

# REQUEST FOR PROPOSAL (RFP)

**RFP #24-06-INF****Pottery Ravine Park Renewal****Invitation to Proponents**

This Request for Proposals (the “RFP”) is an invitation by The Corporation of the City of Vernon (the “City”) to prospective proponents to submit proposals for the provision of **construction services for Pottery Ravine Park Renewal**, as further described.

Pottery Ravine Park renewal work can be summarized as follows; the construction of new pedestrian walkways, installation of site furniture, retaining wall construction, and the supply and installation of play equipment, protective surfacing, and an irrigation system.

The RFP documents and registration form have been posted and are available for download at:

URL: <https://vernon.bonfirehub.ca/opportunities/67061>

Click the link above or type the address into your browser to go to the portal; register as Vendor and the documents will be accessible. It is recommended to download from a PC and ensure your firewall and virus security allows downloads.

**Bid Submission:**

Proposal together with all other attachments as identified in the RFP “*Submission of Proposals*”, to be uploaded to the City of Vernon procurement portal (Bonfire).

**RFP Timetable:**

Event:	Date:
Issue Date of RFP	Thursday January 18, 2024
<b>Non-mandatory Site Visit</b>	<b>Wednesday January 24, 2024 at 10:00 a.m.</b>
<b>Deadline for Questions</b>	<b>Thursday February 01, 2024 at 2:00 p.m.</b>
Deadline for Issuing Addenda	Tuesday February 06, 2024
<b>Submission Deadline</b>	<b>Tuesday February 13, 2024 at 2:00 p.m.</b>

The RFP timetable is tentative only, and may be changed by the City at any time. Bids received after the Submission Deadline will not be accepted. All times listed as local time.

**Contact:**

Elwira Sharp, Senior Buyer – Procurement Services

[esharp@vernon.ca](mailto:esharp@vernon.ca)

Any questions regarding the project are to be directed through the Procurement Portal – Bonfire in the Messages section: Opportunity Q & A. Note that any questions being submitted are only available for viewing by the City of Vernon. Should questions arise that result in answers that have a material value to the project, they will be issued via an addendum for all proponents to view.

The City of Vernon reserves the right to accept or reject all or part of any proposal, and to accept the Proposal in total or in part, or to accept the Proposal which it deems most favourable in the interest of the City of Vernon.