



Town of Lake Cowichan

REQUEST FOR EXPRESSIONS OF INTEREST (RFEI)

Groundwork Improvements

The Town of Lake Cowichan is seeking expressions of interest from qualified contractors to undertake site work at the Riverside (Duck Pond) Park in Lake Cowichan to allow for beach ground improvements and the installation of playground equipment at. The Town together with the Kinsmen/Kinettes has identified the foregoing location as deserving of improvements for the young and old on Town-owned land, and this RFEI is the first step in identifying a qualified contractor for this work. The potential site work required for improvements are identified in the attached drawing. The installation of improvements will be carried out by a separate contractor.

The Town will review and evaluate expressions of interest to identify qualified Applicants for further consideration. Based upon this initial screening, the Town may select a short-list of Applicants who will be approached to submit more detailed proposals.

For clarity, detailed design drawings are not required as a response to this RFEI. Subsequently, the Town may, at its discretion, issue a Request for Proposals to the short-listed applicants. If issued, it is anticipated that the Request for Proposals will not be a tender.

Please provide the following in your response:

- a) An introduction to your organization;
- b) Organizational capacity and/or resources to contribute to the project;
- c) The scope of project that your project would be able to undertake;
- d) Past experience
- e) Experience of those that may be involved in the project; and
- f) References.

Please submit your expressions of interest by no later than 4.30 p.m., May 20th, 2022, to:

Joseph A. Fernandez
Chief Administrator Officer
Town of Lake Cowichan
P.O. Box 860
Lake Cowichan
BC V0R 2G0