

## 1.0 SCOPE OF THE PROPOSAL

### 1.1. Introduction

Clearview Arena Society is requesting a response to this Request for Proposal (RFP) for the installation and supply of a desiccant dehumidification system for the Clearview Ice Arena.

The goal of this RFP is to receive proposals from qualified Proponents who have the expertise, experience, and ability, to supply and install a desiccant dehumidification system at the Clearview Ice Arena.

The objective of the RFP is to evaluate the Proponent's experience, technical expertise, project methodology, schedule, and fees to provide the services for this project.

### 1.2. Scope of Services

- The Contractor will supply one gas-fired desiccant dehumidification unit.
- The Contractor will design the methodology for installation.
- All exterior ductwork located outside the controlled area will be insulated and covered with aluminum cladding.
- The Contractor will fully and completely install the unit, including all gas fitting, electrical work, structural work, sheet metal work, and any other work required for the complete installation.
- The Contractor shall provide all rigging, excavation, crane work, and penetrations required for the complete installation of the dehumidification unit.
- The Contractor shall install a structure and foundation designed and approved by a Professional Structural Engineer.
- The Contractor shall commission the unit and ensure that the dehumidification unit is fully functioning within design parameters
- The Contractor will hand over the fully functioning system with all Operation and Maintenance Manuals to the owner at the end of the project.
- The Contractor will act as *Prime Contractor* at this work site during the term of this project.
- The Contractor will: apply for, acquire, and manage all permits and inspections related to this work, including, but not limited to, building construction, demolition, electrical, gas, and plumbing permits as required by the *Authority Having Jurisdiction*.
- Provide a warranty on equipment supplied for a minimum of FIVE (5) years.
- Provide a warranty on workmanship for a minimum of TWO (2) years.

### 1.3. Project Timeline

The Client hopes to award this project by March 15, 2021. It is hoped that this project will be completed by August 15, 2021.

## 2.0 CONTENT OF PROPOSAL

This section is intended to provide a summary for the Proponent as to the content of the response to this Request for Proposal. To receive responses in a uniform format, Proponents are requested to structure their response in the order as outlined below.

### 2.1. Covering Letter

A covering letter signed by an authorized representative of the company should be provided outlining the intent of the response and stating that the information contained in the response accurately describes the services to be provided.