**REQUEST FOR PROPOSALS**

 **FIRST AID SERVICES**

**FOR THE SALUTE TO THE SOCKEYE FESTIVAL 2018**

The Adams River Salmon Society invites proposals for the following contract at the Salute to the Sockeye celebration at Tsútswecw Provincial Park (formally Roderick Haig-Brown Park), September 28th, 2018 to October 21st, 2018. Tsútswecw Provincial Park is located on Squilax-Anglemont Road, 5 km from the Squilax Bridge off the Trans-Canada Highway between Chase and Sorrento, BC. The park is the scene of the world-famous Adams River salmon run where sockeye potentially numbering in the millions return to spawn and attract as many as 230,000 visitors to the spectacle over a three-week period.

The contract area includes that whole area of Tsútswecw Provincial Park below the Adams River Bridge.

Under the supervision of The Adams River Salmon Society, for the period September 28th, 2018 to October 21st, 2018, the Contractor will:

1. Provide sufficient qualified staff on a scheduled basis between the hours of 9:00 am and 5:00 pm using a mobile First Aid Post at a location determined by the Society.
	1. Provide 1 First Aid Attendant for September 28, 1-5, 9-12, 15-19
	2. Provide 2 First Aid Attendants for September 29-30, Oct. 6-8, 13-14, 20-21
2. The Contractor and its employees shall be certified to perform first aid, having at minimum a Level One First Aid certification. They shall respond to any first aid emergencies on the site during the contract hours.
3. The Contractor will establish a system of communications with the Society and BC Parks which allows contact in the event of emergency and shall respond to any such emergency within a reasonable time frame.
4. The Contractor and its employees shall be neatly attired in an identifiable uniform and/or wearing clearly visible identification as a First Aid Attendant presence and shall conduct themselves in a friendly, courteous manner at all times. They shall make themselves knowledgeable about the Park Act, the Park, the Salute and the Society, so as to be able to respond to public queries and to educate the public and participants about regulations.
5. Vehicles and equipment on site shall be clean and in good repair and will be operated in a safe and environmentally responsible manner at all times. Any vehicle and equipment used in the performance of this contract shall be identified as a First Aid vehicle in a manner satisfactory to the Society representative.
6. The Contractor shall, without limiting its obligations or liabilities herein and at its own expense, insure its operations under a policy of comprehensive general liability insurance in an amount not less than $2,000,000 inclusive per occurrence against bodily injury, personal injury, property damage and including liability assumed under contract. The Adams River Salmon Society and the Province of BC are to be added as insured under this policy. Such insurance shall be primary and not require the sharing of any loss by any insurer of the Society.

Automobile liability insurance shall be in place, in an amount not less than $1,000,000, on all vehicles owned, operated or licensed in the name of the Contractor in the course of this contract.

The Contractor shall provide the Society with evidence of required insurance prior to commencement of the services.

The Contractor shall provide proof of Workers Compensation registration in good standing prior to commencement of the services.

**Proponents are advised that:**

* The Adams River Salmon Society may reject any or all proposals submitted
* The **deadline for submitting proposals, marked “First Aid Service” is 3:00 pm on July 6th, 2018**
* Proposals may be submitted by email to eventmanager@salmonsociety.com or posted in a sealed envelope to:

The Adams River Salmon Society
Box 24034
Scotch Creek, BC, V0E 3L0

For further information call or email Natalya Melnychuk at 778 929 5396 or eventmanager@salmonsociety.com

**PROPOSAL**

**FIRST AID SERVICE**

**SALUTE TO THE SOCKEYE FESTIVAL 2018**

I/we \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, propose to contract with The Adams River Salmon Society for First Aid services under the conditions described in the Request for Proposals. I/We will carry out the specified activities for a total contract price of $ \_\_\_\_\_\_\_\_\_\_\_\_\_, including any applicable taxes.

The staffing schedule I/we propose for the duration of the event is as follows:

I/we and my/our staff shall be identified as follows:

The communication device(s) carried by all staff is/are:

The training and/or certification achieved by all Contractor representatives on site is/are:

*{Please attach additional details of your proposal as applicable.}*

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Proponent name Proponent signature

Company name and address:

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Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: ­­­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_