

House for Sale - 1893 Spike Road

October 6, 2023

The Comox Valley Regional District (CVRD) is offering a house for sale (**structure only**) and has issued a Request for Offer (RFO). The house **must** be removed from the current location with all expenses to be paid by purchaser.

The RFO is available from the CVRD's bids&tenders website at:

<https://comoxvalleyrd.bidsandtenders.ca>

This RFO is scheduled to close:

Closing Date: Thursday, October 26, 2023

Closing Time: 2:00pm Pacific time

Enquires & Submissions: Via the CVRDs bids&tenders electronic Bidding System
[Bids & Tenders](#)

Contact Person: Karen Garrett
Manager of Procurement

This is not a tender. This is a non-binding Request for Offer. The CVRD reserves the absolute right to negotiate with one or more Bidders as it sees fit. Nothing in this RFO shall obligate the CVRD to enter into an Agreement with any person.

It is the sole responsibility of the Bidder to check the CVRD's bids&tenders website for any updated information and addenda issued prior to the Closing Date and Time.

The CVRD shall not be held responsible for our documents that are located on any other website.

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A. Introduction

The following terms and conditions will apply to this RFO and to any subsequent Contract entered into and arising out of this RFO. Submission of a Response in response to this RFO indicates acceptance by the Bidder of all the terms and conditions that follow and that are included in any addenda issued by the CVRD. Unless expressly permitted under the terms of the RFO, a Bidder should not submit a submission based on different terms and conditions than those in this RFO. Bidders should submit the Response only in the format requested in this RFO.

B. Property Information

1.0 Background

The CVRD acquired this property in 2022 with the intent to develop the land into a park. There are two structures on the property that need to be removed in order to facilitate this development. It is the goal of the CVRD to have the structures removed from the site and not demolished in order to reduce the amount of waste sent to the Comox Valley Waste Management Centre.

2.0 Details

The house, located at 1893 Spike Road is offered for sale (**structure only**) must be removed from the current location with all expenses to be paid by the successful Bidder.

Description: Wood frame, 4 bedroom 3,300sq ft built in 1990 (approx.)

Site plan: Site plan attached.

Current Location: 1893 Spike Road



1893 Spike Road - Primary Residence Demolition Site Plan



Note to bidders:

- All measurements are approximate - purchasers responsibility to confirm.
- Viewings can be arranged by email at: communityservices@comoxvalleyrd.ca
- Bids will be evaluated on two criteria:
 1. Value of bid, preference will be given to the highest bid
 2. Demonstrated ability to move the structure.
- Structure removal date will be negotiated with the successful bidder
- Bidders must be able to provide proof of capability/qualifications, or contract with a service provider to move the house, before being awarded the successful bidder.
- The CVRD reserves the absolute right to negotiate the terms of conditions of the sale.
- The CVRD reserves the absolute right to not award to the bidder, regardless of value, if the bidder cannot provide satisfactory proof of capability and qualifications to move the house

The CVRD commits to:

- Have a demolition permit in place prior to structure removal date
- Disconnect all services prior to removal date
- Site clean-up following removal

The Bidder commits to:

- Secure necessary permits to move the structure
- Hold all insurance necessary to cover any liabilities arising from moving the structure
- Comply with all occupational health and safety regulations and guidelines
- The successful Bidder will be responsible for removal of the 1893 Spike Road house and for all associated costs.

C. Definitions and Administrative Requirements

1.0 Definitions

Throughout this Request for Offer, the following definitions apply:

“Bidding System” means the bids&tenders electronic system used by the CVRD for its competitive bids at the following website: <https://comoxvalleyrd.bidsandtenders.ca>

“Closing Date and Time” means the date and time identified on the cover page of this RFO.

“Contract” means the written agreement resulting from this Request for Offer executed by the Comox Valley Regional District and the Bidder

“must”, “shall” or “mandatory” means a requirement that must be met in order for the Response to received consideration

“Bidder” means an individual or a company that submits, or intends to submit, a Response in response to this Request for Offer

“Response” means a submission in response to this request for quotations

“Request for Offer” and “RFO” means this request for offer

“should” or “desirable” means a requirement having a significant degree of importance to the objective of the Request for Offer

2.0 Bid System Registration

All Bidders require a Bidding System vendor account and be registered as a Plan Taker for this opportunity, which will enable the Bidders to download the bid documents, to receive addenda email notifications, submit questions and download all documents without the watermark ‘preview’ on them.

The onus is on the Bidders to create a Bidding System vendor account and to be registered as a plan taker for the bid opportunity at: <https://comoxvalleyrd.bidsandtenders.ca>

3.0 Changes to Responses

Bidders may edit or withdraw their Response prior to the Closing Date and Time. However, the Bidders is solely responsible to ensure the re-submitted Response is received by the Bidding System no later than the stated Closing Date and Time.

4.0 Bidders Expenses

Bidders are solely responsible for their own expenses in preparing a Response. If the CVRD elects to reject all Responses, the CVRD will not be liable to any Bidder for any claims for costs or damages incurred by the Bidder in preparing the Response, loss of anticipated profit in connection with a final Contract, costs for returning unopened Responses, or any matter whatsoever.

5.0 Response Validity

Responses should remain open for acceptance for at least 30 days after the closing to provide the CVRD with sufficient time to evaluate the Responses and issue award.

6.0 Acceptance of Responses

This RFO should not be construed as an agreement to purchase goods or services. The CVRD is not bound to accept the highest bid or any Response of those submitted.

The CVRD reserves the right to reject any and all Responses for any reason or to accept any Response in whole or in part on the basis of the Responses received which the CVRD, in its sole unrestricted discretion, deems to be the best value for the CVRD. The highest or any Response may not necessarily be accepted.

Bidders acknowledge the CVRD's rights under this clause and absolutely waive any right of action against the CVRD for the CVRD failure to accept their Responses whether such right of action arises in contract, negligence, bad faith or any other cause of action.

The CVRD reserves the right to cancel this RFO at any time and for any reason, and will not be responsible for any loss, damage, cost or expense incurred or suffered by any Bidder as a result of such cancellation.

7.0 Liability for Errors

While the CVRD has used considerable efforts to ensure an accurate representation of information in this RFO, the information contained in this RFO is supplied solely as a guideline for Bidders. The information is not guaranteed or warranted to be accurate by the CVRD, nor is it necessarily comprehensive or exhaustive. Nothing in this RFO is intended to relieve Bidders from forming their own opinions and conclusions with respect to the matters addressed in this RFO.

8.0 Modification of Terms

The CVRD reserves the right to modify the terms of the RFO at any time at its sole discretion. Such modifications will be communicated to all Bidders through formal addenda.

9.0 Ownership of Responses and Freedom of Information

All documents, including Responses, submitted to the CVRD become the property of the CVRD.

The CVRD is subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. As a result, while section 21 of the *Freedom of Information and Protection of Privacy Act* does offer some protection for confidential third party business, financial and proprietary information, the CVRD cannot guarantee that any such information provided to the CVRD will remain confidential if a request for access is made under the *Freedom of Information and Protection of Privacy Act*.

10.0 Contract Finalization Delay

If a Sales Contract cannot be finalized with provisions satisfactory to the CVRD within thirty days of notification of the successful Bidder, the CVRD may, at its sole discretion at any time thereafter, terminate discussions with that Bidder and either commence finalization of a Sales Contract with the next qualified Bidder or choose to terminate the RFO process and not enter into a Sales Contract with any of the Bidders.

D. Response Submission Requirements

1.0 Response Submission

Submissions must be received by the CVRD through the Bidding System by the Closing Date and Time. Late submissions are not permitted by the Bidding System.

Bidders are cautioned that the timing of their bid submission is based on when the bid is successfully received by the Bidding System, not when a bid is submitted by a Bidder, as bid transmissions can be delayed due to high volumes of internet traffic, file transfer size, transmission speed, etc. It is the Bidders sole responsibility to transmit their bid sufficiently in advance of the Closing Date and Time set to allow for the timely receipt by the CVRD.

For the above reasons, the CVRD strongly recommends that Bidders allow sufficient time to upload their bid submission and attachment(s), if applicable, and to resolve any issues that may arise prior to the Closing Date and Time.

The CVRD recommends that Bidders take advantage of the Bidding System feature to preview uploaded documents prior to submission. By doing so, a Bidder may avoid an error that could occur by the Bidder uploading an incorrect or unreadable file, which could render their submission non-compliant.

Bidders should contact bids&tenders support listed below, at least twenty-four (24) hours prior to the closing time and date, if they encounter any problems. The Bidding System will send a confirmation email to the Bidder advising that their Response was submitted successfully. If you do not receive a confirmation email, contact bids&tenders support at support@bidsandtenders.ca.

The person(s) authorized to sign on behalf of the Bidder and to bind the Bidder to statements made in response to this RFO must sign the Response Form. Unsigned Responses will not be accepted.

Bidders shall be solely responsible for the delivery of their Responses in the manner and time prescribed.

2.0 Response Contents

Bidders should carefully review the evaluation criteria when preparing their Response to ensure they receive full consideration during evaluation. The Response is to include:

- Response Form
- Demonstrated ability to move the structure.

3.0 Enquiries

All enquiries related to this RFO are to be submitted through the Bidding System by clicking on the “Submit a Question” button for this specific opportunity.

An enquiry deadline may be identified for this RFO and will be posted on the Bidding System. Bidders are expected to submit any enquires prior to the question deadline. Responses will be provided where the CVRD deems that time permits. Enquiries and responses will be recorded and may be distributed to all Bidders, by way of issuing an addenda, at the CVRD’s sole discretion.

Information obtained from any other source is not official and should not be relied upon.

4.0 Addenda

The CVRD may at any time prior to the Closing Date and Time issue additional information, clarifications, or modifications to this RFO by written addenda via the CVRDs bids&tenders website.

Written addenda are the only means of varying, clarifying or otherwise changing any of the information contained in the RFO. Information provided in the addenda shall supersede all previous information provided and will form part of the RFO.

It is the Bidders sole responsibility to ensure they have reviewed the CVRD’s Bidding System website for any addenda issued and shall acknowledge receipt of any addenda through the Bidding System by checking a box for each addenda and any applicable attachment.

If a Bidder submits their bid prior to the Closing Date and Time and an addenda has been issued, the Bidding System shall WITHDRAW the bid submission and the bid status will change to an INCOMPLETE STATUS. The Bidder can view this status change in the “MY BIDS” section of the Bidding System. Bidders are solely responsible to:

- Make any required adjustments to their bid;
- Acknowledge the addenda;
- Ensure the re-submitted bid is received by the Bidding System no later than the Closing Date and Time.

By submitting a response the Bidder is deemed to have accepted and to abide by all addenda issued.

5.0 Disclaimer

Each Bidder is responsible to review and understand the terms and conditions of this RFO, and the scope of work being requested. The CVRD makes no representation or warranty as to the accuracy or completeness of the information contained in this RFO and the Bidder is solely responsible to ensure that it has obtained and considered all information necessary to understand the requirements of the RFO, and to prepare and submit its Response. The CVRD will not be responsible for any loss, damage or expense incurred by a Bidder as a result of any inaccuracy or incompleteness in this RFO, or as a result of any misunderstanding or misinterpretation of the terms of this RFO on the part of any Bidder.

E. Contract Conditions

By submission of a Response, the Bidder agrees that should its Response be successful, the Bidder will enter into a Sales Contract with the CVRD that subject to negotiation, may include the following selected contract clauses:

1.0 Compliance With Laws

The Bidder will give all the notices and obtain all the licenses and permits required to perform the work. The Bidder will comply with all laws applicable to the work or performance of the contract.

2.0 Laws of British Columbia

Any Contract resulting from this RFO will be governed by and will be construed and interpreted in accordance with all laws in effect for the province of British Columbia.

3.0 Indemnity

The Bidder hereby agrees to indemnify and save harmless the CVRD, its officers, employees, elected officials and agents against all claims, demands, losses, costs, damages, actions, suits or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out, related to, occasioned by or attributable to the negligent acts, errors or omissions of, or breach of this agreement by, the Bidder, its servants, agents or sub-contractors, in providing the services and performing the work of the Sales Contract, excepting always liability arising solely out of the negligent act or omission of the CVRD.

F. Response Form

**Request for Offer
House for Sale – 1893 Spike Road**

This form must be completed, signed and included with the Response.

Name: _____

Address: _____

Contact Name: _____

Phone: _____ **Email:** _____

Bid Price – House	\$
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Note 1: Applicable taxes will be added to the quoted price

Authorized Signature

Date

Name and Title