



REQUEST FOR STATEMENTS OF QUALIFICATIONS (RFSQ) No. 25-018

DATE: March 12, 2025

Project Title: Regional District of Nanaimo Glulam Beam Refinishing

The Regional District of Nanaimo (RDN) invites qualified and experienced firms to submit Statements of Qualifications to strip, brighten and refinish the external glulam beams and posts of the RDN Administration Building located at 6300 Hammond Bay Road.

A. Intent

This Request for Statements of Qualifications (RFSQ) is issued to determine the most qualified and experienced service provider that can meet the Regional District of Nanaimo's requirements, expectations, and timeline.

The Regional District of Nanaimo will review submissions received in response to this RFSQ and enter discussions with the top-ranked Respondent to negotiate the terms, scope, timeline, and cost based on the actual scope of work required (the Work). Should these negotiations fail to result in a contract for the Work, the Regional District of Nanaimo may then elect to negotiate with the next highest ranked service provider and so on until an agreement is reached or the process cancelled.

In any event, the Regional District of Nanaimo shall not be bound to enter a contract with any Respondent to this RFSQ and, at its sole discretion, may elect to collapse this process.

B. Background

The Main Administration Office building features a membrane roof, wood framing, and a cedar and stucco facade. It includes meeting and office spaces totaling approximately 24,000 square feet over two floors, accommodating over 100 staff members. The Main Administration Office building is about 50 years old and has undergone multiple additions and renovations. The most recent addition, approximately 6,000 square feet, was added around 15 years ago, with an internal renovation completed in 2024.

C. Contemplated Scope of Work and Timeline

Project Overview

Provide all labour, products, equipment, supplies, services, tools, transport facilities, and all things necessary for the performance of the Work by the Painting Contractor. The project involves refinishing glulam beams, columns, and window screens located on the South elevation of the Administration building. Interested contractors are invited to visit the site to view the requested work, and all areas

included in the RFSQ are accessible to be viewed without an appointment. A map showing the glulam beam locations is included.

Guarantee

Furnish a two (2) year Written Guarantee that shall warrant that all repainting work has been performed in accordance with MPI Repainting Manual requirements.

Standards and Requirements

All exterior repainting work shall be in accordance with MPI Repainting Manual requirements. Provide SDS sheets for all products used to complete the project.

The onsite Project Manager/Superintendent must hold a Red Seal as a painter decorator. The ratio of Red Seal painter decorators to apprentices shall not exceed 4 apprentices per Red Seal painter decorator.

Scope of Work

Surface Preparation:

Strip, clean, brighten, and neutralize glulam beams.
Ensure adequate surface preparation before application.

Application:

Apply MPI #13 to match the current finish. The current finish is unknown.
Apply 2 coats of MPI #78 with a gloss level of 6.

Clean-Up:

Leave the work area clean at the end of each day and upon project completion.

Materials and Equipment:

Provide all labour, materials, equipment, storage, and supervision to complete the project.

Proposed Timeline:

Completion of the work is preferred in 2025 applied as per the manufacturer's product specifications. The schedule can be adjusted based on specific project requirements and weather conditions.

D. Statement of Qualifications and Evaluation

The statement of qualifications should be no longer than five (5) single sided pages in length (not including cover page, cover letter and appendices). Please include the following:

- Experience of Firm and qualifications and experience of nominated Project Manager/Superintendent in previous relevant work involving external glulam beams and posts. Provide short descriptions of similar projects involving external glulam beams and posts completed by both the Firm and nominated Project Manager/Superintendent.
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- A statement of your firm’s ability to complete the work within the timeframe described based on the manufacturer’s product specifications.
- A statement of your firm’s approach to advancing equity and sustainability practices in corporate operations and service provisions, including any certifications in this regard.
- Describe your firm’s quality control protocols to ensure products are applied as per the manufacturer’s specifications.

Statements of Qualifications (the “SOQ”) will be evaluated by the Regional District of Nanaimo on a consensus basis and assigned a score out of 100 based on the above evaluation criteria. Any or all SOQs will not necessarily be accepted.

E. Submission Date & Time

Statements of Qualifications should be received on or before 3:00:00 p.m. local time on the 28th day of March 2025. The RDN at its sole discretion, reserves the right to accept late submissions.

F. Questions and Submissions

Questions and submissions should be directed to:

Sheldon Racz
Manager, Facilities and Fleet
sracz@rdn.bc.ca

G. Additional Information

If the RDN determines that additional information is required, the RDN will post an Addendum on the RDN (www.rdn.bc.ca/current-bid-opportunities) and the new BC Bid (www.bcbid.gov.bc.ca/) websites. It is the sole responsibility of interested vendors to check for additional information prior to submitting their response.

