



# District of Port Hardy

8900 Park Drive ♦ PO Box 68  
Port Hardy BC V0N 2P0 Canada  
Telephone: (250) 949-7779 ♦ Fax (250) 949-7465  
Email: pw@porthardy.ca ♦ www.porthardy.ca



## REQUEST FOR QUOTATION Reference: RFQ 1220-20-582-2023

**Upgrade of (2) two public washroom facilities located at the Visitor Information Centre 7250 Market Street, Rotary/Carrot Park**, each measuring approximately 2.11m x 2.95m by 2.21m high (contractor to verify measurements). The goal of the upgrade is to make the facilities accessible and user-friendly. We are seeking your expertise in providing the necessary materials and services to meet these requirements.

The District is also open to suggestions for improvements and alternatives that ensure the goals are achieved.

### Scope of Works

- 1. Replace Doors and install Accessible Openers and Closures:**  
Supply and install new doors with automatic door openers and closures for enhanced accessibility.
- 2. Stainless Steel Walls:**  
Provide and install stainless steel wall panels to ensure durability and ease of maintenance.
- 3. Lighting:**  
Supply and install upgraded LED lighting fixtures and automatic light controls.
- 4. Waterproof Membrane Flooring:**  
Install a nonslip waterproof membrane flooring system to prevent water damage and enhance safety.
- 5. Mirrors:**  
Supply and install new unbreakable mirrors.
- 6. Stainless Steel Toilets and Sinks:**  
Supply and install stainless steel toilets and sink for longevity and ease of maintenance.
- 7. Wall Handles for Accessibility:**  
Supply and install wall-mounted handles to improve accessibility for all users.
- 8. Dispensers:**  
Supply and install wall mounted stainless steel paper tissue and paper towel dispensers.
- 9. Contractor requirements if awarded:**
  - General Liability Insurance minimum 2 million per occurrence.
  - Valid Port Hardy Business License
  - WorkSafe BC Clearance letter

### Submissions:

- Please provide a detailed quotation that includes the following:
  - Cost breakdown for each component of the project, including materials and labour.
  - Any warranty information associated with the materials or workmanship.
  - Estimated project timeline, including start and completion dates.
  - Any additional services or products offered by your company that may enhance the washroom facilities.
- A detailed cost estimate, including all costs listed in the scope of work. Payment terms to be included (I.e.: 50% upfront or lump sum at the end of the project)
- The estimated completion dates. *Must be complete no later than March 15, 2024.*
- Name and contact information.



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Quotations may be submitted by email to: [tenders@porthardy.ca](mailto:tenders@porthardy.ca) or in a **sealed** envelope, clearly marked with the above project name and description and be received by **4:00 pm Wednesday November 29, 2023**

District of Port Hardy, Municipal Hall  
7360 Columbia Street  
PO Box 68  
Port Hardy BC, V0N 2P0

Questions?  
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**Location:** Northern Vancouver Island