



REQUEST FOR QUOTATION

For the Provision of

Hemlock Valley Roadside Trail Construction

RFQ Title	Hemlock Valley Roadside Trail Construction
RFQ Number	RFQ-25016
Date Issued	Friday, May 16, 2025
Closing Date	Friday, June 6, 2025 1 pm (PST)

REQUEST FOR QUOTATION

1. INTRODUCTION

The Fraser Valley Regional District ("FVRD") is requesting contractors with proven capacity, capabilities and experience to provide quotes for the construction of a new roadside trail alongside Hemlock Valley Road in the Hemlock Valley. Hemlock Valley is located in FVRD Electoral Area C, just outside Harrison Mills, BC. Proponents should have experience, have performed similar work for a similar organization, and must have trained experienced staff to undertake this work.

2. SCOPE OF WORK

The FVRD requires an experienced contractor to construct a roadside trail that weaves within the adjacent forest to connect the north portion of Snowmist Drive with Laurel Place (**Schedule C**). The trail will be situated primarily within a stand of second growth forest, with some sections of dense undergrowth. The purpose of this project is to enhance community connectivity within the Sasquatch Mountain Resort area by providing safer active transportation options for residents and visitors, while also increasing overall trail connectivity in the area.

Trail Development Priorities:

The trail development is broken into two priorities:

- » Priority 1 is building the connection from Snowmist Drive to Edelweiss Drive, as illustrated on Schedule C.
- » Priority 2 is connecting Edelweiss Drive to Laurel Place, which leads to the Village Loop trail, and/or connecting directly to the Village Loop trail. The FVRD is open to options for this priority that are economically feasible. Priority 2 will require the crossing of Sakwi Creek.

The quote must provide separate pricing for each priority and identify and price the Sakwi Creek crossing as a distinct line item.

The services required include the following:

- » Construction of an estimated 1.2 km long gravel trail
 - Trail specifications:
 - Using machines, construct a 2.5 m wide subbase tread that is a safe, dry and acceptable trail for beginner skill level in walking, biking, and cross-country skiing.
 - Supply and install a 1.2km long, 2.5 m wide compacted gravel (crusher dust) trail surface. (width and length of trail approximate)
 - Provide sustainable and cost-effective solutions for building through the following:

- Wet areas
 - Large rock
 - Irregularly shaped bedrock
 - Areas with minimal soil cover
 - Tree root zones
 - Creek crossing
- » Supply trail proposal laying out intended route within the 20m road buffer (**Schedule C**)
 - » Remove and dispose of trees, vegetation, and soil where needed
 - » Work in conjunction with archaeological monitors on site, wherever soil disturbance occurs

Site photos are available for reference at the following link: [Hemlock Valley Roadside Trail Ground Condition Photos](#). Please note that images are high resolution and may take time to load.

Work must be completed no later than September 30, 2025. Work can be completed Monday to Friday between 7 am – 8 pm and must be in accordance with the [FVRD's Good Neighbour Practices](#).

3. Certifications and Experience

The successful proponent will:

- » have thorough knowledge and ability to build a trail to the above specifications according to best practices
- » take full responsibility to ensure that traffic control is carried out in accordance with the most recent copy of the [Ministry of Transportation and Highways Traffic Control Manual for Works on Roadways](#) and any applicable WorkSafeBC regulations and obtain proper permits for working on public roadways.
- » ensure the safety of the public, vehicular and pedestrian traffic, and employees using proper high-vis safety gear, signage, and traffic cones.
- » Work in conjunction with archaeological monitors as required

4. ONSITE MEETING

An **optional meeting** will be held at the **Fraser Valley Regional District Office (45950 Cheam Avenue, Chilliwack BC and/or online on TEAMS on Wednesday May 28, 2025 10:00 am.** Pre-

registration for the onsite meeting is required by **Tuesday, May 27, 2025**, at noon via email to parks@fvrld.ca.

5. SUBMISSION

One (1) completed copy of the Quotation marked with the RFQ Title and Number must be delivered by email, hand, regular mail or courier before **Friday June 6, 2025 – 1 PM (PST)** to:

Fraser Valley Regional District
Attn: **Charlotte Whaley**
1 - 45950 Cheam Avenue
Chilliwack, British Columbia V2P 1N6
Email: cwhaley@fvrld.ca

An electronic file version is preferred (such as PDF or Word document) either by email or delivered on USB flash drive. Hard copies will also be accepted in person, regular mail, or courier.

Quotations received after the time specified above will not be considered.

The FVRD reserves the right to cancel this RFQ for any reason whatsoever without any liability to any party for any claims of any kind whatsoever.

All Quotations will remain confidential, subject to the statutory requirements for disclosure under the *Freedom of Information and Protection of Privacy Act*.

6. INQUIRIES AND ADDENDA

All inquiries regarding this RFQ should be directed to:

Christina Vugteveen
Manager of Parks
Telephone: 604-702-5077
Email: cvugteveen@fvrld.ca

Any enquiries that are received by the FVRD and that affect this RFQ will be issued as an addendum to all contractors that received the original RFQ. By delivery of a Quotation, the Contractor is deemed to have received, accepted and understood the entire RFQ including any addenda. The **final addenda will be issued Monday June 2, 2025.**

Any information regarding this RFQ obtained by a party from any source other than the FVRD

by way of addenda is not authorized and should not be relied upon.

7. NO CONTRACT

This RFQ is simply an invitation for quotations for the convenience of all parties and should not be construed as an intention by the FVRD to enter into contractual relations with any party submitting a Quotation. The FVRD will provide written notice of acceptance of a Quotation in the event that the FVRD seeks to acquire the Services and formalize a contract for that purpose. The FVRD may negotiate changes to any terms of a Quotation for the purposes of finalizing a contract.

Should a contract be finalized:

- » This RFQ quote may be used to form a contract.
- » The Contractor is responsible for a minimum of **\$5,000,000** commercial liability insurance naming the Fraser Valley Regional District as additional insured.

If the Contractor or any sub-contractors are required by law to be registered with the Worker's Compensation Board (WCB), then the Contractor will submit either a WCB clearance letter indicating that the Contractor's WCB account is in good standing or a WCB registration number prior to commencement of the Services or at such other times as the Regional District may request.

8. LIMITATION OF LIABILITY

By submitting a Quotation, each contractor irrevocably agrees that the FVRD shall not be liable to any contractor 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 Contractor's preparation and submission of their Quotation, their participation in this RFQ, for loss of revenue, opportunity or anticipated profit, arising in connection with its Quotation, this RFQ, any subsequent processes or opportunity, any contract, or any matter whatsoever.

9. CONFLICT OF INTEREST

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

10. NO LOBBYING

Contractors and their agents are not permitted to contact any member of the FVRD Board of Directors or staff with respect to this RFQ, except as expressly provided for herein. Contractors 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

contractor from participation in this RFQ that acts in contravention of this requirement.

11. EVALUATION

The evaluation of the RFQ will be conducted by a committee formed by the FVRD and may include, at the FVRD's sole discretion, employees, consultants and contractors. Quotations will be evaluated based on the overall best value to the FVRD using the following criteria:

Criteria	Decision Factors	
Mandatory Evaluation Criteria	Received by Closing Date and Time	Pass/Fail
Mandatory Evaluation Criteria	Completed Schedule A - Quotation	Pass/Fail
Mandatory Evaluation Criteria	Completed Schedule B– References and Work Experience	Pass/Fail
Evaluation Selection Criteria	Price (Schedule A)	/80
Evaluation Selection Criteria	References and Work Experience (Schedule B)	/20

SCHEDULE A
Quotation RFQ #25016

Business Name_____

Name and Title of Proponent_____

Address_____

Telephone_____

Email_____

Form of Business Organization

☐

Sole Proprietorship

☐

Partnership

Date of Establishment_____

☐

Corporation

Date of Incorporation_____

Business No._____

I/We hereby offer to provide to the Fraser Valley Regional District the required services for the prices plus applicable taxes:

Rate (CAD) for Hemlock Linear Trail Construction (not including GST)	\$
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If this offer is accepted by the FVRD, then such offer and acceptance will create a contract as described in the RFQ, this Quotation and other terms, if any, that are agreed to in writing by the parties.

I/We the undersigned authorized representatives of the Contractor, having received and carefully reviewed the RFQ, including without limitation the scope of work and general terms and conditions, submit this Quotation in response to the RFQ.

This Quotation is offered by the Contractor this____day of_____, 2025

I/We have authority to bind the Contractor

Legal Name of Contractor/Business

Signature of Authorized Signatory

Legal Name and Title

SCHEDULE B

References RFQ #25016

Proponent Name _____

Proponents must provide three references relevant to the scope of work outlined in this RFQ

Reference One

Name	
Title	
Company Name	
Description of Work Experience	
Dates of Work	
Telephone	
Email	

Reference Two

Name	
Title	
Company Name	
Description of Work Experience	
Dates of Work	
Telephone	
Email	

Reference Three

Name	
Title	
Company Name	
Description of Work Experience	
Dates of Work	
Telephone	
Email	

Schedule C – Maps



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<div><div>Disclaimer: This map was compiled by the Fraser Valley Regional District, using data believed to be accurate; however, a margin of error is inherent in all maps. This product is distributed without warranties of any kind, either expressed or implied, including but not limited to warranties of suitability of particular purpose or use.</div></div>	<div><div>Scale</div><div><div></div><div>04080160</div><div>m</div></div></div>	<div><div><div><div></div><div>Fraser Valley Regional District</div></div></div></div>