that Chinook Comfor LP may contact all submitted references to obtain all information regarding Bidder's performance.

Opening of RFP

- Bidder's are welcome to attend the opening of bids August 12, 2024 10:00 am at Chinook's office.