



Contract T.3148

**Supply and Delivery of STREET LIGHTING AND TRAFFIC SIGNAL POLES FOR
NO. 3 ROAD RESTORATION**

Tenderers are requested to respond to this Tender call as instructed subject to the provisions contained herein.

Name of Bidder: _____

Address: _____

City: _____

Province: _____ Postal Code: _____

Telephone No: _____ Fax No.: _____

E-mail: _____

Contact Person: _____

Title: _____

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Instructions to Tenderers

1. Sealed tenders, plainly marked on the envelope:

CONTRACT T.3148 - SUPPLY AND DELIVERY OF STREET LIGHTING AND TRAFFIC SIGNAL POLES FOR NO. 3 ROAD RESTORATION

will be received at the Information Counter, Main Floor, Richmond City Hall, addressed to the Purchasing Section, 6911 No. 3 Road, Richmond, BC, V6Y 2C1, until 3:00pm, local time:

Tuesday, January 8th, 2008

2. Tenders received in the office of the Purchasing Section after the above-mentioned time and date will be returned unopened.
3. Tenders must be submitted on the attached Forms and be authorized by a signing officer of the Bidder's company. The entire Request for Tender must be returned to the City.
4. This Document with completed Forms will become part of the Contract Documents between the City and the successful Bidder.
5. The City reserves the right to accept all or any part of a tender or to waive irregularities at their own discretion. The lowest or any tender will not necessarily be accepted.
6. Tenders will only be accepted from suppliers which provide products listed on the British Columbia Ministry of Transportation's *Recognized Product List*.
7. In accordance with the City's Procurement Policy 3104, award of bids shall be based on:
 - (i) The lowest total cost of acquisition,
 - (ii) Experience of the bidder,
 - (iii) Bidder's references of performance on previous similar contracts,
 - (iv) The bidder's financial resources,
 - (v) Bidder's capability of supervision, staffing and use of subcontractors,
 - (vi) Bidder's ability to meet City specifications and performance criteria,
 - (vii) Any additional evaluation criteria stated in the contract document.
8. The City of Richmond estimates that this contract will be awarded within 4 - 6 weeks of the closing date. All Tenderers submitting Tenders for the Project will be advised as to the outcome. Please note that Bid results for those contracts posted on the City Web Site and/or BC Bid will be listed on BC Bid within two (2) weeks of the award of Contract.
9. Proprietary names, unless otherwise stated, are used solely to establish standards of materials and finish. Items of other manufacture may be accepted as equal to those specified, at the discretion of the City.

Instructions to Tenderers (Cont'd)

10. Prices, in Canadian currency, shall be shown for each unit specified and shall include all packing, crating, freight, cartage, shipping charges, cost of unloading supplies at destination, and all tariffs, taxes and duties.

11. Inquires during submission of Tender should be directed as follows:

Purchasing

Kerry Lynne Gillis
Buyer II - Contracting Specialist
Purchasing Section
City of Richmond

Telephone: 604-276-4135
E-mail: purchasing@richmond.ca

Technical

David Tyler
Senior Project Manager
Engineering & Public Works
City of Richmond

Telephone: 604-247-4681
E-mail: dtyler@richmond.ca

12. Tenders may be withdrawn by written notice only, provided such notice is received at the office of the City's Purchasing Section prior to the date / time set as the closing time for receiving Quotations.

13. Tenders shall be open for acceptance for 90 days following the submission closing date.

14. Each Bidder shall state on the list provided to be submitted as part of his tender, information regarding their previous Contracts. It is the intention of the City not to award the contract to any Bidder who does not furnish satisfactory evidence that he has the ability and experience to perform the various works covered under this Contract, and that he has sufficient capital and plant to enable him to execute the said works successfully, and to the satisfaction of the City, and to complete and deliver said works as quoted in his Tender.

15. Tenderers are advised that submissions of quotes shall be in compliance to the *Freedom of Information and Protection of Privacy Act*.

16. Any interpretation of, additions to, deletions from, or any other corrections to the Contract documents, will be issued as written addenda by the City of Richmond. It is the sole responsibility of the potential Tenderers to check with the City of Richmond's Website and / or BC Bid to ensure that all available information has been received prior to submitting a bid.

17. The City, it's agents and employees shall not be responsible for any information given by way of verbal or oral communication.

Tender Form

Purchasing Section

City of Richmond

6911 No. 3 Road

Richmond, BC V6Y 2C1

The undersigned Bidder, having carefully read and examined the Instructions to Tenderers, Quotation Form, Schedule of Quantities and Prices, General Conditions of Contract, and Specifications, and having full knowledge of the work required, does hereby offer to provide all necessary materials in strict accordance with the Specifications and to do all therein called for on the terms and conditions and under the provisions therein set forth at the:

LUMP SUM TOTAL TENDERED AMOUNT OF \$ _____

PAYMENT TERMS _____ **EARLY PAYMENT TERMS** _____

The above price includes and covers duties, Federal, (including G.S.T.), Provincial Taxes, handling and transportation charges, and all other charges incidental to and forming part of this Quotation.

The undersigned Bidder agrees to supply the materials within _____ weeks of order.

Name of Bidder: _____

Address: _____

Telephone No: _____

Name, Signature,
and Title of
Signing Officer: _____

Date: _____

E-mail: _____

Web Address: _____

Schedule of Quantities and Prices

The City shall pay in Lawful money of Canada the unit prices shown for the following items subject to the conditions of the Contract Documents.

Item and Description	Unit	Approx. Qty.	Unit Price	Extended Amount
Section 4 - Signal and Street Lighting Poles				
9m Streetlight pole	ea	12		
9m Double Davit Streetlight pole	ea	16		
7.5m Streetlight Pole	ea	5		
6m Streetlight Pole	ea	4		
4.7m Pathway Light Pole	ea	36		
Type L Signal Pole Shaft and Base Cover	ea	9		
Type L Signal Pole Arm (11m)	ea	2		
Type L Signal Pole Arm (10m)	ea	1		
Type L Signal Pole Arm (9m)	ea	2		
Type L Signal Pole Arm (7m)	ea	1		
Type L Signal Pole Arm (6m)	ea	2		
Type L Signal Pole Arm (3m)	ea	1		
Luminaire Extension (2.5m)	ea	4		
Type 5 Signal Post (5.0m)	ea	6		
A4 to L Signal Pole Base Plate Adaptor	ea	3		
P3 to P5 Luminaire Pole Base Plate Adaptor	ea	2		
S3 to Type 5 Signal Post Base Plate Adaptor	ea	1		

Subtotal, Section 4 \$ _____

Item and Description	Unit	Approx. Qty.	Unit Price	Extended Amount
Section 2&3 - Signal and Street Lighting Poles				
9m Streetlight pole	ea	11		
9m Double Davit Streetlight pole	ea	21		
6m Streetlight Pole	ea	5		
4.7m Pathway Light Pole	ea	78		
Type L Signal Pole Shaft and Base Cover	ea	23		
Type L Signal Pole Arm	m	214		

Subtotal, Section 2 & 3 \$ _____

List of Previous Contracts

The Bidder has recently undertaken and completed the Contracts described following and authorizes the City of Richmond to inquire as to the nature of the Tenderers performance on these contracts.

YEAR	PROJECT TITLE	CITY PHONE # CONTACT	SCOPE	BUDGET		SCHEDULE		ROLE OF KEY STAFF MEMBERS	OTHER RELEVANT INFO
				Original	Actual	Proposed	Actual		

(If additional space is required, attach additional)

List of Drawings

Drawing No.	Sheet No.	Title
E1	9 of 10	Pole Elevations and Details – No. 3 Rd. Cambie Street to Sea Island Way.
E2	10 of 10	Base Plate Adapter and Casting Detail – No. 3 Rd. Cambie Street to Sea Island Way.

Specifications

1. General

This document shall apply to the pre-purchase of steel signal and lighting poles for the No. 3 Road Restoration Project. Poles and hardware shall include but are not limited to:

- Street light poles complete with banner arms and hanging basket brackets;
- BC Ministry of Transportation Type L signal poles and custom luminaire arms;
- Base adaptors – to adapt new poles to existing bases;
- Connection bolts;
- Brackets, and
- Cast base covers and shrouds.

The poles for this project will be installed on No. 3 Road from Sea Island Way to Granville Avenue. The lighting and electrical will be designed and constructed in the following sequence:

- Section 4 – Cambie Road to Sea Island Way – project has been designed and is being tendered for construction. Poles will be required by the end of March 2008. Quantities and pole types have been defined.
- Section 3 – Alderbridge Way to Cambie Road – Detailed Design is currently in progress and anticipated to be completed and tendered in March 2008. Construction is expected to start around May 2008 and poles should be required by July 2008. Tenderers shall provide unit prices for unit items provided in the *Schedule of Quantities and Prices*, which will be adjusted based on the final design.
- Section 2 – Westminster Highway to Alderbridge Way - detailed design is currently in progress and anticipated to be completed and tendered in March 2008. Construction is expected to start around May 2008 and poles should be required by July 2008. Tenderers shall provide unit prices for unit items shown, which will be adjusted based on the final design.
- Section 1 (Optional) – Granville Avenue to Westminster Highway – Project maybe be designed and constructed in fall 2008 based on available funding. Poles may be required around December 2008, but this date could possibly be extended into early 2009. Tenderers shall provide unit prices for unit items shown, which will be adjusted based on the final design.

The consultant responsible for the electrical design has provided a reasonable estimation of the quantities for Sections 1, 2 and 3 but these quantities may change subject to the completion of detailed design of these sections. The City of Richmond anticipates tendering Sections 3 & 2 as one package with construction starting around May 2008. Subject to the availability of funding, Section 1 will be tendered as a separate package. The City of Richmond is requesting all Tenderers for Section 1, 2& 3 and 4 to provide

anticipated delivery dates for the poles, which will be passed on to the successful pole supplier.

The contract will be awarded to the successful bidder based on the total price for items defined on the *Schedule of Quantities and Prices* for all of the sections.

Anchor bolts will not be required. Luminaires will be the *Schreder Hestia* series for all poles with the exception of the pedestrian poles, which shall be the *Hestia Midi* series.

The City shall supply all luminaires. The successful bidder shall coordinate all luminaire mounting requirements with a selected representative of Macs II Lighting Agency.

Pole hand holes are to be supplied with recessed tamper proof bolts. Bolt and recess shall meet City approval.

Duplex receptacles shall be CSA approved spec grade. The Duplex Box inset into the pole is a Leviton CR15-1. The cover is a Leviton 4970 (cast aluminium and powder coated to match the pole).

The banner and flower bracket hangers shall be removable. The poles shall have a suitable raceway from the base of the pole to the flower basket hanger for a flower basket hanger irrigation pipe.

2. Product Supply

Poles for each Section shall be supplied FOB to the designated contractors yard located in the Lower Mainland. Poles shall be inspected by the contractor upon receipt and the supplier shall repair any deficiencies.

All bolts shall be attached to parent members. All hand hole covers and receptacles shall be installed on the poles.

3. Design Standards

The supplier shall design the structures in accordance with the following:

- These specifications and drawings;
- BC Ministry of Transportation Material Standards Section 301 – Luminaire, Signal and Sign Pole Structures dated December 2003 and related drawing drawings. These standard specifications are available for downloading in pdf format from the BC Ministry of Transportation's website:

http://www.th.gov.bc.ca/publications/eng_publications/electrical/electrical_and_traffic_eng/2003_material_standards/2003_material_standards.htm

- The latest version of the Canadian Highway Bridge Design Code CAN/CSA-S6-00 (all calculations shall be supplied in metric units).

4. Design Criteria

Design criteria shall be as follows:

- Design for a minimum wind pressure of 430 *pascals* (1 in 25 year return period).
- The design shall be such that the final structure has an expected minimum life span of 50 years.
- Base covers shall be designed to fit the pole and hide the anchor bolts and base plate.
- Hand hole cover and bolt shall be designed to restrict access into pole for all except maintenance personnel.

5. Shop Drawings and Samples

The supplier shall submit a complete set of shop drawings, prepared and sealed by a professional engineer registered by the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC). The supplier will be required to provide As-Built Calculations and Shop Drawings at the completion of the contract, which becomes the property of the City. Shop drawings shall:

- Include a list of all design criteria and assumptions made as part of the design.
- Include all fabrication details required to construct the poles, arms, adaptor and brackets.
- 3D renderings of the base covers.
- Be in AutoCAD format.

Shop drawings will not be required for Type L shafts and signal arms however will be required for adaptor bases, luminaire arms and cast base covers.

The City may choose to use the shop drawings for future pole orders.

Prior to fabrication, the supplier shall submit 1 PDF set of shop drawings for review by the City. The City shall return any comments with one (1) week of receipt. The supplier shall address all comments and provide a final “fabrication set” of shop drawings to the City prior to fabrication.

The supply shall produce sample base covers for City review and approval prior to fabrication.

6. Inspections and Reports

All welding, mill certification, tolerance, galvanizing and powder coat inspection and testing shall be undertaken by a third party testing agency (such as Canspec). The supplier’s third party testing agency inspector shall meet the City approval prior to

undertaking any fabrication. All inspection and test reports shall be submitted and approved by the City prior to payment.

The City may undertake product inspections prior at various stages of fabrication. The supplier shall supply the City with weekly reports as to the status of fabrication so they can schedule product review.

7. Fabrication

All poles shall be fabricated in accordance with the BC Ministry of Transportation Material Standards Section 301 – Luminaire, Signal and Sign Pole Structures dated December 2003 and related drawing drawings. Type L poles and signal arms designs shall be as per Ministry Material Standard drawings MS311.1 through MS311.5. Other poles, base adapters and luminaire arms shall be designed to meet the general requirements of drawing E1. All qualifications, material requirements, fabrication, welding, tolerances, galvanizing, inspection and welding noted in Section 301 shall apply unless other specified in this document.

8. Base Covers

Decorative cast base covers are required for all poles with the exception of Type L signal poles. Types L signal poles shall have plastic nut covers. Cast base covers shall be grade 356.1 cast aluminium. Bases covers shall be two sections, which shall bolt together via a stainless steel bolt. Covers shall be designed so they can be installed after the pole is installed. Base covers shall be smooth and free of burrs and defects and shall be powder coated to match the pole.

All base adaptors shall have an aluminium shroud, which shall wrap around the adaptor to hide anchor bolts and nuts. Shroud shall be designed to be installed after pole is installed.

9. Powder Coating

All powder coating shall be by White Powder Coating, Surrey, BC or Valmont Industries.

All poles, arms, base covers, adaptors and shrouds shall be supplied with a powder coat finish. Durability and long life are mandatory requirements for a powder finish product supplied for projects in the City of Richmond. Where the powder finish product fails to meet the requirements of these specifications and ultimately fails testing, it shall be replaced at no cost to the City and the new replacement product shall be supplied and installed immediately. The City intends to take a firm stance on suppliers who do not perform and produce the quality product required. Where a supplier does not meet the standards required, the City may choose to exclude that supplier from supplying product in the City.

The process listed in this specification is intended to set a uniform standard for the production of product. This information has been developed in consultation with the preferred powder product suppliers, DuraCoat Powder Manufacturing Inc. and Tiger Drylac Powder Coatings. The City takes no responsibility for a supplier's inability to produce product to meet the requirements of this standard. Where the applicator has an alternate process it must meet the approval of the City and must pass the tests noted in these specifications.

The supplier shall maintain a suitable quality control process, which shall apply from receipt of the pole or product to final shipping. The quality control process shall be documented and available for review upon request. The quality control system shall identify all steps and quality control checks, which shall be applied throughout the process. Each product or group of products produced in a production run shall have a unique run number, which shall identify the specific batch and type of powder used; the date the powder was applied; testing documentation and corrections made.

DuraCoat Powder Manufacturing Inc. or Tiger Drylac Powder Coatings shall supply the powder product. Alternate products must meet or exceed the DuraCoat or Tiger Drylac products specified and must meet the approval of the City. Submission requirements for alternate powder product shall generally consist of the following:

- Powder Properties;
- Curing Properties;
- Corrosion Protection Properties;
- Weather and UV Resistance Properties;
- Mechanical Properties;
- Independent Test Reports on Finished Product.

The base coat shall be DuraCoat Zinc Rich Epoxy Primer E-2024-2Z, Tiger Drylac Zinc Rich Epoxy Primer 69/90500-20.0 or approved alternate and the topcoat shall be DuraCoat Polyester TGIC EX Series, Tiger Drylac Series 49 or approved alternate.

Powder coat shall be RAL 7040. The powder colour shall be within 3 DE (*Deltas*) of the colour specified.

Prior to producing a powder finish product the supplier shall produce a copy of their Quality Control program and written confirmation they intend to follow these specifications. The supplier shall name their independent testing agency and this information shall be submitted to the City for his files. The application process shall be as follows:

- The pole or product shall be hot dip galvanized.
- Powder shall only be applied after the product is completely fabricated. No welding or bending shall take place after the powder is applied.
- The pole or product shall be thoroughly cleaned by brush blasting in accordance with SSPC-SP7. The brush blast shall maintain a minimum profile of 0.5 mils.

If brush blasting is done off site then the product shall be covered and shielded from any dirt or moisture during its return to the powder applicators facility. Where poles or products are not kept clean and dry or have any signs of flash rust they shall be returned for further brush blasting.

- Once at the applicators facility the pole or product shall be thoroughly cleaned and dried with an air gun. All hand marks or grease spots shall be cleaned with a mild solvent.
- After brush blasting the entire pole or product shall be pre-baked in an oven at 220 degrees C for at least 30 minutes to 1 hour, depending on steel thickness. The pre-baking must be done to prevent out-gassing during the curing cycle.
- The base powder coat shall then be applied electrostatically while the pole or product is cooling from the 220 degrees C pre-bake period to allow the powder to melt and fuse to the surface. The base coat shall be a minimum of 3 mils in thickness.
- After base coat is applied and set the topcoat shall be applied to a thickness of 3 to 5 mils. The pole or product shall be returned to the oven and heated to 190 to 220 degrees C (temperature shall not exceed pre-bake) for a minimum of 25 minutes, depending on steel thickness. Thicker product material may require longer bake cycles to fully cure. Upon removal of the pole or product from the oven it shall be left to rest until the pole or product is cool enough to the touch.
- Once the topcoat has cured and the poles or product cooled, they shall then be individually wrapped (min 4" overlapping method) with 1/8" foam wrap over the entire pole or product. The poles or product shall be bundled together and separated with suitable wood dunnage to avoid contact between the poles, product or other bundles. All bundles themselves shall be fully wrapped with foam and with stretch-wrap as noted above. The poles or products shall be handled and shipped with great care to prevent damage; damaged product will be cause for rejection of the item(s).

Each run of product in an oven shall have at least one sample tested for:

- Adhesion – The finished powder surface shall have minimum pull-off strength exceeding 1000 PSI as tested in accordance with ASTM D4541.
- Quality – The finished powder surface shall be free from any holidays as tested in accordance with ASTM D4541. The product shall also be free from wrinkles, orange peel, cracking, pinholes, fish eyes, blisters, etc by visual inspection.
- Colour – The colour shall be verified to be within 3 DE of specialized colour.

An independent firm such as Canspec Testing who are qualified to test powder finish shall do the testing at the supplier's expense. The result of tests shall be included in the suppliers QC documentation and shall be made available to the City or their representative upon request. A supplier who fails to test product as noted above will have their product rejected until the testing is completed and the product deemed acceptable by the testing agency.

Where the tested product fails on a given production run, then a minimum of 30% of the entire production run shall be tested. If no other failures are found then the individual failed product shall be stripped, reapplied and re-tested until it passes. If any of the 30% of product tested fails then the entire order shall be stripped, reapplied and retested until it passes. Field repairs shall be undertaken as required to fix any scratches or imperfections in the final finish if permitted by the Contract Administrator. Field repairs shall be done as follows:

- Feather the damaged area with sandpaper.
- Clean area with solvent.
- Let dry.
- Neatly brush on an application of Aliphatic Urethane Acrylic Semi-Gloss High Build applied at 2-4 mils DFT over the entire sanded and damaged area. The ambient conditions shall be dry and over 10 degrees C when the paint is applied.
- The pole supplier shall warranty the integrity of the surface for a minimum of 1 year from the date of installation. The warranty shall include all labor and materials required to provide replacement product if required. The powder finish shall be the responsibility of the pole supplier. The warranty shall apply to fading, blistering, cracking or chipping of the surface.

10. Tendered Amounts

The Tenderers tendered amounts shall be in Canadian dollars. Items and quantities are shown on the *Schedule of Quantities and Prices*. Due to the absence of detailed design for Section 2&3 and Section 1, Tenderers should note that the total Type L Pole Arm length (in meters) is given for those sections instead of the actual individual arm lengths required as provided for Section 1. However, the number of Type L Signal Pole is provided for Section 2&3 and Section 1 which gives the Supplier an indication of the number of Type L Pole Arms that will need to be manufactured (as well as an approximation of its average length which will change once detailed design is finalized).

11. Sequenced Pricing and Ordering

Upon award of contract, the successful bidder will receive a Purchase Order for the selected items for Section 4. The supplier shall invoice upon the City's acceptance and receipt of the goods at the designated shipping location.

On completion of the electrical design for Sections 2 & 3, the City will provide a list of poles, arms and adaptors to the successful bidder. The successful bidder shall in turn confirm a total price based on unit prices defined in this tender. Once the price is accepted by the City, the City will issue a Purchase Order for selected items for Sections 2 & 3. For Sections 2 & 3 the successful bidder shall invoice upon the City's acceptance and receipt of the goods at the designated shipping location.

Subject to the availability of funding for Section 1, the City will provide a list of poles, arms and adaptors to the supplier on completion of the electrical design. Similar to Sections 2& 3, the successful bidder shall in turn confirm a total price based on unit prices defined in this tender. Once the price is accepted by the City, the City will issue a Purchase Order for selected items for Section 1. For Section 1, the successful bidder shall invoice upon the City's acceptance and receipt of the goods at the designated shipping location.

Environmental Terms and Conditions of Contract

1.0 Environmental Policy Requirements

1.1 The City of Richmond's Environmental Purchasing Policy

The City of Richmond's Environmental Purchasing Policy states:

In order to increase the development and awareness of environmentally sound products and services, City of Richmond staff will review their contracts and tender specifications for goods and services, to ensure that wherever possible and economically feasible, specifications are amended to provide for consideration of environmental characteristics. Consideration may be given to those environmental products that are certified by an independent accredited organization.

The City of Richmond as a whole will endeavour to increase its use of products and services that are more responsible to the environment in the way they are made, used, transported, stored and packaged and disposed of. It is recognized that analysis is required in order to ensure that the products are made available at competitive prices, and that the environmental benefits provided by a product or service should not significantly affect the intended use of that product or service.

- 1.1.1 The City of Richmond reserves the right to request information from Tenderers that will demonstrate compliance to this environmental purchasing policy.
- 1.1.2 Tenderers are asked to supply information on environmentally preferable products and services that meet all specifications and performance requirements.
- 1.1.3 Placing the City of Richmond in breach of its environmental policy or environmental laws will result in the termination or suspension of an agreement, at the sole discretion of the City.

1.2 Environmental impacts in the life cycle of a product or service

- 1.2.1 Environmental purchasing involves considering the costs and environmental consequences of a product or service in all stages of its life cycle, including raw materials acquisition, production, manufacturing, packaging, distribution, operation, maintenance, reuse and disposal.
- 1.2.2 Independent certification programs such as Environmental Choice as well as an increasing number of manufacturers conduct life cycle assessments to answer the question, "What is the environmental burden of a product or service through all stages of its life cycle?" The City of Richmond is

interested in receiving, wherever available, life cycle information relevant to the products or services being considered.

1.3 Characteristics of environmentally preferable products

1.3.1 Environmentally preferable products and services have characteristics that include but are not limited to the following:

- Reduce waste and make efficient use of resources, including energy
- Are reusable or contain reusable parts
- Are recyclable
- Contain post-consumer recycled materials
- Produce fewer polluting by-products and/or safety hazards during manufacture, use or disposal, and
- Have a long service life and/or can be economically and effectively repaired or upgraded.
- Are certified by an independent accredited organization such as the Environmental Choice program

1.4 Packaging

1.4.1 As with products and services, the City of Richmond will endeavour to consider the environmental characteristics of a product's packaging.

1.4.2 The City prefers that suppliers minimize the amount of packaging used on products or that durable, long-lasting forms of reusable packaging be used. While packaging containing post-consumer recycled material or recyclable packaging is considered better than wasteful packaging, reduced or reusable packaging is preferred.

1.5 Environmental attributes of company

1.5.1 It is desirable that suppliers to the City of Richmond have an environmental policy statement approved at the executive level and implemented across the company.

1.5.2 Suppliers who have pursued environmental certification such as ISO 14001 should include this information with their bid. The ISO 14000 Series is a set of international standards for voluntary environmental management for both private and public organizations. It is designed to promote environmental compliance, ensure a commitment to pollution prevention, and foster continual improvement of environmental performance through efficient environmental management.

- 1.5.3 The City of Richmond strictly subscribes to an environmental policy that requires all suppliers to be in compliance with all environmental laws and regulations regarding the manufacture, processing, handling, provision, disposal and waste management of goods and services.

1.6 Environmental purchasing resources

- 1.6.1 The City of Richmond Environmental Purchasing Guide is available from the City of Richmond Web site at:

<http://www.richmond.ca/services/environment/policies/purchasing.htm>

General Conditions of the Contract

1. Definitions

The two parties to the contract/Purchase Order are the Contractor and the City, defined as follows:

The Contractor: The successful bidder for the work upon receipt of a purchase order and/or written acceptance of his Quotation from the City.

The City: City of Richmond.

Acceptance of the City of Richmond Purchase Order deems acceptance of all conditions of the Supply and Delivery Contract.

2. Contract Documents

Means and includes:

- Instructions to Tenderers;
- Tender Form;
- Schedule of Quantities and Unit Prices;
- Undertaking of Liability Insurance;
- List of Previous Contractors;
- List of Drawings;
- Specifications;
- Environmental Terms and Conditions of Contract;
- General Conditions of the Contract;
- Addenda, if any, and
- The purchase order.

3. Bonds

If required by the City and at the City's discretion and cost, the contractor / supplier will provide a supply bond, within fourteen (14) calendar days of the award of the Contract or the demand by the City or Construction Manager (whichever occurs first). The Contractor shall furnish a Supply Bond in the amount of fifty percent (50%) of the Contract Price, covering the faithful performance of the Contract including the requirements of Item 6 – Warranty, and including without limitations, corrections after completion provided for in Item 6, and payment of all obligations arising under the Contract.

For greater certainty, the Supply Bond shall cover the City in the event of the Contractor's Failure to faithfully perform the Contract, whether from bankruptcy or

General Conditions of the Contract (Cont'd)

otherwise, for all expenses incurred to properly complete the work, including reasonable legal fees and additional architectural or engineering fees, watchman services, heating, lighting and all similar expenses.

The aforesaid Supply Bond shall name the City of Richmond as the obligee, and shall be issued by the surety only after the Contractor has provided to the surety complete disclosure of all Terms and Conditions of the Contract, any amendments thereto, and all assignment agreements, if any, applicable to the Contract, and shall be duly executed by all parties thereto. The Contractor shall provide to the City, or cause to be provided to the City, such written confirmation as the City deems appropriate that the surety has received full disclosure of all material information and documents which may affect or impact upon the surety's obligations under the Supply Bond.

4. Responsibility For Supplies

The Contractor shall be responsible for the supplies covered by this contract until they are delivered at the designated delivery point, regardless of the point of inspection; and the contractor shall bear all risks of loss or damage to rejected supplies after notice of rejection.

5. Inspection

All supplies shall be subject to inspection and test by and shall meet the approval of the Manager of Purchasing and Risk and his decision shall be final and binding upon all parties.

In case any supplies or lots of supplies are defective in material or workmanship otherwise not in conformity with the specifications of the contract, the Manager of Purchasing and Risk shall have the right either to reject them or to require their correction.

Acceptance or rejection of the supplies shall be made as promptly as practicable after delivery, but failure to inspect and accept or reject supplies shall not relieve the contractor from responsibility for such supplies as are not in accordance with the specifications.

6. Warranty

Unless otherwise specified, the contractor warrants that in the manufacture of the supplies only the best workmanship and materials have been employed and if, within a period of one (1) year from the date of acceptance of the supplies by the City, such supplies or any portion thereof are found by the City to be defective or faulty due to imperfect or bad workmanship or material, the contractor agrees, to replace such defective supplies forthwith without expense to the City.

General Conditions of the Contract (Cont'd)**7. Payments**

The contractor shall be paid within 30 Days after the submission by the contractor of properly prepared invoices to the Accounts Payable Section for supplies delivered and accepted or services rendered and accepted. However, the City may withhold an amount equal to two times the value of goods or services not provided by the Contractor from any amounts owing to the Contractor.

8. Indemnification and Insurance

The Contractor will indemnify, hold and save harmless the City from and against all claims, losses, damages, costs, actions and other proceedings, made, sustained, brought or prosecuted in manner, based upon, occasioned by attributable to any injury, including death, property damage, infringement or damage arising from any act or omission of the Contractor, his employees, officers, volunteers, servants or agents or persons from whom the Contractor has assumed responsibility in the performance or purported performance of this agreement.

9. Liens

The Contractor shall fully indemnify the City from and against any and all liability or expenses by way of legal costs or otherwise in respect of any claim which may be made for a lien or charge at law or inequity or to any claim or liability under the Builders Lien Act, or to any attachment for debt, garnishee process, or otherwise.

10. Patent Fees

The Contractor shall pay all royalties and licence fees and shall save the City harmless from loss on account of suits or claims of infringement of patents in the doing of the work.

11. Default

- (a) The City may, by notice of default to the contractor, terminate the whole or any part of this contract if the contractor fails to make delivery of the supplies within the time specified, or to perform any other provisions of this contract.
- (b) In the event the City terminates this contract in whole or in part as provided in clause (a) the City may procure supplies or services similar to those so terminated, and the contractor shall be liable to the City for any excess costs for such similar supplies or services.

General Conditions of the Contract (Cont'd)

- (c) The contractor shall not be liable for any excess costs under clause (b) if failure to perform the contract arises by reason of strikes, lockouts, acts of God or acts of the City.

12. Taxes

Unless otherwise provided herein, the Contractor shall pay all government sales or excise taxes in force at the date of the Contract/Purchase Order, provided that any increase or decrease in such taxes shall increase or decrease the amount due under the Contract accordingly. Invoices must show the appropriate amounts for Goods and Services Taxes and Provincial Sales Taxes separately.

13. Laws

The laws of British Columbia shall govern the work.

14. Time

Time shall be the essence in this Contract.

15. Assignment

Neither party to the Contract shall assign the Contract without the written consent of the other.

16. Changes

The City may make changes to the Contract and time and value shall be adjusted accordingly, except for emergencies all changes shall be made by written order.

17. Notices

Any notice required to be given in this Contract shall be deemed to be duly given to the City if sent by registered mail addressed to the City's Purchasing and Risk Manager at "City Hall, 6911 No. 3 Road, Richmond, BC V6Y 2C1" and to the Contractor if sent by registered mail addressed to the Contractor at the address set forth in the Tender.



Note: Receipt of this completed form will assist us in calling for future bids. Please complete and submit this form prior to the closing date and time as shown on the Request for Tender/Proposal/Tender form.
Please remember to include Quotation/Proposal/Tender No. at right.

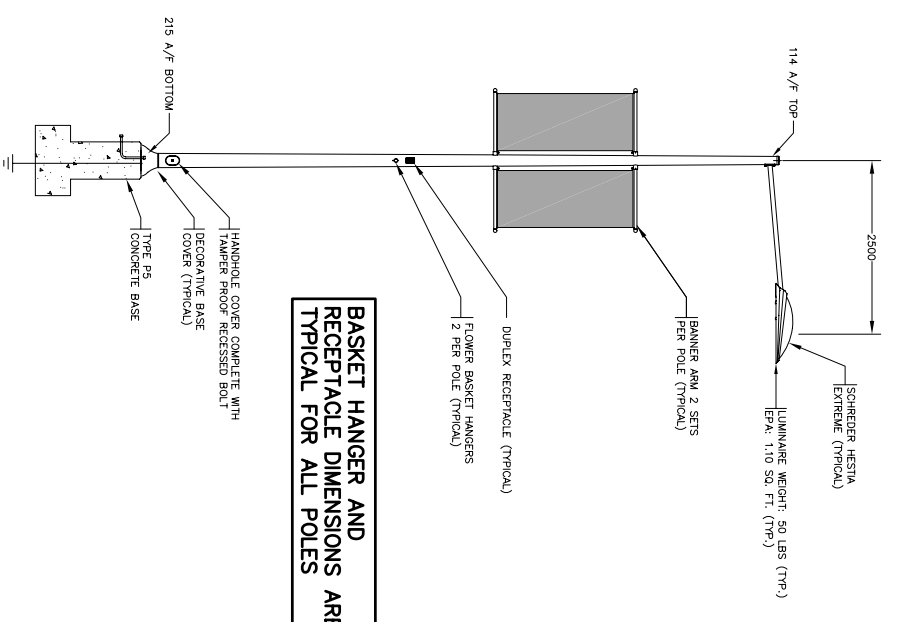
Quotation/Proposal/Tender No.

T.3148

A Quotation/Proposal/Tender is not being submitted for the following reason(s):

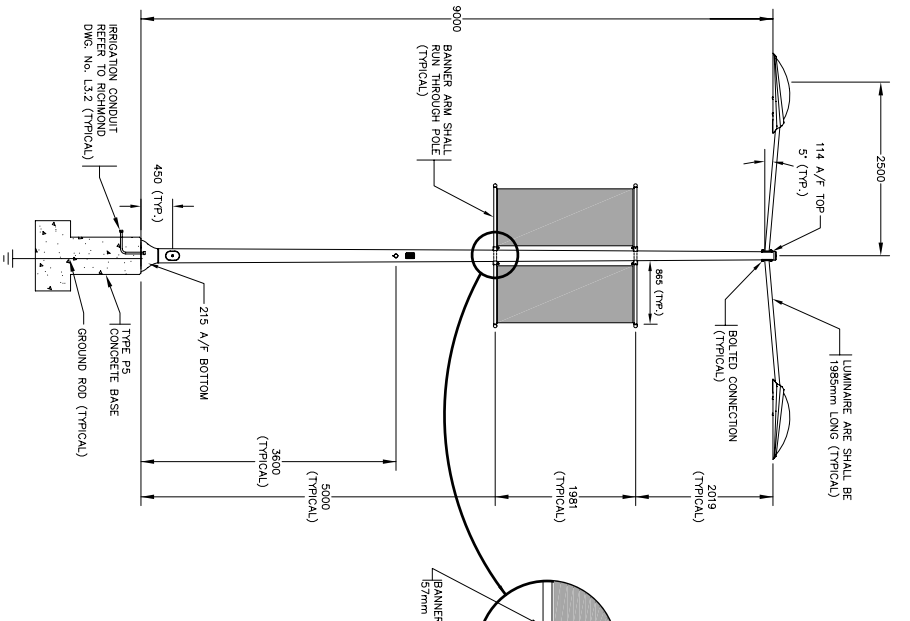
- | | |
|------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> We do not manufacture/supply the required goods/services | <input type="checkbox"/> Cannot obtain raw materials/goods in time to meet delivery requirements |
| <input type="checkbox"/> We do not manufacture/supply to stated specifications | <input type="checkbox"/> Cannot meet delivery requirements |
| <input type="checkbox"/> Specifications are not sufficiently defined | <input type="checkbox"/> Cannot quote/tender a firm price at this time |
| <input type="checkbox"/> Insufficient information to prepare quote/proposal/tender | <input type="checkbox"/> Insufficient time to prepare quote/tender. |
| <input type="checkbox"/> Quantity too small | <input type="checkbox"/> We are unable to competitively quote/tender at this time. |
| <input type="checkbox"/> Quantity too large | <input type="checkbox"/> We do not have facilities to handle this requirement |
| <input type="checkbox"/> Quantity beyond our production capacity | <input type="checkbox"/> Licensing restrictions (please explain) |
| <input type="checkbox"/> Cannot meet packaging requirements | <input type="checkbox"/> Agreements with distributors/dealers do not permit us to sell directly. |
| <input type="checkbox"/> Cannot handle due to present plant loading | <input type="checkbox"/> Other reasons or additional comments (please explain below) |

I / We wish to quote / tender on similar goods / services in future <input type="checkbox"/> Yes <input type="checkbox"/> No	Authorized Company Official – Signature and Title	Date
This space for City of Richmond Comments	Firm Name	
	Address	
	City	
	Province Postal Code	
	Telephone Number	

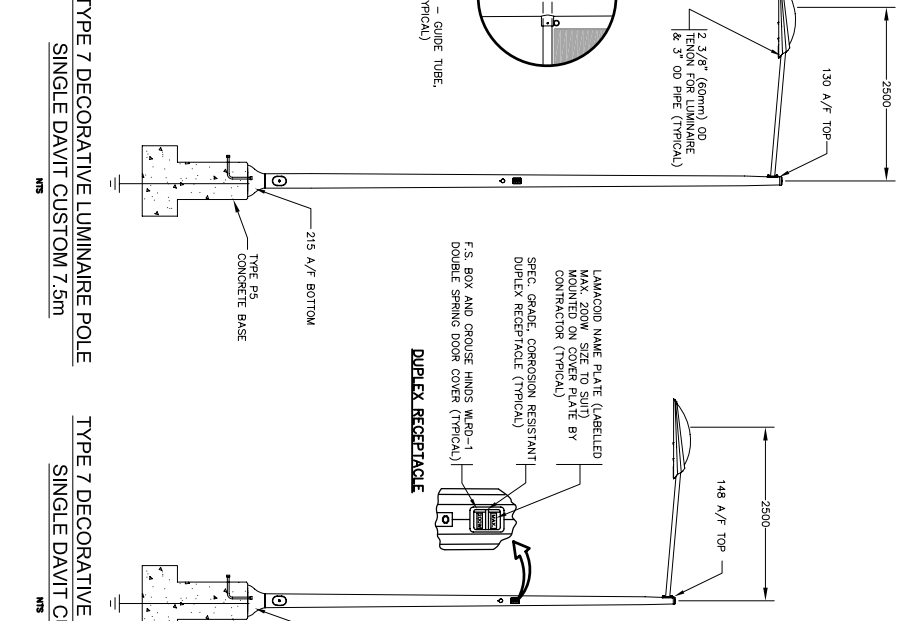


BASKET HANGER AND RECEPTACLE DIMENSIONS ARE TYPICAL FOR ALL POLES

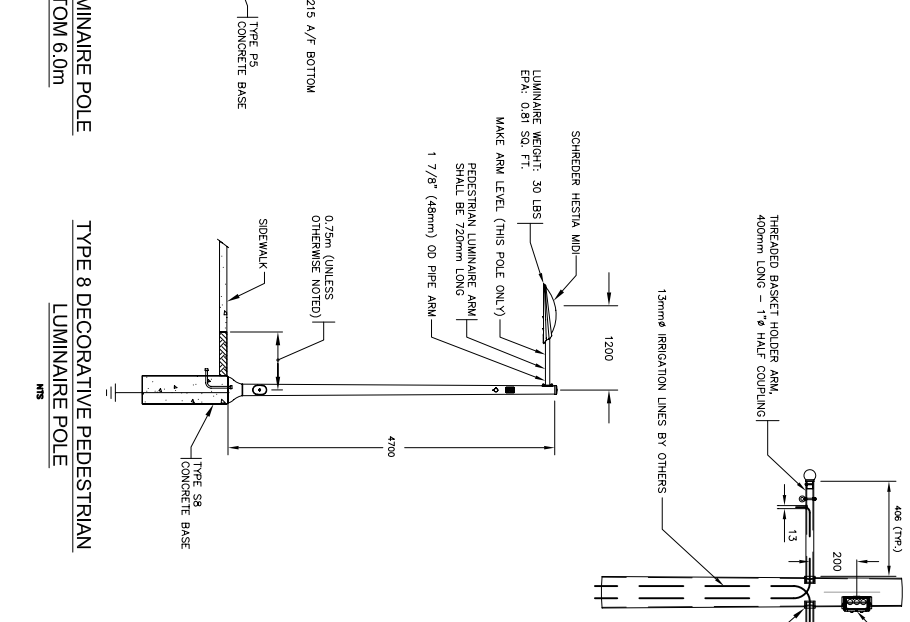
TYPE 7 DECORATIVE LUMINAIRE POLE SINGLE DAVIT



TYPE 7 DECORATIVE LUMINAIRE POLE DOUBLE DAVIT



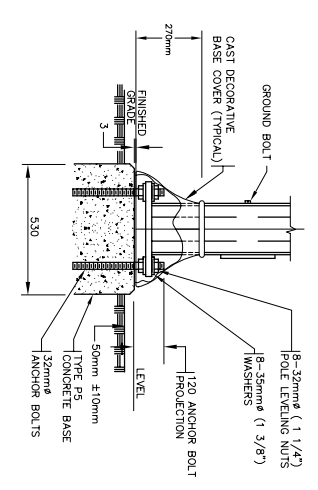
TYPE 7 DECORATIVE LUMINAIRE POLE SINGLE DAVIT CUSTOM 7.5m



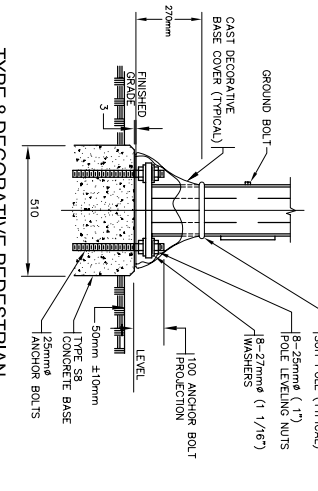
TYPE 7 DECORATIVE LUMINAIRE POLE SINGLE DAVIT CUSTOM 6.0m



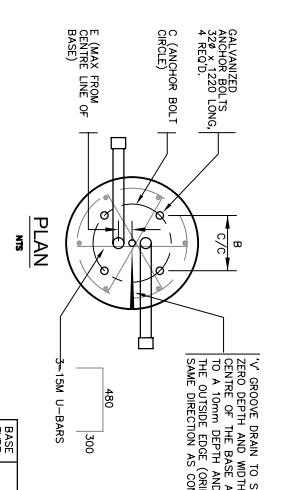
TYPE 8 DECORATIVE PEDESTRIAN LUMINAIRE POLE



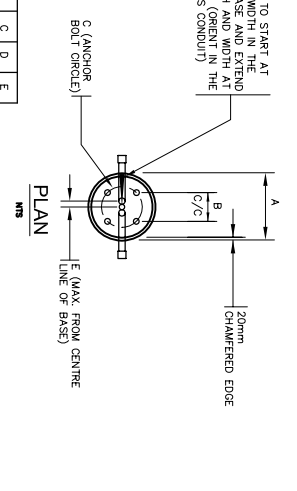
TYPE 7 DECORATIVE LUMINAIRE POLE



TYPE 8 DECORATIVE PEDESTRIAN LUMINAIRE POLE



PLAN



PLAN

BASE TYPE	POLE TYPE	A	B	C	D	E
98	TYPE 8 DECORATIVE PEDESTRIAN LUMINAIRE POLE	510	197	279	100	40
95	TYPE 7 DECORATIVE LUMINAIRE POLE	530	208	292	120	40

B.C. GAS SERVICES

THE DEVELOPER OR CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING EXISTING LOCATION OF GAS SERVICE LINES, AND WHERE NECESSARY ADVANCE FOR THEIR RELOCATION IN ORDER TO FACILITATE INSTALLATION OF THE WORKS SHOWN ON THESE PLANS. A LIST OF SERVICE LINE LOCATIONS MAY BE OBTAINED FROM:

B.C. 1 CALL
TELEPHONE: 1-800-471-4999
CELLULAR: 9888

NOTE - B.C. GAS REQUIRES 10 DAYS NOTICE PRIOR TO THE COMMENCEMENT OF ANY WORK.

BENCHMARK

ALL ELEVATIONS ARE TO GEODETIC DATUM AND REFER TO RICHMOND BENCHMARK NUMBER:

PROPERTY ACQUISITION _____
UTILITY ACQUISITION _____
ROAD CONSTRUCTION _____
STORM SEWER INSTALLATION _____
WATERMAIN INSTALLATION _____
ORIENTATIONAL STREET LIGHTING _____
TRAFFIC SIGNALS _____
SMALLER SEWER INSTALLATION _____
OTHER _____

NOTE - PROVE LOCATION OF ALL UTILITIES / SERVICES BEFORE STARTING CONSTRUCTION.

REFERENCE DRAWINGS

A1 _____
P1 _____
C1 _____
L1 _____
W1 _____
T1 _____
E1 _____

DMD & Associates Ltd.
#12-17538 104A Avenue, Surrey, BC, Canada V4N 5K3
www.dmdinc.com
604-688-8010
dmd@dmdinc.com
604-688-8012
DMD PROJECT NO. 2024-07-09 of 10

City of Richmond
6911 NO. 3 ROAD RICHMOND, B.C. V6Y 2C1

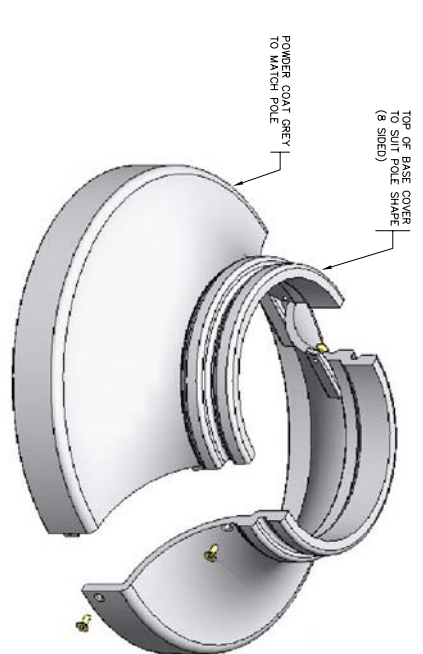
TITLE: POLE ELEVATIONS AND DETAILS

**NO. 3 ROAD
CAMBIE STREET TO
SEA ISLAND WAY**

DWG. NO. E1

DESIGN: N.A.
CHECKED: D.J.M.
DATE: 2007-08-31

SCALE: 1:200
DATE: 2007-08-31
DRAWN: M.E.
CHECKED: D.J.M.
DATE: 9 OF 10



DECORATIVE CASTING

ALL DIMENSION ARE FOR BID AND SHALL BE CONFIRMED BY THE POLE SUPPLIER

SEE E2 FOR NOTES

CITY OF RICHMOND

**Contract No. T.3148
Supply and Delivery of STREET LIGHTING AND TRAFFIC SIGNAL
POLES FOR NO. 3 ROAD RESTORATION**

Addendum No. 01

Date: January 02, 2008

Tenderers are advised that Addendum No. 01 to Contract T.3148 is hereby issued by the City of Richmond.

Tenderers shall:

1. Sign this copy of the Addendum and return within 24 hours to the City of Richmond by facsimile (604-276-4277) or e-mail DTyler@richmond.ca.
2. Take into account the content of this Addendum in the preparation of the tender.

ACKNOWLEDGMENT

Addendum No. 01, two (2) pages in total received,
And content noted.

(Signature)

Position: _____

Firm Name: _____

Contract No. T.3148
Supply and Delivery of STREET LIGHTING AND TRAFFIC SIGNAL
POLES FOR NO. 3 ROAD RESTORATION

ADDENDUM No. 01

This addendum forms part of the Contract Documents and shall be read, interpreted and coordinated with all other parts. The costs of all work contained herein shall be included in the Contract Price. The following revisions supercede the information contained in the original Contract Document to the extent referenced and shall become part thereof.

This addendum contains two (2) pages in total consisting of the following:

- 1 page that acknowledges receipt of this addendum;
- 1 page describing the text or drawing amendments relating to Addendum No. 01;

1. SPECIFICATIONS

9. Powder Coating, page 13 delete in its entirety the first sentence containing the following “All powder coating shall be by White Powder Coating, Surrey, BC or Valmont Industries.” and replace with the following “All powder coating shall be by an experienced powder coating company in accordance to the specifications contained herein.”

End Addendum No. 01