



REQUEST FOR PROPOSAL

**YELLOWHEAD COUNTY
MULTI-USE ASPHALT PUMP TRACK
CADOMIN
2023-1**

Issued by Yellowhead County

Date of RFP Issue: January 3rd, 2023

Closing Date for Response: January 27th, 2023

Contract Name: YELLOWHEAD COUNTY MULTI-USE
ASPHALT PUMP TRACK CADOMIN 2023-1

Agency Contact Person: Kevin Myles, Interim Parks & Recreation
Supervisor

Address: 2716-1st Ave, Edson, AB T7E 1N9

Phone: 780-723-4800

Email: kmyles@yhcounty.ca

Please provide your proposal in PDF file format by email.

**It is the proponent's responsibility to check for any Addenda to this RFP
which will be posted on the Yellowhead County website: www.yhcounty.ca**



**Request for Proposal
Yellowhead County
Hamlet of Cadomin
Multi-Use Asphalt Pump Track
2023-1**

Yellowhead County is seeking proposals for the completion of a Multi-Use Asphalt Pump Track for the Hamlet of Cadomin in Yellowhead County. Yellowhead County is working with the community to increase outdoor recreation opportunities and multi-use pump tracks have been a huge success in our other communities.

Scope / Requirements of Process:

1. Prepare proposal package including illustrations and explanations of track concepts, desired features, materials used and map showing maximum use of square footage appropriate to the budget directly tied to the Cadomin location
2. Develop and present site plans and working proposal in digital formats suitable for printing
3. Evaluation and awarding process
4. Entering into a contract agreement with Yellowhead County to begin construction at a determined date
5. Consultation with Parks and Recreation Staff to determine feasibility of concepts, sharing site information such as underground utilities etc. and commencement of project management cycle
6. Mobilize, supply and sourcing of all transportation, equipment, ground materials, asphalt, re-surfacing materials etc. as necessary from commencement through to completion
7. Prepare site for construction (safety fencing, turf removal, levelling etc.)
8. Construct drainage solutions, sewer tie-in, sumps, weeping tile and other solutions
9. Construct pump track base above ground / frost line

10. Construct pump track features (berms, rollers, jumps)
11. Construct asphalt surfacing suitable for multi-use activity (bikes, skateboards, scooters, roller blades, etc.).
12. Complete construction through to re-surfacing (topsoil and sod etc.)
13. Maintain site security, slope stability, watering of grass and site clean-up prior to use deemed safe for the public. This may require the use of safety fencing and other blockades, slope stability staking and matting and other measures to protect slopes and grass.
14. Project completion within reasonable timeline by August 2023
15. Final walkthrough, deficiency inspection with Yellowhead County representative, assessment of holdbacks for local contractor payments and project take-over.

General Requirements:

1. The Hamlet of Cadomin within Yellowhead County is located in an area of severe weather disturbances with rapid changes in weather. The asphalt track must be built to withstand severe winds, rain and snow, temperature fluctuations, freeze thaw cycles, ground frost heave, standing water and must be easily repairable. Generous drainage considerations may be necessary
2. Must present valid Alberta Workman's Compensation Board (WCB) clearance. Must enter a contract agreement with Yellowhead County including liability insurance (minimum \$2,000,000.00). Must take on prime contractor role and display prime contractor sign at entry to site
3. Must prioritize worker / contractor and overall site safety. Ensure public safety and limit access to public use during construction until completion using a variety of resources such as fencing. Must follow all road ban limits, reasonable working hours / noise levels and other community related courtesies
4. The total project budget is \$190,000 Canadian excluding GST. The budget encompasses all costs from the start of planning and construction to the end grand opening and promotional video

Project Overview:

Cadomin Pump Track Site Location: 5215 50 Street Cadomin Alberta

Site Plan

The yellow polygon represents the approximate area for construction. It is roughly 41 meters North to South and 28 meters East to West (approximately 1100m² overall).



Site Considerations: Mostly flat and rocky ground, potentially pooling / standing water during wet periods, adjacent to grass sports field, basketball pad and Municipal roadways. Some existing utilities such as power/sewer run through or adjacent to the site. A complete site utility locate will be completed by Yellowhead County.

There is a nearby limestone gravel source and heavy-duty contractors in the area for equipment, materials and labour.

The nearest Town for supplies and general amenities is Hinton Alberta which is 57 km away from Cadomin with a mix of dirt and paved highway.

Design Considerations: In addition to the conceptual pump track features provided by your expertise, please include the following:

1. maximize resources to achieve approximately 800 m² of track consistent with previous pump track builds in Yellowhead County
2. designated enter/exit locations with paved pathways to control access to/from the Municipal Roadways
3. designated rest area (elevated paved platform) wide enough for placement of a 3-tier 10x10 foot bleacher and 3x3 foot garbage bin, where users can rest and enter/exit the track while not impeding the flow of other users
4. concept, design, features, build quality, branding, theme and overall look consistent with the six other pump tracks located in Yellowhead County

Completion Schedule: Completion of the pump track by August 2023 to allow for use of the pump track over the remaining fall months and optimal rooting conditions for sod and grass.

Payment Schedule: Please provide desired payment schedule in the proposal.

Project Ranking: Project proposals will be evaluated on a score of a possible 100 points as follows:

Proposal received on time	5 points
Overall track design considerations	10 points
Value (site considerations, technical specifications and use of budget)	10 points
Demonstrated ability to meet requirements of proposal and references	15 points
Confidence and relevance of past project completion and success	30 points
Demonstration of project management cycle and timelines	5 points
Overall quality of proposal	25 points

Yellowhead County will not disclose ranking, results, reasoning, and explanations to award or reject proposals.

Deadline for submitting proposals is Friday January 27th, 2023, at 4:00pm.

All proposals can be submitted by email to:
kmyles@yhcounty.ca