

10003-106 Street
Westlock, AB T7P 2K3
Phone: 780-349-4444
Fax: 780-349-4436



July 16, 2024
File: DPC 30-094-C

Attention: General Contractor

Dear Sir/Madam:

Re: 2024 Concrete Rehabilitation Program

The Town of Westlock (Town) has implemented a **Concrete Rehabilitation Program**. This program consists of replacing concrete infrastructure within the Town boundary. This one (1) year program will be administered utilizing a stipulated price contract.

The Town wishes to obtain quotations for the **2024 Concrete Rehabilitation Program** repair locations as shown on the attached drawings/plans. The Town will only be accepting physical bids. The preference is for local contractors to bid on and complete this work. There will be no pre-bid meeting. The items of work are listed on the attached Schedule of Prices (see Specifications Section 00431).

The projects will be determined by Town, the annual budget, and the unit rates submitted by bidders. The Town council approves the scope and budget each year. Final projects scope and size will be adjusted accordingly to reflect the unit rates submitted in Section 00431 of the Specifications.

Quantities for the Work of these projects will be measured by Unit Price and payment will be made in accordance with the attached Measurement and Payment Schedule (see Specifications Section 01280).

Please submit a quotation in person to the Town of Westlock Office by 2:00 pm, Tuesday July 30, 2024

The work includes:

Schedule A – Spirit Centre Parking Lot

- Topsoil stripping and stockpiling.
- Concrete removals within the locations specified by the Owner.
- Load and haul concrete removals to a designated area.
- Supply and place gravel in preparation of subgrade for concrete base.
- Supply and place various concrete work as outlined by the Owner.

Schedule B – 100 Avenue Concrete Upgrades

- Topsoil stripping and stockpiling.
- Concrete removals within the locations specified by the Owner.
- Load and haul concrete removals to a designated area.
- Supply and place gravel in preparation of subgrade for concrete base.
- Supply and place various concrete work as outlined by the Owner.

The conditions for the quote are as follows:

1. Adequate proof of Insurance and Workers' Compensation Board good standing is required.
2. Read and review all Specification Sections included in this Quotation Package.
3. Read and review all appended documents to the Quotation Package.
4. Submission of a Traffic Accommodation Plan, to be reviewed by the Owner prior to starting Work on Site (See Section 01552).
5. Minimum 1-year warranty is required, with the exception of Seeding which a 2-year warranty is required.
6. Additional Work is only to be paid as approved in writing by the Owner.
7. Request for payment to be at completion of work.
8. The Town will follow the "Builders Lien" requirements (10% holdback for 45 days).
9. Guarantee fund shall be retained by the Town in the amount of \$30,000.
10. Obtain Business License from Town prior to commencing the Work.
11. The Owner requires the work to be completed by October 01, of the Contract year.
12. Work to be invoiced to the Town of Westlock.
13. Quote to be valid for 30 days.
14. Incidental items are identified in Specification Section 00800.

The following is included in this information package:

1. Cover Letter

2. Specifications (Appendix A):

00030 – Advertisement for Bids
00200 – Instructions to Bidders
00250 – Pre-Bid Meeting
00411b – Stipulated Price Bid Form
00431 – Schedule of Prices
00491 – Unit Price Bid Modification Form
00495 – Schedule of Work Experience
00525 – Agreement Form
00571 – Definitions and Interpretation
00625 – Insurance Conditions
00630 – Payment Conditions
0630A – Statutory Declaration Form
00725 – General Conditions
00800 – Supplementary Conditions

01275 – Measurement Rules
01280 – Measurement and Payment Schedule
01411 – Work Site Safety
01510 – Existing and Temporary Utilities
01552 – Existing and Temporary Roads
01742 – Final Cleanup
01775 – Contract Acceptance Procedures
01775A – Substantial Performance Certificate
01775B – Total Performance Certificate
01775C – Warranty Performance Certificate

02200 – Stripping
02201 – Topsoil Placement
02202 – Earthwork and Granular Material Testing
02265 – Granular Materials
02270 – Subgrade Preparation
02271 – Geotextile Fabric
02272 – Sub-Base Granular Materials
02274 – Proof Rolling
02745 – Asphalt Concrete Pavement Repairs
02746 – Appurtenance Adjustment
02771 – Concrete Sidewalks, Curb & Gutter and Swales
02920 – Grass Seeding
02951 – Restoration of Sitework

3. Drawings and Standards (Appendix B):

Town of Westlock – Spirit Centre Parking Lot
Town of Westlock – 100 Avenue Concrete Upgrades
Town of Westlock Design Standards

4. Geotechnical Investigation (Appendix C):

Geotechnical Investigation – Proposed Parking Lot following the Westlock Rotary Spirit Building Demolition

Should you have any questions or comments please contact the undersigned at 780-350-0710.

Yours truly,

Carmen Clark
Executive Assistant to the Director of Operations
Town of Westlock
10003 – 106 Street
Westlock, AB T7P 2K3

Enclosure