



REGIONAL DISTRICT of Fraser-Fort George

INVITATION TO QUOTE (ITQ) CS-26-01

Regional District of Fraser-Fort George (RDFFG)

Project: Robson Valley Recreation Centre – Entrance Canopies Re-Roofing and Update

Date Issued: February 20, 2026

1. Introduction

The Regional District of Fraser-Fort George (the “**Regional District**”) is seeking written quotes from qualified suppliers for the following work:

Project Description:

The Regional District is seeking a supplier to undertake the Entrance Canopies Re-Roofing and Update Project on two (2) entrances located at the Robson Valley Recreation Centre, 461 Columbia Street, McBride, BC V0J 2E0.

The exterior repairs to the entrance canopy at RVRC, including removal of aged material and installation of new materials as shown on the drawings provided.

This ITQ is intended for to multiple suppliers to obtain competitive pricing.

2. Scope of Work

The successful supplier will be responsible for providing all necessary labour, transportation, equipment, materials, supervision and services necessary to complete the work described, including, but not limited to, disposal and replacement of the flat roofing material, roof drain, soffits, fascia, flashings, electrical, plumbing and all other items listed in the attached Architects sealed Project Manual and Drawings.

All work to meet applicable codes and manufacturer specifications.

3. Schedule

Site visit (optional): upon request –Call Wes Keim, Manager of Facilities at 250-349-3576

Questions Deadline: February 27, 2026

Quote Submission Deadline: March 27, 2026

Expected Start: To be negotiated

Completion Deadline: June 15, 2026

4. Quote Submission Requirements

Suppliers are asked to submit a simple written quote that includes:

- Company name and contact information
- Proof of membership in the Roofing Contractors Association of BC
- Confirmation of WorkSafeBC compliance
- Proof of public liability insurance (minimum \$2,000,000 coverage)
- Total price, itemizing subtotal (before GST) and final total (including GST))
- List of any assumptions or exclusions
- Warranty details (materials and workmanship)
- Details of experience in similar projects
- Proposed schedule

Quotes must be sent by email to:

Attention: Blaine Harasimiuk

Email: bharasimiuk@rdffg.bc.ca

Subject Line: ITQ – RVRC Entrance Canopies Re-Roofing and Update – [Supplier Name]

5. Evaluation

The Regional District will evaluate quotes based on:

- Total price
- Ability to meet schedule
- Relevant experience and capacity
- Safety and insurance compliance
- Warranty

Lowest price will not necessarily be accepted.

6. Terms

This ITQ does not create any contractual obligation for the Regional District.

The Regional District reserves the right to accept or reject any quote.

Work shall not begin until a signed agreement is executed and an email confirmation is issued by the Regional District where a written form of purchase order and work terms and conditions will be attached

Payment will be made upon satisfactory completion of the work.

7. Contact

All inquiries related to this ITQ must be directed to:

Blaine Harasimiuk

Regional District of Fraser-Fort George

Email: bharasimiuk@rdffg.bc.ca

Phone: 250-960-4400

8. Photos

Main (northwest) entry:









Curling Rink (southwest) entry:









9. Sample Agreement Terms

WORK & SERVICES – GENERAL TERMS AND CONDITIONS

1. Scope of Work

The Contractor shall furnish all labour, materials, tools, equipment, services, and (unless expressly stated otherwise in the Purchase Order) obtain all permits necessary for the **complete performance of the Work** described in the Purchase Order.

2. Independent Contractor

The Contractor is an **independent contractor**. All persons employed or engaged by the Contractor in connection with the Work are employees or agents of the Contractor and **not** of the Regional District of Fraser-Fort George (“RDFFG”).

3. Safety and Legal Compliance

While on RDFFG property, the Contractor shall comply with all **applicable laws, regulations, codes, and WorkSafeBC requirements**, and observe all RDFFG **safety rules and training requirements**.

Smoking and open flame are permitted **only** in locations designated by RDFFG.

4. WorkSafeBC, Business Licence, and Insurance

The Contractor shall maintain:

- **WorkSafeBC coverage**,
- a **valid RDFFG business licence**, and
- insurance coverage **as specified in the Insurance Requirements** below.

Prior to commencing any Work, the Contractor must submit **proof** of all required insurance, licensing, and WorkSafeBC coverage to the contact identified in the solicitation document or Purchase Order.

The contractor shall be considered the **Prime Contractor** as defined in the WorkSafeBC Regulations.

5. Workmanship and Standards

All workmanship and materials shall be **acceptable to RDFFG** and comply fully with the Contract. The Work is subject to **inspection** by RDFFG. Neither acceptance nor payment relieves the Contractor of liability under:

- the **indemnity clause**, or
- **any warranties or guarantees**, expressed or implied.

All goods, materials, equipment, labour, and workmanship must conform to applicable **Canadian and British Columbia**

standards, including but not limited to: **CSA, ULC, ETL, WorkSafeBC, Canadian Electrical Code, Canadian Weights and Measures**, etc.

6. Local Conditions

By submitting a quote or performing the Work, the Contractor confirms it has satisfied itself—by **inspection, examination, measurement, testing, or other means**—with respect to local conditions and the practicability of performing the Work.

No verbal agreement or representation by any RDFFG officer, agent, or employee alters the Contract.

7. Protection of RDFFG Property

If RDFFG property is damaged due to the Contractor’s actions:

1. The Contractor must immediately notify RDFFG.
 2. RDFFG will advise the Contractor of the required repairs.
 3. If the Contractor does not respond within **72 hours**, RDFFG may complete the repairs and deduct the costs from monies payable to the Contractor.
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8. Liens

The Contractor shall take all necessary steps to prevent liens or lien claims against RDFFG property. The Contractor shall, **at its own expense**, promptly have any lien or claim **released and discharged**.

9. Invoicing and Payment

a) Invoicing Requirements

Upon completion of the Work (or as otherwise permitted), the Contractor shall submit invoices **referencing the RDFFG Purchase Order** and including the **GST registration number**. For time-and-materials or reimbursable Work, supporting **timesheets, receipts, and vouchers** must be attached.

b) Payment Terms

Unless stated otherwise:

- Payment terms are **Net 30 days**
- Terms begin upon **receipt of a proper invoice** by Accounts Payable
- Prices are **all-inclusive** (packing, handling, duties, taxes, etc.)
- Payment is made only after **final acceptance** of the Work by RDFFG

10. Termination for Convenience

RDFFG may, at any time and in its sole discretion, **stop the Work and terminate the Contract**. If the Contractor is **not in default**, RDFFG shall pay for Work **properly performed** up to the termination date, including a reasonable allowance for **profit** on such Work.

11. Assignment and Subcontracting

The Contractor shall not assign, transfer, or subcontract the Contract, in whole or in part, without **prior written consent** from RDFFG.

12. Indemnification

The Contractor shall **indemnify and save harmless** RDFFG, its elected officials, officers, employees, and agents from all claims, demands, losses, damages, and expenses (including legal fees) arising from or connected to:

- the Contractor's **negligent acts or omissions**, or
- **breach of the Contract**.

This obligation **survives** completion or termination of the Contract.

13. Applicable Law

This Contract is governed by the laws of the **Province of British Columbia**, and the parties agree to the jurisdiction of the **courts of British Columbia**.

14. Freedom of Information and Protection of Privacy

The Contractor acknowledges that RDFFG is subject to the **Freedom of Information and Protection of Privacy Act (British Columbia)**.

The Contract and records supplied to RDFFG may be subject to **public disclosure** under this Act.

INSURANCE REQUIREMENTS – CONTRACTORS

A. Public Liability & Property Damage Insurance (Commercial General Liability)

The Contractor shall maintain **Commercial General Liability (CGL)** insurance including **public liability and property damage** coverage, in an amount **not less than \$2,000,000 per occurrence**, covering:

- Bodily Injury

- Property Damage
- Personal Injury
- Contractual Liability
- Contingent Employer's Liability
- Products & Completed Operations
- Broad Form Property Damage
- **Cross Liability clause**

Additional Insured

The **Regional District of Fraser-Fort George** shall be added as an **Additional Insured**.

Cross Liability Clause

"The insurance afforded by this policy shall apply as if separate policies had been issued to each insured party."

Notice of Cancellation/Change

Policies must provide **30 days' prior written notice** to RDFFG of cancellation or material change.

Proof of Insurance

The Contractor must file certificates of insurance **before starting the Work** and upon RDFFG request.

B. Automobile Insurance

The Contractor shall maintain:

- **Owned Automobile Liability** – minimum **\$2,000,000**
- **Non-Owned Automobile Liability** – minimum **\$2,000,000**

C. Contractor's Equipment Insurance

RDFFG is **not responsible** for loss or damage to the Contractor's equipment. Contractor equipment policies shall include a **waiver of subrogation** against RDFFG and its officers, employees, and agents.

D. General Insurance Provisions

- Insurance must comply with the **Contract Documents**.
- Coverage territory must include **Canada**.
- RDFFG may, but is not obligated to, pay insurance premiums on behalf of the Contractor if the Contractor fails to do so and deduct the cost from monies owed.
- Contractor insurance shall be **primary and non-contributory** to RDFFG insurance.

10. Construction Drawings and Project Manual

See attached in the email