



CORPORATION OF THE VILLAGE OF POUCE COUPE

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REQUEST FOR QUOTE (RFQ) 2026-03

Elevator Road Paving Project
and
Village Drainage 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 qualified contractors to submit quotations for road paving and drainage improvements identified in this RFQ. The Work is divided into separate schedules which may be awarded individually or together at the Village's sole discretion. Contractors may submit quotations on one, several, or all schedules.

2. RFQ DETAILS

File Number: RFQ 2026-03
Issue Date: July 17th, 2026
Closing Date & Time: July 29th, 2026 @ 10:00 AM PST

Submission Method:

Quotations must be submitted electronically via email to cdeveau@poucecoupe.ca prior to the closing date & time.

RFQ Contact:

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

3. INQUIRIES

All inquiries related to this RFQ 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 RFQ is simply an invitation for Quotations (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 RFQ or the submission of Quotations.

The Village may negotiate changes to any terms of a Quotation, 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 Quotations (including prices and terms) from other parties who have not submitted Quotations. The Village also reserves the right to cancel this competition and award to no parties.

The Village may, at any time, request clarification or additional information from one or more proponents and may waive minor informalities or irregularities where doing so is in the Village's best interest.

5. COMPLETION DEADLINE

All work must be substantially completed by October 15th, 2026, unless otherwise approved in writing by the Village.

6. RFQ EVALUATION

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

The Village reserves the right to accept or reject any or all Quotations and to reject non-compliant Quotations. Proponents may submit quotations for one, several, or all Schedules. Schedule A and Schedule B are alternative scopes of work and only one of those schedules will be awarded.

Criteria	Weight
Proposed Price	75%
Summary of Experience and References	15%
Timeline Schedule	10%

The Village may determine, in its sole discretion, that a quotation which does not satisfy these requirements is ineligible for further consideration:

- The Contractor must be registered and in good standing with WorkSafeBC.
- The Contractor must provide evidence of Commercial General Liability insurance with limits meeting the requirements of this RFQ.
- The Contractor must provide a minimum of two (2) references for projects of a similar size and scope completed within the last five (5) years.
- The Contractor must demonstrate its ability to substantially complete the Work by October 15, 2026.

The Village reserves the right not to award a contract where quotations exceed available funding or where the Village determines that proceeding with the Work is not in its best interests.

7. SUBMISSION REQUIREMENTS

Contractors must submit quotations that include the following:

- Total Project Price inclusive of applicable taxes for each schedule

- Proposed schedule
- Confirmation of insurance/WCB
- References (2-3)
- Attestation of relevant experience

Contractors shall include all labour, materials, equipment, equipment mobilization and de-mobilization, 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.

8. INSURANCE AND WCB REQUIREMENTS

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

- The Corporation of the Village of Pouce Coupe shall be named as an Additional Insured with respect to the Work.
- The policy shall contain a cross-liability clause and provide not less than thirty (30) days' written notice of cancellation or material change.
- The Contractor shall provide proof of insurance upon request prior to commencement of the Work.
- The Contractor shall be registered and remain in good standing with WorkSafeBC throughout the Work.

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, traffic plan, 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 successful 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.

Contractor shall be responsible for verifying all field measurements prior to commencing construction.

The Director of Public Works or designate shall determine whether the Work has been substantially completed in accordance with this RFQ. The Contractor shall promptly correct any deficiencies identified during inspection prior to final acceptance.

11. CONTRACT DOCUMENTS

The Work shall be completed in accordance with:

1. this RFQ;
2. the being awarded;
3. the drawings, figures, appendices and photographs attached to this RFQ;
4. any written addenda issued by the Village;
5. the successful Contractor's quotation, to the extent it is consistent with this RFQ;
and
6. any written change orders approved by the Village.

12. SITE VISIT

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

GENERAL REQUIREMENTS APPLICABLE TO ALL SCHEDULES

The scope of work of all schedules outlined herein include, but are not limited to, the following:

- Removal and disposal of existing asphalt and dirt.
- Saw cutting to prevent damage to adjacent asphalt portions.
- Grinding or removal of existing asphalt as required to provide a smooth transition.
- Preparation of the existing asphalt surface where needed.
- Adjust existing manholes, valve boxes, and utility access covers to finished grade.
- Remove and replace unsuitable subgrade materials where identified during construction and compact replacement granular materials to industry standards. (The Village reserves the right to request proof of granular compaction if concerns arise during construction).
- Finished roadway shall tie smoothly into the existing paved roadway and provide a finished surface comparable to the existing paved portion of Elevator Road.
- Supply and installation of non-woven geotextile separation fabric and tensar HX165 geogrid where required beneath the granular base.
- Disposal of waste materials. (clean compostable fill can be disposed of at the local compost yard with approval of the Director of Public Works).
- Protect existing utilities and infrastructure.
- Landscaping and site clean-up.
- Provide and maintain traffic and pedestrian control to safely complete the work.
- Obtain BC 1 call utility locates prior to excavation work.
- Supply and installation of permanent asphalt speed bumps at locations identified by the Village. Schedule A includes one (1) speed bump. Schedule B includes two (2) speed bumps.
- Install final road layer consisting of hot mix asphalt surface that shall provide positive drainage and shall not create areas where standing water will accumulate.
- The finished roadway shall provide a smooth riding surface free of significant deviations, depressions, or abrupt transitions.

**Dimensions and quantities provided in this RFQ are approximate and are supplied solely for the convenience of proponents. Contractors are responsible for verifying field conditions and quantities prior to submitting a quotation.*

SCHEDULE A

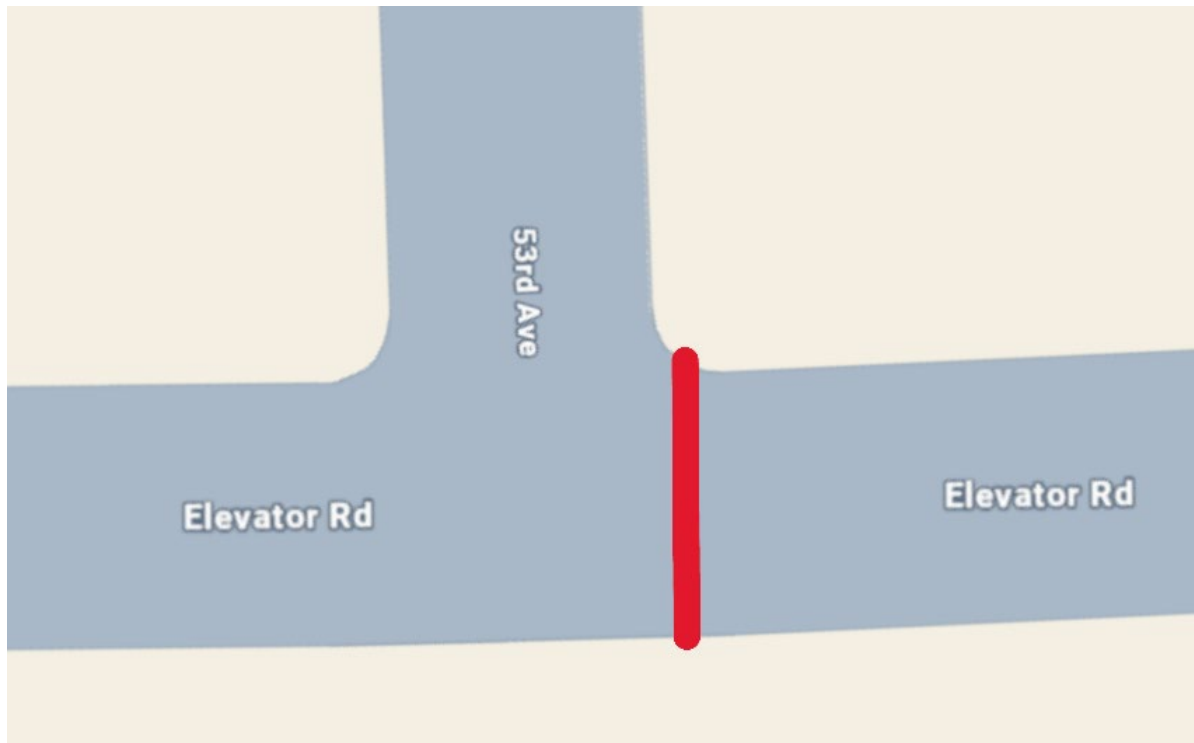
Paving approximately 450 meters / half of the current dirt road portion Elevator Road, starting at 53rd Avenue

The Contractor shall complete all work necessary to construct a paved roadway over approximately 450 metres of the existing gravel portion of Elevator Road, beginning at 53rd Avenue, including installation of the new culvert crossing, roadway preparation, asphalt paving, speed bump, restoration, and all incidental work necessary to produce a completed roadway.

The work location and approximate dimensions of 450 metres in length by 7.5 metres in width, as identified in Schedule “A” and the accompanying photographs shall form the basis of the Contractor’s lump-sum pricing. Proponents shall include all labour, materials, equipment, disposal, traffic and pedestrian control, and other work necessary to complete the proposed work at the identified locations.



The culvert size identified below is the Village's minimum requirement. Contractors are encouraged to identify opportunities for improvements or alternative solutions that provide additional long-term value to the Village.



The “Contractor” will be required to prep the area and install one (1) new culvert at the intersection of Elevator Road & 53rd Avenue. One (1) culvert shall be supplied and installed in line with the east ditch crossing beneath Elevator Road. Minimum size is 15 m × 600 mm corrugated steel pipe. Larger culvert sizes may be proposed if the Contractor believes they would improve drainage performance. However, any proposed change shall be clearly identified in the quotation.

The Contractor shall complete all excavation, bedding, placement, backfill, compaction, roadway restoration, and asphalt paving necessary to produce a finished roadway that matches the adjacent work and provides a smooth riding surface.

Asphalt placed over the culvert installation shall match the specified pavement structure and finished surface of the adjoining roadway, resulting in a continuous, smooth riding surface with no discernible settlement or abrupt transitions.

SCHEDULE B

Paving approximately 850 meters / all of the current dirt road portion of Elevator Road, starting at 53rd Avenue

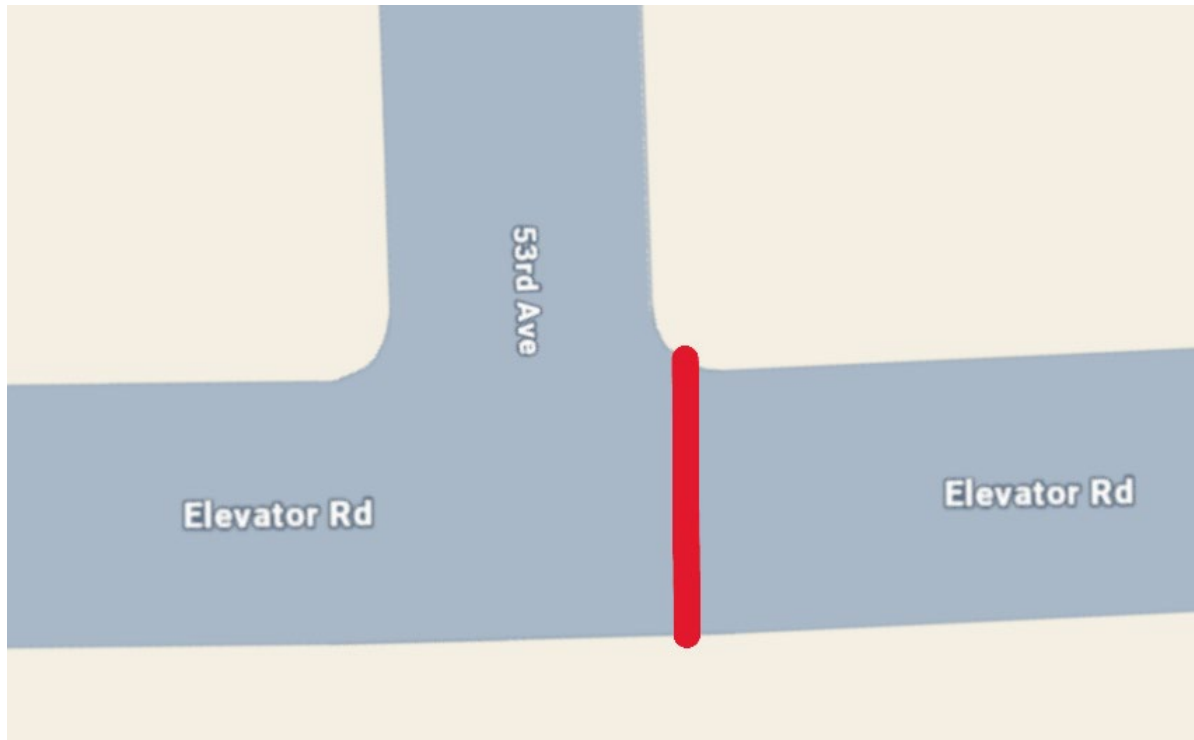
Schedule B consists of the same scope of work as Schedule A except the paved length shall be approximately 850 metres rather than 450 metres and shall include two permanent asphalt speed bumps.

The work location and approximate dimensions of 850 metres in length by 7.5 metres in width, as identified in Schedule “B” and the accompanying photographs shall form the basis of the Contractor’s lump-sum pricing. Proponents shall include all labour, 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 Appendices 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.

The culvert size identified below is the Village's minimum requirement. Contractors are encouraged to identify opportunities for improvements or alternative solutions that provide additional long-term value to the Village.



The “Contractor” will be required to prep the area and install one (1) new culvert at the intersection of Elevator Road & 53rd Avenue. One (1) culvert shall be supplied and installed in line with the east ditch crossing beneath Elevator Road. Minimum size is 15 m × 600 mm corrugated steel pipe. Larger culvert sizes may be proposed if the Contractor believes they would improve drainage performance. However, any proposed change shall be clearly identified in the quotation.

The Contractor shall complete all excavation, bedding, placement, backfill, compaction, roadway restoration, and asphalt paving necessary to produce a finished roadway that matches the adjacent work and provides a smooth riding surface.

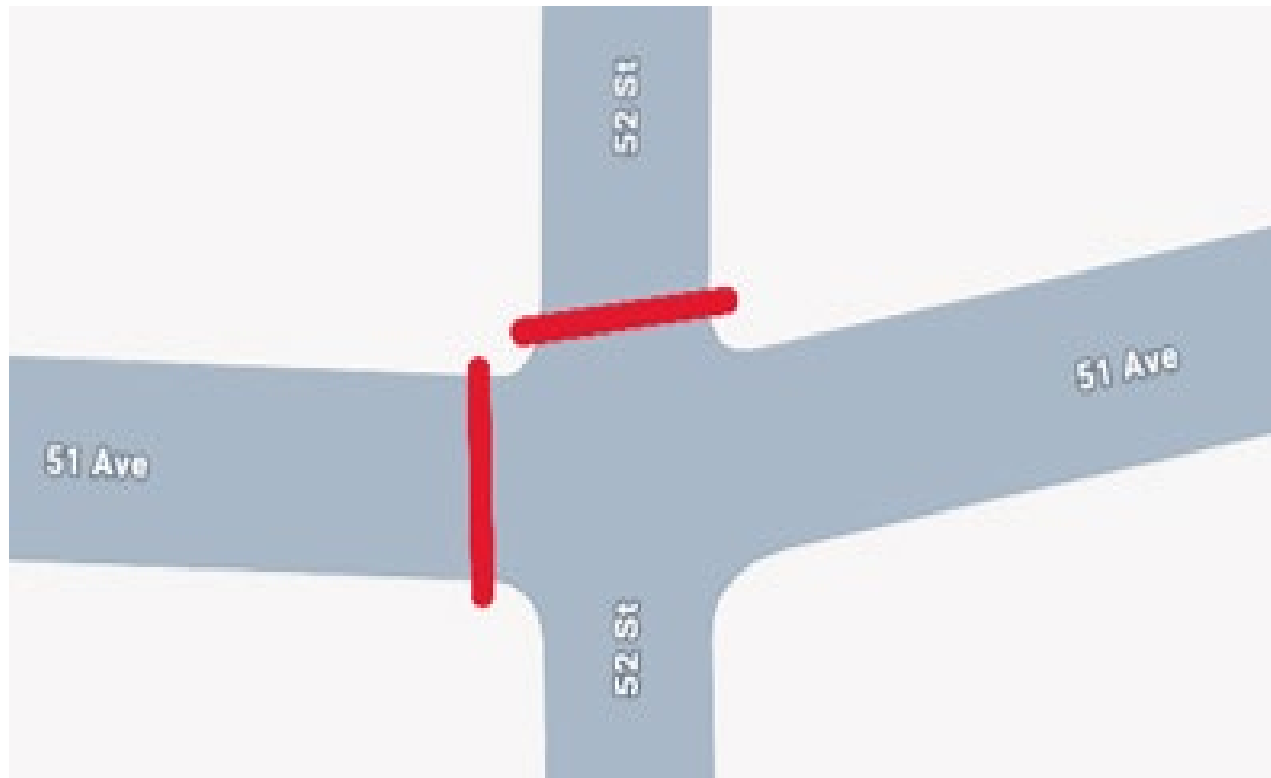
Asphalt placed over the culvert installation shall match the specified pavement structure and finished surface of the adjoining roadway, resulting in a continuous, smooth riding surface with no discernible settlement or abrupt transitions.

SCHEDULE C

Culvert Replacement & Road Repair at 52st and 51ave:

Figure 1 – Approximate location of the two culvert replacements at the intersection of 51st Avenue and 52nd Street. The red lines represent the two culverts being replaced.

The culvert sizes identified below are the Village's minimum requirements. Contractors are encouraged to identify opportunities for improvements or alternative solutions that provide additional long-term value to the Village.



The “Contractor” will be required to prep the culvert area to remove and replace two (2) culverts at the intersection of 51st Avenue & 52nd Street. Two (2) culverts shall be supplied and installed. The minimum size for each culvert is 12 m × 450 mm corrugated steel pipe. Larger culvert sizes may be proposed if the Contractor believes they would improve drainage performance. However, any proposed change shall be clearly identified in the quotation.

The Contractor shall restore the roadway structure and asphalt surface to match existing grades and pavement, complete all shoulder restoration, and leave the site in a clean and serviceable condition.

BID SHEET

Summary of Relevant Experience:

Proposed Project Schedule

Schedule Description		Lump Sum Price (Excl./Incl. GST as specified)
A	Elevator Road Paving – Approximately 450 m (including 53rd Avenue culvert installation and roadway restoration)	\$ _____
B	Elevator Road Paving – Approximately 850 m (including 53rd Avenue culvert installation and roadway restoration)	\$ _____
C	Culvert Replacements – 51st Avenue & 52nd Street	\$ _____

Optional Combined Pricing (Optional)

The Village may award multiple schedules to a single Contractor. Contractors may provide discounted pricing for combined awards.

Combined Award	Lump Sum Price(Excl./Incl. GST as specified)
Schedule A + Schedule C	\$ _____
Schedule B + Schedule C	\$ _____

Please attach proof of worksafe registration, proof of Commercial General Liability Insurance and provide references.

**Acceptance of a quotation shall not create a binding agreement until the quotation has been accepted in writing by the Village and any required agreement has been executed.*