



Sunshine Coast Regional District

Request for Proposal

Number: 2422002

for

911 Preventative Maintenance

Issue Date:

December 10, 2024

Closing Date of

January 13, 2025 at 3:00 PM local time

CONTACT: All enquiries related to this Request for Proposal, including any requests for information and clarification, are to be submitted by December 19, 2024 and directed, in writing, to purchasing@scrd.ca, who will respond if time permits with a Q&A on BCBid by January 3, 2025. Information obtained from any other source is not official and should not be relied upon. Enquiries and any responses providing new information will be recorded and posted to BC Bid or otherwise distributed to prospective Proponents.

DELIVERY OF PROPOSALS: Proposals must be in English and must be submitted using one of the submission methods below, and must either **(1)** include a copy of this cover page that is signed by an authorized representative of the Proponent or **(2)** be submitted by using the e-bidding key on BC Bid (if applicable), in accordance with the requirements set out in the RFP.

BC Bid Electronic Submission: Proponents may submit an electronic proposal using BC Bid. Proposals must be submitted in accordance with the BC Bid requirements and e-bidding key requirements (found at <https://www.bcbid.gov.bc.ca/>). Only pre-authorized electronic bidders registered on the BC Bid system can submit an electronic proposal using the BC Bid system. Use of an e-bidding key is effective as a signature.

OR

Hard Copy Submission: Proponents must submit **ONE (1)** hard-copies and **ONE (1)** electronic copy on a USB Drive of the proposal. Proposals submitted by hard copy must be submitted by hand or courier to:

**Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V7Z 0A8**

Regardless of submission method, proposals must be received before Closing Time to be considered.

CONFIRMATION OF PROPONENT'S INTENT TO BE BOUND:

The enclosed proposal is submitted in response to the referenced Request for Proposal, including any Addenda. By submitting a proposal the Proponent agrees to all of the terms and conditions of the RFP including the following:

- The Proponent has carefully read and examined the entire Request for Proposal;
- The Proponent has conducted such other investigations as were prudent and reasonable in preparing the proposal; and
- The Proponent agrees to be bound by the statements and representations made in its proposal.

PROONENT NAME (please print): _____

NAME OF AUTHORIZED REPRESENTATIVE (please print): _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

DATE: _____

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1. GENERAL TERMS & CONDITIONS

1.1 DEFINITIONS

Throughout this Request for Proposal, the following definitions apply:

"Addenda" means all additional information regarding this RFP, including amendments to the RFP; **"BC Bid"** means the BC Bid website located at <https://www.bcbid.gov.bc.ca/>;

"Closing Location" includes the location or email address for submissions indicated on the cover page of this RFP, or BC Bid, as applicable;

"Closing Time" means the closing time and date for this RFP as set out on the cover page of this RFP;

"Contract" means the written agreement resulting from the RFP executed by the Regional District and the successful Proponent;

"Contractor" means the successful Proponent to the RFP who enters into a Contract with the Regional District;

"Must", or "mandatory" means a requirement that must be met in order for a proposal to receive consideration;

"Proponent" means a person or entity (excluding its parent, subsidiaries or other affiliates) with the legal capacity to contract, that submits a proposal in response to the RFP;

"Proposal" means a written response to the RFP that is submitted by a Proponent;

"Request for Proposals" or **"RFP"** means the solicitation described in this document, including any attached or referenced appendices, schedules or exhibits and as may be modified in writing from time to time by the Regional District by Addenda; and

"Should", "may" or "weighted" means a requirement having a significant degree of importance to the objectives of the Request for Proposals.

"SCRD", "Regional District", "Organization", "we", "us", and "our" mean Sunshine Coast Regional District.

1.2 FORM OF PROPOSAL

This Proposal must be completed in its entirety. Failure to properly complete this Proposal form may cause your Proposal to be rejected. The signing officer must initial all corrections. The Sunshine Coast Regional District (Regional District) reserves the right to permit a correction, clarification or amendment to the Proposal or to correct minor errors and irregularities.

1.3 SUBMISSION OF PROPOSAL

- a) Proposals must be submitted before Closing Time to the Closing Location using one of the

submission methods set out on the cover page of this RFP. Proposals must not be sent by fax. The Proponent is solely responsible for ensuring that, regardless of submission method selected, the Regional District receives a complete Proposal, including all attachments or enclosures, before the Closing Time.

- b) For electronic submissions (BC Bid or email), the following applies:

(i) The Proponent is solely responsible for ensuring that the complete electronic Proposal, including all attachments, is received before Closing Time;

(ii) The Regional District limits the maximum size of any single email message to 20MB or less.

(iii) Proponents should endeavour to submit emailed proposal submissions in a single message and avoid sending multiple email submissions for the same opportunity. If an electronic submission exceeds the applicable maximum single message size, the Proponent may make multiple submissions (BC Bid upload or multiple emails for the same opportunity). Proponents should identify the order and number of emails making up the email proposal submission (e.g. "email 1 of 3, email 2 of 3...");

(iv) For email proposal submissions sent through multiple emails, the Regional District reserves the right to seek clarification or reject the proposal if the Regional District is unable to determine what documents constitute the complete proposal;

(v) Attachments must not be compressed or encrypted, must not contain viruses or malware, must not be corrupted, and must be able to be opened using commonly available software (e.g. Adobe Acrobat). Proponents submitting by electronic submission are solely responsible for ensuring that any emails or attachments are not corrupted. The Regional District has no obligation to attempt to remedy any message or attachment that is received corrupted or cannot be viewed. The Regional District may reject proposals that are compressed encrypted, cannot be opened or that contain viruses or malware or corrupted attachments.

- c) For BC Bid e-submissions only pre-authorized e-bidders registered on BC Bid can submit

electronic bids on BC Bid. BC Bid is a subscription service (\$150 per year) and the registration process may take two business days to complete. If using this submission method, Proponents should refer to the BC Bid website or contact BC Bid Helpdesk at 250-387-7301 for more information. An electronic proposal submitted on BC Bid must be submitted using the e-bidding key of an authorized representative of the Proponent. Using the e-bidding key of a subcontractor is not acceptable.

- d) For email proposal submissions, including any notices of amendment or withdrawal referred to in Section 1.6, the subject line of the email and any attachment should be clearly marked with the name of the Proponent, the RFP number and the project or program title.
- e) The Regional District strongly encourages Proponents using electronic submissions to submit proposals with sufficient time to complete the upload and transmission of the complete proposal and any attachments before Closing Time.
- f) The Proponent bears all risk associated with delivering its Proposal by electronic submission, including but not limited to delays in transmission between the Proponent's computer and the Regional District Electronic Mail System or BC Bid.
- g) While the Regional District may allow for email proposal submissions, the Proponent acknowledges that email transmissions are inherently unreliable. The Proponent is solely responsible for ensuring that its complete email proposal submission and all attachments have been received before Closing Time. If the Regional District Electronic Mail System rejects an email proposal submission for any reason, and the Proponent does not successfully resubmit its proposal by the same or other permitted submission method before Closing Time, the Proponent will not be permitted to resubmit its proposal after Closing Time. The Proponent is strongly advised to contact the Regional District Contact immediately to arrange for an alternative submission method if:
 - (i) the Proponent's email proposal submission is rejected by the Regional District Electronic Mail System; or
 - (ii) the Proponent does not receive an automated response email from the Regional District confirming receipt of each and every message transmitted, within a half hour of transmission by the Proponent.

An alternate submission method may be made available, at the Regional District's discretion, immediately to arrange for an alternative submission method, and it is the Proponent's sole responsibility for ensuring that a complete proposal (and all attachments) submitted using an approved alternate submission method is received by the Regional District before the Closing Time. The Regional District makes no guarantee that an alternative submission method will be available or that the method available will ensure that a Proponent's proposal is received before Closing Time.

1.4 SIGNATURE REQUIRED

Proposals must be properly signed by an officer, employee or agent having authority to bind the Proponent by that signature.

1.5 CLARIFICATIONS, ADDENDA & MINOR IRREGULARITIES

If any Proponent finds any inconsistencies, errors or omissions in the proposal documents or requires information, clarification of any provision contained therein, they shall submit their query in writing or email, addressed as follows:

Purchasing Division
Sunshine Coast Regional District
1975 Field Road, Sechelt, BC V7Z 0A8

purchasing@scrd.ca

Any interpretation of, addition to, deletions from or any corrections to the proposal documents will be issued as written addendum by the Regional District.

All Addenda will be posted on BC Bid. It is the sole responsibility of the Proponent to check for Addenda on BC Bid. Proponents are strongly encouraged to subscribe to BC Bid's email notification service to receive notices of Addenda.

1.6 WITHDRAWAL OR REVISIONS

Proposals or revisions may be withdrawn by written notice provided such a notice of withdrawal is received prior to the closing date and time. Proposals withdrawn will be returned to the Proponent unopened. Revisions to the proposals already received shall be submitted only by electronic mail, or signed letter. The revision must state only the amount by which a figure is to be increased or decreased, or specific directions as to the exclusions or inclusion of particular words.

1.7 CONDUCT OF THE CONTRACT

Unless otherwise specified within this document, any queries regarding this Request for Proposal are to be

directed to purchasing@scrd.ca. No other verbal or written instruction or information shall be relied upon by the Bidder, nor will they be binding upon the Regional District.

1.8 CONFLICT OF INTEREST/NO LOBBYING

- (a) A Proponent may be disqualified if the Proponent's current or past corporate or other interests, or those of a proposed subcontractor, may, in the Regional District's opinion, give rise to an actual or potential conflict of interest in connection with the services described in the RFP. This includes, but is not limited to, involvement by a Proponent in the preparation of the RFP or a relationship with any employee, contractor or representative of the Regional District involved in preparation of the RFP, participating on the evaluation committee or in the administration of the Contract. If a Proponent is in doubt as to whether there might be a conflict of interest, the Proponent should consult with the Regional District Contact prior to submitting a proposal. By submitting a proposal, the Proponent represents that it is not aware of any circumstances that would give rise to a conflict of interest that is actual or potential, in respect of the RFP.
- (b) A Proponent must not attempt to influence the outcome of the RFP process by engaging in lobbying activities. Any attempt by the Proponent to communicate, for this purpose directly or indirectly with any employee, contractor or representative of the Regional District, including members of the evaluation committee and any elected officials of the Regional District, or with the media, may result in disqualification of the Proponent.

1.9 CONTRACT

By submitting a proposal, the Proponent agrees that should its proposal be successful the Proponent will enter into a Contract with the Regional District on substantially the same terms and Conditions set out in www.scrd.ca/bid and such other terms and conditions to be finalized to the satisfaction of the Regional District, if applicable.

1.10 SUSTAINABLE PROCUREMENT

The Regional District adheres to its sustainable consideration factors. Proposals will be considered not only on the total cost of services, but Proposals that addresses the environment and social factors.

1.11 INVOICING AND PAYMENT

Unless otherwise agreed, the Regional District payment terms are Net 30 days following receipt of services or approved invoices, whichever is later. Original invoices are to be forwarded to the accounts payable department of the Regional District. The purchase order number assigned by the Regional District must be stated on the invoice otherwise payment may be delayed.

1.12 PRICING, CURRENCY AND TAXES

Offered prices are to be attached as a price schedule in Canadian dollars with taxes stated separately when applicable.

1.13 IRREVOCABLE OFFER

This Proposal must be irrevocable for 90 days from the Proposal closing date and time.

1.14 TIME IS OF THE ESSENCE

Time shall be of the essence in this contract.

1.15 ASSIGNMENT

The Proponent will not, without written consent of the Regional District, assign or transfer this contract or any part thereof.

1.16 OWNERSHIP OF DOCUMENTS & FREEDOM OF INFORMATION

All documents submitted in response to this Request for Proposal shall become the property of the Regional District and as such will be subject to the disclosure provisions of the *Freedom of Information and Protection of Privacy Act* and any requirement for disclosure of all or a part of a Proposal under that Act.

The requirement for confidentiality shall not apply to any Proposal that is incorporated into a Contract for the Work. Further, the Regional District may disclose the top scoring proponent's aggregate pricing to the Regional District Board at a public meeting, when making a recommendation for the award of the Contract.

For more information on the application of the Act, go to http://www.cio.gov.bc.ca/cio/priv_leg/index.page.

1.17 AWARD OF CONTRACT

The Purchasing Policy at the Regional District offers contracts to businesses through an open, fair and consistent competitive bidding process. This ensures that the Regional District will receive the best overall value for the goods and services it requires. The Regional District reserves the right to cancel, award all or part of the scope of work described in this document to a single Proponent or may split the award with multiple Proponents.

All awards are subject to Board approval that meets the needs as determined by the Board. The Regional District, in receipt of a submission from a Proponent, may in its sole discretion consider the Proponent to have accepted the terms and conditions herein, except those expressly excluded or changed by the Proponent in writing.

The RFP shall not be construed as an agreement to purchase goods or services. The lowest priced or any proposal will not necessarily be accepted. The RFP does not commit the Regional District in any way to award a contract and that no legal relationship or obligation regarding the procurement of any good or service will be created between Regional District and the proponent unless and until Regional District and the proponent execute a written agreement for the Deliverables

1.18 COST OF PROPOSAL

The Proponent acknowledges and agrees that the Regional District will not be responsible for any costs, expenses, losses, damage or liability incurred by the Proponent as a result of or arising out submitting a Proposal for the proposed contract or the Regional District's acceptance or non-acceptance of their proposal. Further, except as expressly and specifically permitted herein, no Proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in this RFP, and by submitting a proposal each Proponent shall be deemed to have agreed that it has no claim.

1.19 PROPONENT'S RESPONSIBILITY

It is the Proponent's responsibility to ensure that the terms of reference contained herein are fully understood and to obtain any further information required for this proposal call on its own initiative. The Regional District reserves the right to share, with all proponents, all questions and answers related to this bid call.

1.20 EVALUATIONS

Proposals will be evaluated in private, including proposals that were opened and read in public, if applicable. Proposals will be assessed in accordance with the evaluation criteria.

If only one Proposal is received, the Regional District reserves the right to open the Proposal in private or if the total bid price exceeds the estimated budget for the Contract, the Regional District may cancel and re-tender, accept, not accept and cancel or re-scope the Work seeking a better response, with or without any substantive changes being made to the solicitation documents. If more than one Proposal is received from the same Proponent, the last Proposal received,

as determined by the Regional District, will be the only Proposal considered.

1.21 ACCEPTANCE OF TERMS

The submission of the Proposal constitutes the agreement of the Proponent that all of the terms and conditions of the RFP are accepted by the Proponent and incorporated in its Proposal, except those conditions and provisions which are expressly excluded and clearly stated as excluded by the Proponent's proposal.

1.22 MANDATORY REQUIREMENTS

Proposals not clearly demonstrating that they meet the mandatory requirements will receive no further consideration during the evaluation process.

1.23 INSURANCE & WCB

The Proponent shall obtain and continuously hold for the term of the contract, insurance coverage with the Regional District Listed as "Additional Insured" the minimum limits of not less than those stated below:

- (a) Commercial General Liability – not less than \$2,000,000 per occurrence
- (b) Motor Vehicle Insurance, including Bodily Injury and Property Damage in an amount no less than \$2,000,000 per accident from the Insurance Corporation of British Columbia on any licensed motor vehicles of any kind used to carry out the Work.
- (c) Error & Omissions Insurance – not less than \$2,000,000 per occurrence
- (d) A provision requiring the Insurer to give the Owners a minimum of 30 days' notice of cancellation or lapsing or any material change in the insurance policy;

The Proponent must comply with all applicable laws and bylaws within the jurisdiction of the work. The Proponent must further comply with all conditions and safety regulations of the Workers' Compensation Act of British Columbia and must be in good standing during the term of any contract entered into from this process.

1.24 COLLUSION

Except otherwise specified or as arising by reason of the provisions of these documents, no person, or corporation, other than the Proponent has or will have any interest or share in this proposal or in the proposal contract which may be completed in respect thereof. There is no collusion or arrangement between the Proponent and any other actual or prospective Proponent in connection with proposals submitted for this project and the Proponent has no knowledge of the context of other proposals and has no comparison of figures or agreement or

arrangement, express or implied, with any other party in connection with the making of the proposal.

1.25 CONFLICT OF INTEREST

Proponents shall disclose in its Proposal any actual or potential conflict of interest and existing business relationship it may have with the Regional District, its elected or appointed officials or employees.

1.26 LIABILITY FOR ERRORS

While the Regional District has used considerable efforts to ensure an acute representation of information in these bid documents, the information contained is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the Regional District nor is it necessarily comprehensive or exhaustive.

1.27 TRADE AGREEMENTS

This RFP is covered by trade agreements between the Regional District and other jurisdictions, including the following:

- a) Canadian Free Trade Agreement; and
- b) New West Partnership Trade Agreement.

1.28 LAW

This contract and any resultant award shall be governed by and construed in accordance with the laws of the Province of British Columbia, which shall be deemed the proper law thereof.

1.29 REPRISAL CLAUSE

Tenders will not be accepted by the Regional District from any person, corporation, or other legal entity (the "Party") if the Party, or any officer or director of a corporate Party, is, or has been within a period of two years prior to the tender closing date, engaged either directly or indirectly through another corporation or legal entity in a legal proceeding initiated in any court against the Regional District in relation to any contract with, or works or services provided to, the Regional District; and any such Party is not eligible to submit a tender.

1.30 FORCE MAJEURE (ACT OF GOD)

Neither party shall be liable for any failure of or delay in the performance of this Agreement for the period that such failure or delay is due to causes beyond its reasonable control including but not limited to acts of God, war, strikes or labour disputes, embargoes, government orders or any other force majeure event. The Regional District may terminate the Contract by notice if the event lasts for longer than 30 days.

1.31 CONFIDENTIAL INFORMATION OF PROPONENT

A proponent should identify any information in its proposal or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by Regional District. The confidentiality of such information will be maintained by Regional District, except the total proposed value, which must be publicly released for all proposals, or otherwise required by the Freedom of Information and Protection of Privacy Act ("FOIPPA"), law or by order of a court or tribunal. Proponents are advised that their proposals will, as necessary, be disclosed, on a confidential basis, to advisers retained by Regional District to advise or assist with the RFP process, including the evaluation of proposals. If a proponent has any questions about the collection and use of personal information pursuant to this RFP, questions are to be submitted to the RFP Contact.

1.32 DISPUTE RESOLUTION

All unresolved disputes arising out of or in connection with this Proposal or in respect of any contractual relationship associated therewith or derived therewith shall be referred to and finally resolved by arbitration as prescribed by Mediate BC services pursuant to its rules, unless otherwise mutually agreed between the parties.

1.33 DEBRIEFING

At the conclusion of the RFP process, all Proponents will be notified. Proponents may request a debriefing meeting with the Regional District.

2. INTRODUCTION

2.1 Purpose

The Regional District is seeking proposals from qualified Contractors to provide preventative maintenance services for 911 equipment. A system description is provided in Appendix 1. The work includes routine preventative maintenance services on a quarterly and annual basis as well as emergency repairs and services. The Regional District may request the Contractor to provide additional work that may include the supply and/or installation of capital upgrades subject to approved budget.

3. SITUATION/OVERVIEW

3.1 Background

The Regional District owns and operates a 911 radio system that supports dispatch and communications for four Regional District Fire Departments, two improvement district Fire Departments, and, through infrastructure sharing agreements, other agencies including RCMP and Sunshine Coast Emergency Program. A listing of equipment and facility locations is provided in Appendix 1.

The Regional District currently owns three (3) Tylon self-support towers that support VHF and 900 MHz antennas in the following locations:

- Chapman Creek WTP Tower (Sechelt),
- Conner Tower Site (Halfmoon Bay), and
- Garden Bay Fire Hall (Pender Harbour).

These towers are of a lightweight design that is not compliant with CSA Standard S37 (Antennas, Towers and Antenna-Supporting Structures). Specifically, the towers are not equipped with climbing ladders or fall protection equipment as required by CSA S37. As a result, these towers and the antenna systems mounted on them may only be serviced by personnel using a bucket truck or similar method. Climbing of these towers by any personnel is strictly forbidden. Any modifications to the towers or load changes to the tower will need be approved by a qualified tower engineer.

3.2 Project Objectives

The Regional Districts project objectives are to have a well-documented, reliable 911 telecommunications system, which includes but is not limited to maintenance and support services for the following infrastructure equipment:

- Inventory, assessment and documentation of existing infrastructure equipment.
- On-site preventative maintenance (quarterly).
- Demand repair and troubleshooting (on-site).
- Demand repair and troubleshooting (depot).
- Supply and/or installation of Capital upgrades (upon request).

3.3 Scope

3.3.1 INVENTORY AND ASSESSMENT OF EXISTING EQUIPMENT

At the commencement of this maintenance contract, the Contractor shall conduct an on-site inventory and assessment, with each location as identified. This will form part of the documentation package as outlined below.

- Inventory of all equipment, including model numbers and hardware and software vintages.
- Equipment programming configuration, including audio levels, private line (PL) tone settings and frequencies.
- Manufacturer maintenance, operations and troubleshooting manuals and schematics.
- Interconnection diagrams for all equipment at each site.
- Schematic diagrams of any custom equipment or interconnection hardware.
- Review historical and ongoing maintenance and testing records, as available.

3.3.2 PREVENTATIVE MAINTENANCE

The work shall be completed on a quarterly basis unless otherwise specified, the work will include but is not limited to:

- Verification of proper functioning of all equipment, documented using a test sheet.
- Physical inspection of all equipment and facilities.
- Diagnosis and debugging of all physical and functional problems identified.
- Manufacturer-recommended performance testing (alignment, power output, receive sensitivity, audio performance, deviation, etc.) for all radios.
- Testing of antennas, connectors, multicoupling, lightning arrestors and feedlines at existing sites, including VSWR and return loss test (system sweep).
- Manufacturer-recommended performance testing (voltage level, battery health, etc.) for 12 VDC and 24VDC power equipment at existing sites.
- Manufacturer-recommended performance testing for ancillary equipment at existing sites (tone remote adaptors, multicoupling, batteries, etc.).
- Coordination and participation with a Regional District-approved battery testing company every third quarter PM routine for the purpose of testing and reporting on the health of the batteries used at each radio site.
- Documentation of all test results and work performed, including maintenance of on-site and centralized maintenance records. Including downloaded data logger files at the Egmont Tower site. Data loggers include 12VDC and temperature/relative humidity measurements. Documented test results to be forwarded to the Regional District within one (1) week after completion of the maintenance and/or work.

- Planning, scheduling and coordination with E-Comm dispatch and the fire department management personnel of preventative maintenance activities to mitigate operational impact.

The Regional District will install basic site alarm monitoring equipment as and when required that will monitor and report power outages, battery conditions and basic radio equipment health alarms. These alarms will be communicated through either a cellular modem or an unlicensed radio connection. The Contractor will be responsible for receiving these alarm emails and acting on them in a timely way coordinated with the local fire department.

3.3.3 DEMAND REPAIR AND TROUBLESHOOTING – ON-SITE

The Contractor shall provide the following services for on-site repair and troubleshooting of infrastructure equipment that is not included in Preventative maintenance.

- Provision of an emergency call-out service to be available 24 hours per day, seven (7) days per week.
- The Contractor shall perform assigned repairs in accordance with the following:
 - Upon receipt from the Regional District Emergency Services, or designate, of an out of a demand repair or troubleshooting, the Contractor will within two (2) hours of receipt of such notice, provide the Regional Districts with an estimated time of arrival for the on site assigned technician to arrive or for troubleshooting to occur.
 - The assigned technician will:
 - Provide an assessment of the problem and will advise the Regional District of an estimated time when repair action will start, time to travel to the site, repair site equipment and return.
 - Obtain the estimated necessary repair parts and/or spares.
 - Provide a detailed written report of the malfunction and remedial action taken to Regional District for review and records.
 - Lock the facility following site visit (if applicable), an email or a text message with a photo of the locked facility and send it to the Regional District contact following all site visits.

The Contractor shall be responsible for any follow-on on-site or off-site labour and/or expenses should a preventative maintenance procedure introduce or leave unresolved equipment failures or problems. No extra costs shall be incurred by the Regional District should this be the case.

3.3.4 DEMAND REPAIR AND TROUBLESHOOTING – DEPOT

The Contractor shall provide the following demand repair and troubleshooting services which include:

- Motorola Quantar VHF Base Station.
- MDS9710 900MHz Data Radio.
- Zetron MT-4 900MHz Repeater.
- Zetron MT-4 VHF Transmitter + 60-100W PA.
- Zetron MT-4 VHF Transmitter + 30W PA.
- Tait 8110 UHF and VHF radios.
- ICT22012-100NM N+1 Redundant Power Supply.
- ICT22024-35NM N+1 Redundant Power Supply.
- Telex DSP223 Tone Remote Adapter.
- CP216 Tone Remote Adapter.
- 900MHz, UHF and VHF Multicoupling.

The Contractor shall perform assigned repairs in accordance with the following:

- Upon receipt from the equipment at the depot, the Contractor will within two (2) hours provide the Regional Districts with an estimated time for when the assessment will be completed.
- Once the assessment has been completed the assigned technician will:
 - Provide the assessment of the problem and will advise the Regional District of an estimated time when repair action will be completed, and it will be return to site.
 - Obtain the estimated necessary repair parts and/or spares.
 - Provide a detailed written report of the malfunction and remedial action taken to Regional District for review and records.

3.3.5 SUPPLY AND/OR INSTALL OF CAPITAL UPGRADES

Subject to available budget and at the Regional District sole discretion, the Regional District may request the Contractor to provide additional work that may include the supply and/or installation of capital upgrades subject to approved budget. In general, this work includes:

- Supply and/or installation of new radio equipment.
- Equipment relocation from one (1) location to another or from an existing tower to a replacement tower, including a helicopter-only access site.
- Radio program configuration changes in support of deployment of new radio frequencies. This will include but is not limited to adjust the maintenance routine, scope and test procedures / sheets to accommodate any new system elements. The updated plan will need to be reviewed by the Regional District.

The anticipated budget for this the capital upgrades work is in the range of \$1,000,000.00 (including all expenses including but not limited to labour, material, overhead profits) over a two (2) to three (3) year period.

3.3.6 SUPPLY OF EQUIPMENT

The Regional District may need to replace or add new equipment during the term of the agreement at the Regional District sole discretion, the Regional District may request the Contractor to supply and deliver miscellaneous equipment to support the 911 Emergency Services program. The Contractor will be required to submit a quote for the equipment to the Regional District at the cost-plus markup rates provided; the pricing will include all applicable shipping costs. The Regional District will issue a purchase order for the additional equipment as and when it is required.

3.1 Preventive Maintenance Schedule

The Preventative Maintenance program needs to include the following at a minimum:

- Quarterly - Verification of proper functioning of all equipment.
- Quarterly - Physical inspection of all equipment and facilities.
- Quarterly - Diagnosis and debugging of a physical and functional problems identified.
- Quarterly - Manufacturer-recommended performance testing (alignment, power output, receive sensitivity, audio performance, etc.) for all radios.
- Quarterly – Testing of antennas, connectors, lightening arrestors, and feed lines at all sites listed in Appendix 1, including VSWR and return loss test (system sweep).
- Quarterly – Manufacturer-recommended performance testing (voltage level, battery health, etc.) for 12 VDC and 24VDC power equipment at existing sites.
- Quarterly – Documentation, in the form of a test sheet, of all test results and work performed, including maintenance of on-site and centralized maintenance records. Downloading of data logger information at the Egmont Tower site (data loggers include 12VDC and temperature/relative humidity). Documented test results to be forwarded to the Regional District within one (1) week after completion of the maintenance and/or work.
- Quarterly – Planning, scheduling and coordination with E-Comm dispatch and fire department management personnel of preventative maintenance activities in order to mitigate operational impact.
- Annually – Every third (3rd) Quarter- work with the Regional District supplied battery company to provide load testing of each battery.
- Annually – Attend a virtual or in-person meeting with Regional District staff to review contract progress and outline coming year plans.

4. CONTRACT

4.1 General Contract Terms and Conditions

Proponents should review carefully the terms and conditions set out in the General Service Contract, including the Schedules. The General Contract terms can be found at: Information about our General Service Terms and Conditions can be found at www.scrd.ca/bid.

4.2 Term

The term of the Contract will be for a three (3) year period with the option to renew up to two (2) additional years at the sole discretion of the Regional District.

4.3 Service Requirements

The Contractor's responsibilities will include following all requirements that are applicable to all maintenance and support services. The work will include:

- Ensuring that work is undertaken by qualified personnel and performed to a standard that is appropriate for public safety telecommunications facilities.
- Performing the services in compliance with all applicable standards and regulations, including but not limited to BC Hydro, Canadian Electrical Code and Industry Canada (Radio Communications Act) requirements.
- Ensuring that all maintenance and testing is undertaken in compliance with manufacturer- recommended procedures and specifications. Qualified service personnel will have manufacturer service training for the Motorola Quantar, Zetron MT-4, GEMDS9710, and GEMDS9790.
- Supplying all required tools, materials and test equipment. This includes as a minimum:
 - Service Monitor with minimum Paging and Function Tone Generation, PL Encode/Decode options.
 - Spectrum Analyzer.
 - Digital Voltmeter.
 - Feedline Analyzer.
 - Watt Meter.

4.4 Turnaround Time

Depot turnaround time for the following shall be as follows:

- Maximum time to repair for at least 95% of all repair transactions: 15 days.
- Time to complete the repairs: maximum seven (7) days.

The Contractor will provide quarterly report on preventative maintenance (documented test results) to be provided within seven (7) days of completion of quarterly routine.

4.5 Service Response

The Response Time is defined as the allotted time, from receipt of a trouble call to arrival at equipment site by authorized service personnel. The Contractor will provide a two-hour response time during business hours (8:00 am to 5:00 pm) and a four-hour response time after-hours (5:01 pm to 7:59 am).

The service response for critical equipment failure or loss of communications (including but not limited to repeaters, base stations, interconnects, power supplies, batteries, antenna systems, control stations and health monitoring equipment) shall be provided twenty-four hours per day, seven days a week.

Any response required during BC Ferry non-sailing hours (evening through morning) will be coordinated and pre-approved by the Regional District.

A detailed call list will be provided by the Contractor and will be updated quarterly in response to equipment repair, the Contractor shall have a qualified service technician on site at the repair location during normal business hours the first working day after the failure.

5. REQUIREMENTS

In order for a proposal to be considered, a Proponent must clearly demonstrate that they meet the mandatory requirements set out in Section 7.1 (Mandatory Criteria) of the RFP.

This section includes “Response Guidelines” which are intended to assist Proponents in the development of their proposals in respect of the weighted criteria set out in Section 7.2 of the RFP. The Response Guidelines are not intended to be comprehensive. Proponents should use their own judgement in determining what information to provide to demonstrate that the Proponent meets or exceeds the Regional District’s expectations.

Please address each of the following items in your proposal in the order presented. **Proponents may find it helpful to use the individual Response Guidelines as headings for proposal responses.**

5.1 Capabilities

5.1.1 Relevant Experience

The Proponent and any subcontractors of the Proponent included in its proposal should have a minimum of five (5) years within the past 10 years providing services of a similar scope and complexity.

Proponents need to demonstrate experience and provide evidence for:

- Any projects they have completed with similar scope and needs.
- Any project that their sub-contractor have completed with similar scope and needs.
- Details about their local knowledge of the Regional Districts system and landscapes.

5.1.2 Qualifications and Personal

All personnel who are designated to carry out service and maintenance work on the System are required to have formal training in the field of electronics and radio communications from a recognized trade school, community college, and/or institute of technology. All personnel directly engaged in the maintenance of the system will be required to have a strong background in troubleshooting and repairing electronics and radio communications equipment and shall demonstrate excellent workmanship skills

Proponents need to provide a list of the individuals forming part of the Proponent's team that is to provide the services, including a description of each individual's role, list of qualifications and a copy of resumes for each team member acting in a supervisory capacity.

5.1.3 References

Proponents need to provide a minimum of three (3) references (i.e. names and contact information) of individuals who can verify the quality of work provided specific to the relevant experience of the Proponent and of any subcontractors named in the proposal. References from the Proponent's own organization or from named subcontractors are not acceptable.

The Regional District reserves the right to seek additional references independent of those supplied by the Proponent, including internal references in relation to the Proponent's and any subcontractor's performance under any past or current contracts with the Regional District or other verifications as are deemed necessary by it to verify the information contained in the proposal and to confirm the suitability of the Proponent.

5.2 Sustainable Social Procurement

A factor in the Regional District evaluation process is sustainable social procurement and the evaluation of proposals will take this into consideration.

As part of any submission the Proponent is encouraged to identify how they may contribute to the following key social, employment and economical goals, but not limited to the following:

- a) Contribute to a stronger local economy by:
 - promoting a Living Wage
 - Using fair employment practices;
 - Increase training and apprenticeship opportunities;
- b) Local expertise knowledge by:
 - Being locally owned;
 - Utilization of local subcontractors;
- c) Environmental Cost of Ownership;
- d) Energy efficient products;
- e) Minimal or environmental friendly use of packing materials; and

- f) Reducing hazardous materials (toxics and ozone depleting substances).

5.3 Approach

Proponents need to demonstrate that they have a clear understanding of the project scope, challenges and any solutions that may be required. The Proponents approach should meet or exceed the Regional Districts needs and incorporate creativity / process improvements for the services that are to be undertaken.

Proponents should also include details about any value-added offer that will be incorporated as part of the base service levels.

5.4 Schedule

Proponents need to submit schedule that outlines"

- when the annual preventative maintenance will be completed and the associated plan including site visit schedules; and
- response times for none-critical repairs; and
- response time for critical repairs; and
- any other relevant scheduling activities.

5.5 Price

Proponents need to submit a fee proposal that sets out the separate unit prices for each service as well as an all-inclusive cost for all the project; the proposal should include a breakdown of the fix prices including time, travel, hourly billable rates and material costs.

Prices quoted will be deemed to be:

- in Canadian dollars;
- inclusive of duty, FOB destination, and delivery charges where applicable; and
- exclusive of any applicable taxes.

Proponents need to provide pricing for the entire term of the agreement including extension and capital upgrades, which will need to include:

- Inventory Assessment
- Preventative Maintenance Services that include all expenses and disbursements:
 - Quarterly
 - Annually
- Helicopter Disbursements:
 - Bell 407 or equivalent
 - Bell 206 Long Ranger or equivalent
- Shop Rates for Labour (per hour)
- Parts and Materials and Equipment: Cost + _____ markup
- List of standard parts and associated costs
- Demand Repair and Trouble Shooting Rates:
 - Labour (per hour)
 - Travel Costs

- Min Number of Hours (if applicable)
 - Per Diem
- Emergency Call out Rates:
 - Labour (per hour)
 - Travel Costs
 - Min Number of Hours (if applicable)
 - Per Diem

6. PROPOSAL FORMAT

Proponents should ensure that they fully respond to all requirements in the RFP in order to receive full consideration during evaluation.

The following format, sequence, and instructions should be followed in order to provide consistency in Proponent response and ensure each proposal receives full consideration. All pages should be consecutively numbered.

- a) Signed cover page (see section 7.1 Mandatory Criteria).
- b) Table of contents including page numbers.
- c) A short (one or two page) summary of the key features of the proposal.
- d) The body of the proposal, including pricing, i.e. the "Proponent Response".
- e) Appendices, appropriately tabbed and referenced.
- f) Identification of Proponent (legal name)
- g) Identification of Proponent contact (if different from the authorized representative) and contact information.

7. EVALUATION

Evaluation of proposals will be by a committee formed by the Regional District and may include other employees and contractors.

The Regional District's intent is to enter into a Contract with the Proponent who has met all mandatory criteria and minimum scores (if any) and who has the highest overall ranking.

Proposals will be assessed in accordance with the entire requirement of the RFP, including mandatory and weighted criteria.

The Regional District reserves the right to be the sole judge of a qualified proponent.

The Evaluation Committee may, at its discretion, request clarifications or additional information from a Proponent with respect to any Proposal, and the Evaluation Committee may make such requests to only selected Proponents. The Evaluation Committee may consider such clarification or additional information in evaluating a Proposal.

7.1 Mandatory Criteria

Proposals not clearly demonstrating that they meet the following mandatory criteria will be excluded from further consideration during the evaluation process.

Mandatory Criteria
The proposal must be received at the Closing Location before the Closing Time.
The proposal must be in English.
The proposal must be submitted using one of the submission methods set out on the cover page of the RFP
The proposal must either (1) include a copy of the Confirmation of Proponent's Intent to be Bound that is signed by an authorized representative of the Proponent, this is also required for email submissions or (2) be submitted by using the e-bidding key on BC Bid (if applicable), in accordance with the requirements set out in the RFP

7.2 Weighted Criteria

Proposals meeting all of the mandatory criteria will be further assessed against the following weighted criteria.

Weighted Criteria	Weight (%)
Capabilities	35
Approach	30
Schedule	15
Sustainable Social Procurement	5
Price	15
TOTAL	100

7.3 Price Evaluation

The lowest priced Proposal will receive full points for pricing. All other prices will be scored using the following formula: lowest priced proposal/price of this proposal* total points available for price.

Appendix 1- System Overview / List of Equipment

While every effort has been made to verify the accuracy of this information, the Regional District assumes no responsibility for any claims by the Company as a result of incorrect information. An equipment inventory is to be completed as part of the proposed project (see Scope section 3.3.1).

List of Existing Regional District 911 Radio Sites

Site	Location	Applies to this Contract	E-Comm Maintained
Repeater Site	Cottle Hill, Nanaimo BC	Yes	No
Regional District EOC	Regional District Office, 1975 Field Rd, Sechelt BC	Yes	No
Mount Gardner	Bowen Island	Yes	No
Telus Building	692 North Road, Gibsons BC	Yes	No
Gibsons & District Fire Hall #1	Gibsons & District Vol. Fire Dept. 790 North Road, Gibsons BC	Yes	No
Roberts Creek Fire Hall #1	Roberts Creek Vol. Fire Dept. 1302 Roberts Creek Road, Roberts Creek, BC	Yes	No
Chapman Creek WTP	Chapman Creek Water Treatment Plant Lat 49 28 44.00 N Long 123 43 16.00 W	Yes	No
Sechelt Fire Hall	Sechelt Fire Department 5555 Trail Ave, Sechelt, BC		
Conner Tower	Conner Tower 8108 Northwood Road, Halfmoon Bay, BC	Yes	No
Halfmoon Bay Fire Hall #1	Halfmoon Bay Vol. Fire Dept. 8972 Redroofs Rd, Halfmoon Bay, BC		
Halfmoon Bay Fire Hall #2	Halfmoon Bay Vol. Fire Dept. 7878 Fawn Road, Halfmoon Bay, BC	Yes	No
Square Bay WWTP	Square Bay Waste Water Treatment Plant 5320 Susan Way, Halfmoon Bay, BC	Yes	No
Pender Harbour Fire Hall #2	Pender Harbour Vol. Fire Dept. 13303 Deller Road, Garden Bay, BC	Yes	No
Pender Harbour Fire Hall #1	Pender Harbour Vol. Fire Dept. 4990 Gonzales Road, Madeira Park, BC	Yes	No
Egmont Tower	Lat 49 44 29.40 N Long 123 57 44.80 W Helicopter Access	Yes	No
Egmont & District Fire Hall #1	Egmont & District Vol. Fire Dept. 5592 Egmont Road, Egmont BC	Yes	No
E-Comm	3301 East Pender St. Vancouver, BC	No	Yes
E-Comm VSC Site	QE Park, Vancouver, BC	No	Yes
E-Comm VUB Site	UBC Campus, 2725 Melfa Road, Vancouver, BC	No	Yes

Inventory of Infrastructure Equipment to Be Maintained Through This Contract

The tables below list equipment that is currently owned by the Regional District. Planned updates are shown shaded orange.

As well, Regional District is planning to add repeaters to improve coverage or remove repeaters as required; any changes will be incorporated into the contract and will require regular checks.

Repeater Site	
Location: Cottle Hill Tower, Nanaimo	
Equipment	Qty.
MDS9790A HSWO Repeater (900MHz audio links)	2
MDS9790A HSWO Repeater (900MHz audio links) (SPARE, stored at Cercom Nanaimo office)	1
900MHz Duplexer, Comprod Filter # 66-80-46	1
900 Mhz. Duplexer, Comprod filter # 66-80-46	1
Redundant Power Supply ICTY22024-35NM N+1	1
Backup Batteries, 105 Ahr GNB 12-5000 C/W Box, Fuse Holder & 100A fuse	4
Rack and equipment mounting hardware	1
Sinclair SE419-SF2PALNF 900 MHz Antenna (both mounted)	2
LMR1200 Feedline, \$33.28 / m X 55m c/w hardware and clamps et all	1
LMR1200 Feedline, \$33.28 / m X 35m, c/w hardware and clamps et all	1
Lightning Arrestor, Polyphaser IS-50NX-C2ME	2
Motorolla Darcom 11 900 mhz repeater	1
Spare TX & RX modules for Darcom 11	2

Regional District EOC	
Location: Regional District Office 1975 Field Rd, Sechelt, BC	
Equipment	Qty.
MDS9710A Remote Radio (900MHz audio links)	1
Motorola CDM1550LS Mobile Radio -Command Talk group	1
Motorola CDM1550LS Mobile Radio, Trunking	1
12VDC Power Supply ICT22012-20BC + Fuse Block + 50A Fuse + Spare	1
Backup Battery	1
CSI9800 Paging Encoder and Telephone Interconnect with Custom Function Tone Encoder Option (Part # Midian TRE-2)	2
NEMA Wall-mount Enclosure	1
Remote Deskset with MDC1200	3
Sinclair SRL 406 10 db gain, -806-960 Mhz. (EOC upper antenna)	1
Sinclair SY415 -SFXSNM900 MHz Antenna	2
LMR400 Feedline, 50 m	1
LMR400 Feedline, 50m	1
Sinclair SG217 VHF Antenna	1
VHF repeater receivers to be incorporated into radio system to improve communications *New in box	14

Lightning Arrestors, IS-50NX-C2.ME, Box, connectors et all 3X180 +72 +125	1
Mast, Sinclair clamps Alaska Copper & Brass pipes, Princess Auto Guys/clamps	1
900 Mhz receivers frequency 941.13125 for backup link to Ecomm *New in box	6

Mount Gardner	
Location: Bowen Island	
Equipment	Qty.
20' Aluminum mast on Shelter Building 8" X 10" Orig Bldg	1
Antennae, SD 210, VHF	1
Antennae, Sinclair SRL-415 900 MHz Antenna	1
Lightning Arrestor IS-50NX-C2 flange mount Female	3
Ground Plate GB2X14X1/4-15 c/w brackets/GK-S400TT LMR400 Ground Kits	1
Rack Unit c/w shelves	1

Telus Building	
Location: Telus Building 692 North Rd, Gibsons, BC	
Equipment	Qty.
Daniels MT4 VHF Transceiver + 100W PA (Voice Dispatch)	1
Daniels MT4 VHF Paging Transmitter + 100W PA	1
MDS9710A remote radios (900MHz audio links)	1
MDS9710A remote radios (900MHz audio links)	2
VHF Multicoupling C/W 2 Reslocks, mounting hardware, 60 Watt x 50 Ohm dry load,SN C2034-2-1-6 CC00046667-1.1 & 2.1	1
DSP223 Tone Remote Adapter	2
Redundant Power Supply ICT22012-100NM	1
Backup Batteries, 105 Ahr GNB 12-5000 C/W Box, Fuse Holder & 100A fuse x 2	3
Rack and equipment mounting hardware C/W fuseblock (RP Elect. 10743) (EECOL)	1
Antennae and interconnect wiring/ground bar	1
Tripplite ISOBAR Power Bar	1
Sinclair SRL-210C4-2 VHF Antenna	1
Sinclair SRL-441U 900 MHz Antenna	2
Heliac LDF4-50 Feedline 75 m	75
Heliac LDF4-50 Feedline 75 m	75
Heliac LDF4-50 Feedline 75 m	75
Lightning Arrestor, PolyPhaser IS-B50LN-C2	3

Gibsons & District Fire Hall #1	
Location: Gibsons & District Vol. Fire Dept 790 North Rd Gibsons BC	
Equipment	Qty.
Local Paging System, includes:	
Motorola CDM1550LS Mobile	1
12VDC Power Supply / charger ICT 22012-12BC	1
12VDC Backup Battery, 105 A hr	1
CSI 9800D telephone Interconnect	1
Heliac LDF4-50 Feedline, 50 m fire hall install	50
SD210 Antenna (located on Trylon tower @ 20m AG) Fire hall install	1
"Gold Fax " Event Fax machine HP 1040 (HWP-Q7271A#ABL) S/N SCN8ALCM9X2	1
Trylon 85' Freestanding Tower	1

Roberts Creek Fire Hall #1	
Location: Roberts Creek Vol. Fire Dept. 1302 Roberts Creek Road, Roberts Creek, BC	
Equipment	Qty.
Daniels MT4 VHF Transceiver + 100W PA (Voice Dispatch)	1
Daniels MT4 VHF Paging Transmitter + 100W PA	1
MDS9710A remote radios (900MHz audio links)	2
MDS9710A remote radios (900MHz audio links)	1
VHF Multicoupling C/W 2 Reslocks, mounting hdwr. & 60 Watt x 50 Ohm dry load, SN C2034-2-1-6 CC00046667-3.2 & 2.3	1
900MHz Multicoupling	1
DSP223 Tone Remote Adapter	2
Redundant Power Supply ICT22012-100NM	1
Backup Batteries, 105 Ahr GNB 12-5000 C/W Box, Fuse Holder & 100A fuse x 2	3
Rack and equipment mounting hardware c/w fuseblock + Racks	1
Tripplite ISOBAR Power Bar	1
Sinclair SRL-210C4-2 VHF Antenna	1
Sinclair SRL-210C4-2 VHF Antenna (spare -mounted on the west wall inside truck bay)	1
Sinclair SRL-415 900 Mhz Antennae (original install 1998)	1
Sinclair SRL-415 900 MHz Antenna (Currently spare in Gibsons inventory)	0
Heliac LDF4-50 Feedline, 100m c/w connectors / grounding	1
Heliac LDF4-50 Feedline, 100m c/w connectors / grounding	1
Lightning Arrestor, PolyPhaser IS-B50LN-C2	2
Local Paging System, includes:	
Motorola CDM1550LS Mobile (Fire Hall purchase, BC Comm)	1
12VDC Power Supply/charger ICT Rack Mount ICT22012-12BCR "PACKAGE in Box"	1
12VDC Backup Battery power -RC supplied UPS- then B/U generator	1
CSI Flex 98 R (in enclosure) Paging Encoder & Telephone Interconnect, New Dec. 2010	1
LMR400 Coax c/w connectors, Hardware Package, grounding et all	1

87 / F-70 Antenna Located on Roof, N-W corner (purchased circa 2006)	1
"Gold Fax " Event Fax machine HP 1040 (HWP-Q7271A#ABL) S/N SCN87SCNNW3	1

Chapman Creek WTP	
Location: Chapman Creek Water Treatment Plant Lat 49 28 44.00 N Long 123 43 16.00 W	
Equipment	Qty.
Daniels MT4 VHF Transceiver + 100W PA (Voice Dispatch)	1
Daniels MT4 VHF Paging Transmitter + 100W PA	1
MDS9710A remote radios (900MHz audio links)	1
MDS9710A remote radios (900MHz audio links)	2
VHF Multicoupling C/W 2 Reslocks, mounting hardware. & 60 Watt x 50 Ohm dry load,SN C2034-2-1-6 CC00046667-1.Y & 2.3	1
900MHz Multicoupling	1
DSP223 Tone Remote Adapter	2
Redundant Power Supply ICT22012-100NM	1
Backup Batteries, 105 Ahr GNB 12-5000 C/W Box, Fuse Holder & 100A fuse x 2	3
Rack and equipment mounting hardware c/w fuseblock + Racks	1
Tripplite ISOBAR Power Bar	1
Sinclair SRL-210C4-2 VHF Antenna	1
Sinclair SRL-415 900 MHz Antenna	1
Heliac LDF4-50 Feedline, 100m	1
Heliac LDF4-50 Feedline, 100m	1
Lightning Arrestor, PolyPhaser IS-B50LN-C2	2
Trylon 72ft Tower to be replaced in 2025 with 45 meter tower. Value to be added after costs known	1

Sechelt Fire Hall	
Location: Sechelt Fire Department 5555 Trail Ave, Sechelt, BC	
Local Paging System, includes:	Qty.
Motorola C100 Remote Control Deskset, (removed to spares, Dec 2010)	0
Motorola CDM1550LS Mobile	1
12VDC Power Supply/charger ICT Rack Mount ICT22012-12BCR "PACKAGE in Box"	1
12VDC Backup Battery & battery box	1
CSI Flex 98R Paging Encoder & Telephone Interconnect, Box mounted.	1
LMR600 Coax -30m	1
Lightning Arrestor, PolyPhaser IS-B50LN-C2	1
Antennae? SRL210 Antenna Located on Roof	1
"Gold Fax " Event Fax machine HP 1040 (HWP-Q7271A#ABL) S/N SCN87SCNP1M	1

Conner Tower	
Location: 8108 Northwood Road, Halfmoon Bay, BC	
Equipment	Qty.
Daniels MT4 VHF Transceiver + 100W PA (Voice Dispatch)	1
Daniels MT4 VHF Paging Transmitter + 100W PA	1
MDS9710A remote radios (900MHz audio links)	1
MDS9710A remote radios (900MHz audio links)	1
MDS9710A remote radios (900MHz audio links)	1
VHF Multicoupling C/W 2 Reslocks, mounting hdwr. & 60 Watt x 50 Ohm dry load, SN C2034-2-1-6 CC00046667-Y.Y & 2.4	1
900MHz Multicoupling	1
ICT Fles98R tone encoder C/W programming addition for Save & Forward	1
Redundant Power Supply ICT22012-100NM	1
Backup Batteries, 105 Ahr GNB 12-5000 C/W Box, Fuse Holderr,100A fuse-2	3
Rack and equipment mounting hardware c/w fuseblock + Racks	1
Tripplite ISOBAR Power Bar	1
Sinclair SRL-210C4-2 VHF Antenna	1
Heliac LDF4-50 Feedline 30m	30
Heliac LDF4-50 Feedline 30m	30
Lightning Arrestor, PolyPhaser IS-B50LN-C2	2
Trylon 72' Freestanding Tower	1

Halfmoon Bay Fire Hall #1	
Location: Halfmoon Bay Vol. Fire Dept. Hall #1 8972 Redrooffs Rd, Halfmoon Bay, BC	
Equipment	Qty.
"Gold Fax " Event Fax machine HP 1040 (HWP-Q7271A#ABL) S/N SCN87SCNP16	1

Halfmoon Bay Fire Hall #2	
Location: Halfmoon Bay Vol. Fire Dept. Hall #2 7878 Fawn Road, Halfmoon Bay, BC	
Equipment	Qty.
"Gold Fax " Event Fax machine HP 1040 (HWP-Q7271A#ABL) S/N SCN87SCNP16	1
Local Paging System, includes:	
Motorola CDM1550LS Mobile	1
12VDC Power Supply/charger ICT Rack Mount ICT22012-12BCR "PACKAGE in Box"	1
Backup Battery & Box & Cables	1
CSI Flex 98R Paging Encoder Telephone Interconnect PACKAGE & S & F feature	1
LMR600 Coax, 30m / Connectors / Grounding / Island Comms. Install Aug 2010	1
Lightning Arrestor, PolyPhaser IS-50NXC2	1
SRL210C4 Antenna Located on Roof (from old HMB inventory, outside cable type refurbished BC Comm 10/10)	1
Mast assembly roof mounted 2" Alum mast X 20Ft C/W 2X #130 + 1X #15 Clamps, Articulating base & 120' ground wire, Guy wires et all. Installed Aug 2010	1

"Gold Fax " Event Fax machine HP 1040 (HWP-Q7271A#ABL) S/N SCN87SCNP16	1
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Square Bay WWTP	
Location: Square Bay Waste Water Treatment Plant 5320 Susan Way, Halfmoon Bay, BC	
Equipment	Qty.
Daniels MT4 VHF Paging Transmitter + 30W PA	1
CI-DSP223 Tone Remote Adapter	0
MDS9710A Rack Mount remote radio (900MHz audio link)	1
Power Supply, ICT 22012-30BCR	1
Backup Battery & Box & Cables	1
Swing out rack for enclosure below, ESF3024	1
NEMA4 Enclosure and equipment mounting hardware & ac Wiring	1
Sinclair SRL-210-SF2P2SNM VHF Antenna Plus Spare with Cercom	2
Sinclair SRL-415 900 MHz Antenna	1
LMR600 Feedline, 10m	1
LMR600 Feedline, 10m	1
Lightning Arrestor, PolyPhaser IS-50NXC2	2
20' 2" Sch 80 Aluminum mast mounted to Freestanding Wood PoleC/W Clamps #120 x 2 + #15 x 2 & Ground wire to Existing bars, Installed Aug 2010	1

Pender Harbour Fire Hall #2	
Location: Pender Harbour Vol. Fire Dept. Fire Hall #2 13303 Deller Road Garden Bay, BC	
Equipment	Qty.
Daniels MT4 VHF Transceiver + 100W PA (Voice Dispatch)	1
Daniels MT4 VHF Paging Transmitter + 100W PA	1
MDS9710A remote radios (900MHz audio links)	1
MDS9710A remote radios (900MHz audio links)	2
VHF Multicoupling C/W 2 Reslocks, mounting hdwr. & 60 Watt x 50 Ohm dry load,SN C2034-2-1-6 CC00046667-3.1 & 2.5	1
900MHz Multicoupling	1
Omnitronics 619GI Audio Bridge	1
UHF Tait 8110 Mobile Radio	2
UHF Duplexer, 400 Mhz. Q3220E, CC00046569-1-1	1
Power Splitter PDT2-300	1
DSP223 Tone Remote Adapter	3
Redundant Power Supply ICT22012-100NM, SN 080000735	1
Backup Batteries, 105 Ahr GNB 12-5000 C/W Box, Fuse Holder & 100A fuse x 2	3
Rack and equipment mounting hardware c/w 3 fuseblocks + Racks some fuse blocks from Quarry Marine	2
Antennae and interconnect wiring / ground bar, Vendors MRO \$100, 10848, Olson \$175.00, 11144	1
Tripplite ISOBAR Power Bar	1
Sinclair SRL-210C4-2 VHF Antenna	2
Sinclair SRL-415 900 MHz Antenna	1

Sinclair SRL 406 10 db gain 806-960 Mhz.	1
Most of the above equipment is planned to be moved to the TELUS tower on Cecil Hill in 2025. We shall multicouple into RCMP antenna at this site to increase coverage in the Pender and Middlepoint areas. This inventory must be updated at this time.	
Lightning Arrestor, PolyPhaser IS-B50LN-C2, & new Ground bus bar (Olson 11144)	3
Trylon 72' Freestanding Tower shall stay at Garden Bay site even after move to Cecil Hill	1

Pender Harbour Fire Hall #1	
Location: Pender Harbour Vol. Fire Dept. Fire Hall #1 4990 Gonzales Road Madeira Park, BC	
Local Paging System, includes:	Qty.
Motorola CDM1550LS Mobile	1
12VDC Power Supply/charger ICT Rack Mount ICT22012-12BCR PACKAGE	1
12VDC Backup Battery	1
CSI Flex 98R paging encoder C/W special firmware to replicate CSI 9800 operations	1
LDF4-50 Coax	
Lightning Arrestor, PolyPhaser IS-B50LN-C2	
SRL210C4 Antenna Located on Roof	1
"Gold Fax " Event Fax machine HP 1040 (HWP-Q7271A#ABL) \S/N SCN87SCNP13	1

Egmont Tower	
Location: Lat 49 44 29.40 N Long 123 57 44.80 W Helicopter Access	
Equipment	Qty.
VHF Tait TM8110 Mobile Radio	2
VHF Multicoupling C/W 2 Reslocks, mounting hardware. & 60 Watt x 50 Ohm dry load, SN C2034-2-1.6 CC00046667-X.X & Y.Y	1
UHF Tait 8110 Mobile Radio (Part of VHF/UHF X band repeater in line 310 above)	2
400 Mhz. UHF Duplexer Q3220E, SN CC00046569-2-1	1
Solar Power System Controller c/w Solar Panels and Stand (capable of doubling capacity)	1
12VDC Battery Bank	1
Rack and equipment mounting hardware (From Signal Systems Tower install contract)	1
Antenna, Sinclair SRL-210C4-2 VHF (originally from SCRD spares- Gibsons)	1
LMR400 Feedline, 40m c/w connectors, LA et all	1
Antenna, Sinclair SRL-307-SFISNM(ABK) (400 Mhz. UHF Antenna Mounted at Tower)	1
LMR400 Feedline, 40m c/w connectors, LA et all	1
Antenna, Sinclair Yagi SY415-SFXSNM 902, 12 db gain	1
LMR600 Feedline, 40m c/w connectors- TC-600NxC -N Type (x=M & F), IS-50NX-C2(MA) LA, & LMR400 jumper X 3m C/W RFN1028-SI(F)/1006-3I (M) Conns.	1
100' Guyed Tower	1
Datataq EL-USB-3 Voltage Data logger	1
Datataq EL-USB-2-LCD + Humidity and Temperature Data logger	1

Egmont & District Fire Hall #1	
Location: Egmont & District Vol. Fire Dept. Fire Hall #1 5592 Egmont Road Egmont BC	
Local Paging System, includes:	
Motorola CDM1550LS Mobile	1
12VDC Power Supply/charger ICT Rack Mount ICT22012-12BCR	1
12VDC Backup Battery	1
CSI 9800D Paging Encoder & Telephone Interconnect (project re-packaging Dec 2010 PO 11075) Original PO Cercom 10691, 01/Sept/2009	1
LMR600 Coax (m)	50
Lightning Arrestor/Connectors/Ground Kit	1
SRL210C4 Antenna Located on Roof (From 9-1-1 spares inventory)	1
Sinclair SRL-307-SFISNM(ABK) UHF 400 Mhz. Antenna (Spare for one Mounted at Tower)	1
"Gold Fax " Event Fax machine HP 1040 (HWP-Q7271A#ABL) S/N SCN87SCMNB7	1

E-Comm	
Location: 3301 East Pender St. Vancouver, BC	
Equipment	Qty.
Midian Programmer, Cables and ADD 500 display unit C/W MDC-1200 Decoder	1
Motorola CDM1550LS Mobile Trunked Radio	1
12VDC Power Supply + Fuse Block + 100 A Fuse + Spare	1
Backup Battery	1
CSI 9800D Paging Encoder and Telephone Interconnect with Custom Function Tone Encoder Option (Part # Midian TRE-2)	0
DSP 223 (spare)	1
Sinclair SY203-SF6SNM (E) (162-169Mhz.) Trunking radio antennae mounted at Pender rooftop	1
Sinclair SRL 406 (Mounted Rooftop at EComm)	1
Sinclair SY415-SFXSNM 900 MHz Antenna, 1- spare (At EComm Pender Building)	1
LMR400 Feedline	35m
LMR400 Feedline	35m
LMR400 Feedline	35m
Lightning Arrestor	3

E-Comm VUB Site	
Location: UBC Campus, 2725 Melfa Road, Vancouver, BC	
Equipment	Qty.
Duplexer / combiner / filters et all (EMR Corp)	1
MDS9710A Remote Radio - Rack mounted	1
MDS9710A Remote Radio- Rack mounted at Gibsons Fire	1
Rack Mount, 2RU	1
Telex DSP 223 X 2 + Telex 330 Notch Filter, rack mounted	1
Sinclair SY415-SFXSNM 900 MHz Antenna	1

E-Comm VSC Site	
Location: QE Park, Vancouver, BC	
Equipment	Qty.
Duplexer / combiner / filters et all (EMR Corp)	1
MDS9710A Remote Radio- Rack mounted at Gibsons Fire	1
MDS9710A Remote Radio- Rack mounted at Gibsons Fire	1
Rack mount	1
Telex DSP 223 X 2 + Telex 330 Notch Filter, rack mounted	1
Sinclair SY415-SFXSNM 900 MHz Antenna	1

Misc.	
Equipment	
Antennae Cabling all sites and spares -test cables etc	

List of Existing Spare Equipment

The table below lists equipment that is currently owned by the Regional District for use as spares. Any parts required to be purchased to effect repairs on Regional District equipment is the sole responsibility of the company. The Regional District will not procure spare part; the company will supply parts.

Gibsons & District Fire Hall #1	
Location: Gibsons & District Vol. Fire Dept.790 North Road, Gibsons BC	
Equipment	Qty.
LMR 600 Cable - 500 ft Spool originally	300
Lightning arrestors, PolyPhaser IS-50NX-C2, N -F X F connections	2
"N" Connectors, Male, LMR-600	4
"N " Connectors, Female LMR -400	6
"N" Connectors, Male, LMR-400	6
Omnitronics 619GI Audio Bridge	1
Tait Vhf radio	1
Tait Uhf Radio	1
Tait Parts Box, cables programming, Microphones	1
Daniels MT4 VHF Paging Transmitter - 100W PA	1
MDS9710A remote radio (900MHz) (possession of Don B)	1
MDS9710A remote radio (900MHz) (possession of Don B)	1
MDS9710A remote radio (900MHz) (In Quantar box with -radio missing- c/w fuse block (EEcol), Local X linked paging repeater	1
400 Mhz Multicoupling (Duplexer) for Egmont	0
900MHz Multicoupling, EMR, Rack Mounted	2
DSP223 Tone Remote Adapter	1
DSP223 Tone Remote Adapter	0
Redundant Power Supply ICT22012-100NM	0
Power Supply / Battery Charger Astron RS 10A-BB	2

Power Supply / Battery Charger Astron RS 12A-BB	1
Power Splitter ICT 1-KT 2412-30A S/N 05 2001049	1
Power Splitter, PDT2-300	1
ICT 12012 20A	1
Tripplite ISOBAR Power Bar	0
Backup Batteries / Boxes	3
Backup Batteries / Boxes	1
Backup Batteries	3
Sinclair SY307-SFISNM (ABK) C/W clamp, (400 Mhz) -S/N CC46007-2-4 For Egmont Tower	1
Sinclair SY415-SFXSNM (900Mhz) C/W clamp, S/N CC46-007-1-2,3,5,7: For Gibs X2, HMB X1, Sech X1	4
Sinclair SLL-441U C/W clamp (900Mhz) S/N CCW355-2-3	1
Sinclair SRL411C-9RXN*4 enclosed dipole	2
Sinclair SRL-210-SF2P2SNM VHF Antenna -Spare for HMB Sq. Bay-	1
Antenna Clamp style 15	2
Antenna Clamp style 120	1
Antenna Clamp style 130	1
Dry Load, 60 Watt, N Connector, 50 Ohm, #BL 0600	1
Zetron World Paging Encoder & Telephone Interconnect	1
Quantar VHF base station (Voice Dispatch spare)	1
Motorola C100 Remote Control Deskset	2
Darcom radio 900 Mhz (Gibs, HMB, Spare)	3
Icom F5061 Mobile VHF radios	2
Crescend 100 Watt Power Amplifier	1
Tu Wolf , VHF Radio "set", Used (Removed from Egmont tower original build)	1
Zetron DAPT Jr Paging Encoder & Telephone Interconnect	1
3.6 V 1200 mahr. Lithium battery Part # BAT 3V6	2
Datataq EL-USB-3 Voltage Data logger	1

Spares	
Equipment	Qty
Replacement cartridge # HP 20 , SIH-R70B (Staples) Item order no CEBIJ14R	1