



CORPORATION OF THE VILLAGE OF POUCE COUPE

PO Box 190, Pouce Coupe, B.C. V0C 2C0
Telephone: (250) 786-5794 Fax: (250) 786-5257
www.poucecoupe.ca

REQUEST FOR PROPOSAL (RFP) Pouce Coupe Sidewalk Improvements

Issued by:
Corporation of the Village of Pouce Coupe
5011 – 49th Avenue, Pouce Coupe, BC
Contact: Chad Deveau, Director of public works
Email: cdeveau@poucecoupe.ca | Phone: 250-784-6889

1. Purpose

The Village of Pouce Coupe (the “Village”) invites contractors to provide a proposal for the supply, installation and repairs of sidewalks described in the Scope of Work. The description of the Work sets out the minimum requirements of the Village. A person that submits a Proposal (the “Contractor”) should prepare a Proposal that meets the minimum requirements, and may, at its discretion choose, goods, services or terms that exceed the minimum requirements.

2. RFP DETAILS

File Number: RFP 2026-02
Issue Date: July 8th, 2026
Closing Date & Time: July 22nd, 2026 @ 10:00 AM PST

Submission Method:
Proposals must be submitted electronically via email to cdeveau@poucecoupe.ca prior to the closing date & time.

RFP Contact:
Chad Deveau, Director of Public Works
Village of Pouce Coupe
Email: cdeveau@poucecoupe.ca

3. Inquiries

All inquiries related to this RFP should be directed in writing to the person named above. Information obtained from any person or source other than the Director of Public Works may not be relied upon.

4. No Contract

This RFP is simply an invitation for Proposals (including prices and terms) for the convenience of all parties. It is not a tender and no obligations of any kind will arise from this RFP or the submission of Proposals.

The Village may negotiate changes to any terms of a Proposal, including terms in “Scope of work” and including prices, and may negotiate with one or more Contractors or may at any time invite or permit the submission of Proposals (including prices and terms) from other parties who have not submitted Proposals. The Village also reserves the right to cancel this competition and award to no parties.

5. Completion Deadline

All work must be substantially completed by September 5th, 2026, unless otherwise approved in writing by the Village.

6. RFP Evaluation

The Village reserves the right to award the contract to the proponent whose proposal is determined to provide the best overall value, considering price, experience, schedule, methodology, and ability to complete the work within the required timeframe. The lowest Proposal will not necessarily be accepted.

The Village reserves the right to award the Work, in whole or in part to a proponent and may award an individual schedule if it is determined to be in the best interests of the Village.

Criteria	Weight
Proposed Price	50%
Project Methodology	25%
Experience of Similar Projects	15%
Schedule	10%

7. Submission Requirements

- Pricing for each Schedule
- Total Project Price (if bidding all schedules)
- Proposed Methodology (e.g.: whether sidewalk panel replacement or levelling is appropriate for certain sections identified in schedule “A”)
- Proposed schedule
- Confirmation of insurance/WCB
- References (2-3)

Contractors shall include all labour, materials, equipment, disposal, traffic control, and work necessary to complete the repairs. All work shall be completed in accordance with industry standards, the applicable building and safety regulations.

The Village reserves the right to accept or reject any or all Proposals. The Village reserves the right to reject non-compliant proposals. Proponents must submit pricing on all schedules outlined in ‘Appendix “A”’. The Village may award one, several, or all schedules to one or more proponents.

8. Insurance and WCB Requirements

Successful Contractor shall maintain a minimum of \$5,000,000 Commercial General liability insurance and be in good standing with WorkSafeBC.

9. Warranty

The successful contractor shall warrant all workmanship for a minimum of one (1) year from the date of substantial completion.

10. Project Requirements

The successful Contractor will be designated as Prime Contractor. Prime contractors shall be responsible for all required traffic control, pedestrian safety, safety plans, hazard assessments, and site supervision.

The successful Contractor will be responsible for the safe execution of the Work under its contract, including all required traffic and pedestrian control, safety plans, hazard assessments, site supervision, signage, barricades, and other measures necessary to protect workers and the public.

The Contractor is responsible for identifying and obtaining any permits or approvals required for its work methods or traffic-control arrangements and for coordinating traffic-control requirements with the applicable road authority where necessary.

11. Site visit

Contractors interested in submitting a proposal are recommended to complete a site visit prior to submitting their proposal. Site visits can be scheduled by contacting Chad Deveau at cdeveau@poucecoupe.ca to set up a site visit.

SCOPE OF WORK

The scope of work includes, but is not limited to, the following:

- Removal and disposal of existing concrete and dirt.
- Patch work of existing concrete where possible.
- Supply, install and compact granular base where new concrete installation is required.
- Lifting and levelling of existing sidewalks where appropriate.
- Form, place, finish, and cure work to match the current adjacent sidewalk.
- Disposal of waste materials.
- Protect existing utilities and infrastructure.
- Landscaping and site clean-up.
- Provide and maintain traffic and pedestrian control to safely complete the work.
- Saw cutting to prevent damage to adjacent sidewalk portions.
- Installation of expansion and control joints.
- Supply and install reinforcing steel where required.
- Conduct BC 1 call prior to excavation work.

Appendix A – Pricing Form

Schedule	Lump Sum Price
Schedule A - Highway 2 Corridor (50 th Street)	\$
Schedule B - Highway 2 Corridor (50 th Avenue)	\$
Schedule C - Commercial (49 th Avenue)	\$
Schedule D - Residential (50 th Street)	\$
Total (if awarded all Schedules)	\$

The work locations and quantities identified in Appendix “A” and the accompanying photographs shall form the basis of the Contractor’s lump-sum pricing. Proponents shall include all labour,

Village of Pouce Coupe
2026-RFP-02 – Sidewalk Improvements

materials, equipment, disposal, traffic and pedestrian control, and other work necessary to complete the proposed work at the identified locations.

The Village reserves the right, prior to award, to remove one or more Schedules from the Work. Following award, any addition, deletion, or material change to the Work will be addressed through a written change order agreed to by the Village and the Contractor.

Proponents shall describe their proposed repair methodology for each identified work location. The repair methods identified in Appendix “A,” including levelling, panel replacement, patching, or other repair methods, represent the Village’s preliminary assessment of the Work. Proponents may recommend an alternative repair method where, in their professional judgment, it would provide a more appropriate, durable, or cost-effective result.

Any alternative methodology shall be clearly identified in the Proposal and reflected in the lump-sum price for the applicable Schedule. The final repair methodology will be confirmed by the Village and the successful Contractor prior to commencement of the Work.

Schedule A – Highway 2 Corridor (50th Street)

This work will consist of sidewalks running North to South in the Village that are located on the Highway 2 corridor.



1.

Work Task	Approximate Number of locations
-----------	---------------------------------

Village of Pouce Coupe
 2026-RFP-02 – Sidewalk Improvements

Fix uneven sidewalk panels (Photo 1)	1
--------------------------------------	---

Schedule B – Highway 2 Corridor (50th Avenue)

This work will consist of sidewalks running East to West in the Village that are located on the Highway 2 corridor.



2.

Work Task	Approximate Number of locations
Replace sidewalk panel (Photo 2)	1

Schedule C – Commercial (49th Avenue)

This work will consist of sidewalks running East to West in the Village that are located in the Commercial area along 49th Avenue.



3.



4.

Village of Pouce Coupe
2026-RFP-02 – Sidewalk Improvements



5.



6.



7.



8.

Village of Pouce Coupe
 2026-RFP-02 – Sidewalk Improvements



9.



10.

Work Task	Approximate Number of locations
Level 2 sidewalk panels (Photo 3)	1
Level 2 walking path panels (Photos 4 & 5)	2
Fix broken sidewalk panels (Photos 6 - 10)	5

Schedule D – Residential (50th Street)

This work will consist of sidewalks running North to South in the Village that are located in the Residential area along 50th Street.

Village of Pouce Coupe
2026-RFP-02 – Sidewalk Improvements



Work Task	Approximate Number of locations
Remove tripping hazard (Photos 11 & 12)	2

Village of Pouce Coupe
 2026-RFP-02 – Sidewalk Improvements

**VILLAGE OF
POUCE COUPE**

Sidewalk Improvement Schedules

LEGEND

- SCHEDULE A**
Highway 2 Corridor
(50th Street)
- SCHEDULE B**
Highway 2 Corridor
(50th Avenue)
- SCHEDULE C**
Commercial
(49th Avenue)
- SCHEDULE D**
Residential
(50th Street)

*Map for reference only.
Not to scale.*

MAP FEATURES

- Road
- Railway
- Park / Green Space

