

**Request for Proposal
RFP-PL15-64
Fitness Equipment Preventative Maintenance and Repair Services**

The City of Maple Ridge on behalf of the Maple Ridge Pitt Meadows Parks and Leisure Services Commission is requesting proposal submissions from interested and qualified parties for the supply of fitness equipment preventative maintenance and repair services at two facilities, one located at the Maple Ridge Leisure Centre and the other at the Pitt Meadows Family Recreation Centre.

Sealed proposals, clearly marked, "RFP-PL15-64 Fitness Equipment Preventative Maintenance and Repair Services, " are requested at the location below by **2:00 P.M. Local Time, September 10, 2015** at the following address:

City of Maple Ridge
11995 Haney Place, 1st Floor (Reception Desk)
Maple Ridge, BC, V2X 6A9
Attention: Nichole Walsh – Purchasing Supervisor

There will be no public opening for this Request. Proposals received after this date and time may or may not be accepted.

Request for Proposal document is available for download from BC Bid at www.bcbid.ca.

Once a contract has been awarded the name(s) of the successful Proponent(s) will be available to anyone upon request. All submissions become the property of the City of Maple Ridge and are subject to the *Freedom of Information and Privacy Legislation*.

A non-mandatory site visit will be held on September 01, 2015 at 9:00 am. Proponents are requested to assemble at Maple Ridge Leisure Centre main lobby located at: 11995 Haney Place, Maple Ridge, BC. The visit will then progress to the Pitt Meadows Family Recreation Facility located at: 12027 Harris Road, Pitt Meadows, BC.

Attendance is NOT mandatory in order to submit for this call for Proposals, however this scheduled non-mandatory site visit will be the only opportunity Proponents will have to view the sites accompanied with a City representative.

Any questions concerning this Request for Proposal should be directed in writing to: Nichole Walsh, Purchasing Supervisor at nwalsh@mapleridge.ca, Tel: 604-476-2610, Fax: 604-466-4328.