



LONDON & MIDDLESEX
HOUSING CORPORATION

June 27, 2018

RFP: 2018-0003 – Exterior Lighting Redesign – Family Town home Sites

Re: Proposed design of exterior lighting fixtures to enhance the safety/security and lighting aesthetic, as well as to reduce hydro consumption on 7 family town home sites within the city of London, ON

To Whom It May Concern,

The London and Middlesex Housing Corporation is considering the replacement of all exterior light fixtures at their family town home sites. The new fixtures must provide a reduction in energy consumption while enhancing the site appearance and safety.

We invite your organization to submit a fee proposal to provide:

Provide a pre-retrofit light level analysis of the existing sites showing the types and locations of all existing fixtures and light levels for each fixture and a new design drawing on adding exterior lighting and cameras to increase the safety/security as well as the aesthetic of the sites.

The design work from the award of this RFP will be used to form the tender documents for the Exterior Lighting Redesign Project.

Site List

Building Address
Allan Rush (Barberry Ct, Ivy Ct, Vinewood Ct, Primrose Ct)
370 Pond Mills Rd
Boulee St (160 – 430)
Huron St (961 – 1183)
Marconi Blvd (152 – 218, 243 – 345)
1481 Limberlost Rd
Southdale Rd / Millbank Dr (553 – 1225)



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SECTION "A" – INVESTIGATION / ANALYSIS / DESIGN

1. Primary focus of this Section A will be to determine the changes required.
2. Review existing plans, verify conditions through site visit, and conduct all other related investigations. Where existing plans are not sufficiently legible, accurate or unavailable, make all additional measurements and investigations necessary.
3. Hold discussions with all those having authority over the operation of the building, including Housing Corporation staff and/or assigned Project Manager, to assist in determining the needs of that particular site.
4. Obtain the services of other specialists as required to design changes to meet all Municipal and Provincial bylaws and building codes, electrical codes and manufacturers' requirements. Prepare drawings, PDF Adobe format, and specifications in Word to reflect these changes and requirements. Submit Word files to Owner.
6. All work shall include the cost of all items and equipment incidental to the inspection, analysis and design.
7. All fixtures, bulbs and related items must be manufactured in North America
8. All fixtures, bulbs and related electrical equipment must be warranted for a minimum of 10 years from day of installation.
9. Provide a delivery date indicating the number of days from the date of approval.
10. Provide confirmation of product availability after the date of installation.
11. Provide a rendering of design work done on previous projects or rendering of an LMHC site.
12. Provide documentation of any relevant certifications such CPTED (Crime prevention through environmental design)

IN PREPARING YOUR PROPOSAL:

- In order to complete the lighting survey access to the buildings may be arranged through the Project Manager, Property Services Manager, or site repair person.
- In order to arrange for site access, please contact:



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Project Manager: Terry Calder

Cell #:

(226) 235-7327

Email:

tcalder@783outlook.com

- Your proposal submission must be complete in all respects and convey a full understanding of the required work. Therefore, you are advised to visit all sites and make any preliminary non-destructive investigations as necessary to ensure a full understanding of the owner's requirements.
- A sample "Letter of Agreement", which would form the basis of the contract should your proposal be deemed acceptable, has been included for your information. This Letter of Agreement will be amended to reflect the proposal submission and the scope of services to be provided.
- The London & Middlesex Housing Corporation will not consider any request for additional monies other than that warranted by a substantial change in the Scope of Work or circumstances entirely beyond the consultant's control.
- Your proposal must be enclosed in a sealed opaque envelope, labelled with the firms name and address and marked as RFP: 2018-0003- Exterior Lighting Redesign Project and be submitted to:

Attn: Mr. M. Byl – Manager, Capital Projects and Construction
London & Middlesex Housing Corporation
1299 Oxford Street East, Unit 5C5
London, ON N5Y 4W5

no later than Tuesday, July 31, 2018 11:00 a.m. local time, Facsimile or 'Fax' transmissions will not be considered

- The lowest, or any proposal, will not necessarily be accepted.

We appreciate your interest in this proposal and look forward to receiving your reply. Should clarification be required, please do not hesitate to contact the writer.

Yours sincerely,

Matt Byl
Manager, Capital Projects and Construction