

City of Coquitlam

Request for Proposals

RFP No. 18-03-03

Synthetic Turf Replacement at
Fridge Field Town Centre Park

Issue Date: May 14, 2018

Summary of Key Information

RFP Reference	RFP No. 18-03-03 Synthetic Turf Replacement at Fridge Field Town Centre Park
Overview of the Opportunity	The purpose of this RFP is to invite proposals from qualified firms to remove the existing synthetic turf, supply and install new infilled synthetic turf and associated work on one field and a warm-up area at Fridge Field Town Centre Park.
Questions	Questions are to be submitted in writing quoting the RFP number and name sent to email: bid@coquitlam.ca
Closing Date and Time	2:00 pm local time Tuesday, May 29, 2018
Non-mandatory Site Visit	Tuesday May 22, 2018 at 10:00am
Instructions for Proposal Submission	Proposals are to be consolidated into one PDF file and uploaded electronically through QFile, the City's file transfer service accessed at qfile.coquitlam.ca/bid <ol style="list-style-type: none"> 1. In the "Subject Field" enter: RFP Number and Name 2. Add files in .pdf format and Send (Ensure your web browser remains open until you receive 2 emails from Qfile to confirm receipt.) Phone 604-927-3060 should assistance be required.

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DEFINITIONS

“Contract” means the *CCDC 2-2008 Stipulated Price Contract Between Owner and Contractor, as amended by City of Coquitlam’s Supplementary General Conditions to the CCDC2-2008* and City Purchase Order that will be issued to formalize with the successful Proponent through negotiation process with the City based on the proposal submitted and will incorporate by reference the Request for Proposals, Specifications, Drawings, any additional subsequent information, any addenda issued, the Proponent’s response and acceptance by the City.

“City” means City of Coquitlam.

“City Project Manager” means the City staff members appointed by the City who will act on its behalf with respect to duties and authorities as outlined in this RFP.

“Consultant” means the person(s) firm(s) or corporation(s) appointed by the City to carry out all duties, obligations, work and services outlined in this Request for Proposals and all associated documentation, which may also include mutually agreed revisions subsequent to submission of a Proposal. Both “Consultant” and “Proponent” are complementary in terms of duties, obligations and responsibilities contemplated at the Request for Proposals stage, through evaluation process, execution and performance of the services and works.

“Contract Administrator” means the Consultant’s representative who will act on its behalf with respect to duties and authorities, who will liaise with the City for the duration of the project as outlined in this RFP.

“Contractor” means the person(s) firm(s) or corporation(s) appointed by the City to carry out all duties, obligations, work and services described in the Request for Proposal and all associated documentation, which may also include mutually agreed revisions subsequent to submission of a Proposal. Both “Contractor” and “Proponent” are complementary in terms of duties, obligations and responsibilities contemplated at the Request for Proposals stage, through evaluation process, execution and performance of the services and works.

“Proponent” means responder to this Request for Proposals.

“Proposal” means the submission by the Proponent.

“Provide” means to supply and install, including delivery to site and all associated **“Work”**, permits, and commissioning.

“RFP” “Request for Proposals” shall mean and include the complete set of documents, specifications, drawings and addenda incorporated herein, and included in this Request for Proposals.

“Services” means and includes the provision by the successful Proponent of all services, duties and expectations as further described in this RFP.

“Supply” shall mean supply, deliver and pay for all associated costs to have the equipment offloaded and placed onsite.

“Shall” “Must” “Will” “Mandatory” means a requirement that must be met.

“Work” “Works” shall unless the context otherwise requires, mean the whole of the work, tools, materials, labour, equipment, travel, and all that is required to be done, furnished and performed by the Contractor.

1. INSTRUCTIONS TO PROPONENTS

1.1. Request for Proposals

The City of Coquitlam (“City”) requests Proposals from qualified experienced companies to remove and replace an existing infilled synthetic turf system on one field and warm-up area. The approximate turfed areas of the main field and warm-up area are 9,850 m² and 1,150 m² respectively. The services also includes recycling of the removed turf and infill, turf system warranty, miscellaneous fence modifications, and all other work included on the project drawings, specifications and as may be further described herein in these RFP documents (“Work”).

Note that a shock pad is not required. The existing elastic layer under the current synthetic surfacing is considered to be suitable for the new turf system.

The work site is located at Fridge Field, Town Centre Park, 1299 Pinetree Way, Coquitlam, BC, Canada.

Legal Description: Lot 33 District Lot 361 New Westminster District Plan 46751

Parcel Identifier: 006-115-241

Local Address: 1299 Pinetree Way, Coquitlam, BC

For eligibility, Proponents shall have:

- Minimum of 5 years of specialized experience in Synthetic Turf and Shock & Drainage Pad supply and installation.
- Qualified technical specialists and skilled trades personnel directly involved with prior installations referenced.

For further details regarding the Scope of Work, **also refer to:**

- Appendix C – Technical Performance Specifications
- Appendix D – Drawings
- Appendix E – Form of Warranty

1.2. Obtaining RFP Documents

RFP Documents and Drawings are available for downloading from the City of Coquitlam’s website: www.coquitlam.ca/BidOpportunities

Printing of RFP documents and drawings is the sole responsibility of the Proponents.

1.3. Project Timelines

The successful Contractor will commence work approximately **June 12, 2018** and be substantially complete on or before **August 31, 2018**.

Final acceptance and commissioning is to be completed by **September 8, 2018**.

1.4. Consent of Surety and Bonding

1. The Proponent shall submit with its Proposal a copy of an original Consent of Surety to verify that, upon award of the Contract, the 50% Performance Bond and 50% Labour and Material Payment Bond will be provided pursuant to the Contract, will be issued by a Surety company licensed to transact the business of a surety in the Province of British Columbia.
2. Proponents shall include in their Proposal Price, the cost of a 50% Performance Bond and 50% Labour and Material Payment Bond.
3. The Bonds shall remain with the City until the acceptable correction of defects due to faulty materials or workmanship which may appear within a period of one year from the date of acceptance of the Work by the City. The Performance Bond will cover all expenses incurred in the event of, or as the result of, the Contractor's default.
4. Also refer to CCDC 2-2008 and Supplementary Conditions.
5. A bid bond is not required to be submitted with the Proposal Submission.

1.5. Anticipated Project Timeline

RFP Closing May 29, 2018
Contract Award June 12, 2018 or sooner
Place Turf Order June 21, 2018 or sooner
Construction Start July 16, 2018
Construction Substantial Completion..... **August 31, 2018**

Time is of the essence.

1.6. RFP Closing Date & Time

Proposals will be received by the City of Coquitlam on or before 2:00 pm (local time):

Tuesday May 29, 2018

1.7. Instructions for Proposal Submission

Proposal submissions are to be consolidated into one PDF file and uploaded electronically through Qfile, the City's file transfer service accessed at website:

<http://qfile.coquitlam.ca/bid>

1. in the "Subject" field enter: RFP Number and Name
2. Add file in PDF format and Send (ensure your web browser remains open until you receive 2 emails from Qfile to confirm upload is complete)

Proposals submitted shall be deemed to be successfully received when displayed as new email in the in-box of the City email address. The City will not be liable for any delay for any reason including technological delays, or issues by either party's network or email program, and the City will not be liable for any damages associated with Proposals not received.

The City reserves the right to accept Proposals received after the closing date and time but is under no obligation to evaluate.

Proposals will not be opened in public.

1.8. Withdrawal of Proposals

Proponents may be withdrawn by written notice only, made by an authorized representative of the Proponent sent to email: bid@coquitlam.ca prior to the time set as Closing Date and time for receiving Proposals.

1.9. Inquiries

Questions are to be submitted in writing within 3 business days prior to the closing date quoting the RFP name and number sent to email: bid@coquitlam.ca

1.10. Addenda

Proponents are required to check the City's website for any updated information and Addenda issued before the Closing Date at the following website address:

www.coquitlam.ca/BidOpportunities

1.11. Rules for Participation

Proponents are advised that the rules for participation that will apply to this RFP are posted on the City's website: [Instructions to Proponents](#)

By submission of a Proposal, the Proponent agrees and accepts the rules by which the bid process will be conducted.

1.12. Prices

Prices shall be all-inclusive and stated in (Canadian Funds). Prices shall remain **FIRM** for the completion of the *Services* and *Work*.

By submitting a Proposal the Proponent implicitly declares that this Proposal is made without any connection, knowledge, comparison of figures, or arrangement with any other person or persons making a Proposal for the same goods and services, and is in all respects fair and without collusion or fraud

Proponents are to submit prices for the entire scope of work including all design, fabrication, plant, labour, tools, equipment, materials, travel, transportation, customs clearance, duties, deliveries, including all components and any ancillary items necessary to complete the project to be fully operational to the satisfaction of the City.

Delivery of all the materials and equipment shall be included in the price freight prepaid FOB: to the City project site location.

1.13. Examination of Proposal Documents and Work Sites

The Proponent must carefully examine the Proposal Documents and worksite(s). The Proponent may not claim, after the submission of a Proposal, that there was any misunderstanding with respect to the requirements and conditions imposed by the City of Coquitlam.

There will be no opportunity to make any additional claim for compensation or invoice for additional charges that were not considered and included in the Proposal price submitted, unless the City, at its sole discretion, deems that it would be unreasonable to do so, or there are additional work requirements due to unforeseen circumstances.

It shall be the responsibility of the Proponent, by personal inspection of the site of the works, examination of the contract documents, calculations, tests, and by requesting any required clarifications from the Consultant, to become satisfied with respect to the quantities, quality, and practicability of the work. The Proponent must be aware that any information from the Consultant was and is approximate and speculative only and cannot in any manner be warranted or guaranteed. If the Proponent fails to make a proper investigation and examination of the site and the work they shall signify by entering into the contract that they are willing to assume all risk of the work proving more onerous than was contemplated and/or assumed when the contract was signed.

1.14. Sub-Contractors

The use of sub-contractors is acceptable providing they are fully identified in the proposal and realize the conditions of this document will apply to all contractors named.

Joint submissions must identify a prime Proponent who assumes responsibility for the Proposal as well as for the professional standards, actions and performance for all Proponents, if awarded the work.

1.15. Evaluation Criteria

The evaluation of the Proposals may include any criteria that becomes evident during the evaluation process including, but is not limited to:

Mandatory Criteria – Pass / Fail

A copy of an original Consent of Surety must be submitted with the Proposal to confirm the successful proponent will provide a 50% Performance Bond and a 50% Labour & Materials Bond at time of award.

Rated Criteria (100 Points)

Proposals will be evaluated and score based on the quality of the responses to the requirements outlined in the Proposal Submission documents. Refer to Proposal Submission Documents for details.

.1 Corporate Experience and Resources – 30 points

- .1 Company experience
- .2 Superintendent's experience
- .3 Demonstrated performance and successful completion on recent projects of similar size, scope and complexity.
- .4 Minimum of 5 years of specialized experience in Synthetic Turf and Shock & Drainage Pad supply and installation.
- .5 Qualified technical specialists and skilled trades personnel directly involved with prior installations referenced.

.2 Technical – Project Management – 20 points

- .1 Methodology; Delivery, set-up and execution of the work
- .2 Disposal and Reuse
- .3 Quality Assurance and Quality Control
- .4 Risk Mitigation
- .5 Schedule and Completion Date

.3 Technical – Turf Performance Factors – 20 points

- .1 Refer to attached Performance Specifications

.4 Financial – 30 points

- .1 Total Lump Sum Price
- .2 Life Cycle costs; maintenance, repair & replacement

.5 Value Added – 10 points (additional points)

- .1 Value added benefits
- .2 Sustainable benefits

And, upon selection of one or more lead proponent(s):

- References may be contacted that demonstrate successful completion of projects even those not specifically referenced and including those in the City of Coquitlam – **10 points**
- Interviews may be conducted
- Verify WorkSafeBC, insurance and Prime Contractor designation

The City reserves the right to check references on other projects even if they are not listed. Information obtained from references will be confidential and will not be discussed or disclosed to any Proponents.

These criteria will be used to determine best overall value to the City as well as any other criteria that may become evident during the evaluation process.

The City may, at its discretion, request clarification or additional information from a Proponent with respect to any Proposal and the City may make such requests to only selected Proponents. The City may consider such clarifications or additional information in evaluating a proposal.

Incomplete Proposals or Proposals submitted on forms other than the Proposal Form may be rejected.

By submission of a Proposal, Proponents agree the City may disclose names of proponents and total price proposed. However, no unit prices, rates or scores will be provided to any Proponents.

1.16. Negotiation

The City reserves the right, prior to contract award, to negotiate changes to the scope of the services or to the contract documents (including pricing to meet budget) with the proponent or any one or more proponents, proposing the “best value” without having any duty to advise any other proponent or to allow them to vary their proposal as a result of changes to the scope of the services or to the contract documents; and the City may enter into a changed or different contract with the proponent(s) proposing the “best value”, without liability to proponents who are not awarded the contract.

1.17. Acceptance of Proposals

Proposal responses or notations which provides for a condition of sale or any other attachment which alters the conditions or specifications, or makes it subordinate, may be cause for rejection, at the option of the City.

The City reserves the right to waive formalities in, accept or reject any or all Proposals, cancel this RFP, or accept the Proposal deemed most favourable in the interest of the

City. The lowest Proposal may not necessarily be accepted, rather will be analyzed to determine best overall value to the City.

The City reserves the right to cancel this RFP at any time without recourse by the Proponent. The City has the right to not award this work for any reason including choosing to complete the work with the City's own forces.

No alterations, amendments or additional information will be accepted after the closing date and time unless invited by the City.

Should a Proposal be accepted, a purchase order will be issued for the provision of these services. Contract documents will be utilized to document the agreement fully and completely.

1.18. Notification of Award

The City will notify the successful Proponent ("Contractor") in writing of its decision to award the services by Letter of Intent to Award.

The City will utilize a ***CCDC 2- 2008 Agreement between Owner and Contractor*** as amended by the City of Coquitlam Supplementary General Conditions to formalize the contract between the City and the Contractor.

All information in this RFP Document, Drawings, Specifications, Site Visit and Investigation, and any Addenda will be incorporated into any Contract between the City and the successful Proponent, and therefore must be considered by the Proponent in preparing their Proposal.

2. SCOPE OF SERVICES

2.1. Project Scope

The successful Proponent (“Contractor”) will provide installation and warranting of all materials and products, including all taxes, necessary permits, labour, superintendent, equipment, temporary power, transportation, lighting, plant, and tools related to the construction of the work as herein specified and shown on the drawings and as outlined in the Specifications.

The synthetic turf surfacing system and related work included in this Contract is to be as specified in this RFP, including, but not specifically limited to, the following:

- .1 Design, manufacture and install a new multi-use synthetic turf surfacing system to accommodate in the order of three thousand (3,000) hours of organized sport related use per year.
- .2 The synthetic turf system shall be designed to meet the minimum performance testing requirements outlined in the Specifications. A portion of the technical requirements include meeting the minimum *FIFA Quality Performance Standards*. Note that proof of FIFA Licensure and ability to attain post construction FIFA certification will be required as part of this RFP.
- .3 Review and acceptance of the existing elastic layer as it applies to installation of the turf system and the Warranty.
- .4 Supply and installation of a complete synthetic turf surfacing system including the synthetic turf, all infill material, and other items described in the Specifications and as shown on the Project Drawings. The total surface area of the new synthetic surface for the main field and warm-up area are 9,850 m² and 1,150 m², respectively (total of 10,000 square metres). This area refers to the finished surface area of the turf (as measured at the face of the concrete edge anchor) and does not account for any additional material required for either joining seams, inlaying lines and markings or anchoring the turf around the edges of the fields. The amount quoted will apply provided the actual total surface area of the synthetic turf field at completion is within 1% (one percent) of the field area as described above.
- .5 Removal and recycling of the removed turf and infill at an approved facility.
- .6 Construction of miscellaneous fence modifications.

- .7 Installation and final survey of all tufted in and inlaid (as applicable) field sport lines and markings in accordance with the Specifications.
- .8 Provide extra turf materials to the City for future repair and protective purposes as described in the Specifications.
- .9 Provide maintenance and operating manual (in electronic format) on a compact disk, as described in the Specifications.
- .10 Hire an independent testing agency approved by the City to complete all laboratory testing in accordance with the Specifications.
- .11 Hire an independent testing agency approved by the City to complete G-Max. testing in accordance with ASTM F355 Procedure A.
- .12 Provide one (1) four (4) hour (minimum) workshop for City staff for the purposes of routine maintenance training and instruction on minor turf repairs. The workshop will be held at a location provided by the City on a date and time determined by the City. The Contractor will supply any equipment needed for the workshop and will also provide at least one experienced synthetic turf installer to demonstrate proper turf repair methods. Efforts will be made to accommodate any reasonable requests of the Contractor with respect to scheduling of the workshop.
- .13 Provide full replacement minimum eight year Warranty in accordance with the requirements of the Warranty section (Appendix B1) of this document.

Refer to Part B for the minimum performance Specifications and Warranty requirements.

2.2. General Requirements

- .1 The Contractor shall be deemed to be the Prime Contractor that is absolutely responsible for having the site secured in accordance with WorkSafeBC regulations.
- .2 The Contractor shall remove the existing synthetic turf sport field and warm-up area, and install a new synthetic turf sports field and warm-up area, located at Fridge Field in Town Centre Park, 1299 Pinetree Way, Coquitlam, BC.
- .3 For the purpose of WorkSafeBC, the Contractor will be deemed to be the “Prime Contractor” for the area within the Limits of Construction of the project.

- .4 The Contractor shall ensure that they are qualified and experienced and have the necessary resources for the successful completion of the work including any amendments as they may occur during the execution of the work.
- .5 All work pertaining to this contract and F.O.B. point shall be located on the playfield area of Fridge Field at Town Centre Park Coquitlam, British Columbia, Canada. The Contractor is to make themselves aware of site access routes.
- .6 Deliver and store the products in the original manufacturer's packaging with labels intact and store the products where they will be protected from damage, theft, and vandalism. The Contractor is to become familiar with the site and the potential staging areas for materials and equipment.
- .7 Include all general condition items including maintaining a safe and secured construction site.
- .8 The Contractor must obtain and pay for all necessary permits to complete the work, including, but not exclusive to, licenses, Truck Route Exemption Permit, taxes, duties, labor documents, and local construction permits that are required to complete the work.
- .9 Testing of materials and assemblies including performance testing of completed works. Contractor will be responsible for all testing including costs required as per the specifications and drawings. The contractor will be required to submit all test results to the consultant.
- .10 Non Toxic Certification: - Certify all materials shall be non-toxic, lead free and free of heavy metals.
- .11 Test evidence including formal submission to authorities having jurisdiction as required.
- .12 Environmental policy, methods and maintenance statements.

2.3. Critical Project Timelines

The Contractor will commence work approximately **June 11, 2018** and be substantially complete on or before **August 31, 2018**.

Final acceptance and commissioning is to be completed by **September 14, 2018**.

The Contractor will be required to provide a 'Gantt Chart' Schedule in a MS Project format prior to the start of construction. Subsequently, the Contractor is to provide an updated construction schedule with each progress claim.

The Contractor shall provide a two (2) week “look ahead” construction schedule based upon the current monthly updated schedule as approved at the bi- weekly site progress meetings and that identifies the daily planned activities for that period. If, in the opinion of the Consultant and the City Project Manager, the Contractor falls behind the approved schedule, the Contractor shall take steps necessary to improve its progress, including those that may be required by the Consultant, without additional cost to the City. In this circumstance, the Consultant and the City may require the Contractor to provide a recovery plan, and to submit for approval any supplementary schedule or schedules in chart form, as the Consultant deems necessary to demonstrate how the approved rate of progress will be regained.

2.4. Equipment, Materials and Workmanship

Contractor equipment, materials, tools and workmanship shall comply with all applicable current codes, standards, regulations and statutes pertaining to the services.

Equipment must be in good mechanical repair and not require excessive maintenance or create excessive down time that jeopardizes the Contractors ability to provide the services agreed to.

All Work shall be performed by skilled, qualified, and experienced trades personnel.

All workmanship and materials will be subject at any time to the inspection and approval of the Consultant and the City.

The Contractor and persons hired by it to perform the Work shall at all times be properly attired and shall be courteous to the public and perform the work in a manner that minimizes any inconvenience or nuisance to the public.

2.5. WorkSafeBC

For the purpose of WorkSafeBC, the Contractor will be deemed to be the “Prime Contractor” for the area within the Limits of Construction of this project.

All work shall be performed in strict accordance with the Workers Compensation Act and WorkSafeBC Occupational Health and Safety Regulation, and in accordance with all other applicable policies, guidelines and standards from authorities having jurisdiction.

2.6. Precedence of Dimensions and Specifications

Figure dimensions of a drawing shall take precedence over measurements scaled from the drawing and large-scale drawings take precedence over those of a smaller scale. Supplementary drawings and specifications supersede their antecedents. Addenda drawings take precedent over all drawings. Addenda specifications take precedent over

all specifications. In case of conflict between figured dimensions on a drawing and the dimensions of a specified product, the dimensions of the specified product will govern. The drawings and specifications complement each other and anything called for by one will be as binding as if called for by both.

2.7. Permits

Refer to 2.2.8

2.8. Utilities and Services

All utilities and/or other temporary services required by the Contractor shall be the sole responsibility of the Contractor.

2.9. Site Control and Organization

The Contractor shall at all times be responsible for maintaining safety zones around the worksite with safety barricades and signage to protect workers, City Staff and Public.

The Contractor is to use barriers and signage as required, to create safe detours around the construction zone, as required. When unsafe, or not practical to create safe detours, the contractor is to use barriers and signage at all egress points, to close the access to the public. (I.e. during work hours while work zone is not safe to pass)

The Contractor shall at all times keep the site secure, safe, clean and orderly as the Work allows, with the removal of trash and debris daily.

2.10. Site Meetings

Site progress meetings will be scheduled by the Consultant in a by-weekly basis or as deemed necessary depending on the progress of the work. Meeting minutes will be documented and to be distributed by the consultant on record not later than three working days from the date of the meeting.

The Contractor shall attend regular site progress meetings including safety meetings. The Contractor agrees to attend in person or send authorized representatives to any such meetings which may be called for by the Consultant and the City.

2.11. Rectify Damages

The Contractor shall make good any damage or spillage to adjacent buildings, areas, grounds, or vehicles at no cost to the City and leave the site in the same state as it was prior to commencement of the Work and to the satisfaction of the City. All Work shall be carried out so as to ensure the minimum interference with normal use of public

spaces and facilities. The Contractor shall be responsible to pay the full cost of any repairs for all damage to existing structures, etc. if caused by the Contractor during the contract period.

Damage to landscape and infrastructure shall be reported promptly.

2.12. Rejected Work

Defective Work, whether the result of poor workmanship, use of defective products or damage through carelessness or other act or omission of the Contractor, shall be rectified at the Contractor's expense.

2.13. Underground Services, Utilities and other Structures and Services

The Contractor is responsible to contact BC One-call to determine the exact location of all existing site utilities and services.

The Contractor is directed to make special enquiry of the authorities, companies, Municipalities, individuals owning or operating all underground pipes, conduits, cables, tracks and other structures and services, and to determine their character and locations and verify the accuracy of the information obtained.

The City of Coquitlam does not ensure the accuracy of such information and that any such information shown on the Drawings is furnished as the best available, and is to be interpreted as the qualified Contractor deems appropriate. The City disclaims all responsibility for its accuracy or sufficiency.

2.14. Environmental Protection

The Contractor shall be responsible to take all necessary measures to comply with requirements of the Federal and Provincial Environmental Protection Agencies and Municipal Acts and Bylaws in respect to air, earth and water pollution.

2.15. Protection of Public

The Contractor shall take adequate measures to protect the public, City staff, and all others on site from injury, damage, or other loss resulting from maintenance operations and related activities.

The Contractor shall promptly report to the City any safety incidents as they occur.

2.16. Hours of Work

The Contractor shall carry out the work during normal working hours, and in compliance with the City's Noise Bylaw.

Work hours may be extended by issue of a City permit.

2.17. Schedule of Payments

- .1 A Purchase Order (the "PO") for the services will be issued to the successful Contractor based on the proposal submitted and as finally negotiated. Invoice amount in excess of the PO will not be accepted. If projected costs exceed the original PO then a formal request to extend the PO amount must be submitted as a written proposal for additional services and subsequently approved by the City's Project Manager.

Invoicing

Contractor is required to forward to the Consultant and City's Project Manager a draft copy of the invoice & Schedule of Values for review five (5) business days **prior to** formal submission to the City.

Invoices must be prepared on a monthly basis and are to be sent in PDF format sent to email: apinvoices@coquitlam.ca Attention: Accounts Payable, and must indicate the PO number, the project name, Consultant and the City's Project Manager. The Project Manager is to be copied on the email distribution.

Payments

Payments will be made in portions of the fixed lump sum price based upon satisfactory completion of a portion of each of the project deliverables as determined by the City.

Payments to the Contractor for work performed under the Contract will be made in accordance with the following schedule:

- .1 The first payment will be made based on a maximum of 25% (twenty-five percent) of the Contract Price when 100% (one hundred percent) of the required synthetic turf and has been delivered to the site, has passed all of the required tests and at least 50% (fifty percent) of the synthetic turf has been installed over the field surface.
- .2 The second payment will be made when the synthetic turf installation is complete and has passed all of the required tests and inspections including, but not limited to, initial Gmax testing. The value of the second payment will be made on the value of the Work completed, less any allowances for deficiencies, hold backs and other Contract amounts.

.3 Subsequent payments will be made in accordance with the Contract.

Payments will be subject to Builders Lien Holdback Legislation. All payments may be subject to a deficiency holdback. The amount of any deficiency holdback will be determined by the Contract Administrator.

.2 **Summary Cost Status**

All Fee (Lump Sum) invoices are to be accompanied by a cost status breakdown. Invoices not containing the summary cost status will not be processed until the information is provided.



**City of Coquitlam
REQUEST FOR PROPOSALS
RFP No. 18-03-03**

Synthetic Turf Replacement at Fridge Field Town Centre Park

**Proposals will be received on or before 2:00 pm local time
Tuesday, May 29, 2018
(Closing date and time)**

Proposal Submission Instructions

Proposal submissions are to be consolidated into one PDF file and uploaded electronically through Qfile, the City's file transfer service accessed at website:

<http://qfile.coquitlam.ca/bid>

1. In the "Subject" field enter: RFP Number and Name
2. Add files in .pdf format and Send
(Ensure your web browser remains open until you receive 2 emails from Qfile to confirm upload is complete and was sent to email: bid@coquitlam.ca)

Proponents are responsible to allow ample time to complete the submission process.

For assistance, phone 604-927-3060

PROPOSAL SUBMISSION FORM REQUIREMENTS

**Complete and return this Proposal Submission Form
and the Consent of Surety:**

Submitted by: _____
(company name)

PART A - PROPOSAL SUBMISSION DOCUMENTS

Proponents are to submit the following documents:

Part A.1 – Corporate Performance Proposal

The corporate performance Proposal shall apply to all/any of the different synthetic turf Products for which the Proponent submits financial and technical Proposals. Refer to A.1 for the requirements of the corporate performance Proposal.

Part A.2 – Financial Proposal including Proposal Form

Separate financial Proposals are required for each different Product for which the Proponent is submitting a Proposal. Refer to A.2 for the requirements of the financial Proposal.

Part A.3 – Product Technical Proposal

Separate product technical Proposals are required for each different Product for which the Proponent is submitting a Proposal. The product technical Proposal shall also include one sample of each synthetic turf product proposed. Refer to A.3 for the requirements of the product technical Proposal.

Proponents are to submit one (1) representative sample of each synthetic turf product being proposed. All shipping materials are to clearly identify the Proponent name, complete contact information and their contents.

One (1) representative sample of each synthetic turf product being proposed to be sent before the RFP closing date to:

**Office of the Purchasing Manager
Coquitlam City Hall
3000 Guilford Way
Coquitlam, BC, V3B 7N2**

Proponents are responsible to clearly label all sample items and to arrange for and pay all shipping costs to the City and upon request, for return to the Proponent.

PART A.1 – CORPORATE PERFORMANCE PROPOSAL

Proponents are required to provide the following information with respect to their corporate performance relating to the supply and installation of synthetic turf fields. This information will be used to evaluate the Proponent's past performance and ability to deliver the work included in this RFP.

A.1.1 Proponent's Ability to Back the Warranty

Describe the manner in which the Proponent proposes to back the Warranty to be provided under the terms of this RFP. Indicate the approximate value of work (or sales, as applicable) completed by the Proponent for each of the past three (3) years.

A.1.2 Proponent's History Relating to Synthetic Fields

Provide the Proponent's history with particular reference to experience with the supply and installation of synthetic turf fields, including the total number of fields installed. A list of fields installed over the past ten (10) years should also be provided.

A.1.3 Proponent's Installation Crew Qualifications

Provide a resume describing the qualifications for each installation crew member that will be assigned to the Project.

A.1.4 Proponent's Installation Crew's Superintendent's Qualifications

Provide a resume for the proposed superintendent of the installation crew giving details on qualifications and experience relating to the installation of synthetic turf fields including descriptions of synthetic turfs installed. Provide names and telephone numbers of references for the proposed superintendent.

A.1.5 Proponent's Installation Performance Record

Provide the following information for the Proponent's past five (5) installations (minimum):

- .1 Location
- .2 Type and size of installation (turf product)
- .3 Date of installation
- .4 Owner
- .5 Purpose / use of fields
- .6 Contact name for owner / operator with telephone number

Proponents should provide at least three (3) project references for each different turf product for which a Proposal is submitted. Provide the details of any outstanding unresolved construction claims or any active legal action(s) filed against the Proponent related to past or current synthetic field installations.

A.1.6 Number of Installation Crews

Provide the Proponent's number of installation crews and identify their availability for this Project. Describe the resources the Proponent will apply to allow turf installation to meet the Project schedule.

A.1.7 Proponent’s Post-Installation Support

Describe the post-installation support which will be provided. Provide the details of any permanent local post-installation support personnel.

Provide details of the company’s typical response time for follow-up service calls including the location of the nearest service centre to the Project. Indicate whether the City would incur travel expenses for out-of-warranty service requests.

A.1.8 Proponent’s Production Capabilities

Describe the Proponent’s production capacity and their ability to meet the Project schedule.

PART A.2 – FINANCIAL INFORMATION

A.2.1 Signed Proposal & Proponent Commitment Form

A signed Proposal Form exactly in the format provided in Part B is to be included in the Proposal.

A.2.2 Bid Bond

A Bid Bond will not be required.

A.2.3 Consent of Surety

The financial information is to be accompanied by a completed Consent of Surety for both a Performance Bond and a Labour and Material Payment Bond, both completed in accordance with the requirements of the RFP Appendices. The Consent of Surety must be issued by an approved bonding company licensed to do business in the province of British Columbia, Canada.

A.2.4 Undertaking to Insure

The financial information is to be accompanied by a letter of Undertaking of Insurance Company from the Proponent's insurance company certifying that they will provide the required insurance in accordance with the requirements of the RFP.

PART A.3 – TECHNICAL PROPOSAL

A.3.1 Technical Product Data

For each synthetic turf product for which a price is provided in the Proposal form, the Proponent is to complete a technical product data sheet. A blank copy of the technical product data sheet is attached in Part B.

A.3.2 Seam and Inlaid Line Details

Describe the seaming and inlaid line joining and construction details including:

- .1 Turf roll joining method (seams sewn, cemented, etc.)
- .2 Width of seam overlap
- .3 Inlaid line joining method

A.3.3 Operation and Maintenance Procedures

- .1 Describe the general operations and maintenance procedures for each turf type included in the Proposal.
- .2 Identify any special operations and maintenance equipment required.

A.3.4 Sport Association Accreditation & References from Field Hockey & Soccer Users

Proponents are to submit documentation for each type of turf indicating FIFA accreditation for Soccer (*FIFA Quality*).

A.3.5 Patent Infringement Concerns

Proponents are to submit documentation confirming that their turf product does not infringe any existing or pending Canadian patent. Provide the details of any outstanding unresolved patent infringement claims or any active legal action(s) filed against the Proponent or against the owner of a past or current synthetic field installation supplied or installed by the Proponent. Provide the details (where legally permitted to do so) of the outcome of any resolved past patent infringement claims.

A.3.6 Warranty

- .1 Confirm that the eight (8) year Warranty with the terms and conditions exactly as specified in the RFP will be provided.
- .2 Indicate if the Proponent has any outstanding warranty claims that have not been resolved to the satisfaction of the field owner.
- .3 Provide details of any additional Warranty benefits offered (ie. extended Warranty duration, etc.).

A.3.7 Acceptance of Base Design

Proponents must provide confirmation that they will accept the existing base (E-Layer) for the synthetic turf(s) for which a Proposal is being submitted and that they will be prepared to certify the turf(s) installation providing the base has been constructed in accordance with good industry

standards. The base is considered to be all base materials and drainage under the synthetic turf surfacing. Refer to the Project Drawings for details.

A.3.8 Schedule

Indicate the proposed schedule (in weeks) for the new synthetic turf installation including the proposed sequencing and duration of the turf system manufacture and delivery. Confirm whether the key dates indicated in the RFP can be achieved.

A.3.9 Turf Product Samples

Provide the following samples for each synthetic turf product for which a price is proposed in the Proposal & Proponent Commitment Form(s).

- .1 Synthetic Turf - 150 mm by 150 mm unfilled square of each type of synthetic turf proposed.
- .2 Supply an equivalent amount of material if an alternate infill is proposed.

A3.10 Environmental Concerns and Opportunities

Confirm the proposed synthetic turf system (synthetic turf fibre, backing, infill, adhesives and all other components) meets all current Canadian environmental regulations (for public sports field/playground use) with respect to contaminants such as lead and other hazardous materials. Confirm that the synthetic turf system will continue to meet all current Canadian environmental regulations upon installation and throughout the life of the Warranty.

Provide details of any environmentally sustainable or 'green' features of the turf system including recycled content, alternate infill material(s) proposed, recyclability of turf system when replaced in future, heavy metal content of fibre, and other relevant information.

A.3.11 Value-Added Elements

Describe in detail any value-added elements that will provide additional benefits or value to the City. Proponents should also describe in this section any potential cost saving measures that might be possible through alternative design standards or Specification modifications.

PART B1 - PROPOSAL FORM

Proponents are to complete the following and submit along with the information outlined in Part A

AUTHORIZATION

We hereby submit our Proposal for the services as specified and undertake to carry out the work in strict accordance with all referenced Terms & Conditions, Regulations and Codes, Specifications, and information provided in this RFP.

Company Name:	
Address:	
Phone:	
GST Registration No.:	
Project Contact: Name and Title of Individual <i>for communication related to this RFP</i> (please print)	
Contact Email:	
Name & Title of Authorized Signatory: (please print)	
Signature:	
Date:	

The signature above is an authorized representative that can bind the company to statements made in this Proposal. For the purpose of this RFP, electronic signatures will be accepted.

PART B2 - PROPOSAL & PROPONENT COMMITMENT FORM

SCHEDULE OF PRICES

We hereby declare that we have carefully examined the site of the Project, have read and examined the RFP package including the supporting Specifications and Project Drawings, and hereby offer to furnish all plant, labour, materials, technical and professional services necessary to supply and install the synthetic turf surface, in accordance with all the provisions stated in the RFP documents, for the following stipulated price:

Synthetic Turf Product
(Name): _____

Shock Pad (Name): _____

Removal and Recycling of Existing Synthetic Turf: \$ _____

Supply & Install Synthetic Turf (includes all
Lines/Markings): \$ _____

Supply & Install Infill (includes all Lines/Markings): \$ _____

Post Construction FIFA Quality Testing & Certification \$ _____

Goods and Services Tax (GST) 5%: \$ _____

TOTAL PROPOSAL PRICE INCLUDING GST: \$ _____

Guaranteed Maximum Price: \$ _____

Transfer the amount indicated above as the Guaranteed Maximum Price to the Proposal & Proponent Commitment Form.

Note that a separate executed Proposal form, Product Data Sheet, Product Installation/Reference Sheet and Turf Samples are to be completed for each synthetic turf product for which the Proponent submits a Proposal.

Proponent's
Name: _____

The Proponent hereby declares that it has carefully examined the site of the Project, read and examined the RFP package and reference documents and conducted such other field

investigations and additional design development, which are prudent and reasonable in preparing such a Proposal, and hereby offers to furnish all labor, technical and professional services, supervision, materials, supplies and equipment, and to discharge all duties and obligations necessary to complete the Project in accordance with the provisions stated in the RFP documents, for the prices shown in the Schedule of Prices attached hereto and incorporated by reference herein, which aggregate to the

Proposal & Proponent Commitment Form

Provided that this Proposal is accepted within _____ () calendar days (the City would prefer sixty (60) days) from the closing date, the undersigned agrees, on behalf of the company named below, to supply the goods and services listed at the prices quoted or negotiated, under the terms and conditions set forth in this RFP document, the Proponent’s Proposal, any and all addendum, which shall together form the Agreement. In accordance with the terms, conditions, instructions, and Specifications the undersigned agrees to supply Products and services at the prices quoted.

The Proponent understands that if its Proposal is accepted, it will execute the Agreement and deliver it to the City within ten (10) business days after receipt of the Agreement in executable form from the City. The Proponent will proceed with the work upon receipt of the fully executed Agreement/Contract from the City.

Enclosed herewith is evidence of good standing of the Proponent's corporation, joint venture or partnership and evidence that the person(s) signing this form is/are authorized to bind the Proponent (and each member of any joint venture or partnership forming the Proponent) to this Proposal and to the Agreement, if any, resulting from this Proposal.

The Proponent acknowledges receipt, understanding and full consideration of the following addenda to the RFPs;

Addendum No. _____ Date Received: _____ Addendum No. _____ Date Received: _____

Addendum No. _____ Date Received: _____ Addendum No. _____ Date Received: _____

The Proponent certifies that it has examined and is fully familiar with all of the provisions of the Agreement and is satisfied that such provisions are accurate; that it has carefully checked all the works and figures and all statements made in this Proposal; that it has conducted such other field investigations and additional design development which are prudent and reasonable in preparing this Proposal, including a thorough review of the reference documents; that it has satisfied itself with respect to the actual site conditions and the location of the Project, the general and local conditions to be encountered in the performance of the Project, and other matters which in any way affect the Project or the cost thereof; and that it has notified the City of any deficiencies in or omissions from any RFP or other documents provided by the City and of any unusual site conditions observed prior to the date hereof. The Proponent represents that all statements made in response to the RFP delivered to the City (as amended in this submission) and in this Proposal are true and correct as of the date hereof. The Proponent agrees that the City will not be responsible for any errors of omissions in this Proposal. If the Proponent is a partnership or joint venture, give full names of all partners or joint ventures. Evidence of the authority of the

person(s) signing on behalf of the corporation, partnership or joint venture to do so should be attached to the Proposal form. Additionally, each partner or joint venture will furnish a letter signed by an officer of the respective company stating that the respective company agrees to be held jointly and severally liable for any and all the duties and obligations of the Proponent under any agreement arising therefrom.

1) By: Signature of Signing Officer _____

Name of Signing Officer (type or print): _____

Title of Signing Officer: _____

Company Name: _____

Company Address: _____

Phone Number: _____

Date: _____

2) By: Signature of Signing Officer _____

Name of Signing Officer (type or print): _____

Title of Signing Officer: _____

Company Name: _____

Company Address: _____

Phone Number: _____

Date: _____

3) By: Signature of Signing Officer _____

Name of Signing Officer (type or print): _____

Title of Signing Officer: _____

Company Name: _____

Company Address: _____

Phone Number: _____

Date: _____

Part B3-TECHNICAL PRODUCT DATA SHEET (Page 1)

Provide the following information for each Synthetic turf system proposed in the RFP.

Product Name: _____

Proponent Name: _____

Product Construction (Check all as applicable):

<input type="checkbox"/>	Monofilament	
<input type="checkbox"/>	Tufted	<input type="checkbox"/> Knitted
<input type="checkbox"/>	Secondary Thatch Layer	

Property	Minimum Spec.	Units	ASTM
----------	---------------	-------	------

Pile Yarn Composition	_____		
Minimum Yarn Denier	_____		D1577
Maximum Yarn Denier	_____		D1577
Yarn Breaking Strength	_____	gms./denier	D2256
Yarn Melting Point	_____	degrees F	D789
Minimum Pile Height	_____	inches	D418
Maximum Pile Height	_____	inches	D418
Yarn Ends per Stitch	_____		D418
Pile Weight	_____	oz./sq. yd	D418
Primary Backing Wt	_____	oz./sq. yd	D418
Secondary Backing Wt	_____	oz./sq. yd	D418
Total Weight	_____	oz./sq. yd	D418
Tuft or Stitch Spacing	_____	per inch	D418
Gauge	_____	per inch	D418
Tuft Bind (without infill)	_____	lbs.	D1335
Grab Tear Strength	_____	lbs.	D1682
Roll Width (15)	_____	ft.	
Impact Attenuation (max):			
At Installation	_____	Gmax	D355
At 12 months	_____	Gmax	D355
At 24 months	_____	Gmax	D355
At 48months	_____	Gmax	D355
At 60 months	_____	Gmax	D355
At 84 months	_____	Gmax	D355
At 96 months	_____	Gmax	D355
At 102 months (165)	_____	Gmax	D355
Pill Burn Test (Pass)	_____		D2859
Drainage Rate (including infill)	_____	mm/hr	
Heavy Metal Content of System	attach material safety data sheets		

PART B3-TECHNICAL PRODUCT DATA SHEET (Page 2)

Infill Material

Indicate the technical specifications and detailed description of the components comprising the infill material of the synthetic turf system. Attach a separate specification sheet(s) where the proposed infill is a material other than recycled crumb rubber or recycled crumb rubber/silica sand blend.

Total Depth of Infill Material _____ inches (minimum)
Minimum Number of Infill Material Applications _____
Maximum Depth of Infill Material per Application _____ inches
Type of Infill _____

Infill Material – Check one:

- 100% Crumb Rubber
- Crumb Rubber/Silica Sand Blend
_____ % Sand by volume
_____ % Rubber by volume

Other Infill (Describe/attach specifications)

For Crumb Rubber and Rubber/Sand Infills (Check as applicable):

- Ambient Ground Rubber
- Cryogenic Ground Rubber
- Recycled Truck Tires (check if applicable)

Crumb Rubber Supplier (Company name/address) _____

Crumb Rubber Particle Size Distribution (complete or attach sieve analysis):

mm	mm	%	%
mm	mm	%	%
mm	mm	%	%
mm	mm	%	%

The sand gradation (wet sieve analysis):

Sieve Size	% Passing (max – min)	Sieve Size	% Passing (max – min)
#8		#40	
#16		#50	
#20		#100	
#30			

City of Coquitlam

RFP No. 18-03-03 – Synthetic Turf Replacement at Fridge Field Town Centre Park

Proposal Submission Form

Sand Description (Silica, ceramic-coated silica, etc.) _____

_____ % minimum rounded, compaction resistant, washed and dried

PART B3-TECHNICAL PRODUCT DATA SHEET (Page 3)

Supplier to provide 3rd party support documentation outlining Technical Data results for FIFA Quality Performance Standards for FIFA Quality designation in accordance with the FIFA Quality Programme for Football Turf October 2015 Edition of the Handbook of Test Methods.

- End of Proposal Submission Form -

Appendix A

Certificate of Insurance

THIS FORM IS TO BE COMPLETED BY THE INSURANCE BROKER

 (A fillable form is also available for electronic completion on the City's website):
http://www.coquitlam.ca/Libraries/Coquitlam_Forms/Certificate_of_Insurance_-_Standard_Form.sflb.ashx

 This certifies that policies of insurance as described below have been issued to the Insured named below and are in full force and effect at this time. It is understood and agreed that **thirty (30) days' notice of cancellation** or reduction in applicable limit of any of the policies listed below, with the exception of ICBC, will be given to the holder of this certificate.

NOTE: INSURANCE COMPANIES MUST BE LICENSED TO OPERATE IN BRITISH COLUMBIA.

 This Certificate is issued to: **City of Coquitlam**, 3000 Guildford Way, Coquitlam, BC V3B 7N2

Insured	Name:		
	Address:	Email:	Phone:
Broker	Name:		Agent's Name:
	Address:	Email:	Phone:

Project to which this Certificate applies:

Contract No.: 18-03-03	Project Name & Description: Synthetic Turf Replacement at Fridge Field at Town Centre Park
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COMMERCIAL GENERAL LIABILITY coverage is required to insure against liability from the activities arising out of operations or work in connection with the above-described project, including liability arising out of the use of City property.

Type of Insurance	Insurer Name and Policy Number	Policy Term (dd/mm/yy)	Limits of Liability/Amounts
Section 1: Commercial General Liability <input checked="" type="checkbox"/> Occurrence Form <input type="checkbox"/> Claims Made Form		From:	Bodily Injury, Death & Property Damage
		To:	\$ _____ Per Occurrence <input checked="" type="checkbox"/> MINIMUM \$5,000,000
<input type="checkbox"/> Umbrella Liability		From:	\$ _____ Aggregate
		To:	\$ _____ Deductible
<input type="checkbox"/> Excess Liability		From:	\$ _____ Umbrella Limit
		To:	\$ _____ Excess Limit
Section 2 Other:		From:	\$ _____ Limit
		To:	\$ _____ Deductible

Particulars of General Liability Insurance (Sections 1 & 2): indicates that the coverage is included.

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> City of Coquitlam As Additional Insured | <input checked="" type="checkbox"/> Broad Form Loss of Use | <input checked="" type="checkbox"/> 12 months Completed Operations |
| <input checked="" type="checkbox"/> The Board of School Trustees of School District No. 43 Coquitlam | <input checked="" type="checkbox"/> Coverage is Primary and not contributory | <input type="checkbox"/> 24 months Completed Operations |
| <input checked="" type="checkbox"/> Premises & Operations | <input checked="" type="checkbox"/> Personal Injury | <input type="checkbox"/> Aircraft/Aviation Liability |
| <input checked="" type="checkbox"/> Broad Form Products & Completed Operations | <input type="checkbox"/> Use of explosives for blasting | <input type="checkbox"/> Non-owned aircraft liability |
| <input checked="" type="checkbox"/> Owners & Contractors Protective | <input type="checkbox"/> Vibration from pile driving or caisson work | <input type="checkbox"/> Watercraft liability |
| <input checked="" type="checkbox"/> Blanket Contractual | <input type="checkbox"/> Demolition | <input type="checkbox"/> Non-owned watercraft liability |
| <input checked="" type="checkbox"/> Unlicensed Automobile Liability | <input type="checkbox"/> Shoring and Underpinning Hazard | <input type="checkbox"/> Pollution Liability |
| <input checked="" type="checkbox"/> Cross Liability/Severability of Interests | <input type="checkbox"/> Water Ingress Coverage | <input type="checkbox"/> Asbestos |
| <input checked="" type="checkbox"/> Employees As Additional Insureds | <input type="checkbox"/> Work below ground level over 3 meters (XCU extension) | |
| <input checked="" type="checkbox"/> Non-Owned Automobile | | |
| <input checked="" type="checkbox"/> Attached Machinery | | |
| <input checked="" type="checkbox"/> Occurrence Property Damage | | |
| <input checked="" type="checkbox"/> Contingent Employer's Liability | | |

Section 3: Automobile Liability (owned or leased vehicles)	If insured by ICBC, attach a copy of the ICBC form APV-47	From:	Personal Injury & Property Damage
		To:	\$ _____ Limit <input checked="" type="checkbox"/> MINIMUM \$2,000,000

It is understood and agreed any deductible or reimbursement clause contained in the policy shall be the sole responsibility of the Named Insured.

Broker Authorization (Signature & Stamp)

 Date

COMPLETE & SUBMIT TO: CITY OF COQUITLAM Email: bid@coquitlam.ca

Appendix B

City of Coquitlam Supplementary General Conditions

**Canadian Construction Document Committee CCDC 2 – 2008
Stipulated Price Contract between Owner and Contractor**

The Agreement between the *Owner* and *Contractor*, the Definitions and the General Conditions shall be based on those contained in **Canadian Construction Document's Committee CCDC 2 - 2008**, amended and supplemented herein (refer to Appendix C – Supplementary General Conditions)

Appendix B

CITY OF COQUITLAM SUPPLEMENTARY GENERAL CONDITIONS (Construction Document CCDC-2-2008)

SUPPLEMENTARY GENERAL CONDITIONS

STIPULATED PRICE CONTRACT CCDC 2 2008

These Supplementary General Conditions modify and amend Standard Construction Document CCDC-2 – 2008 and form a part of this *Contract*.

In the event of any conflict between the provisions of the Standard Construction Documents and any provision of these Supplementary General Conditions, these Supplementary General Conditions shall govern.

Standard Construction Document CCDC-2—2008 is amended as follows:

AGREEMENT BETWEEN OWNER AND CONTRACTOR

ARTICLE A-3 CONTRACT DOCUMENTS

1. The Agreement is amended by including “Part C – Schedule 1 - City of Coquitlam Certificate of Insurance Form – Construction”.

ARTICLE A-5 PAYMENT

2. The Agreement is amended by deleting Article A-5.3, including all of 5.3.1 and 5.3.2, in its entirety.

NEW ARTICLE

3. The Agreement is amended by adding the following new Article after Article A-8:

ARTICLE A-9 TIME OF THE ESSENCE

- 9.1 All time limits stated in this *Contract* are of the essence of the *Contract*.

GENERAL CONDITIONS OF THE STIPULATED PRICE CONTRACT

PART 1 GENERAL PROVISION

GC 1.1 CONTRACT DOCUMENTS

4. Section 1.1.8 is amended by replacing the term “sufficient copies” with “a pdf copy”.
5. Section 1.1 is amended by adding the following new subsection:
 - 1.1.11 The *Contractor* is responsible for the installation and the coordination of metric and imperial dimensioned products and materials as may be applicable.

PART 2 ADMINISTRATION OF THE CONTRACT

GC 2.1 AUTHORITY OF THE CONSULTANT

6. Section 2.1 is amended by adding a new subsection after subsection 2.1.3 as follows:
- 2.1.4 If a Consultant is not engaged on the Project, the Owner will fulfill the requirements of a Consultant.

GC 2.3 REVIEW AND INSPECTION OF THE WORK

7. Section 2.3 is amended by adding a new subsection after subsection 2.3.7 as follows:
- 2.3.8 Should the *Consultant* be required to make more than one review of rejected work or should the *Consultant* perform additional reviews due to failure of the *Work* to comply with the contract documents, the *Contractor* is required to compensate the *Owner* for such additional *Consultant* services, including expenses incurred. Adjustments for such compensation should be made as outlined under Part 6 CHANGES IN THE WORK.

PART 3 EXECUTION OF THE WORK

G.C. 3.5 CONSTRUCTION SCHEDULE

8. Section 3.5 is amended by adding the following new subsection after subsection 3.5.1.3:
- 3.5.1.4 The *Contractor* will perform the *Work* in compliance with the construction schedule. If, for any reason, the *Work* falls behind the schedule for the *Work* set forth in the construction schedule the *Contractor* shall as part of the *Work* either:
- (a) if in accordance with the *Contract Documents* the delay entitles the *Contractor* to a time extension the *Contractor* shall forthwith prepare and deliver to the *Consultant* a revised construction schedule to the reasonable satisfaction of the *Consultant* indicating the revised dates for the remaining activities of the *Work*; or
 - (b) if in accordance with the *Contract Documents* the delay does not entitle the *Contractor* to a time extension then the *Contractor* shall take such steps as required to bring the *Work* back into conformity with the construction schedule.

Failure to comply with the requirements of this section shall be deemed to be a default under the *Contract* to which the provisions of GC 7.1.2 apply.

GC 3.6 SUPERVISION

9. Subsection 3.6.1 is amended by adding the following sentence at the end of the subsection: "The appointed *Contractor* representative shall not change without consultation with and written acceptance of the *Owner*, which acceptance will not be unreasonably withheld."

GC 3.7 SUBCONTRACTORS AND SUPPLIERS

10. Subsection 3.7.2 is amended by adding the following sentence at the end of the subsection: "The *Contractor* shall not employ any *Subcontractor*, or change *Subcontractor*, without the written approval of the *Owner*, which approval will not be unreasonably withheld."
11. Subsection 3.7.3 is deleted in its entirety and replaced with the following:
 - 3.7.3 If the *Owner* reasonably objects to the performance, qualifications, experience or suitability of any of the *Contractor's* personnel, *Subcontractors* or *Suppliers*, then the *Contractor* will, on written request from the *Owner*, replace such personnel, *Subcontractor* or *Supplier* immediately.
12. Section 3.7 is amended by adding the following new subsections after subsection 3.7.6:
 - 3.7.7 The *Contractor* will provide only personnel who have qualifications, experience and capabilities to perform the *Work*.
 - 3.7.8 The *Contractor* shall coordinate the *Work* of all of its *Subcontractors* and *Suppliers* and determine to what extent *Work* specified in each section of the specifications is effected by *Work* indicated elsewhere and make all necessary allowances for their integration. All additional *Work* resulting from the failure to make such determination shall be done at no cost to the *Owner*.
 - 3.7.12 The *Contractor* shall indemnify and hold harmless the *Owner*, its agents, servants and employees, from and against all costs, claims, damages, debts, sums, actions and causes of action whatsoever and whensoever arising out of any claim of lien or action by a *Subcontractor*, *Supplier* or labourer with whom the *Contractor* or any of its *Subcontractors* or *Suppliers* has contracted in relation to the *Work*.

GC 3.8 LABOUR AND PRODUCTS

13. Subsection 3.8.2 is amended by adding the following after “consultant”: “Products which are not specified shall conform to current applicable specifications and regulations of the Canadian Standards Association, Technical Builders' Bulletin, Canadian Government Specifications Board, National Building Code, British Columbia Building Code, American Society for Testing and Materials, Trade Association Specifications and all authorities having jurisdiction at the Place of the Work.”
14. Section 3.8 is amended by adding the following new subsections after subsection 3.8.3:
 - 3.8.4 Immediately upon receiving from the *Consultant* or the *Owner* a written notice stating the *Consultant's* or the *Owner's* reasonable objection to the work conduct of any superintendent, foreman or worker on the Project site, the Contractor will remove such persons from the Project site.
 - 3.8.5 No person shall with relation to his employment or eligibility for employment be discriminated against by reason of his or her race, colour, ancestry, place of original, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation or age, or because he or she has been convicted of a criminal or summary conviction offence that is unrelated to the employment.
 - 3.8.6 The *Contractor* shall supply labour that is compatible with other labour employed on the Work. In the event of labour disputes arising from the provision of skilled or unskilled labour by the *Contractor* or its *Subcontractors*, the *Contractor* shall, to the satisfaction of the *Owner* or *Consultant*, as applicable,, make such arrangements as are necessary to preclude delay to the Work or to the work of others at the Project Site.

GC 3.9 DOCUMENTS AT THE SITE

15. Subsection 3.9.1 is amended by inserting the words “reviewed shop drawings” immediately after “*Contract Documents*”.
16. Section 3.9 is amended by adding the following as a new subsection after subsection 3.9.1:
 - 3.9.2 Record drawings to be maintained and available to view by *Consultant* and *Owner*.

GC 3.10 SHOP DRAWINGS

17. Section 3.10 is amended by adding the following new subsections after subsection 3.10.12:

3.10.13 Upon *Substantial Performance of the Work*, the *Contractor* will submit all reviewed and revised *Shop Drawings* to the *Owner* as a permanent record of the *Work*. As of the date of issuance of a final certificate for payment, the *Shop Drawings* will be retained by the *Owner* as the *Owner's* property.

3.10.14 Electronic submissions and electronic review stamp by the *Consultant* are acceptable.

GC 4.1 CASH ALLOWANCES

18. Subsection 4.1.4 is amended by:

- a) in all instances deleting the words “any cash allowance”, and replacing them with “all cash allowances”.
- b) at the end of the last sentence, adding the following new sentence: “The *Contractor's* overhead and profit on costs exceeding the amount of the allowance shall be ten (10%) percent on *Work* performed directly by the *Contractor*, and five (5%) percent on *Work* performed by *Subcontractors*.”

19. Section 4.1 is amended by add the following new subsection after subsection 4.1.7:

4.1.8 Expenditures of the cash allowance are to be directed as per GC 6.2 CHANGE ORDER or GC 6.3 CHANGE DIRECTIVE, at the *Owner's* directive. All *Work* under cash allowance is to be competitively bid unless directed by the *Owner*. The *Contractor* shall keep records and submit a monthly update on expenditures of a cash allowance, including all unallocated amounts.

PART 5 PAYMENTS

GC 5.1 FINANCING INFORMATION REQUIRED OF THE OWNER

20. Section 5.1 is deleted in its entirety.

GC 5.2 APPLICATIONS FOR PROGRESS PAYMENT

21. Subsection 5.2.3 is amended by:

- a) deleting “and Products delivered to the Place of the Work”; and

- b) adding the following at the end of the subsection: “The *Contractor* will identify separately, with reference to the applicable *Change Order*, any application for payment for *Work* performed pursuant to a *Change Order*. No payment for extras or changes will be made before the issuance of the applicable *Change Order*.”
22. Subsection 5.2.7 is deleted in its entirety and replaced with:
- 5.2.7 No claim shall be made for any *Product* which is delivered to the *Place of the Work* until it is incorporated into the *Work* and any claim for *Products* which are incorporated into the *Work* shall be supported by such evidence as the *Consultant* may reasonably require to estimate the value of such *Products*.
23. Section 5.2 is amended by adding the following new subsections after subsection 5.2.7:
- 5.2.8 A draft application for payment is to be submitted to the *Owner* on the 25th of the month.
- 5.2.9 An application for payment shall be deemed received only if submitted complete with required supporting documentations as determined by the *Owner*.

GC 5.3 PROGRESS PAYMENT

24. Subsection 5.3.1.3 is deleted in its entirety and replaced with:
- 5.3.1.3 The *Owner* shall use its best efforts to make payment to the *Contractor* on account as provided in Article A-5 of the agreement, such payment to be net 30 days from the date on which the invoice is delivered to the *Owner*.
25. Section 5.3 is amended by adding the following new subsections after subsection 5.3.1:
- 5.3.2 The *Owner* may set off from payments owing to the *Contractor* costs, expenses and damages the *Owner* incurs or suffers as a result of the *Contractor's* wrongful or negligent act or omission, or which the *Owner* incurs on the *Contractor's* behalf.
- 5.3.3 The *Owner* may, in addition to other holdbacks as provided by the *Contract Documents*, hold back an amount equal to any lien which has been filed with respect to the *Work*, plus 10% as security for costs. The *Owner* may, at its option, after five days written notice to the *Contractor*, pay such amount into court to discharge the lien. If the lien is discharged without payment of the holdback into court, then the *Owner* shall pay such holdback to the *Contractor*, without interest.
- 5.3.4 In addition to builders lien holdbacks, the *Owner* may retain holdbacks to cover deficiencies in the *Work*, in an amount equal to twice the amount the *Consultant* or *Owner* estimates as the total cost to complete the deficiencies and three times the amount if less than \$10,000.

GC 5.4 SUBSTANTIAL PERFORMANCE OF THE WORK

26. Section 5.4 is amended by:

- a) adding the words “or Owner” after the word “Consultant” in subsection 5.4.2 and 5.4.3; and
- b) adding the following new subsection after subsection 5.4.3:

5.4.4 Should the *Consultant* or *Owner* find significantly more incomplete or deficient *Work* than those listed by the *Contractor* with its application, the *Consultant* or *Owner* may elect to terminate its inspection and to not issue a certificate of *Substantial Performance*. If the *Consultant* or *Owner* terminates its inspection, the *Contractor* shall compensate the *Owner* for the additional time and expenses incurred by the construction manager, *Consultant*, *Subconsultants* and *Owner* in relation to multiple inspections.

GC 5.5 PAYMENT OF HOLDBACK UPON SUBSTANTIAL PERFORMANCE OF THE WORK

27. Subsection 5.5.3 is deleted in its entirety.

GC 5.7 FINAL PAYMENT

28. In subsection 5.7.4, the words “no later than 5 days after the issuance of a final certificate for payment” are deleted and replaced with “net 30 days from invoice date, on a best effort basis”.

29. Section 5.7 is amended by adding the following new subsection after subsection 5.7.4:

5.7.5 The issuance of a final certificate for payment in no way relieves the *Contractor* from correcting defects or deficiencies not apparent at the time the certificate is issued.

PART 6 CHANGES IN THE WORK

GC 6.1 OWNER’S RIGHT TO MAKE CHANGES

30. Subsection 6.1.2 is amended by adding the following to the end of the sentence: “[...] or written approval to proceed.”

GC 6.2 CHANGE ORDER

31. Subsection 6.2.1 is amended by adding the following at the end of the subsection: “A *Change Order* shall be a final determination of adjustments in the *Contract Price*, *Contract Time* or both, as applicable. There shall be no adjustment to the *Contract Price* or *Contract Time* should the *Contractor* fail to present a request for a specific adjustment in response to a notice describing a proposed change in the *Work*.”
32. Subsection 6.2.2 is amended by adding “[...] and be noted on the Change Order schedule of values” at the end of the sentence.
33. Section 6.2 is amended by adding the following new subsection after subsection 6.2.2:
 - 6.2.3 The value of a change in the *Work* shall be determined in one or more of the following methods as selected by the *Consultant* in consultation with the *Owner*:
 - (a) by estimate and acceptance in a lump sum;
 - (b) where unit prices are set out in the *Contract Documents* or subsequently agreed upon, in accordance with such unit prices;
 - (c) by costs and a percentage fee for overhead and profit as calculated below:
 - (i) for *Change Orders* not covered by allowances, the *Contractor's* overhead and profit and supervision shall be 10% on *Work* performed directly by the *Contractor*, and 5% on work performed by *Subcontractors*;
 - (ii) the *Subcontractor's* allowance for overhead and profit and supervision shall be 10% of the actual cost of all *Change Orders* attributed to the *Subcontractor's Work*, as determined by this paragraph;
 - (iii) where the *Change Order* involves the substitution of one type of *Product* for another the “actual cost” of the *Change Order*, whether credit or extra, shall be the net difference in the “actual cost” defined above.

GC 6.3 CHANGE DIRECTIVE

34. Subsection 6.3.7.1 is amended by adding the word “construction” before “personnel”, and after “personnel” adding: “[...] excluding administrative, clerical and supervisory personnel, and for only the portion of their time required for the Work attributable to the change.”
35. Section 6.3. is amended by adding the following new subsection after subsection 6.3.13:
- 6.3.14 all other costs attributable to the change in the *Work* including the costs of all administrative or supervisory personnel are included in overhead and profit calculated in accordance with the provisions of section 6.2.3 of GC6.2 CHANGE ORDER.

GC 6.4 CONCEALED OR UNKNOWN CONDITIONS

36. Section 6.4 is amended by adding the following new subsection after subsection 6.4.4:
- 6.4.5 The *Contractor* acknowledges that it has inspected the *Place of the Work* for the physical conditions described in GC 6.4.1 and has disclosed its findings to the *Owner*. The *Contractor* agrees not to seek any increases in the *Contractor's* cost or time to perform the *Work* in respect of any conditions that were or ought to have been discovered upon reasonable inspection by the *Contractor* prior to the date of the *Contract*.

GC 6.5 DELAYS

37. Subsection 6.5.4 is amended by adding the following at the end of the subsection: “[...]. No claim for additional time arising from a delay will be applicable to the *Contractor* unless the *Contractor* has prepared, or caused to be prepared, records of all *Work* and the costs of the *Work*, on a daily basis as the *Work* proceeds, and submits such records in support of the claim.”

GC 6.6 CLAIMS FOR A CHANGE IN CONTRACT PRICE

38. Subsection 6.6.5 is amended by adding the following at the end of the subsection: “[...]. No claim for additional payment arising from a delay will be payable to the *Contractor* unless the *Contractor* has prepared, or caused to be prepared, records of all *Work* and the costs of the *Work*, on a daily basis as the *Work* proceeds, and submits such records in support of the claim.”

PART 7 DEFAULT NOTICE

GC 7.1 OWNER'S RIGHT TO PERFORM THE WORK, TERMINATE THE CONTRACTOR'S RIGHT TO CONTINUE WITH THE WORK OR TERMINATE THE CONTRACT

39. Subsection 7.2.3.1. is deleted in its entirety.

PART 8 DISPUTE RESOLUTIONS

GC 8.2 NEGOTIATION, MEDIATION AND ARBITRATION

40. Section 8.2 is deleted in its entirety and replaced with the following:

8.2.1 The parties will make reasonable efforts to resolve any dispute, claim, or controversy arising out of this *Contract* or related to this *Contract* ("Dispute") using the dispute resolution procedures set out in this section.

Negotiation

The parties will make reasonable efforts to resolve any Dispute by amicable negotiations and will provide frank, candid and timely disclosure of all relevant facts, information and documents to facilitate negotiations.

Mediation

If all or any portion of a Dispute cannot be resolved by good faith negotiations within 30 days, either party may, by delivery of written notice to the other party, refer the matter to mediation. Within 7 days of delivery of the notice, the parties will mutually appoint a mediator. If the parties fail to agree on the appointment of the mediator, then either party may apply to the British Columbia International Commercial Arbitration Centre for appointment of a mediator. The parties will continue to negotiate in good faith to resolve the Dispute with the assistance of the mediator. The place of mediation will be Coquitlam, British Columbia. Each party will equally bear the costs of the mediator and other out-of-pocket costs, and each party will bear its own costs of participating in the mediation.

Litigation

If within 90 days of the request for mediation the Dispute is not settled, or if the mediator advises that there is no reasonable possibility of the parties reaching a negotiated resolution, then either party may without further notice commence litigation in the metro Vancouver area.

PART 9 - PROTECTION OF PERSONS AND PROPERTY

G.C. 9.1 PROTECTION OF WORK AND PROPERTY

41. Section 9.1 is amended by adding the following new subsection after subsection 9.1.4:
- 9.1.5 In the event of a delay or shut down which results in a stoppage of the Work, the Contractor shall take all reasonable steps to protect the Work for the entire period of the delay or shut down. The cost of such protection shall be paid as follows:
- (a) if under 6.5.1, or 6.5.2, the Owner will pay,
 - (b) if under 6.5.3, the Contractor will pay.

PART 11 – INSURANCE AND CONTRACT SECURITY

G.C. 11.1 INSURANCE

42. Section 11.1 is deleted in its entirety and replaced with the following:
- 11.1.1 The *Contractor* shall, without limiting its obligations or liabilities under this *Contract* or otherwise, and at its own expense, provide and maintain for the duration of the *Contract Time* and the applicable warranty period, insurance policies in the following forms and amounts:
- (a) **commercial general liability** insurance on an occurrence basis, in an amount not less than five million (\$5,000,000) dollars inclusive per occurrence against death, bodily injury and property damage arising directly or indirectly out of the *Work* or operations of the *Contractor*, its employees and agents;
 - (b) **automobile liability** insurance on all vehicles owned, operated or licensed in the name of the Contractor in an amount not less than three million (\$3,000,000) dollars per occurrence for bodily injury, death and damage to property; and
 - (c) **all risk contractors equipment or property** insurance covering all equipment owned or operated by the Contractor or its agents or employees for the performance of the Work, for all risks of loss or damage with coverage in such amounts and on such terms as to allow for immediate replacement.
 - (d) **builders risk and wrap up** liability for the value of the project for 24 months completed operations. The Contractor is responsible to pay for the premiums and deductible amounts to cover all risks of loss or damage with coverage in such amounts and on such terms as to allow for immediate replacement.

- 11.1.2 All insurance policies required under this *Contract* must:
- (a) name the Owner and School District #43 Coquitlam as an additional insured;
 - (b) be primary and not require the sharing of any loss by the Owner or any insurer of the Owner;
 - (c) include cross liability and severability of interests clauses such that the coverage shall apply in the same manner and to the same extent as though a separate policy had been issued to each insured;
 - (d) include, but not be limited to: premises and operators liability, broad form products and completed operations, Owner's and Contractor's protective liability, blanket contractual, employees as additional insureds, broad form property damage, non-owned automobile, contingent employers liability, broad form loss of use, personal injury, and incidental medical malpractice;
 - (e) be endorsed to provide the Owner with at least 30 days advanced written notice of cancellation or material change restricting coverage;
 - (f) be issued by insurers licensed to conduct business in British Columbia.
- 11.1.3 In the event the insurance requirements specified in the City of Coquitlam Insurance Certificate Form—Construction, attached to the *Contract* differs from the requirements in section 11.1.1 above, then the provisions of the City of Coquitlam Insurance Certificate Form shall prevail.
- 11.1.4 The *Contractor* shall provide the *Owner* with evidence of the required insurance prior to commencement of the *Work* and as requested by the *Owner* from time to time.

PART 12 – INDEMNIFICATION, WAIVER OF CLAIMS, AND WARRANTIES

G.C. 12.1 INDEMNIFICATIONS

Section 12.1 is deleted in its entirety and replaced with the following:

- 12.1.1 The Contractor will indemnify and save harmless the *Owner*, its employees and agents, including the *Consultants*, from and against any and all losses, claims, damages, action, causes of action cost and expenses that the owner may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this *Contract*, where the same or any of them are based upon, arise out of or occur, directly or indirectly, by reason of any act or omission of the *Contractor* pursuant to this *Contract*, excepting always liability arising out of the independent negligent acts of the *Owner*.
- 12.1.2 At the *Owner's* option, the *Contractor* shall, at his own expense, promptly assume the defense of any claim, suit or any other proceeding and promptly pay any and all costs that may be incurred by or against the *Owner*. The *Owner* may, as a condition precedent to any payment hereunder, require the *Contractor* to submit waivers or releases extinguishing all claims of any person, firm or corporation.
- 12.1.3 If any encumbrance be placed upon or obtained against the property comprising the site of the *Work*, or as a result of any such suit or proceeding, the *Contractor* shall forthwith cause the same to be discharged. In the event that the *Contractor* fails to remove the said encumbrance(s), the *Owner* may pay whatever monies are necessary to fully discharge these encumbrances and all of its cost in that regard may be deducted from monies otherwise payable to the *Contractor*.

GC 12.2 WAIVER OF CLAIMS

43. Subsections 12.2.3, 12.2.4, 12.2.5, 12.2.9 and 12.2.10 are deleted in their entirety and subsections 12.2.6, 12.2.7 and 12.2.8 renumbered accordingly.

GC 12.3 WARRANTY

44. Subsections 12.3.1 and 12.3.6 are deleted in their entirety. Subsection 12.3.1 is replaced with the following:
- 12.3.1 The warranty period under the *Contract* is one year from the date on which final certificate of payment is issued by the *Owner* under subsection 5.7.3.

45. Subsection 12.3.3 is deleted and replaced with the following:

12.3.3 The Owner, through the Consultant, shall promptly give the Contractor Notice in Writing of observed defects and deficiencies which occur during the one year warranty period, which Notice in Writing may specify the time within which the defects or deficiencies must be rectified. Defects or deficiencies shall include, but not be limited to, shrinkage, expansion and movement.

46. Subsection 12.3.4 is amended by adding the following at the end of the subsection: "The *Contractor* shall make good all deficiencies within such time period as specified in the *Notice of Writing* provided under subsection 12.3.3 or, if no time period is specified, then within thirty (30) days from the end of the warranty period. It shall be understood that in effecting the replacement, the *Contractor* shall also bear all costs involved in removing or replacing adjacent affected materials that may be disturbed and which shall be required in the complete restoration of the original finish."

47. Subsection 12.3 is amended by adding the following new subsection after subsection 12.3.6:

12.3.7 Acceptance of the *Work* by the *Owner* does not relieve the *Contractor* from correcting deficiencies which are missed at the time of drawing up the list of deficiencies or from correcting hidden deficiencies which become apparent during the warranty period.

ADD THE FOLLOWING:

48. Standard Construction Document CCDC-2-2008 is further amended by adding the following new sections after Section 12:

PART 13 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

13.1 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

13.1.1 All documents submitted to the *Owner* will be in the custody or control of, or become the property of, the *Owner* and as such are subject to the *Freedom of Information and Protection of Privacy Act* (B.C.) and may be disclosed pursuant to that Act or otherwise required by law.

PART 14 CONFIDENTIALITY

14.1 CONFIDENTIALITY

- 14.1.1 Except as provided for by law or otherwise permitted or required pursuant to this *Contract* (including, without limitation, section 13.1), the *Owner* and the *Contractor* will keep strictly confidential any information supplied to, obtained by, or which comes to the knowledge of the *Owner* and the *Contractor* as a result of the provision of the goods or performance of the services under this *Contract*, and will not, without the prior express written consent of the *Owner*, publish, release, disclose or permit to be disclosed any such information to any person or corporation, either before, during or after termination of this *Contract*, except as reasonably required to provide the goods or complete the services.
- 14.1.2 The *Contractor* shall return to the *Owner* all of the *Owner's* property at the completion of the *Contract*, including any and all copies or originals of reports provided by the *Owner*.
- 14.1.3 The *Contractor* shall not publish any statement, paper, photograph or document, or hold any ceremony with respect to the *Contract* or the *Work* performed under the *Contract* without the prior written approval of the *Owner*, which approval shall not be withheld unreasonably.

PART 15 SEVERABILITY

15.1 SEVERABILITY

- 15.1 Any provision of this *Contract* which is found to be illegal, invalid, void, prohibited or unenforceable will be:
- (a) separate and severable from this *Contract*; and
 - (b) ineffective to the extent of such illegality, invalidity, avoidance, prohibition or unenforceability without affecting any of the remaining provisions of this *Contract*, which will remain in force, be binding upon the parties and be enforceable to the fullest extent of the law.

END OF SUPPLEMENTAL GENERAL CONDITIONS

Appendix C

Technical Performance Specifications

A.1- PERFORMANCE SPECIFICATIONS

PART 1 - GENERAL

1.1 SCOPE OF WORK

.1 Refer to Scope of Work included in the RFP.

1.2 STANDARD SPECIFICATIONS FOR RULES

- A. Federation Internationale de Football Association (FIFA) – Soccer
- B. British Columbia Soccer Association – Small-Sided Soccer (ie. Mini Soccer)
- C. International Lacrosse Federation (ILF) – Field Lacrosse

1.3 STANDARD SPECIFICATIONS

- A. American Standard Testing Materials, (ASTM)
- B. Synthetic Turf Council Suggested Guidelines for the Essential Elements of Synthetic Turf Systems

1.4 FIBER MANUFACTURERS

- A. The synthetic turf manufacturer shall furnish written documentation in the form of a signed affidavit certifying the source of the fiber used for the field including both green and any other colors used for the lines and markings.

1.5 PROJECT SUBMITTALS

- A. Key Personnel: Submit a listing of the key members of the Contractor's team. This shall include the Project manager, Project construction superintendent, quality control representative, testing agency, and any other important Project participants. The list shall include phone and fax numbers for each team member and 24-hour emergency telephone number for contacting job responsible personnel in an emergency.
- B. Field Shop Drawing Submittal: Submit the field Shop Drawings to the Consultant for review and approval. The submittal shall include an electronic copy of the plans and the Specifications. The plans shall include field edging details, insert details, seam details, seam layout, gluing patterns, provisions for goals, dimensional Shop Drawing for all field lines, markings and boundaries.
- C. Schedule: Submit a schedule for all activities indicating dates and locations of specific tasks to be completed. Provide clarification and additional information as directed by Consultant. Update as needed and submit corrected schedule to the Consultant prior to dates altered on the schedule.

1.6 CONSTRUCTION SUBMITTALS

- A. Submit the following synthetic turf samples to the Consultant for approval prior to commencing with the production of the synthetic turf field:
 - 1. Two 50 cm x 50 cm samples each of green turf showing backing with perforations.
 - 2. Two 50 cm x 50 cm samples each of turf showing method of seam makeup with perforations. One sample to have example of inlaid lines.
 - 3. Two 20 cm x 30 cm samples each of the other colors proposed for use on the field for lines and markings.
 - 4. Two 1-kg samples of the proposed infill materials, each type.
- B. Submit the synthetic turf Warranty package and a computer diskette (CD) containing the operation and maintenance manual to the Consultant for approval prior to commencing with the field construction. Provide descriptions of any equipment required or recommended for field area conversions, maintenance and repair, citing specific vendors for each unit. Provide a separate section stating the approved activity usage for the turf and activities not recommended, all relative to the Warranty. Include maintenance recommendations including recommended coverings for special events, small repair procedures, minor seam repair, discussion of precautions to be practiced, general maintenance, and uses to avoid to protect turf surface and to maintain installation's Warranty.
- C. Synthetic Turf Testing and Quality Control: Submit to the Consultant results certified by an independent testing laboratory experienced in synthetic turf testing for the following tests performed on the synthetic field surfacing system:

Pile Yarn Type
Yarn Denier

FTIR Spectrograph
ASTM D1577

Yarn Breaking Strength	ASTM D2256
Yarn Melting Point	ASTM D789
Pile Height	ASTM D5823-13
Pile Weight	ASTM D5848-10e1
Total Weight	ASTM D5848-10e1
Backing Perforations	Perforation Diameter and Spacing
Tuft Bind (without infill)	ASTM D1335
Grab Tear Strength	ASTM D5034-09
Impact Attenuation	ASTM D355
Pill Burn Test	ASTM D2859
Permeability (with infill)	ASTM WK22081 (or approved in-lab test)
Total Lead Content	ASTM F2765 - 09
Gradation Analysis (infill only)	ASTM D5644-01 (2008)

- D. Site Acceptance: Submit a letter confirming that an inspection of the finished field base has been conducted, noting all discrepancies, problems and conflicts. If no problems are found, this shall be so indicated. The Contractor's inspection shall include acceptance of the field base materials for both planarity and permeability, as well as any other factors the Contractor considers relevant to the synthetic turf installation. The Contractor's certification letter shall also include acceptance of the field subgrade and base as being totally suitable for the application of the Work, with the assurance that the synthetic turf installation work carried out on the field's subgrade and base will result in a "superior quality" athletic surface, fully warranted for the period and conditions specified herein. The Owner will provide permeability testing results conducted on the field bases to the Contractor for the Contractor's review and acceptance. The Consultant will produce a field base planarity inspection report summarizing the field's planarity. This planarity report will be provided to the Contractor for the Contractor's review and acceptance. Note that the Contractor will not be held responsible for any hidden substandard field subgrade and base conditions, or for the repair of field's subgrade and base work installed by others outside of the Contract (unless expressly provided for in the Contract).

1.7 PRE-INSTALLATION CONFERENCE

- A. The Consultant will conduct a conference at the Project site. The following issues shall be discussed at this meeting:
1. Schedule.
 2. Submittal and approval of materials.
 3. Coordination issues with other contractors.
 4. Stockpiling of materials.
 5. Testing and inspection of materials and installation.
 6. Coordination with turf supplier.
 7. Acceptance of work area from other contractors.
 8. Field protection during and upon completion of surface installation.
 9. Turnover to Owner.

1.8 QUALITY CONTROL

- A. Submit to the Consultant for approval a quality control plan. The plan shall designate a quality control representative for the Contractor's team. The plan shall also clearly specify the testing procedures for the field materials.

- B. Prior to shipment of the synthetic turf material for the field to the job site, synthetic turf material from every sixth roll shall be randomly sampled and then tested by an independent testing laboratory experienced with testing synthetic turf materials. The testing laboratory shall be completely independent with no ties to the turf manufacturer. The testing shall include the following:

<u>Item</u>	<u>ASTM</u>	<u>Property</u>
1.	FTIR Spectrograph	Pile Composition
2.	D5848-10e1	Pile Weight
3.	D5848-10e1	Total Weight
4.	D5823-13	Pile Height
5.	D418	Backing Perforation Diameter and Spacing
6.	D1335	Tuft Bind (without infill)
7.	D5034-09	Grab/Tear Strength.

- C. Copies of the test results shall be transmitted to the Owner and Consultant directly from the testing laboratory. The synthetic turf materials shall not be shipped to the site without written authorization from the Consultant after the Owner and Consultant have approved the test results.
- D. Samples of the synthetic turf material tested from every sixth roll shall also be transmitted to the Consultant for approval by the independent testing laboratory prior to shipment of the synthetic turf materials to the job site. Sample size shall be minimum 20 cm x 20 cm.
- E. Infill Testing: At least three weeks prior to the installation of the synthetic turf, the infill material shall be delivered to the site for the purposes of environmental testing by a by an ISO/IEC 17025 accredited laboratory retained and paid for by the Contractor. The infill material will be sampled, tested and pass the maximum limits stated below:
- Extractable Heavy Metals including Aluminum, Antimony, Arsenic, Barium, Boron, Cadmium, Cobalt, Copper, Lead, Manganese, Mercury, Nickel, Selenium, Strontium, Tin and Zinc; Chromium (III) and Chromium (VI). Test methods and maximum standards to comply with EN 71-3 – Safety of Toys Part 3 Migration of Certain Elements.
 - Polycyclic Aromatic Hydrocarbons, Phthalates, Benzene, and Phenols. Test limits and standards to comply with the British Columbia Ministry of Environment’s soil characterization limits for Commercial land use.
- F. All fees and costs associated with the pre-shipment sampling and testing shall be paid by the Contractor.

1.9 CONSTRUCTION SUPERINTENDENCE

- A. The Contractor shall at all times employ personnel who are skilled in their respective work areas. Incompetent, careless or negligent employees or agents shall be forthwith discharged upon written request of the Consultant.
- B. All Work under the Contract shall be performed under the continuous on-site supervision of a competent superintendent who is thoroughly experienced in the class of work specified. There shall be on site at all times Work is being performed, a designated superintendent in the employ of the Contractor, and approved by the

Consultant, in responsible charge, managing the Project construction. The superintendent shall have the authority to make decisions for the Contractor.

- C. The superintendent shall be satisfactory to the Consultant in all respects, and Consultant shall have the right to require the Contractor to dismiss from the Project any superintendent whose performance is not satisfactory to Consultant, and to replace such superintendent with a superintendent satisfactory to Consultant. The lack of proper supervision by the Contractor or supervisory personnel shall, at the Owner's sole discretion, be just cause for suspension of the Work or termination of the Contract by the Owner.

1.10 TRAFFIC REGULATION

- A. Conduct operations in such a manner to avoid unnecessary interference to existing traffic. Minimize heavy vehicle traffic to and from site during peak traffic hours. Do not park vehicles in traffic lanes. Provide flag persons as required. Conform to Owner traffic control requirements.
- B. Contractor shall be responsible for all traffic control and emergency call outs resulting from Contractor operations.
- C. Maintain fire lanes, roadways and alleys to existing buildings continuously, as required by the fire department having jurisdiction.

1.11 DELIVERY, STORAGE, AND HANDLING

- A. Packing and Shipping: Deliver products in original unopened packaging with legible manufacturer's identification.
- B. Storage and Protection:
 - 1. Comply with manufacturer's recommendations.
 - 2. Store in dry place out of direct sunlight.
 - 3. Protect from damage by the elements and construction procedures.
- C. Bulk Materials: Deliver materials in clean, washed and covered trucks to eliminate contamination during transportation. Onsite stockpiling location is to be coordinated with Consultant. Stockpile only in areas free of debris and away from drainage routes. Cover with plastic or geotextile if material is to be stockpiled for more than 24 hours.

1.12 FIELD SYSTEM HOLD HARMLESS

- A. The Contractor shall hold the Owner, and Consultant, harmless from infringement of any current or future patent issued for the synthetic field surfacing system, pad system (if applicable), installation methods and vertical draining characteristics of the synthetic turf system.

1.13 FIELD DIMENSIONS AND LAYOUT

- A. The Contractor will be responsible for furnishing, setting and marking of all line, grade and location stakes, including offsets and general construction staking.
- B. The Contractor shall have on site at all times when work requiring control is being performed, all necessary equipment, supplies and instruments related thereto. A qualified technician must be assigned to the crew for this Work. The equipment and technician must be available, at no additional cost, to the Consultant for checking, verifying and certifying construction control on site.

1.14 PROTECTION OF UTILITIES AND STRUCTURES

- A. The Contractor shall take special care to protect any existing structures and utilities.

1.15 CONSTRUCTION RECORD "AS-BUILT" DRAWINGS AND SPECIFICATIONS

- A. An accurately marked construction record set of Drawings and Specifications shall be kept on site as the job progresses. All changes or deviations from the original Contract Documents shall be recorded in red thereon for Work under the Contract.
- B. The record set shall be kept up-to-date at all times and shall be submitted periodically to the Consultant covering all Work for which progress payment is being requested. Failure to have the record set up-to-date shall, at the discretion of the Consultant, be reason to withhold payment until such information is recorded or submitted.

Upon completion of the Project and prior to final payment, the Contractor shall forward a complete record set of Drawings and Specifications showing the as-built notations to the Consultant.

1.16 WARRANTY OF SYNTHETIC TURF SYSTEM

- A. Refer to the attached Form of Warranty for the detailed requirements of the synthetic turf system warranty.
- B. The warranty is to be provided in the same format as specified in the attached Form of Warranty. Any changes are to be agreed to by the Owner prior to execution of the Contract.
- C. The warranty shall be signed by a principal of the applicable firm(s), duly authorized to make contracts at the same time as the Contract is executed.
- D. If the firm manufacturing and supplying the synthetic turf system is not the same entity as the Contractor, the warranty shall be co-signed by the turf manufacturer/supplier. Should the warranty be co-signed by the turf manufacturer/supplier, both the Contractor and the turf manufacturer/supplier will be jointly and equally liable for all commitments made under the warranty.
- E. The warranty period shall be a minimum of eight years from date of acceptance of the installed system by the Owner.

PART 2 - MATERIALS

2.1 GENERAL

- A. The field shall be comprised of vertically draining infilled synthetic turf system. The turf system shall consist of a synthetic grass like monofilament surface pile that shall be tufted into a synthetic backing.
- B. Infill material shall consist of clean crumb rubber and silica sand (unless the Contract provides for an alternate infill material).
- C. The complete synthetic turf system shall be constructed of materials that minimize environmental impacts and risk to human health to the greatest extent feasible.
- D. All backing layers and coatings shall be firmly bonded together. Coating materials must be completely cured and bonded to the other backing layers. Synthetic turf panels or rolls that do not meet this requirement will be rejected.
- E. The entire system shall be resistant to weather, insects, rot, mildew, and fungus growth, and be non-allergenic and non-toxic. The entire system shall be constructed to maximize dimensional stability, to resist damage and normal wear and tear from its designated use, and to minimize ultraviolet degradation.
- F. All adhesives used in bonding the system together shall be resistant to moisture, bacterial and fungus attacks, and resistant to ultraviolet rays at any location upon installation.

2.2 DYNAMIC CUSHIONING REQUIREMENTS

- A. The dynamic cushioning of the system shall not exceed a maximum value of 110 G's per ASTM, F1936-98 and ASTM, F355, procedure A at any location upon installation.

2.3 PERMEABILITY REQUIREMENTS OF THE SYNTHETIC TURF SYSTEM

- A. The system shall drain vertically a minimum of 750 mm precipitation per hour without visible surface ponding.

2.4 SYNTHETIC TURF PILE SURFACE

- A. The pile surface shall provide good traction in all types of weather with the use of conventional "sneaker-type shoes" and composition, molded-sole athletic shoes.
- B. The pile surface shall be suitable for both temporary and permanent line markings using rubber-base paint where applicable.
- C. Pile surface shall be nominally uniform in length for all portions of the field. Synthetic turf panels or rolls with irregular pile heights or with "J hooked" fibers that extend more than 5 mm above the surrounding fibers will be rejected.

- D. The colour shall be uniform with no visible deviations in shade permitted. Rolls that do not meet this requirement will be rejected.
- E. The grass fibre height, as measured from the top of the backing layers shall be a minimum of 60 mm or such greater height as indicated in the Technical Product Data Sheet. If a shock pad is provided, the grass fibre height may be reduced to the height indicated in the Technical Product Data Sheet.

2.5 SYNTHETIC TURF FABRIC SURFACE

- A. The fabric surface shall be constructed and installed in minimum 4.57 meter (15-foot) widths with no longitudinal or transverse seams, except for head or tee seams at field boundaries and inlaid lines within a finished roll assembly. The seams shall be 4.57 meter (15'-0") spacing.
- B. Rolls that do not lay evenly and with full dimension width will be rejected. No fitted pieces will be allowed to true alignment.

2.6 SYNTHETIC TURF SYSTEM MATERIAL COMPONENTS

- A. Pile fibers shall resemble freshly-grown natural grass in appearance, texture and colors.
- B. Fabric backing for the infilled synthetic turf system can be loose laid and anchored at the perimeter of the field as shown in the details or adhered to the base.
- C. All turf seams for field areas shall be sewn with high strength, polyester fiber cord or nylon. For inlaid lines and markings where cemented seams are necessary, cemented with a supplemental backing material and/or, use supplemental backing material. If a non-permeable backing material exceeds 25 cm in width, it shall be perforated in accordance with clause 2.7 of this section. Perforations shall be drilled from the surface after the adhesive has set.

2.7 SYNTHETIC TURF PERFORATIONS

- A. If a permeable backing is utilized, perforations are not required. Certified independent test results indicating a minimum drainage rate of 750 mm per hour must be provided for the backing and infill material.
- B. Synthetic turf with tufted fibers and a coated backing must include perforations in the backing for vertical drainage.
- C. Perforations in turf backing to be a minimum of 5 mm diameter clear opening and shall be spaced a maximum of 100 mm uniformly on-center.
- D. The turf shall be perforated with a minimum of 95% integrity over entire surface. Holes must be full diameter, completely through the underside of the turf backing with no material residue or fragmented fibers remaining.
- E. The Consultant shall approve the turf perforations prior to shipment, upon shipment onsite, or during on-site perforating operations, as applicable.

- F. Any rolls delivered to the site that lack sufficient perforations, or have incomplete perforations shall be remediated or replaced with a roll that meets the requirements. Replacement will be of full rolls only (not partial rolls or sections of turf). Remediation measures include onsite manual perforation using a hot iron capable of burning a 5 mm diameter perforation in the turf.

2.8 INFILL MATERIALS

- A. Crumb rubber shall be derived from used whole vulcanized commercial truck tires. Buffings, bladders and tubes shall not be used as feedstock.
- B. Crumb rubber infill shall have a specific gravity range from 1.1 minimum to 1.2 maximum as determined by ASTM D 297.
- C. Crumb rubber infill shall have an ash content of between 5 and 15% as determined by ASTM D 297.
- D. Crumb rubber infill shall not contain more than .01% liberated fibre (no more than 0.2 lbs per ton: equivalent to 3.2 ounces of fibre per 2,000 lb 'supersack') tested per ASTM D 5603. The liberated fibre remaining in the CRI shall be free flowing and not agglomerated into clumps of fibre as received at the job site.
- E. Crumb rubber infill shall be dry and free flowing.
- F. Crumb rubber infill shall be produced cryogenically, ambiently, or a combination.
- G. Where crumb rubber/sand blend infill is utilized, the materials shall consist of a blend of clean crumb rubber and silt-free silica sand. The infill composition ratio shall be 80% crumb rubber and 20% sand by volume.
- H. Sieve gradation specification shall be as indicated in the Technical Product Data Sheet.

2.9 LINES AND MARKINGS

- A. A complete field lining, marking and field boundary system shall be provided prior to installation of the surfacing system. Layouts shall be accurately surveyed and marked prior to installation. The lines and markings shall comply with the following standards (all where applicable):
- Federation Internationale de Football Association (FIFA) – Soccer
 - British Columbia Soccer Association – Small-Sided Soccer (ie. Mini Soccer)
 - Federation Internationale Lacrosse - Lacrosse
- B. The colour of the lines and markings shall be as shown on the Plans.
- C. The lines and markings shall include all lines and markings shown on the Plans.
- D. All lines and field markings shall be tufted or installed as synthetic turf inlays. Wherever possible, lines shall be tufted into the turf panels in lieu of inlays. All markings shall be uniform in color, providing a sharp contrast with the turf color, and shall have sharp and distinct edges. Markings shall be true and shall not vary more

- than 1 cm from specified width and location, except that no line or marking shall be uniformly smaller or larger than specified.
- E. Manufacturer shall guarantee that synthetic turf is adaptable to painted lines in the event painting is utilized in the future.
 - F. For cemented seams, the supplemental backing material shall bridge all inlaid lines and markings a minimum of 10 cm on each side of the seam. Supplemental backing material that is greater than 30 cm in width shall be perforated in accordance with clause 2.7 of this section. Perforations shall be drilled from the surface after the adhesive has set.
 - G. The fiber used for the lines and markings shall be of the same composition as that used for the green field areas.

2.10 MINIMUM SPECIFICATIONS FOR SYNTHETIC TURF SYSTEM MATERIALS

- A. The minimum material standards shall be as established by Specifications and the Technical Product Data Sheets provided by the Contractor prior to Contract execution. These standards will be verified and enforced and will be the basis for the Owner's testing. Material that fails to meet these minimum standards will be rejected. The Contractor, or the manufacturer of the synthetic turf fiber and fabric may elect to exceed these Specifications to insure compliance with all requirements and the Warranty as specified in this section.
- B. The maximum deviation with respect to the individual test results and the target standard tested against shall be plus or minus 5%, except that the material shall not be uniformly low.
- C. The minimum material standards for all synthetic turf materials must also meet or exceed those of the Synthetic Turf Council Suggested Guidelines for the Essential Elements of Synthetic Turf Systems. The minimum material standards will therefore be those combined requirements of the Technical Product Data Sheets, Contract Specifications, and the Synthetic Turf Council Suggested Guidelines for the Essential Elements of Synthetic Turf Systems.
- D. Where there is a conflict between the standards, the order of priority shall be the (1) Technical Product Data Sheets, (2) the Specifications and (3) the Synthetic Turf Council Suggested Guidelines for the Essential Elements of Synthetic Turf Systems.

PART 3 - EXECUTION

3.1 CERTIFICATION OF FIELD BASE INSTALLATION

- A. The Contractor shall perform an inspection of the field base and submit written certification of acceptance of the base for the installation of the synthetic turf system. The inspection and certification shall be completed at least two working days prior to turf installation. When planning the installation schedule, the Contractor shall allow for minor field base restoration work to be performed by the field base contractor.
- B. Summary of certification shall include, but not be limited to:
 - 1. Acceptance of the base construction "finish surfaces" (planarity, granular surface stability, etc.) as being totally suitable for the application of Work specified under this section, and with the assurance that the synthetic turf installation work carried out on the field subgrade and base will result in a "superior quality" athletic surface, fully warranted for the period and conditions specified herein. The Consultant will produce a field base planarity inspection report summarizing the field planarity. This planarity report will be provided to the Contractor for the Contractor's review and acceptance.
 - 2. Verification and certification of the infiltration and permeability rates of the permeable base as applying to the Warranty. The Owner will provide permeability testing results conducted on the field base to the Contractor for the Contractor's review and acceptance.
- C. All discrepancies between the required materials, application and tolerance requirements noted by the Contractor shall be brought immediately to the attention of the Consultant. Failure of the Contractor to immediately inform the Consultant of any prior work that does not meet the required Specifications will result in the turf installer being required to perform any work needed to bring the base to acceptable condition. Note that the Contractor will not be held responsible for any hidden substandard field subgrade and base conditions.

3.2 SYNTHETIC TURF INSTALLATION

- A. Perform all Work in strict accordance to the Drawings, Shop Drawings and manufacturer's specifications and instructions.
- B. Verification: The Contractor is responsible for inspecting, verifying, and accepting all installed Work of this section.
- C. Environmental Conditions: Do not apply adhesive materials or infill material when:
 - Ambient air temperature is below 10 degrees C.
 - 1. Material temperatures are below 10 degrees C.
 - 2. Rain is falling or pending.
 - 3. Conditions exist, or are pending, that will be unsuitable to the installation of the system.
- D. Preparation:

1. Accept bases onto which the synthetic turf surfacing system and the anchoring system(s) are to be applied, as specified above.
2. Immediately prior to application of the synthetic turf, the bases shall be thoroughly cleaned of all foreign material, soil, or any other substances that may be detrimental to permeability and the installation of the turf system.

3.3 INSPECTION OF MATERIALS

- A. Prior to installation, and immediately upon delivery of synthetic turf system materials to the Project site, the Contractor shall inspect material as follows:
 1. General inspection for damaged or defective items;
 2. Measure turf pile height and thickness of each roll;
 3. Measure backing perforation diameter and spacing;
 4. Reject damaged materials and all materials out of tolerance with the Specifications.
 5. Conduct such additional inspections as are required to ensure quality control is maintained to a high level.
- B. After installation, inspect Project area for acceptable seaming, adhesive bonding, uniformity of color of turf, bubble-free surface smoothness as laid, field lines and markings, insert installations, edge details. Remove and/or repair deficient workmanship prior to requesting the Consultant's inspection pursuant to completion and acceptance of the Work.

3.4 OWNER'S TEST

- A. Owner may have samples of the turf submitted and tested for verification of conformance to Specifications. Turf system acceptance is subject to the results of these tests.
- B. Any material so tested and found not conforming to the Specifications will be rejected and replaced with material conforming to the Specifications at the Contractor's expense. Re-submittal shall be required.

3.5 IN-FILLED SYNTHETIC TURF INSTALLATION

- A. The fabric surface shall be constructed and installed in 4.57 meter (15 -foot) minimum widths with no longitudinal or transverse seams, except for head or tee seams at each field's boundaries and inlaid lines within a finished roll assembly.
- B. No head seams shall be permitted inside of the soccer field boundaries. A single head seam will be permitted in the quarter turned panels outside of the soccer sidelines.
- C. Rolls that do not lay evenly and with full dimension width will be rejected. No fitted pieces will be allowed to true alignment.
- D. Bonding of Material Surfaces: The bonding or fastening of all system material components shall provide a permanent, tight, secure and hazard-free, athletic playing surface. System material components include:
 1. Bonding all seams and inlaid line and markings.

2. Bonding and seaming must maintain their integrity for total length of Warranty period.
- E. Seams (Joint)
1. All turf seams shall be sewn with high strength polyester fiber cord or nylon.
 2. Where cemented seams are required for inlaid lines and markings, the supplemental backing material shall bridge all seams a minimum of 100 mm on each side of the seam. Supplemental backing material that is greater than 250 mm in width shall be perforated in accordance with paragraph 2.7 of this section. Perforations shall be drilled from the surface after the adhesive has set.
 3. Backing layers must lie flat on the field base to provide a uniform pile surface.
 4. The width between fiber rows at the seam locations shall not exceed that of the tufting gauge of the turf materials.
 5. All sewn seams shall be brushed to provide full coverage of fiber over the thread.
 6. All cemented seams shall be brushed to eliminate any adhesive materials from the fibers.
- F. Turf Edges: Turf edges to be as shown on the edge fastening detail and specified herein.

3.6 LINING / MARKING INSTALLATION

- A. Complete field markings shall be provided with the initial installation of the surfacing system. The Contractor shall provide lines and markings in conformance with these Specifications. Layouts shall be accurately surveyed and marked prior to installation.
- B. If overlapping backing materials are utilized for the inlaid lines and markings resulting in a non-permeable surface in excess of 250 mm wide, the backing materials shall be perforated in conformance with section 2.7 from the surfacing after gluing and prior to installation of the infill material.

3.7 INFILL INSTALLATION

- A. The infill material shall be applied in a dry condition and when the synthetic turf is dry.
- B. Infill materials will be installed with a minimum of 8 applications.
- C. The infill installation shall not result in fiber material trapped below the surface of the infill material. If fiber is trapped below the surface, a portion or all of the infill material must be removed and reinstalled.
- D. The infill material shall be installed at a uniform depth across each entire field area. Infill depths shall not vary by more than 5 mm across each field area, with no areas uniformly high or low.
- E. The brushing of the infill material shall provide fiber fibrillation resulting in a natural surface appearance.
- F. The infill materials shall be water settled to provide accelerated consolidation of the infill material prior to use by the Owner. The Contractor shall utilize portable

sprinkler heads to evenly apply a minimum of 20 mm of water over each entire field area for water settlement. Upon completion of the initial water settlement, each surface will be inspected by the Owner and Consultant for footing stability and infill consolidation. The Contractor shall provide any additional water settling as required by the Owner and Consultant to achieve the desired level of infill stability and consolidation.

3.8 CLEANING

- A. The Contractor shall remove all excess materials of all types, equipment, debris, etc., from the site immediately after completion of the Work. Remove all stains and other blemishes from all finished surfaces. Leave Work in a clean, new appearing condition, ready for use by Owner.
- B. The Contractor shall inspect each entire field area with a hand held metal detector to identify any construction materials or tools left on the field. All such materials shall be removed prior to Owner occupancy of the fields.

3.9 PROTECTION

- A. Adequate protection of materials and Work from damage will be the responsibility of the Contractor during installation and until acceptance of the Work. The Contractor will be responsible for protection after the acceptance of the Work until final acceptance of all Contract Work by the Owner. All material damaged or stolen prior to acceptance by the Owner shall be replaced at no cost to the Owner.

3.10 EXTRA MATERIALS

- A. Deliver to Owner all extra materials herein specified. Receive Owner's written receipt for all materials. Deliver receipt to Consultant.
- B. Infill Materials: Provide four (4) 120-litre rubber trash containers with lids of each infill material used.
- C. Turf for Future Repairs: Material may be roll ends or cutoffs; however, each piece of fabric shall be at least 2 meters x 3 meters. At least one green turf piece shall be at least 3 meters x 4.5 meters. The following are minimum areas for the extra synthetic turf materials to be provided by Contractor to the Owner:
 - 1. Green Turf: 100 square meters
 - 2. White Turf: 30 lineal meters of 100 mm wide lines
 - 3. Blue Turf: 20 lineal meters of 100 mm wide lines
 - 4. Black Turf: 20 lineal meters of 75 mm wide lines

- END OF SECTION -

APPENDIX A1.1 – FIFA TECHNICAL PRODUCT DATA SHEET (PAGE 1)

Supplier to provide 3rd party support documentation outlining Technical Data results for FIFA Quality Performance Standards for FIFA Quality designation in accordance with the FIFA Quality Programme for Football Turf October 2015 Edition of the Handbook of Test Methods.

Proposed product is to perform to the minimum testing requirements equivalent to FIFA Quality. FIFA Certification is required.

APPENDIX A.2 –FORM OF WARRANTY OF SYNTHETIC TURF

REFER TO THE ATTACHED FORM OF WARRANTY

Appendix D

Drawing List

(Drawings bonded separately)

DRAWING NO.	DRAWING TITLE	REV ISSUE DATE	DATE
17-1063-CO	COVER SHEET, SITE PLAN, DRAWING INDEX	ISSUED FOR RFP	2018-04-24
17-1063-C1	EXISTING CONDITIONS & HOARDING PLAN	ISSUED FOR RFP	2018-04-24
17-1063-C2	FIELD LAYOUT – SOCCER & UNIFIED LACROSSE	ISSUED FOR RFP	2018-04-24
17-1063-C3	SOCCER MARKING DETAILS	ISSUED FOR RFP	2018-04-24
17-1063-C4	UNIFIED LACROSSE DETAILS	ISSUED FOR RFP	2018-04-24
17-1063-C5	NOTES & DETAILS	ISSUED FOR RFP	2018-04-24

Appendix E

Form of Warranty

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APPENDIX A.2 –FORM OF WARRANTY OF SYNTHETIC TURF

Warranty jointly provided by:

Synthetic Turf Contractor:

Name:
Address:
Contact:
Tel:
Fax:
Email:

Turf Manufacturer (if not Contractor):

Name:
Address:
Contact:
Tel:
Fax:
Email:

Warranty provided to:

Owner:

Name:
Address:
Contact:
Tel:
Fax:
Email:

Location of Installation:

Facility:
Address:

PART A - WARRANTY OF SYNTHETIC TURF SYSTEM – GENERAL

A. *Warranty* shall cover, in general, the usability of the turf surface, accessories, use characteristics, and suitability of the installation. Field is to perform as a high capacity, multi-use sports field accommodating in the order of 3,000 hours of physical education and organized sport related use per year. All items covered by the *Warranty* are to be replaced or repaired with new materials, including installation at the sole expense of the warranting *Contractor* for the period of eight (8) years to the *Owner*, for the designated uses enumerated as follows:

- Soccer
- Lacrosse
- Field Hockey
- Rugby
- Baseball
- Softball
- Field cover for special events
- Pneumatic rubber-tired maintenance and service vehicles
- Football
- Ultimate (Frisbee)
- Marching band
- Physical exercises
- Physical education activities
- Military/Police marching drills
- Pedestrian traffic and similar uses
- Other miscellaneous sport and recreation activities

The *Warranty* shall cover other additional physical education, sport, and training related activities, including new sports that are developed, except where the *Contractor*, acting reasonably, has provided written notice to the *Owner* prohibiting any such activity.

- B. The Warranty shall be signed by a principal of the applicable firm(s), duly authorized to make contracts.
- C. The term "Contractor" contained in the Warranty means the firm furnishing the Warranty. "Owner" is the government body, individual, corporation or other entity indicated on the first page of this document. Warranty period shall be a minimum of eight years from date of acceptance of the installed system by the Owner.
- D. If the firm manufacturing and supplying the synthetic turf system is not the same entity as the Contractor, the Warranty shall be co-signed by the turf manufacturer/supplier. Should the Warranty be co-signed by the turf manufacturer/supplier, both the Contractor and the turf manufacturer/supplier will be jointly and equally liable for all commitments made under the Warranty.
- E. All claims by the Owner under this Warranty must be made in writing to Contractor's address within 60 days after the Owner learns of the defect giving rise to the claim. This Warranty shall constitute a Contract made in the Province of British Columbia and shall be governed by the laws thereof

PART B - FORM OF WARRANTY OF SYNTHETIC TURF SYSTEM

- A. Contractor hereby warrants to the Owner, subject to the limitations and conditions set forth below, that its synthetic turf system consisting of synthetic turf described as _____, and the adhesives and underlying shock pad (if applicable) described as _____ used in the installation, are free from defects in material and workmanship and shall, for a period of eight (8) years from the date of acceptance by the Owner, remain serviceable for multiple sports activities.
- B. Contractor warrants to the Owner that its synthetic turf materials shall not fade, fail, shrink, wrinkle, or reflect excessive wear. Contractor shall, at the Contractor's sole expense and cost, replace such areas of the synthetic turf system not performing to these standards for the life of the Warranty.
- C. Definitions
 1. The term "not fade" in the context of this Warranty shall mean that the synthetic turf material(s) shall remain a uniform shade of green, or other colors installed, with no significant loss of colour.
 2. The term "not fail" or "excessive wear" as used in the context of this Warranty shall mean that the length and weight of the face yarn or pile material in the synthetic turf surface(s) above the infill materials shall not have been decreased by more than 10% per year according to ASTM D418, nor exceed 50% during the Warranty period. In the event that the synthetic turf system do(es) not retain its fiber height or shock absorbency and is(are) consequently no longer serviceable during the Warranty period, the Contractor shall, at the Contractor's sole expense, replace such portion of the system that is(are) no longer serviceable.

3. The term "serviceable" in the context of this Warranty shall mean that the synthetic turf system shall have a maximum "G" value according to ASTM F1936-98 and Procedure A, ASTM F355, not to exceed 120G's at any location upon installation and shall not exceed 165G's throughout life of the Warranty period. This shall be determined by conducting dynamic cushioning tests at the locations designated in ASTM F1936-98 and at corners of the soccer penalty boxes at opposite sides of the field. Any increase from 120G's to allowable 165G's maximum shall be at a relative uniform rate not to exceed 10 G's in any single yearly period.
- D. Where applicable, the fabric seams shall remain attached to the underlying surface over the Warranty period and shall not separate or become unglued or unattached, as applicable.
- E. Contractor warrants to the Owner that the permeable synthetic system shall drain vertically a minimum of 750 mm of precipitation per hour without visible surface ponding or saturation of the infill material.
- F. Contractor warrants to the Owner that the synthetic turf system (synthetic turf fibre, backing, infill, shock pad (if applicable), adhesives and all other components) will meet all Canadian environmental regulations (for public sports field/playground use) with respect to contaminants such as lead and other hazardous materials upon installation and throughout the life of the Warranty.
- G. Contractor shall replace with new materials, at their sole expense, any damage to the synthetic turf system(s) that extends more than 1 meter beyond the location of foreign combustibles, which may ignite and fire-damage the synthetic turf system.
- H. The Contractor shall not be held liable for any incidental or consequential damages. These warranties and the Contractor's obligations here-under are expressly conditioned upon:
1. The Owner making all minor repairs to the synthetic turf system upon the discovery of the need for such repairs;
 2. The Owner maintaining and properly caring for the synthetic turf system in accordance with the Contractor's maintenance manual and instructions;
 3. The Owner complying with the dynamic and static load specifications established by the Contractor.
- I. The Warranty is not to cover any defect, failure, damage, or undue wear in or to, the synthetic turf system caused by, or connected with, abuse, neglect, deliberate acts, act of God, casualty, static or dynamic loads exceeding Contractor's recommendations, footwear having metal cleats, metal spikes, or similar projections other than conventional baseball, football, soccer, or rugby shoes having cleats of not more than 13 mm in length, and other conventional running track shoes having spikes of not more than 7 mm in length, or use of improper cleaning methods.

- J. Contractor shall be allowed to examine the synthetic turf system regarding any claim that the Owner makes, to be present at any time, to analyze the results of all tests conducted by the Owner or others, and to conduct such tests of their own. Except where expressly provided for in the Warranty, the Contract or other binding agreement between the Contractor and the Owner, the Contractor shall not be responsible for any costs or expenses incurred by the Owner or others with respect to such tests, except the Contractor shall pay for costs of all tests and analysis conducted or directed by their representative.
- K. In the event the Contractor does not respond to the Owner's written notice within 10 days of receipt of notice or does not submit, schedule and execute corrective work within 30 days of receipt of notice, the Owner has the option of having the Work performed at the expense of the Contractor.
- L. Sample form of Warranty included herein is the form to be used by the Contractor. Manufacturer's standard form of Warranty will not be acceptable. Any amendments, exclusions or additional conditions proposed to the form of Warranty by the Contractor must be submitted in writing for the Owner's consideration within seven (7) days of being notified of the Owner's intent to award the Contract.

PART C - WARRANTY TESTING

- A. The turf is to be tested, at the Contractor's expense, for dynamic cushioning ("G" Test) by an experienced independent licensed testing laboratory acceptable to the Consultant or Owner at the completion of the installation, shortly prior to acceptance of the Work by the Owner/Consultant.
- B. The Owner may choose to complete additional dynamic cushioning tests at the Owner's own cost. It is anticipated, but not mandatory, that the Owner will conduct such additional dynamic cushioning tests on or about the following times: a) at the anniversary date of the first year, b) 60 days prior to the anniversary date of the second year, c) at the anniversary date of the fourth and sixth years, d) 60 days prior to the anniversary date of the Warranty expiration date.
- C. If test results from the Warranty tests or any additional tests completed by the Owner indicate that the conditions of the Warranty are not met, the Contractor has the option of corrective work or replacement. In the event corrective work does not meet the requirements of the Warranty after a second attempt to bring the system within these limits, then the Contractor is to replace non-conforming areas or sections, solely at the Owner's discretion and direction.
- D. Tests shall be performed in accordance with ASTM F-1936-98 and F355.
- E. Test locations as designated in F-1936-98, Paragraph 8.1. Included in the report shall be the measured depth of the infill material at all test locations.
- F. All costs for the stated testing shall be paid by the Contractor unless specifically noted otherwise.

- G. After the completion of corrective work arising out of failed testing, the Contractor shall re-test the field in the area of the corrective work within 10 days of the corrective work being completed. The re- testing shall be completed to the same standards as the Warranty testing requirements. All costs for re-testing shall be paid for by the Contractor.
- H. If the Contractor does not have the tests performed within 10 days of specified time(s) listed, the Owner has the option of ordering the testing work at the expense of the Contractor.

AS EVIDENCED WHEREOF, the Contractor has executed this Warranty:

For the Contractor:

Signature of Contractor (Signing Officer)

Date

Name and Title (please print)

For the Turf Manufacturer/Supplier:

Signature of Contractor (Signing Officer)

Date

Name and Title (please print)