



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

HELICOPTER FLIGHT SERVICES REQUEST FOR QUOTE

The RDOS is in the process of planning the 2017 Nuisance Mosquito Control Program. Although the number of flights needed and length of flights are tentative; in previous years our flights have numbered close to 5 flights for the season and each flight is usually close to 3 or 4 hours. We will need flight services as described below:

SPECIFICATIONS	TOTAL COST PER HOUR
Helicopter Flights charged on an hourly basis, inclusive of an air-borne spreader for granular pesticides and all related costs.	
REQUIREMENTS: <ol style="list-style-type: none"> 1. Operator must have full control of pesticide application at all times. 2. The air-borne spreader and helicopter must have a minimum capacity of 200 kg of pesticide. In the past, Vecto-Bac has been used. 3. Pilot must be fully certified in aerial application of granular bacterial pesticide for mosquito control. 4. An employee of the RDOS Mosquito Control Program must have the option to be in the helicopter during flights and pesticide application. 5. The base for operations will be in Penticton B.C. It is the company's responsibility to travel to Penticton and have a pre-approved staging area. 6. Must be familiar with BC Ministry of Environment reporting requirements. 7. A Comprehensive understanding and experience of the RDOS topography will be an asset for consideration. 	

Please send your quote via email, mail, or fax to attention:

Cindy Boehm

Pest Control Assistant

Regional District of Okanagan Similkameen

101 Martin Street

Penticton, BC V2A 5J9

Fax: 250.492.0063/ Phone: 250.490.4142

Email: cboehm@rdos.bc.ca

Request for Quotation closes: 2 pm, Friday, April 28, 2017

Note: Insurance and WCB Requirements

At the time of responding to this RFQ, the Proponent shall provide proof of Comprehensive General Liability Insurance of not less than \$5,000,000.00 inclusive per occurrence for bodily injury and property damage and shall include coverage for:

1. premises, activities and operations liability
2. blanket contractual liability
3. cross liability
4. contingent employer’s liability
5. owners and consultants protective liability
6. employees as additional insureds
7. personal injury
8. broad form loss of use
9. owned and non-owned automobile liability
10. the Regional District as an additional insured

The Contractor shall, at all times, indemnify and save harmless the Regional District and its officers, directors, agents, and employees from and against all claims, damages, losses and expenses arising from personal injury, death, or damage to third party property to the extent directly attributable to the negligent acts, errors, or omissions of the Consultant.

The Regional District shall, at all times, defend, indemnify, and save harmless the contractor and its agents, officers, directors, and employees from and against all claims, damages, losses and expenses, including but not limited to reasonable attorney’s fees, court and arbitration costs, arising out of or resulting from the Services performed by the contractor, inclusive of any claims made by third parties, or any claims against the contractor arising from the acts, errors, or omissions of the Regional District, its employees, agents, contractors, and subcontractors. Such indemnification shall not apply to the extent such claims, damages, losses, and expenses, including but not limited to reasonable attorney’s fees, court and arbitration costs arising out of the negligent acts, errors or omissions of the Regional District.

NOTE: PLEASE RETURN COMPLETED COPY OF ORIGINAL REQUEST FOR QUOTE FORM

DATE: _____

NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

SIGNATURE OF SIGNING OFFICER: _____

REQUEST FOR QUOTES EVALUATION FORM

Proponent's Name: _____			
Project Title: Helicopter Flight Services for Mosquito Control 2017			
Evaluation Date: _____			
Evaluator: _____			
Step 1:		YES	NO
Mandatories	Quotation received prior to closing		
	Project Manager identified		
	Reference List		
	Hourly rates provided		
	Complete proposal as requested		
	Proof of Insurance		
Step 2:		Assigned Points	Points
Proponent	Qualifications of firm and project team members	20	
	Experience of firm and project team members	20	
	Past Performance / References	30	
	Resources	5	
Price	Points for Price = (lowest cost Proposal divided by Proposal being evaluated) x (25% weight)	25	
Total Score	Proponent + Price Scores	100	

1. Requests for Quotes (RFQ's) shall be reviewed by an Evaluation Team, which shall consist of at least two staff members.
2. Each Evaluation Team member shall complete the RFQ Evaluation Form for each Proposal.
3. Evaluation Team Members will use the following list of questions to complete the RFQ Evaluation Form.

Proponent Evaluation

- (i) Qualifications of Firm and Project Team Members
Are the firm and project team members specialized and qualified in the nature of the project work?
- (ii) Experience of Firm and Project Team Members
Has the firm completed similar projects during the last three years? Do the assigned project team members have experience with similar projects?
- (iii) Past Performance
Is the firm's record of past performance sound? Do reference checks reveal weaknesses? Was abnormal level of monitoring required? Does the firm consistently complete assignments on time and within budget?
- (iv) Resources
Does the firm have ample resources (e.g. staff, equipment, etc.) to apply to this project?

Price Evaluation

- (i) Total Price
4. Upon completion of Step 2, the Evaluation Team shall determine, by consensus, the score for each Proposal and will forward these scores to the Public Works Manager for his consideration to select the successful Proponent.