

**Proposal Response Form A**  
**Supply and Delivery of Cover and Aggregate Material**  
**RFP No. 2335203**  
**Closing Date of**  
**June 30, 2023 at 3:00 PM local time**

**Requirements**

Complete the following requirements, providing the information request in accordance with the requirements in this RFP. If additional space is required please attach separate documents.

Completed proposals should not be more than 30 pages in overall length using no less than 10 pt. exclusive of any URLs and appendices specifically requested; the Regional District may not evaluate any pages that exceed this maximum page count.

---

**1. Executive Summary**

Proponents **should** provide an Executive Summary of the key points of this proposal:

**2. Capabilities, Relevant Experience**

Does your organization have 4 years within the past **6** years providing services of a similar scope and complexity. Similar scope and complexity is defined as:

- a) Supply and Delivery of Cover Material
- b) Supply and Delivery of Aggregate Material

☐ Yes

☐ No

Provide complete information on experience of key personnel to be involved in the work:

### 3. Capabilities, References

Proponents need to provide a minimum of 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.

#### Reference 1

Company Name:

Contact Name:

Contact Phone Number:

#### Reference 2

Company Name:

Contact Name:

Contact Phone Number:

#### Reference 3

Company Name:

Contact Name:

Contact Phone Number:

#### 4. Environmental Requirements

The Proponent should include the proposed methodology for maximizing efficiencies which would include as a minimum reducing hauling costs and minimizing greenhouse gases.

#### 5. Sustainable Procurement

Proponent **should** identify how they may contribute to the following key social, employment and economical goals, but not limited to the following:

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| a) Does your organization contribute to a stronger local economy by:   |                              |                             |
| ➤ promoting a Living Wage?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Using fair employment practices?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Increase training and apprenticeship opportunities?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| b) Does your organization consider the Environmental Costs of Ownership when procuring or providing services??       | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| c) Does your organization utilize or provide energy efficient products?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| d) Where possible does your organization use minimal or environmental friendly packing materials?                    | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| e) Does your organization limit / reduce the use of any hazardous materials (toxics and ozone depleting substances)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| f) Other: please describe:   |                              |                             |

## 6. Approach

Provide details on the method of which the service will be provided, information on any subcontractors (if being utilized) will be used, a list of their legal name, subtrade and qualifications should be provided and any other relevant information on how the services will be performed.

## 7. Safety Plan

- Entering and exiting the site(s).
- Personal protective equipment.
- Certifications and training of persons performing the work.
- Safety for residents and other contractors using the site.
- Other safety considerations.

### 8. Added Value

This criterion considers any value-add component.

### 9. Pricing – See Schedule A

### 10. Delivery Lead Time

State your guaranteed delivery time from request for cover or aggregate material from the Regional District.

### 11. Intent to be bound

**A proposal is deemed to incorporate the Confirmation of Proponent's Intent to Be Bound below, without alteration.**

#### **CONFIRMATION OF PROPONENT'S INTENT TO BE BOUND:**

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

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

**PROPONENT NAME (please print):** \_\_\_\_\_

**NAME OF AUTHORIZED REPRESENTATIVE (please print):** \_\_\_\_\_

**SIGNATURE OF AUTHORIZED REPRESENTATIVE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_