

 REQUEST FOR STANDING OFFER	
RFSO TITLE:	RFSO-26001 Civil Contracting Services
RFSO NUMBER:	26001
DATE ISSUED:	October 28 th , 2026, 12:00:00 PM
CLOSING TIME/DATE:	November 20 th , 2026, 03:00:00 PM

TABLE OF CONTENTS

Part A - INTRODUCTION	2
A.1 RFSO Overview	2
Part B - OBJECTIVES	2
B.1 Scope of Services	2
B.2 Timeline.....	2
B.3 Term	3
Part C - INSTRUCTIONS AND INFORMATION FOR PROPONENTS	3
C.1 Closing Date and Location	3
C.2 Form of Proposal Submissions	3
C.3 Mandatory Requirements.....	3
C.4 Information Meeting	4
C.5 Enquiries	4
Part D - TERMS AND CONDITIONS OF RFSO	4
D.1 General	4
D.2 Proposal Validity	5
D.3 Addendum	5
D.4 Evaluation, Selection Method and Decision Matrix	5
D.5 Acceptance and Rejection of Proposals	6
D.6 Late Proposals.....	6
D.7 Amendment or Withdrawal of Proposals	6
D.8 FVRD's Rights and Reservations	6

D.9	Cancellation of RFSO	7
D.10	Waiver of Non-Compliance	7
D.11	Proponent's Costs.....	7
D.12	Limitation of Liability.....	7
D.13	Negotiation.....	7
D.14	Errors and Omissions.....	7
D.15	Conflict of Interest.....	8
D.16	Confidentiality	8
D.17	No Lobbying.....	8
D.18	Contract Award	8
D.19	Definition of Contract	8
D.20	Form of Contract.....	9
Schedule A - FORM OF PROPOSAL.....		10
E.1	Rates	11
Schedule B- PROPONENT’S EXPERIENCE		12
Appendix A- SAMPLE STANDING OFFER AGREEMENT.....		13

Part A - INTRODUCTION

A.1 RFSO Overview

The Fraser Valley Regional District ("**FVRD**") is seeking proposals from qualified proponents ("**Proponents**") in response to this request for standing offers ("**RFSO**") for the provision of Civil contractor services on an as-and-when, if required, basis, with no guarantee of a minimum basis.

Part B- OBJECTIVES

B.1 Scope of Services

The FVRD operates fourteen (14) community water systems and six (6) community sewer systems, six (6) diking/flood protection systems, four (4) solid waste transfer stations, a landfill, ten (10) regional and four (4) community parks, three (3) regional and four (4) community trails, a campground, and the Hope Airpark within the FVRD region.

The successful proponent will perform the work on an "as and when, if required, with no guarantee of a minimum" basis in supporting the FVRD's operational, maintenance and capital work. Some of the anticipated work is expected to be "quick-response and small in scope". The projects within the scope of work include but are not limited to:

- i. Construction of underground utilities and site servicing (water, sanitary and storm sewers, street lighting);
- ii. Installation of water and sewer service connections;
- iii. Emergency repair of damaged water, sanitary and storm mains.
- iv. Instream works- sediment removal, bank armouring, diking (biodegradable hydraulic fluid required for instream works)
- v. Emergency Instream works- sediment removal, bank repair, and flood protection works
- vi. Bulk excavation/earthwork
- vii. Construction of retaining walls and slope stabilization
- viii. Construction and maintenance of trails, bridges, playgrounds and other park-related infrastructure; and
- ix. Miscellaneous construction projects as required

(collectively, the "**Services**") all to be provided with consideration being given to a focus on value to the FVRD and the Project budget.

B.2 Timeline

The proposed deadlines for key aspects of this RFSO are as follows (as may be amended by the FVRD at its discretion):

ITEM	DESCRIPTION	EXPECTED COMPLETION DATE
1	Deadline for Inquiries	Nov 16 th ,2026 4:30 PM

2	Submissions due	Nov 20 th , 2026 3:00 PM
4	Standing Offer Agreements Awarded	Dec 11 th , 2026,

B.3 Term

The term of this RFSO is a three (3)- year period effective December 11th, 2026, through December 31st, 2028, with the opportunity to extend for an additional two (2)- year term, as mutually agreed between the parties.

Part C - INSTRUCTIONS AND INFORMATION FOR PROPONENTS

C.1 Closing Date and Location

Proposals must be received by 3:00 PM on November 20th, 2026 ("**Closing**") at the following address:

rgreen@fvrd.ca

Fraser Valley Regional District

Attention: Riley Green, Engineering, Utilities and Community Services Technologist

1-45950 Cheam Avenue

Chilliwack, BC V2P 1N6

The time for Closing will be conclusively deemed to be the time shown on the clock used by the FVRD for this purpose.

C.2 Form of Proposal Submissions

Proponents are requested to submit the following copy/ies of their proposal ("**Proposal**"):

- i. One (1) electronic copy in Adobe PDF format submitted to:
Proponents are asked to deliver submissions clearly marked with the RFP Number, RFP Title and Proponent's name and address.

C.3 Mandatory Requirements

Proponents must include in their proposals the following information:

- i. Completed and signed Form of Proposal set out in Schedule B (note: not all of the equipment and labour listed in Schedule B 'Rates' need to be provided to be considered);

- ii. Proponent's Experience - list of completed or current work requiring services comparable to the services sought in this RFSO, including a brief description of the work, approximate contract value and references (with phone numbers) for each work that the FVRD may contact as set out in Schedule C;
- iii. Costs - details costs for the Proponent's provision of the Services in Canadian Dollars, inclusive of all costs, expenses and charges, but exclusive of GST and Provincial Sales Tax; and
- iv. Method for tracking project costs and daily submission of total hours for equipment, labour and materials to the FVRD; provide an example. (Note: for projects longer than one day in duration, project cost summaries are required daily and must be received within 24 hours of the end of the work day.);
- v. Sufficient details to allow the FVRD to determine the Proponent's position from the documents received, such as details of the Proponent's team, understanding of municipal infrastructure systems including water treatment & distribution, wastewater collection & treatment systems and how the Proponent will ensure business continuity;
- vi. Worksafe BC Insurance Certificate or Number
- vii. Liability Insurance; and
- viii. Occupational Health and Safety Program

C.4 Information Meeting

A Proponent's meeting will not be held.

C.5 Enquiries

All enquiries and notices related to this RFSO, including any requests for information and clarification, are to be directed in writing to the contact person ("**Contact Person**") indicated below.

Contact Person: Riley Green, Engineering, Utilities and Community Services Technologist

Address: 1 - 45950 Cheam Avenue
Chilliwack, BC V2P 1N6

Email: rgreen@fvrd.ca

Enquiries and responses will be recorded and may be distributed to all Proponents at the discretion of the FVRD. Clarifications, comments, revisions or any other information regarding this RFSO obtained by a Proponent from any source other than from the Contact Person is not authorized and should not be relied upon.

Part D - TERMS AND CONDITIONS OF RFSO

D.1 General

The terms and conditions in this Part E will apply to this RFSO. Submission of a Proposal in response to this RFSO indicates acceptance of all the terms and conditions contained herein and included in any addenda issued by the FVRD for this RFSO. Proposals that contain provisos which contradict or alter any of the terms and conditions of this RFSO will be disregarded and deemed not to have been written in the Proposal.

D.2 Proposal Validity

Proposals will be open for acceptance by the FVRD for at least 90 days after the date of Closing.

D.3 Addendum

All subsequent information regarding this RFSO, including changes made to this document, will be posted on BC Bid for Proponents to access. It is solely the responsibility of the Proponents to check BC Bid from time to time to ensure that they have all amendments to this RFSO in the form of addenda and to ensure that they have obtained, read, and understood the entire RFSO, including all addenda that may have been issued prior to Closing.

D.4 Evaluation, Selection Method and Decision Matrix

The evaluation of the RFSO will be conducted by a committee formed by the FVRD and may include, at the FVRD's sole discretion, employees, consultants and contractors. Proposals will be evaluated based on the overall best value to the FVRD based on quality, service, past performance, price and any other criteria set out herein, including, but not limited to:

- i. Technical Submission;
 - Experience with similar type work and with the FVRD
 - Understanding of FVRD objectives
 - General approach to work
 - Proposed team organization
 - Roles/responsibilities definitions
 - Quality control process
 - Quality of bid presentation and organization
 - Overall, Clarity & Completeness of Proposal
- ii. Experience with the FVRD
 - Proponents with no history of work with FVRD receive an automatic 5/10
- iii. References
 - Provide a minimum of two (2) references from within the past 5 years. The FVRD cannot be used as a reference.
- iv. Financial Submission "Rates"
 - As outlined in Schedule B "Form of Proposal".
 - "Rates" may be substituted with an alternative so long as information provided satisfies the requirements of the "Rates".
 - Fuel Adjustment: Proponents must submit rates using the fuel adjustment in effect for the month of submission. Following award, the applicable fuel adjustment component of the rates will be reviewed and adjusted monthly to reflect changes in the then-current fuel adjustment pricing.

(**Note:** Not all the equipment and labour listed in the “Rates” included in Schedule B needs to be provided to be considered.)

EVALUATION			
Decision Factors			
Mandatory Evaluation Criteria - Pass/Fail Criteria	Maximum Points	Weight	SCORE
Received by closing date and time			P/F
Inclusion of Mandatory Requirements			P/F
Pass/Fail (P/F)			P/F
Evaluation Selection Criteria			
Technical Submission	30		
Past experience with FVRD	10		
References	10		
Financial Submission	50		
SCORE	100		

D.5 Acceptance and Rejection of Proposals

This RFSO shall not be construed as an agreement to purchase goods or services. The FVRD is not obligated to enter into an Agreement (defined herein) with the Proponent who submits the lowest priced Proposal or with any Proponent.

D.6 Late Proposals

Proposals will be marked with their receipt time at the Closing Location. Only complete Proposals received and marked by the Closing time will be considered to have been received on time. Late proposals will not be considered or evaluated and may be returned to the Proponent.

D.7 Amendment or Withdrawal of Proposals

Proponents may amend or withdraw their Proposal in writing any time prior to Closing. Upon Closing, all Proposals become irrevocable in accordance with section D.2. The FVRD will be under no obligation to receive further information after Closing, whether written or verbal, from any Proponent.

D.8 FVRD's Rights and Reservations

The FVRD reserves the right to:

- i. reject any or all Proposals;
- ii. reject any Proposal that is incomplete, that contains erasures or corrections that is not signed by an authorized signatory of the Proponent or that fails to comply with the mandatory requirements of this RFSO;
- iii. in the event that only one proposal is submitted, to return the Proposal unopened;
- iv. modify the terms of this RFSO at any time in the FVRD's sole discretion;
- v. to require clarification of the information set out by one or more of the Proponents in respect of the Proposals submitted;
- vi. communicate with, meet with or negotiate with any one or more of the Proponents respecting their Proposals or any aspect of the proposed work;
- vii. accept more than one Proponent's Proposal; and

viii. seek separate bids or proposals for any related work in the future, for any reason.

D.9 Cancellation of RFSO

The FVRD may cancel this RFSO at any time prior to or after Closing. In the event the FVRD cancels this RFSO, the FVRD shall have the right to seek to procure the same services or similar services at any time through any means the FVRD deems appropriate. No Proponent shall acquire any rights or interests in any subsequent procurement process undertaken by the FVRD.

D.10 Waiver of Non-Compliance

The FVRD may waive any non-compliance with the RFSO and may elect to retain for consideration Proposals which are non-conforming, which do not contain the content or form requested by this RFSO or which have not strictly complied with the process for submission set out herein.

D.11 Proponent's Costs

Each Proponent is solely responsible for its own costs and expenses associated with its participation in this RFSO, including but not limited to, conducting investigations, attending briefings, preparing and delivering its Proposal, communicating with the Contact Person prior to Closing and during Proposal evaluation, and for any subsequent processes or negotiations with the FVRD that may occur.

D.12 Limitation of Liability

By submitting a proposal, each Proponent irrevocably agrees that the FVRD shall not be liable to any Proponent or any person whatsoever, for any claims of any nature (in contract, in tort, or otherwise), for any costs, expenses, compensation, damages, or anything whatsoever, including without limitation, costs and expenses associated with the Proponent's preparation and submission of their Proposal, their participation in this RFSO, for loss of revenue, opportunity or anticipated profit, arising in connection with its Proposal, this RFSO, any subsequent processes or opportunity, any contract, or any matter whatsoever.

D.13 Negotiation

The FVRD reserves the right to negotiate with the preferred Proponent, or any Proponent, on any details, including changes to specifications and price. If specifications require significant modification, all Proponents shall have the opportunity to adjust their Proposals or re-submit altogether, as determined by the FVRD in its sole discretion.

D.14 Errors and Omissions

While the FVRD has used considerable efforts to ensure information in this RFSO and otherwise provided directly in association with this RFSO is accurate, the information is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the FVRD, nor is it necessarily comprehensive or exhaustive. Nothing in this RFSO is intended to relieve

Proponents from the responsibility for conducting their own investigation and forming their own opinions with respect to the subject matter of this RFSO.

D.15 Conflict of Interest

Proponents shall disclose any potential conflict of interest and existing business relationship they may have with the FVRD, its elected or appointed officials or employees.

D.16 Confidentiality

All Proposals become the property of the FVRD and will not be returned to the Proponents, except as expressly provided for herein. All Proposals will be held in confidence by the FVRD unless disclosure is otherwise required by law.

D.17 No Lobbying

Proponents and their agents are not permitted to contact any member of the FVRD Council or staff with respect to this RFSO, except as expressly provided for herein. Proponents will not offer entertainment, gifts, gratuities, discounts, or special services, regardless of value, to any employee or elected official of the FVRD. The FVRD reserves the right to disqualify any Proponent from participation in this RFSO that acts in contravention of this requirement.

D.18 Contract Award

This RFSO should not be construed as an agreement to purchase goods or services. By submitting a Proposal, the Proponent agrees that should it be identified as the preferred Proponent, it will enter negotiations, if required, for the purpose of concluding a Contract.

If a written Contract cannot be negotiated and executed by both parties within 90 days of notification of the successful Proponent, or such longer period as the parties may mutually agree, the FVRD may, at its sole discretion at any time thereafter, terminate negotiations with that Proponent, enter into negotiations with any other Proponent or terminate the RFSO process and not enter into a Contract with any of the Proponents.

At its sole discretion, the FVRD may divide any Contract for goods or services between two or more proponents.

D.19 Definition of Contract

Notice in writing to a Proponent that it has been identified as the preferred Proponent and the subsequent full execution of a written contract will constitute a contract for the goods and/or services contemplated by this RFSO, and no Proponent will acquire any legal or equitable rights or privileges relative to the goods or services until the preferred Proponent and the FVRD have both executed a written Contract.

D.20 Form of Contract

The Contract will comprise of a form of written agreement based on the standard FVRD Standing Offer Agreement document as may be amended by mutually agreed supplementary conditions and incorporate Appendix A 'Sample Standing Offer Agreement' attached hereto.

Schedule A - FORM OF PROPOSAL

Name: _____

Address: _____

Name and title of Representative: _____

Telephone: _____ Email: _____

Form of Business Organization

☐ Sole Proprietorship

☐ Partnership Date of Establishment _____

☐ Corporation Date of Incorporation _____ Business No. _____

I/We the undersigned authorized representatives of the Proponent, having received and carefully reviewed the RFSO, including without limitation, Appendix A "Sample Standing Offer Agreement," agree to provide to the Fraser Valley Regional District the [Goods/Services] for the prices stipulated in the "Rates" attached hereto in response to the RFSO.

(note: not all of the equipment and labour listed needs to be provided in order to be considered):

Dated this ____ day of _____, 202__.

Signature of Authorized Signatory

Name & Title/Position:

Signature of Authorized Signatory

Name & Title/Position:

SCHEDULE B - RATES

Rates should reflect the October 2026 Fuel Price Adjustment					
Use empty boxes provided for equipment or labour not listed					
Refer to 2026-2027 Blue Book Equipment Rental Rate Guide for class definitions					
YEAR 1	Excavators				
Item Type	Class	Year + Description	AF	LO	Mob Rate
Mini/Compact	1		\$ /hr	\$ /hr	\$
Mini/Compact	3		\$ /hr	\$ /hr	\$
Mini/Compact	6		\$ /hr	\$ /hr	\$
Heavy Hydraulic	2		\$ /hr	\$ /hr	\$
Heavy Hydraulic	5		\$ /hr	\$ /hr	\$
Heavy Hydraulic	7		\$ /hr	\$ /hr	\$
Long Reach	≥5		\$ /hr	\$ /hr	\$
			\$ /hr	\$ /hr	\$
			\$ /hr	\$ /hr	\$
			\$ /hr	\$ /hr	\$
			\$ /hr	\$ /hr	\$
Attachments					
Description	Spec		Hourly	Weekly	Monthly
Brush Cutter	under 4'		\$ /hr	\$ /hr	\$ /hr
Brush Cutter	over 4'		\$ /hr	\$ /hr	\$ /hr
Plate Tamper	500-999lb		\$ /hr	\$ /hr	\$ /hr
Plate Tamper	1,500-1,999lb		\$ /hr	\$ /hr	\$ /hr
Thumb	-		%	-	-
			\$ /hr	\$ /hr	\$ /hr
			\$ /hr	\$ /hr	\$ /hr
			\$ /hr	\$ /hr	\$ /hr
Other Heavy-Equipment					
Item Type	Class	Year + Description	AF	LO	Mob Rate
Loader/Skid Steer	2 to 6		\$ /hr	\$ /hr	\$
Bulldozer	3		\$ /hr	\$ /hr	\$
Bulldozer	6		\$ /hr	\$ /hr	\$
Dump Truck	≥7.6 m3		\$ /hr	\$ /hr	n/a
Combination Truck & Pup	≥13.8 m3		\$ /hr	\$ /hr	n/a
Heavy Duty Dump Truck	30-40 Ton		\$ /hr	\$ /hr	\$
Truck & Tools	Pickup		\$ /hr	\$ /hr	n/a
Water Spray Truck	1000 - 3000 gal		\$ /hr	\$ /hr	\$
			\$ /hr	\$ /hr	\$
			\$ /hr	\$ /hr	\$
			\$ /hr	\$ /hr	\$
Labour					
Position/Description			Hourly Rate	Overtime	Double Time
Superintendent/Foreman			\$ /hr	\$ /hr	\$ /hr
Supervisor			\$ /hr	\$ /hr	\$ /hr
Surveyor			\$ /hr	\$ /hr	\$ /hr
Grademan			\$ /hr	\$ /hr	\$ /hr
Operator *overtime rate on top of machine AF rate*			n/a	\$ /hr	\$ /hr
Pipelayer			\$ /hr	\$ /hr	\$ /hr
General Labourer			\$ /hr	\$ /hr	\$ /hr
Security Personnel			\$ /hr	\$ /hr	\$ /hr
Traffic Control			\$ /hr	\$ /hr	\$ /hr
Lane Tech			\$ /hr	\$ /hr	\$ /hr
Miscellaneous					
Item	Spec	Description	Hourly	Daily	Monthly
Walk Behind Plate Tamper	≥ 500lb		\$ /hr	\$ /hr	\$ /hr
Tow Behind Air Compressor			\$ /hr	\$ /hr	\$ /hr
Trash Pump	2 in		\$ /hr	\$ /hr	\$ /hr
Intake Hose	2 in		\$ /hr	\$ /hr	\$ /hr
Discharge Hose - 100 ft	2 in		\$ /hr	\$ /hr	\$ /hr
Trash Pump	3 in		\$ /hr	\$ /hr	\$ /hr
Intake Hose	3 in		\$ /hr	\$ /hr	\$ /hr
Discharge Hose - 100 ft	3 in		\$ /hr	\$ /hr	\$ /hr
Fuel Adjustment: Proponents must submit rates using the fuel adjustment in effect for the month of submission. Following award, the applicable fuel adjustment component of the rates will be reviewed and adjusted monthly to reflect changes in the then-current fuel adjustment pricing.			Markup Rate on all Subs and Materials:		___%
YEAR 2			Unless otherwise stated herein, the Year 2 Rates shall be the Year 1 Rates increased by:		___%
YEAR 3			Unless otherwise stated herein, the Year 3 Rates shall be the Year 2 Rates increased by:		___%

Schedule B- PROPONENT'S EXPERIENCE

Proponent Name:

Experience:

Project Name:

Project Value:

Project Date:

Responsibility:

References:

(incl. telephone)

Experience:

Project Name:

Project Value:

Project Date:

Responsibility:

References:

(incl. telephone)

Experience:

Project Name:

Project Value:

Project Date:

Responsibility:

References:

(incl. telephone)

Appendix A- SAMPLE STANDING OFFER AGREEMENT

Please download Appendix at the following hyperlink: [\[SAMPLE AGREEMENT\]](#)