



Invitation to Tender
For
Installation of Splash Pad at Town of Placentia Regatta Site

Invitation to Tender No.: **TOP-2020-03**

Issued: **July 29, 2020**

Submission Deadline: **August 13, 2020 11:30 am local time**

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PART 1 – INVITATION AND SUBMISSION INSTRUCTIONS

1.1 Invitation to Bidders

This Invitation to Tender (the “ITT”) is an invitation by **Town of Placentia**(herein after referred to as “the Owner”) to prospective bidders to submit bids for **Installation of Splash Pad at Town of Placentia Regatta site** as further described in Section A of the ITT Particulars (Appendix D) (the “Deliverables”).

The Town of Placentia is seeking bids from qualified providers to install a splash pad at the Regatta Grounds site. This work will include the preparation and installation of in ground components, Placement of concrete forms, pouring and proper finish of concrete and running new water line to service the Splash Pad. The Splash Pad equipment and in ground components will be supplied by owner.

1.2 ITT Contact

For the purposes of this procurement process, the “ITT Contact” will be:

Mary Greene CAO (A)

Town of Placentia

(709) 227-2151 Ext. 228

townofplacentia@placentia.ca

1.3 Type of Contract for Deliverables

The preferred supplier will be required to enter into an agreement with the Owner for the provision of the Deliverables in the form attached as Appendix A to the ITT (the “Agreement”). It is the Owner’s intention to enter into an Agreement with the preferred supplier(s).

1.4 ITT Timetable

Issue Date of ITT	July 29, 2020
Deadline for Questions	August 5, 2020
Deadline for Issuing Addenda	August 7,, 2020
Submission Deadline	August 13, 2020 11:30am
Public opening	August 13, 2020 2:00pm
Anticipated Execution Date for Agreement	August 26, 2020
Irrevocability Period	60
Delivery Date of Commodity	September 28, 2020

The ITT timetable is tentative only and may be changed by the Owner at any time.

Bids will be open at the Town Hall at the above note time

1.5 Submission of Bids

1.5.1 Bids to be Submitted at Prescribed Location

Bids must be submitted to:

Town of Placentia

21 Patterson Drive

Placentia, NL

A0B 2Y0

Attn: Mary Greene CAO (A)

Proposals must be received at the address above no later than the time and date contained in the advertisement or as amended

1.5.2 Bids to be Submitted on Time

Bids must be submitted at the location set out above on or before the Submission Deadline. Bids submitted after the Submission Deadline will be rejected. Onus and responsibility rest solely with the bidder to deliver its bid to the exact location (including floor, if applicable) indicated in the ITT on or before the Submission Deadline. The Owner does not accept any responsibility for submissions delivered to any other location by the bidder or its delivery agents. Bidders are advised to make submissions well before the deadline. Bidders making submissions near the deadline do so at their own risk.

1.5.3 Bids to be Submitted in Prescribed Format

Bidders must submit **2** hard copies of their proposal in PDF format enclosed in a sealed package.. Bids should be prominently marked with the ITT title and number (see ITT cover page), with the full legal name and return address of the bidder.

1.5.4 Amendment of Bids

Bidders may amend their bids after they have been submitted if, and only if, the amendment is delivered prior to the Submission Deadline marked with this ITT title and number and the full legal name and return address of the bidder to the location set out above. Any amendment should clearly indicate which part of the bid the amendment is intended to affect. Amendments must be submitted at the location set out above on or before the Submission Deadline. Amendments submitted after the Submission Deadline will not be accepted.

Written inquiries and requests for clarification shall be accepted up to 8 working days prior to the closing time. Inquiries and requests for clarification received after this date shall not be addressed. Verbal responses shall not be binding on either party.

To ensure consistency and quality in the information provided to bidders the Owner shall provide, by way of amendment to this tender in the form of an addendum, any relevant

information with respect to the ITT inquiries received in writing without revealing the source of those inquiries. Bidders are cautioned that it is their responsibility to ensure that they receive all information relevant to this ITT. The Owner shall not be responsible for bidders who fail to inform themselves regarding the scope and nature of the work. The Owner shall publish all amendments on the town website **placentia.ca**. Bidders should check on a regular basis for ITT updates. Bidders are solely responsible for ensuring they are aware of and have complied with all amendments by tender closing time.

1.5.5 Withdrawal of Bids

Bidders may withdraw their bids prior to the Submission Deadline. To withdraw a bid, a notice of withdrawal must be sent to the ITT Contact prior to the Submission Deadline and must be signed by an authorized representative of the bidder. The Owner is under no obligation to return withdrawn bids.

1.5.6 Bids Irrevocable after Submission Deadline

Bids shall be irrevocable for a period of **60** days running from the moment that the Submission Deadline passes.

[End of Part 1]

PART 2 – EVALUATION AND AWARD

2.1 Stages of Evaluation

The Owner will conduct the evaluation of bids in the following stages:

2.2 Stage I – Mandatory Submission Requirements

Stage I will consist of a review to determine which bids comply with all of the mandatory submission requirements. Bids that do not comply with all of the mandatory submission requirements as of the Submission Deadline will, subject to the express and implied rights of the Owner, be disqualified and not evaluated further. The mandatory submission requirements are listed in Section C of the ITT Particulars (Appendix D).

2.2.1 No Amendment to Forms

Other than inserting the information requested on the mandatory submission forms set out in the ITT, a bidder may not make any changes to any of the forms. Any bid containing any such changes, whether on the face of the form or elsewhere in the bid, may be disqualified.

2.3 Stage II – Mandatory Technical Requirements

Stage II will consist of a review to determine which bids comply with all of the mandatory technical requirements. Bids that do not comply with all of the mandatory technical requirements as of the Submission Deadline will, subject to the express and implied rights of the Owner, be disqualified and not evaluated further. The mandatory technical requirements are listed in Section D of the ITT Particulars (Appendix D).

2.4 Stage III – Pricing

Stage III will consist of a scoring of the submitted pricing of each compliant bid in accordance with the evaluation method set out in the Pricing Form (Appendix C). The evaluation of price will be undertaken after the evaluation of mandatory requirements has been completed.

2.5 Selection of Lowest Compliant Bidder

Subject to the Owner's reserved rights, the compliant bidder with the lowest pricing will be selected to enter into the Agreement in accordance with the following section. In the event of a tie, the selected bidder will be determined by way of a coin toss.

2.6 Notice to Bidder and Execution of Agreement

Notice of selection by the Owner to the preferred supplier shall be in writing. The preferred supplier shall execute the Agreement in the form attached as Appendix A to this ITT and satisfy any other applicable conditions of this ITT, including the pre-conditions of award listed in Section E of the ITT Particulars (Appendix D), within fifteen (15) days of notice of selection. This provision is solely for the benefit of the Owner and may be waived by the Owner.

2.7 Failure to Enter into Agreement

If a selected bidder fails to execute the Agreement or satisfy the pre-conditions of award listed in Section E of ITT Particulars (Appendix D) within fifteen (15) days of notice of selection the Owner may, without incurring any liability, proceed with the selection of another bidder and pursue all remedies available to the Owner.

[End of Part 2]

PART 3 – TERMS AND CONDITIONS OF THE ITT PROCESS

3.1 General Information and Instructions

3.1.1 ITT Incorporated into Bid

All of the provisions of this ITT are deemed to be accepted by each bidder and incorporated into each bidder's bid. A bidder who submits conditions, options, variations or contingent statements to the terms as set out in this ITT, including the terms of the Agreement in Appendix A, either as part of its bid or after receiving notice of selection, unless otherwise indicated, may be disqualified. If a bidder is not disqualified despite such changes or qualifications, the provisions of this ITT, including the Agreement set out in Appendix A, will prevail over any such changes or qualifications in the bid.

3.1.2 Bidders to Follow Instructions

Bidders should structure their bids in accordance with the instructions in this ITT. Where information is requested in this ITT, any response made in a bid should reference the applicable section numbers of this ITT.

3.1.3 Bids in English

All bids are to be in English only.

3.1.4 No Incorporation by Reference

The entire content of the bidder's bid should be submitted in a fixed form, and the content of websites or other external documents referred to in the bidder's bid but not attached will not be considered to form part of its bid.

3.1.5 References and Past Performance

In the evaluation process, the Owner may include information provided by the bidder's references and may also consider the bidder's past performance or conduct on previous contracts with the Owner or other institutions.

3.1.6 Information in ITT Only an Estimate

The Owner and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in this ITT or issued by way of addenda. Any quantities shown or data contained in this ITT or provided by way of addenda are estimates only, and are for the sole purpose of indicating to bidders the general scale and scope of the Deliverables. It is the bidder's responsibility to obtain all the information necessary to prepare a bid in response to this ITT.

3.1.7 Bidders to Bear Their Own Costs

The bidder will bear all costs associated with or incurred in the preparation and presentation of its bid, including, if applicable, costs incurred for interviews or demonstrations.

3.1.8 Bid to be Retained by the Owner

The Owner will not return the bid or any accompanying documentation submitted by a bidder.

3.1.9 Trade Agreements

Bidders should note that procurements falling within the scope of the Canadian Free Trade Agreement, the Atlantic Procurement Agreement, and/or the Canada-European Union Comprehensive Economic Trade Agreement are subject to those trade agreements but that the rights and obligations of the parties will be governed by the specific terms of this ITT.

3.1.10 No Guarantee of Volume of Work or Exclusivity of Contract

N/A

3.2 Communication after Issuance of ITT

3.2.1 Bidders to Review ITT

Bidders shall promptly examine all of the documents comprising this ITT, and

- (a) shall report any errors, omissions or ambiguities; and
- (b) may direct questions or seek additional information

in writing by email to the ITT Contact on or before the Deadline for Questions. All questions or comments submitted by bidders by email to the ITT Contact shall be deemed to be received once the email has entered into the ITT Contact's email inbox. No such communications are to be directed to anyone other than the ITT Contact, and the Owner shall not be responsible for any information provided by or obtained from any source other than the ITT Contact. The Owner is under no obligation to provide additional information. It is the responsibility of the bidder to seek clarification from the ITT Contact on any matter it considers to be unclear. The Owner shall not be responsible for any misunderstanding on the part of the bidder concerning this ITT or its process.

3.2.2 All New Information to Bidders by Way of Addenda

This ITT may be amended only by addendum in accordance with this section. If the Owner, for any reason, determines that it is necessary to provide additional information relating to this ITT, such information will be communicated to all bidders by addenda. Each addendum forms an integral part of this ITT and may contain important information, including significant changes to this ITT. Bidders are responsible for obtaining all addenda issued by the Owner. In the Submission Form (Appendix B), bidders should confirm their receipt of all addenda by setting out the number of each addendum in the space provided.

3.2.3 Post-Deadline Addenda and Extension of Submission Deadline

If the Owner determines that it is necessary to issue an addendum after the Deadline for Issuing Addenda, the Owner may extend the Submission Deadline for a reasonable period of time.

3.2.4 Verify, Clarify and Supplement

When evaluating bids, the Owner may request further information from the bidder or third parties in order to verify, clarify or supplement the information provided in the bidder's bid including but not limited to clarification with respect to whether a bid meets the mandatory technical requirements set out in Section D of the ITT Particulars (Appendix D). The Owner may revisit and re-evaluate the respondent's response or ranking on the basis of any such information.

Any responses received by the Owner from the bidder shall, if accepted by the Owner, form an integral part of the bidder's bid.

3.3 Notification and Debriefing

3.3.1 Notification to Other Bidders

In accordance with section 30 of the *Public Procurement Regulations*, once the Agreement is awarded by the Owner, the outcome of the ITT will be publicly posted at placentia.ca.

3.3.2 Debriefing

Unsuccessful bidders may request a debriefing within ten (10) business days after the award has been posted. The request must be sent in writing to the ITT Contact. The intent of the debriefing information session is to aid the bidder in presenting a better bid in subsequent procurement opportunities. The debriefing process is not for the purpose of providing an opportunity to challenge the procurement process or its outcome.

3.3.3 Supplier Complaint Process

If a bidder wishes to register a complaint with respect to the ITT process, it should provide it in writing and within the parameters established by section 25 of the *Public Procurement Regulations*, as amended. The notice must provide a detailed explanation of the bidder's concerns with the procurement process or its outcome, in addition to such other information as may be required by the *Regulations*. Bidders should note that these complaint procedures are separate and distinct from any dispute resolution processes that may be provided for under applicable trade agreements. If a bidder wishes to dispute a matter under an applicable trade agreement, the bidder must follow the process set out in the trade agreement.

3.4 Conflict of Interest and Prohibited Conduct

3.4.1 Conflict of Interest

The Owner may disqualify a bidder for any conduct, situation or circumstances, determined by the Owner, in its sole and absolute discretion, to constitute a conflict of interest.

The Owner reserves the right to disqualify any bidder that in the Owner's sole opinion has an actual or potential conflict of interest or an unfair advantage, or may permit the bidder to continue and impose such terms and conditions, as the Owner in its sole discretion may require.

For the purposes of this ITT, the term "Conflict of Interest" includes, but is not limited to, any situation or circumstance where in relation to the ITT process, the bidder has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage,

including but not limited to: (i) having, or having access to, confidential information of the Owner in the preparation of its bid that is not available to other bidders, (ii) communicating with any person with a view to influencing preferred treatment in the ITT process (including but not limited to the lobbying of decision makers involved in the ITT process), or (iii) engaging in conduct that compromises, or could be seen to compromise, the integrity of the open and competitive ITT process or render that process non-competitive or unfair.

Bidders are required to disclose, to the ITT Contact, any potential or perceived conflict of interest issues prior to ITT closing date and time.

3.4.2 Disqualification for Prohibited Conduct

The Owner may disqualify a bidder, rescind a notification of selection or terminate a contract subsequently entered into if the Owner determines that the bidder has engaged in any conduct prohibited by this ITT.

3.4.3 Bidder Not to Communicate with Media

Bidders must not at any time directly or indirectly communicate with the media in relation to this ITT or any agreement entered into pursuant to this ITT without first obtaining the written permission of the ITT Contact.

3.4.4 No Lobbying

Bidders must not, in relation to this ITT or the evaluation and selection process, engage directly or indirectly in any form of political or other lobbying whatsoever to influence the selection of the successful bidder(s).

3.4.5 Illegal or Unethical Conduct

Bidders must not engage in any illegal business practices, including activities such as bid-rigging, price-fixing, bribery, fraud, coercion or collusion. Bidders must not engage in any unethical conduct, including lobbying, as described above, or other inappropriate communications; offering gifts to any employees, officers, agents, elected or appointed officials or other representatives of the Owner; deceitfulness; submitting bids containing misrepresentations or other misleading or inaccurate information; or any other conduct that compromises or may be seen to compromise the competitive process provided for in this ITT.

3.4.6 Past Performance or Past Conduct

The Owner may prohibit a supplier from participating in a procurement process based on past performance or based on inappropriate conduct in a prior procurement process, including but not limited to the following:

- (a) illegal or unethical conduct as described above;
- (b) The refusal of the supplier to honour submitted pricing or other commitments; or
- (c) any conduct, situation or circumstance determined by the Owner, in its sole and absolute discretion, to have constituted a Conflict of Interest.

In addition, the Owner may suspend the bidding privileges of a supplier in regard to non-compliant or substandard performance in accordance with section 26 of the *Public Procurement Regulations*.

3.5 Confidential Information

3.5.1 Confidential Information of the Owner

All information provided by or obtained from the Owner in any form in connection with this ITT either before or after the issuance of this ITT:

- (a) is the sole property of the Owner and must be treated as confidential;
- (b) is not to be used for any purpose other than replying to this ITT and the performance of the Agreement;
- (c) must not be disclosed without prior written authorization from the Owner; and
- (d) must be returned by the bidder to the Owner immediately upon the request of the Owner.

3.5.2 Confidential Information of Bidder

This procurement process is subject to the *Access to Information and Protection of Privacy Act, 2015 (ATIPPA, 2015)*. A bidder must identify any information in its bid or any accompanying documentation supplied in confidence for which confidentiality is requested to be maintained by the Owner. The confidentiality of such information will be maintained by the Owner, except as otherwise required by law or by order of a court or tribunal. Bidders are advised that their bids will, as necessary, be disclosed, on a confidential basis, to advisers retained by the Owner to advise or assist with the ITT process, including the evaluation of bids.

The proponent agrees that any specific information in its submission that may qualify for an exemption from disclosure under subsection 39(1) of the *ATIPPA, 2015* has been identified in its submission. If no specific information has been identified it is assumed that, in the opinion of the proponent, there is no specific information that qualifies for an exemption under the subsection 39(1) of the *ATIPPA, 2015*.

Contracting with the Owner is a public process. Information provided through this process will be disclosed when requested under the *ATIPPA, 2015*, except where disclosure of that information is harmful to the business' interests, as set out in the three-part test in the *ATIPPA, 2015*.

Information, including the financial value of a contract resulting from this procurement process, will be publicly released as part of the award notification process, in accordance with section 30 of the *Public Procurement Regulations*.

If a bidder has any questions about the collection and use of personal information pursuant to this ITT, questions are to be submitted to the ITT Contact. Further information relating to subsection 39(1) of the *ATIPPA, 2015* is provided in guidance documents available through the Office of the Information and Privacy Commissioner at <https://oipc.ni.ca/guidance/documents>.

3.6 Reserved Rights and Limitation of Liability

3.6.1 Reserved Rights of the Owner

The Owner reserves the right to:

- (a) make public the names of any or all bidders as well as bid price and value of contract;
- (b) make changes, including substantial changes, to this ITT provided that those changes are issued by way of addendum in the manner set out in this ITT;
- (c) request written clarification or the submission of supplementary written information in relation to the clarification request from any bidder and incorporate a bidder's response to that request for clarification into the bidder's bid. This shall not be an opportunity for bid repair;
- (d) assess a bidder's bid on the basis of: (i) a financial analysis determining the actual cost of the bid when considering factors including quality, service, price and transition costs arising from the replacement of existing goods, services, practices, methodologies and infrastructure (howsoever originally established); and (ii) in addition to any other evaluation criteria or considerations set out in this ITT, consider any other relevant information that arises during this ITT process;
- (e) waive formalities and accept bids that substantially comply with the requirements of this ITT;
- (f) verify with any bidder or with a third party any information set out in a bid;
- (g) check references other than those provided by any bidder;
- (h) disqualify a bidder, rescind a notice of selection or terminate a contract subsequently entered into if the bidder has engaged in any conduct that breaches the process rules or otherwise compromises or may be seen to compromise the competitive process;
- (i) cancel this ITT process at any stage;
- (j) cancel this ITT process at any stage and issue a new ITT for the same or similar deliverables;
- (k) accept any bid in whole or in part; or
- (l) reject any or all bids;

and these reserved rights are in addition to any other express rights or any other rights that may be implied in the circumstances.

3.6.2 Limitation of Liability

By submitting a bid, each bidder agrees that:

- (a) neither the Owner nor any of its employees, officers, agents, elected or appointed officials, advisors or representatives will be liable, under any circumstances, for any claim arising out of this ITT process including but not limited to costs of preparation of the bid, loss of profits, loss of opportunity or for any other claim; and
- (b) the bidder waives any right to or claim for any compensation of any kind whatsoever, including claims for costs of preparation of the bid, loss of profit or loss of opportunity by reason of the Owner's decision not to accept the bid submitted by the bidder, to enter into an agreement with any other bidder or to cancel this bidding process, and the bidder shall be deemed to have agreed to waive such right or claim.

3.7 Governing Law and Interpretation

These Terms and Conditions of the ITT Process (Part 3):

- (a) are intended to be interpreted broadly and independently (with no particular provision intended to limit the scope of any other provision);
- (b) are non-exhaustive and shall not be construed as intending to limit the pre-existing rights of the Owner; and
- (c) are to be governed by and construed in accordance with the laws of the Province of Newfoundland & Labrador and the federal laws of Canada applicable therein.

[End of Part 3]

APPENDIX A – FORM OF AGREEMENT

The tender validity review has been completed relevant to **Tender # TOP-2020-03** Installation of Splash Pad at Town of Placentia Regatta site.

WITNESSETH that in consideration of the covenants, agreements and conditions therein contained, the parties hereto agree to the terms and conditions of the Tender Package including any and all addendums and the Tender Bid submitted by the Contractor on _____.

All securities pertinent documentation required within the tender document must be renewed prior the commencement of the contract period.

IN WITNESS WHEREOF the parties hereto have hereunto their hands and seals subscribed and set the day and year first before written.

THE CORPORATE SEAL

TOWN OF PLACENTIA

of the Town of Placentia

was hereunto affixed at

_____ in

the Province of Newfoundland

on the _____ day of

_____, 2020.

Mayor

Witness

THE CORPORATE SEAL

CONTRACTOR

Of the Contractor was

hereunto affixed at

_____ in

the Province of Newfoundland

on the _____ day of

_____, 2020.

Name of Company

Company Signatory

Witness

APPENDIX B – SUBMISSION FORM

1. Bidder Information

Please fill out the following form, naming one person to be the bidder’s contact for the ITT process and for any clarifications or communication that might be necessary.	
Full Legal Name of Bidder:	
Any Other Relevant Name under which Bidder Carries on Business:	
Street Address:	
City, Province/State:	
Postal Code:	
Phone Number:	
Fax Number:	
Company Website (if any):	
Bidder Contact Name and Title:	
Bidder Contact Phone:	
Bidder Contact Fax:	
Bidder Contact Email:	

2. Offer

The bidder has carefully examined the ITT documents and has a clear and comprehensive knowledge of the Deliverables required under the ITT. By submitting a bid, the bidder agrees and consents to the terms, conditions and provisions of the ITT, including the Form of Agreement, and offers to provide the Deliverables in accordance therewith at the rates set out in the completed Pricing Form (Appendix C).

3. Rates

The bidder has submitted its rates in accordance with the instructions in the ITT and in the Pricing Form (Appendix C). The bidder confirms that it has factored all of the provisions of Appendix A, including insurance and indemnity requirements, into its pricing assumptions and calculations.

4. Addenda

The bidder is deemed to have read and accepted all addenda issued by the Owner. The onus is on bidders to make any necessary amendments to their bids based on the addenda. The bidder is requested to confirm that it has received all addenda by listing the addenda numbers, or if no addenda were issued by writing the word “None”, on the following line:

_____. Bidders who fail to complete this section will be deemed to have received all posted addenda.

5. No Prohibited Conduct

The bidder declares that it has not engaged in any conduct prohibited by this ITT.

6. Disclosure of Information

The bidder hereby agrees that any information provided in this bid, even if it is identified as being supplied in confidence, may be disclosed where required by law or by order of a court or tribunal. The bidder hereby consents to the disclosure, on a confidential basis, of this bid by the Owner to the advisers retained by the Owner to advise or assist with the ITT process, including with respect to the evaluation of this bid.

7. Bid Irrevocable

The bidder agrees that its tender shall be irrevocable for a period 60 days following the Submission Deadline.

8. Execution of Agreement

The bidder agrees that in the event its bid is selected by the Owner, in whole or in part, it will finalize and execute the Agreement in the form set out in Appendix A to this ITT in accordance with the terms of this ITT.

Signature of Witness

Signature of Bidder Representative

Name of Witness

Name of Bidder Representative

Title of Bidder Representative

Date

I have the authority to bind the bidder.

APPENDIX C – PRICING FORM

1. Instructions on How to Complete Pricing Form

Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST, which should be itemized separately.

Rates quoted by the bidder must be all-inclusive and must include all labour and material costs, all travel and carriage costs, all insurance costs, all costs of delivery to the Owner, all costs of installation and set-up, including any pre-delivery inspection charges, and all other overhead, including any fees or other charges required by law.

2. Evaluation of Pricing

Pricing will be evaluated based on lowest total price on table below

3. Pricing Form

Item	Description	Quantity	Unit Price	Total Price
1	Supply and installation of 2 inch water line from water main to splash pad location	1		
2	Installation of Splash Pad	1		
	HST			
			Total Overall Price	

APPENDIX D – ITT PARTICULARS

A. THE DELIVERABLES

The Town of Placentia is requesting bids for the installation of a new splash pad at the Regatta grounds site. Splash Pad and associated hardware will be supplied by the Town. Concrete forms installed, concrete poured, installation of 2 inch water line from main line to Splash Pad location, piping and required pipe connections, electrical work, wire mesh, concrete finish and all other work related to the proper installation as outlined in Appendix E, are the responsibility of the bidder. All work including concrete finish will have a warranty for a period of 1 year and is responsibility of the bidder. All work will be completed by qualified individuals and commissioning and testing will be completed.

B. MATERIAL DISCLOSURES

A portion of site prep work has been completed and it is the responsibility of the bidder to visit the site and adjust bid to work that is required. Appendix F outlines the installation of the Splash pad for the town of Placentia, Appendix E is to be referenced for installation instruction. Please note that Appendix E covers more equipment than is to be installed in this Splash Pad, Appendix F is the layout of this Splash Pad to be installed. .

C. MANDATORY SUBMISSION REQUIREMENTS

1. Submission Form (Appendix B)

Each bid must include a Submission Form (Appendix B) completed and signed by an authorized representative of the bidder.

2. Pricing Form (Appendix C)

Each bid must include a Pricing Form (Appendix C) completed according to the instructions contained in the form.

3. Bid Security

NA

4. Other Mandatory Submission Requirements

2 reference projects of concrete related work and 1 reference project of water line project.

D. MANDATORY TECHNICAL REQUIREMENTS

NA

E. PRE-CONDITIONS OF AWARD

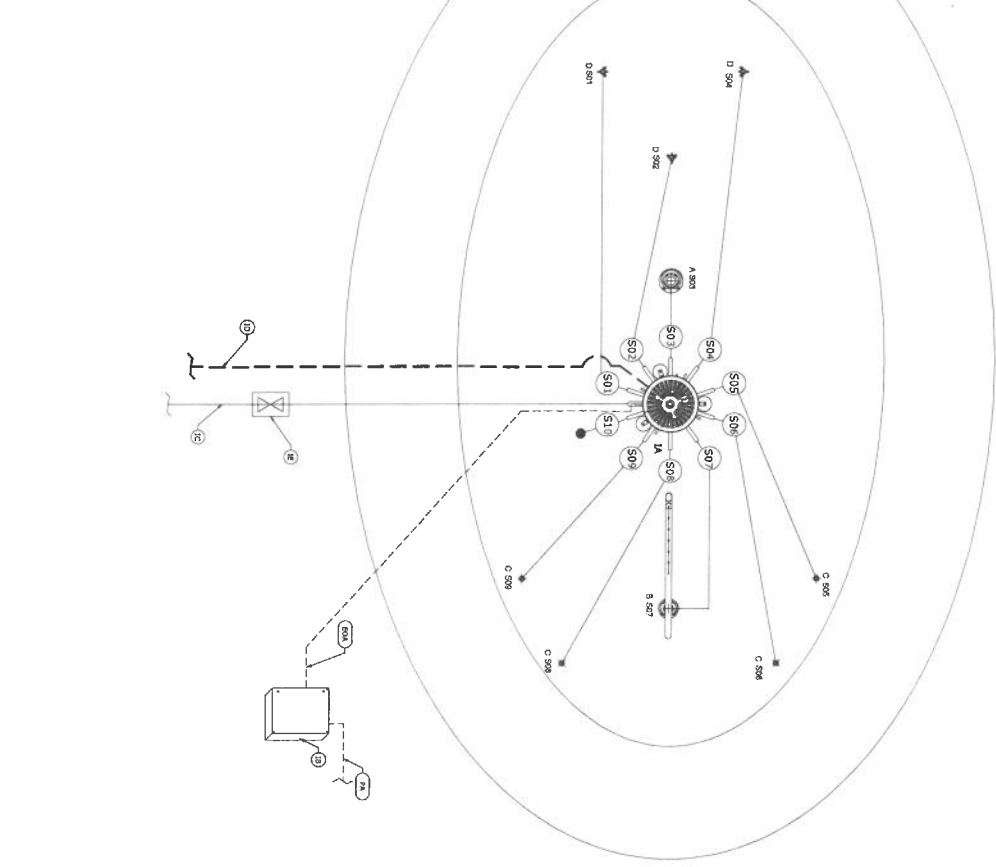
NA

APPENDIX E – PIPING AND ELECTRICAL LATOUT

APPENDIX F – GENERAL INSTALATION INSTRUCTIONS

APPENDIX E – PIPING AND ELECTRICAL LATOUT

- 1.1. WORK COMPENSATION AND SCHEMATIC AND MAY BE KNOWN OR ADJUSTED ON SITE BY VORTEX CERTIFIED INSTALLERS TO ADJUST FOR SITE CONDITIONS.
- 1.2. MAIN WATER MAINS SHALL BE PROVIDED BY THE VORTEX WATER MAINS CONTRACTOR INSIDE THE SMARTPOINT.
- 1.3. ALL PIPE LINES TO BE INSTALLED TO HAVE A 1% MINIMUM RECOMMENDED SLOPE.
- 1.4. ALL LINE SIZING (VENTURE CONNECTION TABLE) ASSUMES A MINIMUM DISTANCE OF 33 FEET BETWEEN THE WATER DISTRIBUTION MAINFOLD AND THE PUMP AT VAV. PIPING SHALL BE SCHEDULE 40 UNLESS OTHERWISE REQUESTED BY LOCAL CODE.
- 1.5. THE LINE DIAMETER FROM SMARTPOINT SHALL BE BASED ON THE MAXIMUM APPROXIMATE FLOW AT 150 GPM. FINAL LOCATION OF MAIN AND LINE ROUTING ARE TO BE DETERMINED BY THE CONTRACTOR.
- 1.6. PRESSURE LINES ARE RECOMMENDED TO BE SCHEDULE 40, UNLESS OTHERWISE REQUESTED BY LOCAL CODE.
- 1.7. DRAINAGE LINES ARE RECOMMENDED TO BE SDR 35, UNLESS OTHERWISE REQUESTED BY LOCAL CODE.
- 1.8. PIPING SHOULD BE INSTALLED AFTER TRANSPORTATION FOR CURB, SEAWALLS, AND OTHER OBSTACLES TO BE AVOIDED.
- 1.9. PIPING SHALL BE INSTALLED BELOW THE FROST LEVEL, NOT LESS THAN 12" (457MM) UNLESS OTHERWISE REQUESTED BY LOCAL CODE.
- 1.10. PIPE INSTALLATION MINIMUM COVER SHOULD BE EVALUATED ACCORDING TO LOCAL CODE.
- 1.11. SPECIAL CONSIDERATIONS SHOULD BE TAKEN FOR THERMAL EXPANSION AND CONTRACTIONS DUE TO TEMPERATURE SHOULD BE EVALUATED BEFORE THE INSTALLATION BY THE CONTRACTOR.
- 1.12. PRESSURE REGULATING DEVICES SHALL BE INSTALLED AT THE POINT OF THE MAXIMUM PERMITTED AND 1.5X MAXIMUM FLOW CAPACITY OF SMARTPOINT IS 73 GPM.
- 1.13. FLOW LOSS ON THE LINES IS 3% GPM.
2. ELECTRICAL
- 2.1. WIRING FROM THE MAIN POWER PACE TO SMARTPOINT SHALL BE #14 AWG.
- 2.2. ALL CONNECTIONS TO THE CONTROLS AND OTHER VORTEX ELECTRICAL PANEL SHALL BE PERFORMED USING AN APPROVED WIRING AND CONNECTION.
- 2.3. WIRE FROM MAIN POWER TO VORTEX PANEL TO BE ESTABLISHED BY OTHERS.
- 2.4. MAINTAIN A MINIMUM CLEARANCE ZONE OF 3' IN FRONT OF ELECTRICAL PANEL, UNLESS OTHERWISE REQUESTED BY LOCAL CODE.
- 2.5. USE #14 GAGE COPPER BONDING WIRE BETWEEN HOUSTERS TO A GROUNDING BUS AND #14 GAGE COPPER BONDING WIRE BETWEEN HOUSTERS TO A GROUNDING BUS.
- 2.6. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.7. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.8. ALL ELECTRICAL EQUIPMENT MUST BE HARD-WIRED TO A GROUNDING BUS OR GROUNDING BUS (GCB) FROM THE SMART POWER SOURCE.
- 2.9. ALL ELECTRICAL EQUIPMENT MUST BE HARD-WIRED TO A GROUNDING BUS OR GROUNDING BUS (GCB) FROM THE SMART POWER SOURCE.
- 2.10. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.11. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.12. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.13. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.14. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.15. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.16. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.17. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.18. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.19. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.
- 2.20. ALL ELECTRICAL EQUIPMENT SHALL BE INSTALLED IN EXISTING ENCLOSURE OR WALL MOUNTED ON A METALLIC STRUCTURE.



1 PLUMBING & ELECTRICAL LAYOUT

PE-001

WATER LINE ————

Electrical Line - - - - -

Material, Quantity & Connection Size	Standard Connection Size	Feature	Qty	Unit Size	Gpm
S01 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5
S02 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5
S03 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5
S04 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5
S05 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5
S06 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5
S07 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5
S08 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5
S09 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5
S10 1" SDR MASTH	1" Sid	3/4" NPT	1	1"	2.5

Product Code	From	To	# Conductors	Gauge/Type	Note
EA	Main Power Rack	BA-120VAC	3	N/A	120V, 1 Phase, GFCI 15 amp Breaker Recommended for 100% Voltage Acceptable by Manufacturer

Product Code	From	To	# Conductors	Gauge/Type	Note
IA	Smartpoint Unit	BA	1	14	Signal from Smart Power Rack to Device (by Installer)
IB	Smartpoint Unit	BA	1	14	Signal from Smart Power Rack to Device (by Installer)
IC	Smartpoint Unit	BA	1	14	Signal from Smart Power Rack to Device (by Installer)
ID	Smartpoint Unit	BA	1	14	Signal from Smart Power Rack to Device (by Installer)
IE	Smartpoint Unit	BA	1	14	Signal from Smart Power Rack to Device (by Installer)

Placentia Regatta Ground Splashpad

VORTEX

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 CONTRACTOR: VORTEX USA INC. 1420 VALWOOD PARKWAY SUITE 205, UNITED STATES 72806
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 WWW.VORTEXUSA.COM

Project Location: **Town of Placentia, Nl**

Project Number: **24447**

Other Number: _____

Drawn by: **SN**

Checked by: **MAB**

Date: **24/09/2019**

Scale: **3/8" = 1'-0"**

Page #: **PE-001**

APPENDIX F – GENERAL INSTALATION INSTRUCTIONS



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**PLACENTIA REGATTA GROUNDS SPLADHPAD,
NL
PROJECT ID: 2019-24447-33994**

**All structures and equipment listed in this manual have been
manufactured or assembled by:**

Vortex Aquatic Structures International Inc.



SPLASHPAD™

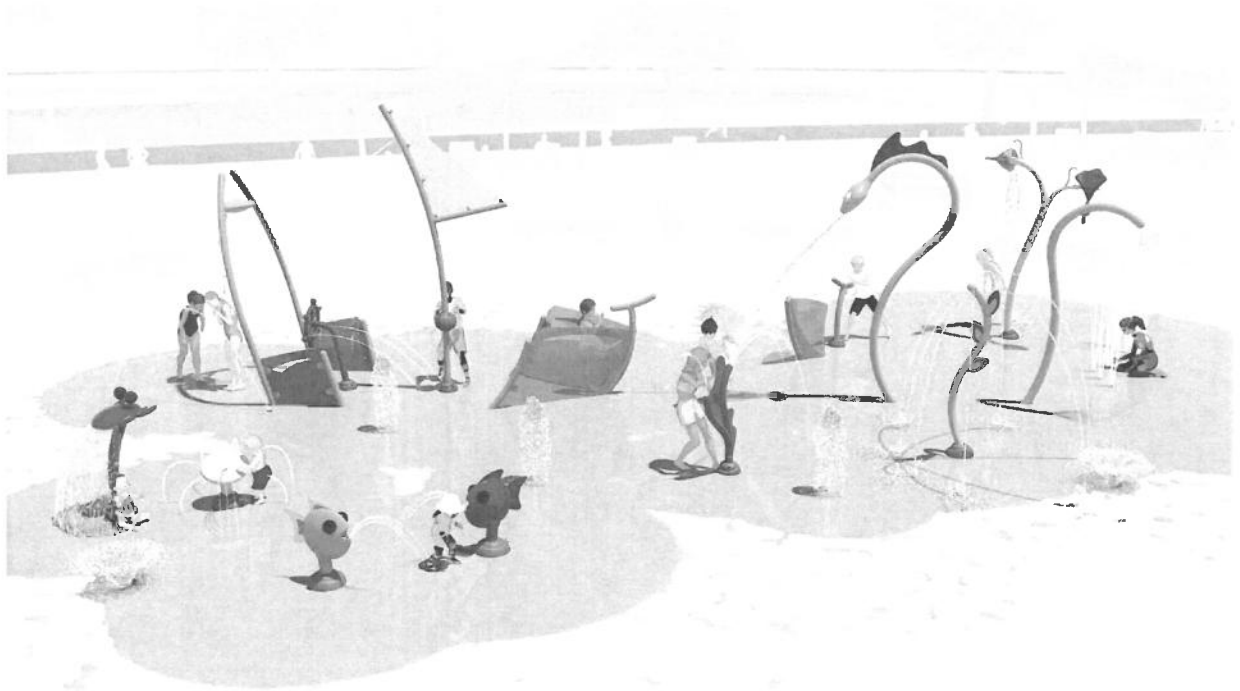
Installation Manual Introduction Chapter

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parts@vortex-intl.com

INTRODUCTION

Vortex Splashpad are dynamic, zero-depth aquatic play areas that provide endless hours of fun for the entire family. Designed to maximize play value by combining countless types of water effects, interactions, and carefully created experiences with over 250 diverse Water play products for an unequalled aquatic play adventure.

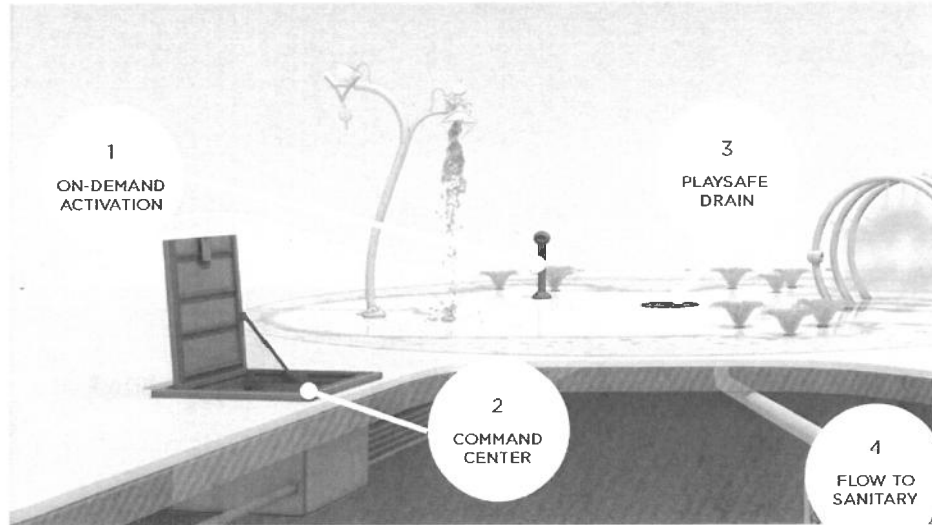
The first section of this manual lists most of Vortex Splashpad's components and required tools, giving an overview of the general steps to perform an installation. The following sections are a step by step installation guide divided by components. Note that in addition to this manual, the project specific installation drawing package must be used to complete the installation.



SPLASHPAD TYPE

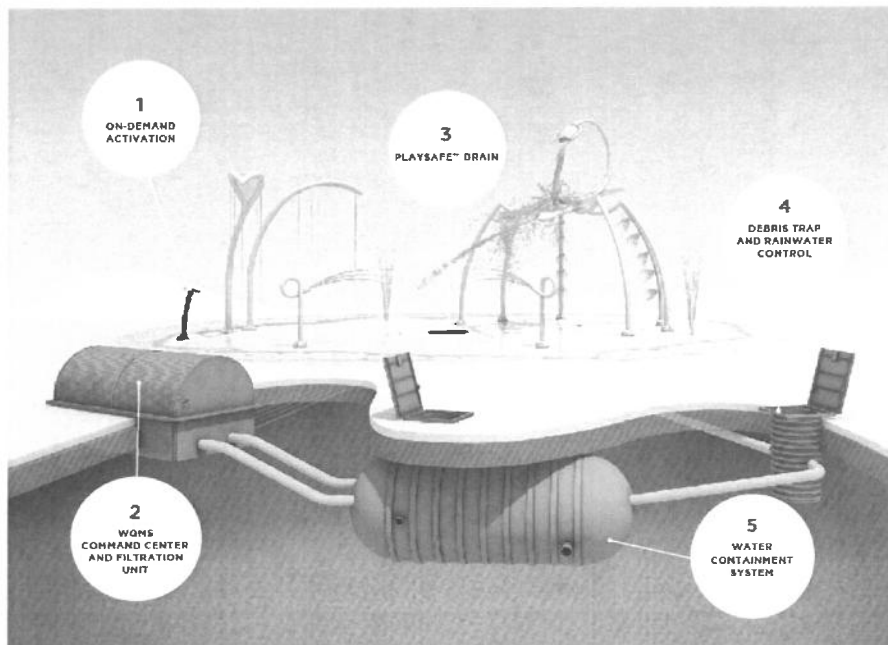
FLOW THROUGH SYSTEM

In our most simple system, potable water goes through the play area and then the water is drained back into the municipal wastewater system.



RECIRCULATION SYSTEM

Manufactured for the highest efficiency in water recirculation, Vortex provides a solution in terms of water filtration and disinfection for busy aquatic play areas. Our water quality management system (WQMS), is a closed circuit system that recycles and disinfects the water to and from the play area through advanced water treatment technologies.



INSTALLATION REQUIREMENT

WATER LINE

A Potable water line is always required for all type of Splashpad in order to feed the water distribution system or the recirculation tank. Connection details are shown in piping and electrical schematic (often referred as P&E).

DRAIN LINE

Whether the drain line is connected to the Splashpad's drain or to the tank overflow line, a connection to municipal sanitary sewer is required.

ELECTRICITY

The electrical requirements will depend on the type of system the project has. All electrical specifications are shown on the P&E schematic in the installation document package. Grounding and earth bounding is also required as per local code to prevent corrosion and for safety due to possible electrical shock.

COMPONENT OVERVIEW

This section gives an overview of Vortex' Splashpad product lines. Note that all components are available in different colors according to Vortex color selection. Your project may content product with different colors than the one shown in this document

VORTEX COLORS



*Outdoor features

DUMPING FLOWER

Colors as shown



HANDLE SPHERE

Vortex colors



SEEFLOW™



TWIRLTEC™



DUMPING BELL



TOEGUARD™

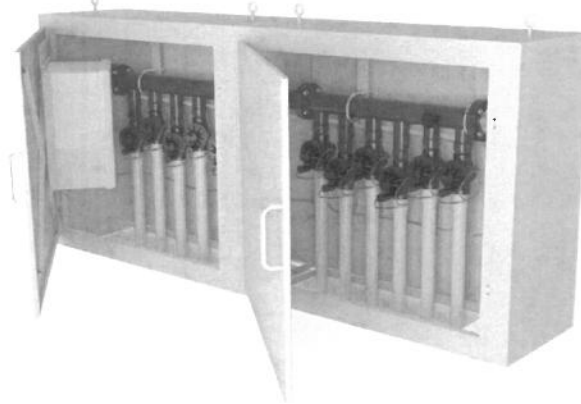


*Counterweight: Vortex colors

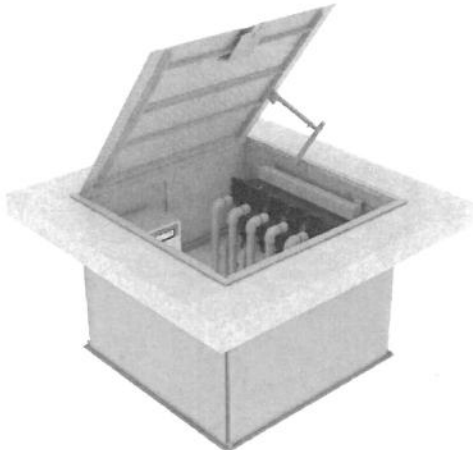
WATER DISTRIBUTION COMMAND CENTER AND CONTROLLER

Here are the different types of command centers for water distribution. You may refer to your WDS chapter to have specific detail on your command center.

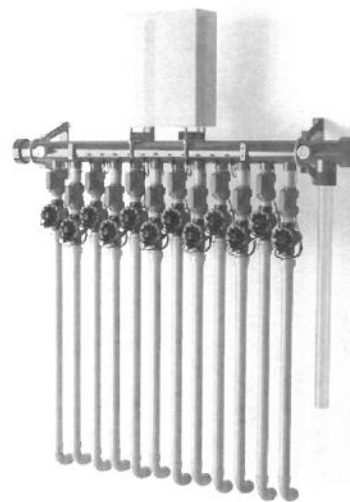
Above ground Cabinet (each cabinet contains 5 valves)



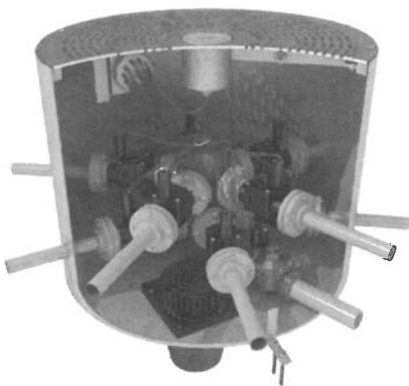
Subterranean or shallow Vault
(Different size available)
(Different size available)



Wall mounted Manifold



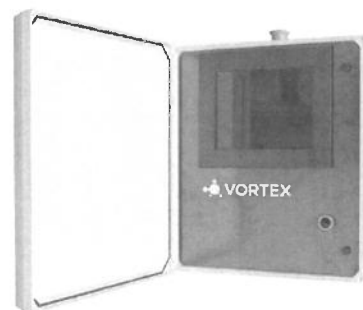
Smartpoint



Smartflow controller



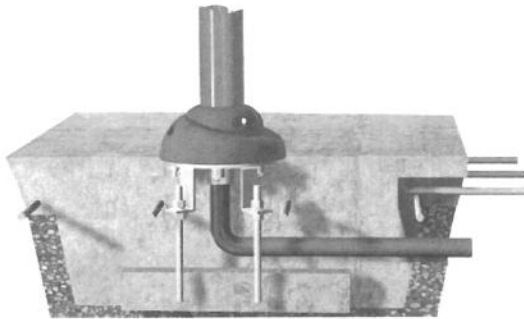
Maestro controller



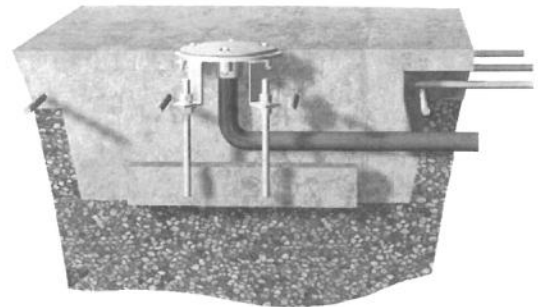
WDS compone SAFESWAP ANCHORS AND SPRAY CAP

The Safeswap system allows connecting water and securing the Water play product to the ground. Vortex use different types of safeswap for different product. The safeswap anchors needs to be levelled and set into place prior to pouring concrete slab. Some Water play product can also be embedded into concrete or surface mounted.

SAFESWAP with Water play product



SAFESWAP with spray cap

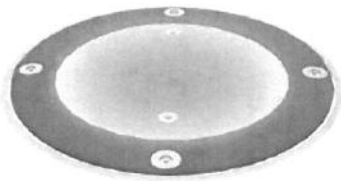


The spray cap is commonly used for phased project. Vortex offers the option of making several phases for the park layout in order to accommodate all budgets. In the case of a phase 1, all safeswaps need to be installed but only a certain amount of Water play products will be installed. The rest of the safeswaps will be covered with spray caps shown in the figure to the right. P&E schematic will indicate location of Water play products and spray caps.



GROUND SPRAYS AND LED LIGHT

Vortex offers a wide range of ground sprays and LED light products. These components required concrete embedment just like Safeswaps. The LED light will require specific wiring shown in the P&E schematic.



SEEFLOW™ AND OVERHEAD COMPONENTS

The final assembly of these components will need to be done to the post on site. They are made of sturdy polymer but require special care to prevent damage during installation.

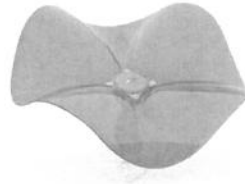
SHELL



WATER DOME



FLOWER



WATER LEAF



SPINNER



OMBRELLO



DUMPING BELL



DUMPING FLOWER



DUMPING BUCKET



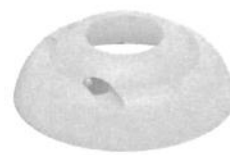
PRESS AND PLAY ACTIVATOR

Vortex activator is connected to the controller and allows the user to command the water sequence. This component will require Safeswap anchor and specific wiring shown in the P&E schematic. No water connection is needed.



TOE GUARDS

Toe guards prevent the users to see or hit their toes on the product anchor bolts. They come in different sizes, two pieces or one piece depending on the product bending.



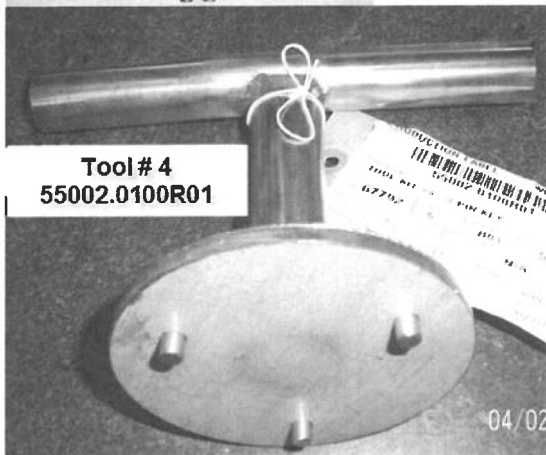
ICONIC WATER PLAY PRODUCTS SUPERSPLASH



SUPERWAVE



TOOLS PROVIDED



TOOLS AND CONSUMABLES REQUIRED

The installer will need to provide the following items. The quantity shall vary according to the size of the project.

TOOLS

1. Excavator
2. Skid steer
3. Socket set short and deep $\frac{1}{4}$ " to 1- $\frac{1}{8}$ " both $\frac{3}{8}$ and $\frac{1}{2}$ " drive
4. Open ended wrenches $\frac{3}{8}$ " to 1- $\frac{1}{8}$ "
5. Rubber mallet
6. Hammer drill
7. Vise clamps (with rubber pads)
8. Shop vacuum, heavy duty
9. Extension cords, industrial quality
10. Standard carpenter hammers
11. Channel lock plier's different sizes
12. Levels ranging from 12" to 4 ft.
13. Battery drill $\frac{1}{2}$ " chuck with minimum 2 spare batteries and charger

CONSUMABLES

1. Pex or PVC piping
2. Electric wire gauge 12 to 20
3. Anti-seize compound
4. Shop rags
5. Concrete drill bits $\frac{1}{4}$ " to $\frac{3}{4}$ "
6. Industrial strength garbage bags
14. Hilti HIT-HY 200-A adhesive or equivalent

Depending on the project size and Splashpad components, the installer might need to provide heavy lifting equipment such as: fork lift, crane, man lift, scissor lift, ladders and/or scaffolding. The choice of equipment and the safety of workmanship on construction site is the contractor's responsibility.

INSTALLATION OVERVIEW

Installing the Splashpad is accomplished in 9 main steps; the first 4 steps can be done prior to receiving the play Water play products, only the Safeswap anchors and other embedded Water play products will be required:

STEPS

1. Install Safeswap anchors for water supply
 2. Do underground piping/plumbing
 3. Pressure test
 4. Pour final surface concrete
-

5. Flush lines to make sure no dirt or debris is left in piping.
6. Assemble the Splashpad Water play product.
7. Connect water management system (where applicable)
8. Install overhead features and Seeflow
9. Install Toe guards on post

Test activator and adjust water flows



SPLASHPAD™

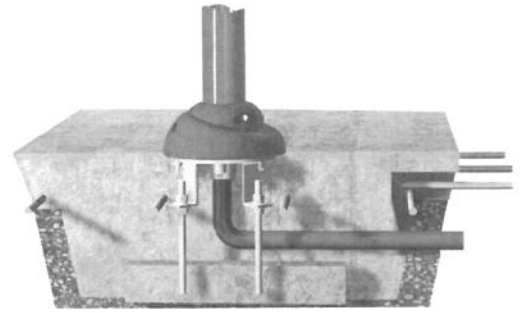
Installation Manual

Safeswap™ installation Chapter

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SAFESWAP INSTALLATION

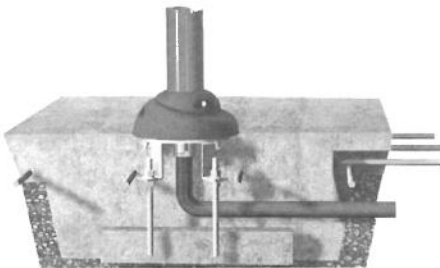
The Splashpad water play products are typically installed on a concrete slab. The Splashpad structure requires underground water feed connections. To achieve that, Vortex provides the stainless steel Safeswap anchors for all Water play products. Refer to the project specific installation package for the Safeswap type and position and orientation. If your project includes ground sprays and Playsafe™ drain, see following chapter for these products' installation details.



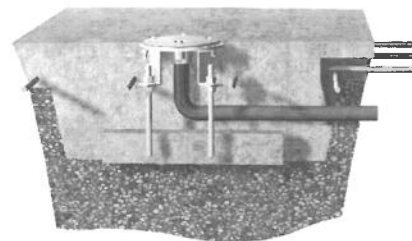
There are some above ground water play products that are embedded into concrete. The last section of this chapter covers this type of product. They are easily recognized by a square or rectangular plate.

If your project is done in multiple phases, meaning not all water play products are delivered at once, all Safeswap should be installed before concrete is poured. Instead of the water play product, the spray cap will be used on top of the anchor.

SAFESWAP with Water play product

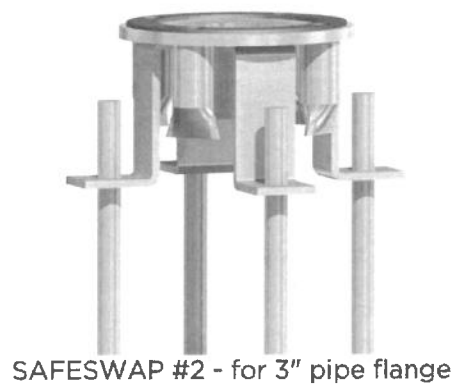
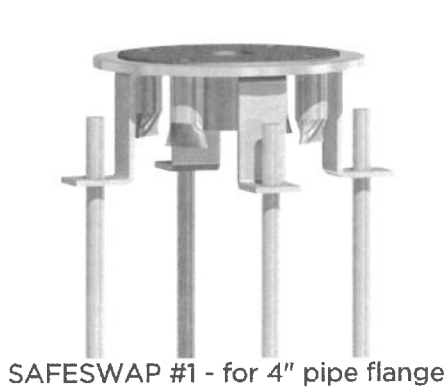


SAFESWAP with spray cap

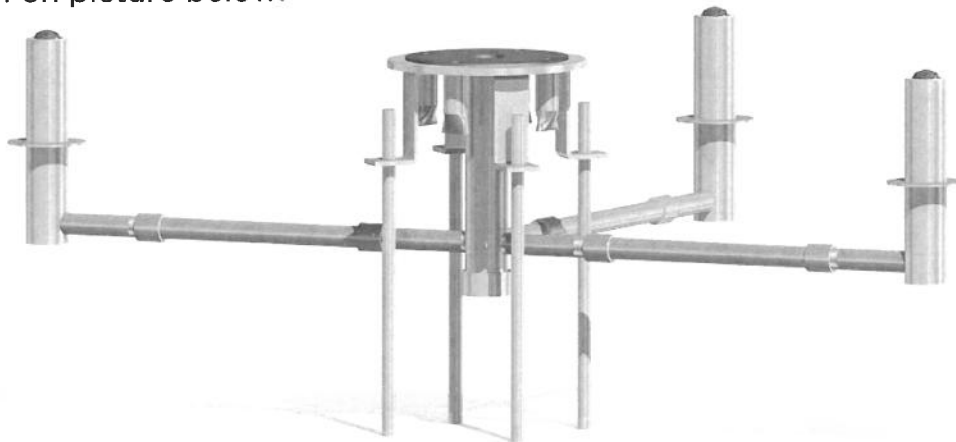


SAFESWAP GENERAL CONCEPT

The Safeswap anchoring system must be embedded in the ground. The Safeswap supplies water to each Water play product. A concrete footing is used to anchor the leveling rods. These threaded rods must be plumbed so the Safeswap connection flange is flush and level with final grade. There are different types of Safeswap depending on the Water play product selection. The Safeswap number is stated on product installation drawing package. The main types are: Safeswap 1 and 2 as shown in the figure bellow. These 2 Safeswaps accommodate respectively any Water play product with standard flange for 4" and 3" pipes. If the product installed requires a different Safeswap, follow installation drawing carefully and use jig if provided.

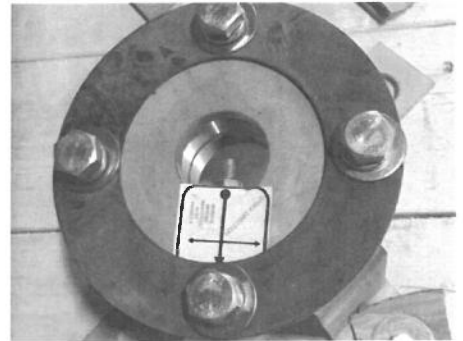


Some Water play product comes with a Safeswap that has 1 to 4 PODSPRAY™ connected to it. The example bellow shows a Safeswap # 4 with 3 Podsprays. These Podsprays need to be assembled to the Safeswap on site. See threaded junction on picture below.



BOLT HOLE PATTERN ORIENTATION

Another important aspect of the Safeswap is that the bolt hole pattern needs to be properly oriented for the water play product to have its sprayzone pointing in the right direction. This detail is specific to the project layout. A sticker on the top of the Safeswap with an arrow is showing the sprayzone direction. (See picture) Some products have a 360° sprayzone, like the Aquadome for example, so the specific orientation is not necessary. Refer to the project installation package to get this information.



SAFESWAP INSTALLATION

STEPS:

1. Determine the position of the water play products by referring to your Installation package.
2. Install concrete leveling base as shown on Safeswap installation drawing. This leveling base will maintain the Safeswap in place during the final pour. Refer to «Play product with multiple anchoring points» chapter if needed.
3. Drill and epoxy the leveling rods to the leveling base. Ensure that the anchor studs are plumb so that the Safeswap's top surface will be levelled.
4. Install the Safeswap using the leveling rods. The Safeswap should be levelled using the leveling nuts to match the final grade surface.
5. Connect the water inlet line under the Safeswap anchor (see anchor installation drawing for size and type of connection). Piping should slope toward manifold (1-2%) for winterization drainage.
6. Repeat steps 1 to 5 for all Water play products shown on drawings.
7. All anchors must be electrically bonded following local code. All anchors have a grounding lug.
8. All SafeSwap™ anchors and embedded water play products should be leveled and then covered to protect them during the pouring of the concrete. Protect all exposed thread before final pour.

NOTE:

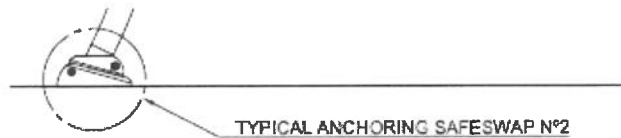
In the case of the press & play post activator, the Safeswap anchor is required but the water line connection is used to connect the electrical conduit. Carefully follow installation drawing and activator chapter instructions.

PRODUCT SPECIFIC DETAILS

SAFESWAP TYPE

Please refer to the water play product installation drawings for specific details of concrete bases and anchoring systems.

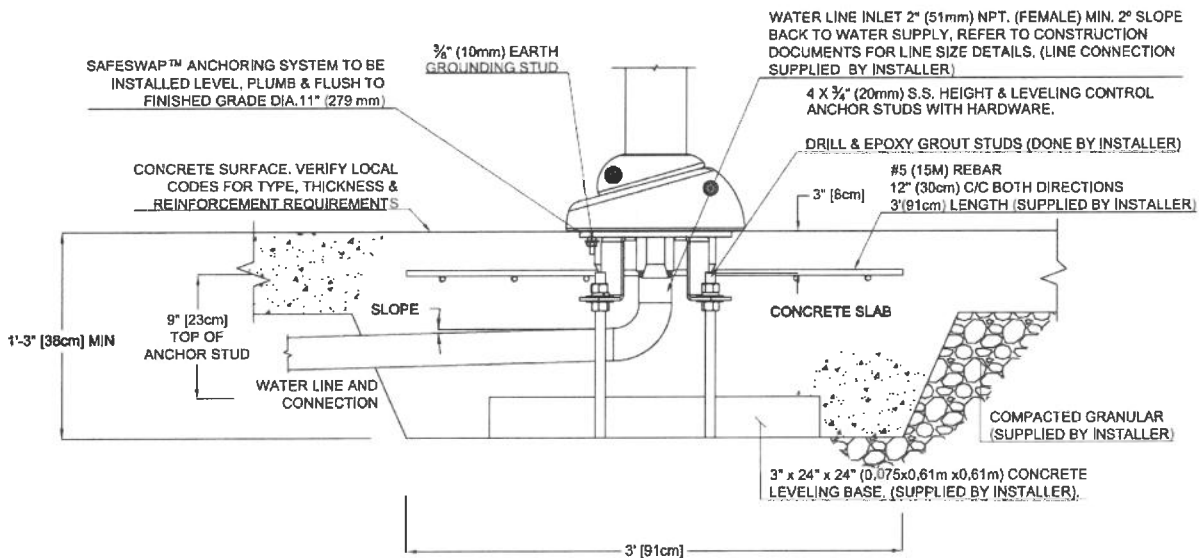
The Safeswap type will be identified the Water play product installation drawing like on the image bellow.



TYPICAL ANCHORING SAFESWAP N°2

SAFESWAP TYPICAL DETAIL

The following detail will be shown in the installation drawing:



SAFESWAP N° 1 (Construction Detail)

Note that product installation drawing may differ, refer to installation drawing for actual details.

SAFESWAP WITH PODSPRAY

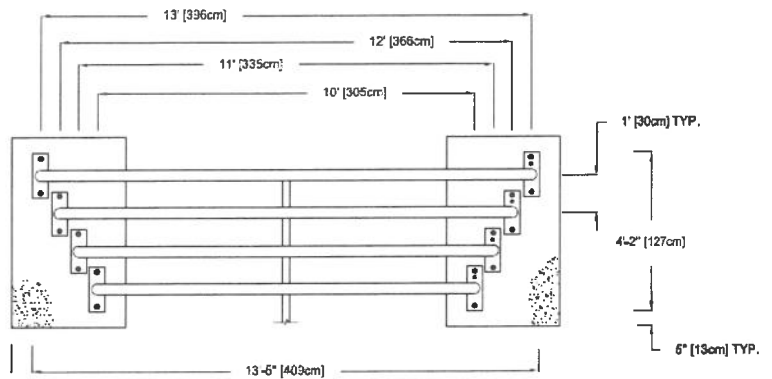
Anchor with Podspray should be installed carefully in order to have Podspray brass ring flush with final grade. If the Podspray is not flush with surface, it becomes a tripping hazard.



EMBEDDED PRODUCT INSTALLATION

STEPS:

1. Determine the position of the Water play products by referring to your Installation package.
2. Install concrete leveling base as shown in the water play product installation drawing. This leveling base will maintain the product in place during the final concrete pour.
3. Drill and epoxy the leveling rods to the leveling base. Ensure that the anchor studs are plumb so that the plate will be levelled.
4. Install the product using the leveling rods. The product should be plumb using the leveling nuts.
5. Connect the water inlet to the barb nipple (see installation drawings for size and type of connection). Piping should slope toward manifold (1-2%) for winterization drainage.
6. Repeat steps 1 to 5 for all embedded water play products shown on project drawings.
7. All embedded water play product must be electrically bonded to earth following local requirements. All Water play products have a grounding lug.
8. All embedded Water play products should be protected during the pouring of the concrete.



NOTE:

In some cases, activators, like the fire hydrant, are embedded. There could be water line connection as well as electrical conduit input for electrical wire on the Water play product. Follow carefully installation drawing and activator chapter instructions.



SPLASHPAD™

Installation Manual

Waterline Preparation Chapter

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support@vortex-intl.com
parts@vortex-intl.com

WATERLINE PREPARATION

Following the Vortex supplied plumbing and electrical schematic (P&E), install the appropriate number of water lines from the WMS distribution manifold to the Splashpad play products. Pay very close attention to all the details on the plumbing and electrical schematic. Piping should be laid out according to the drawing to avoid line cross over. Connecting the play products to the proper outlet is very important in order to respect the spray sequences. Refer to the legend located in the controller for guidance.

PRESSURE TESTING

All piping should be pressure tested for leaks before concrete is poured. There are many ways to pressure test the feature's water lines and its connections. Vortex strongly recommends using water for pressure testing. Water pressure will not be affected by temperature variations and water will facilitate identify points from which pressure is escaping.

The following outlined pressure testing procedure should only be considered as a guide. As each installation is unique, you should carefully examine the risks specific to your site before pressure testing pipes. Requirements will vary depending on location but generally 35-40 psi is sufficient.

STEPS:

1. Install all the winter caps on the ground sprays and cover Safeswaps.
2. Turn on the main water source and adjust the pressure regulator to 30-35psi or use a hydrostatic pump or garden hose to start the flow of water into the WMS distribution manifold.
3. Manually open the solenoid valves by turning the coil a half turn counter clockwise.
4. Allow feature feed lines to fill and inspect all joints and connections for leaks.

NOTE:

All plumbing connections, unions, couplings and adapters are to be supplied by the installer. Vortex recommends using 45° angle elbows instead of 90°. Once all lines have been tested, final grade can be poured.

LINE FLUSHING

Line flushing should be performed prior to making the final connections of the play products. Once all play products are installed, another flushing of the lines will ensure the removal of any remaining debris. Line flushing can be done after the final grade is complete.

To flush the lines before connecting the play products

STEPS:

1. Open the first solenoid valve ... on the manifold
2. Close the winterization drain ball valve if applicable.
3. Use a hydrostatic pump or garden hose to start the flow of water into the WMS distribution manifold.
4. Flush water through the line until all construction debris is purged from the line.
5. Repeat for each individual line.

To flush the lines after connecting play events/products and the WMS

STEPS:

1. Remove all spray nozzles and spray caps from the play events/products.
2. Adjust the solenoid diaphragm to the maximum open position by rotating the valve stem completely counter clockwise.
3. If ball valves are present ensure that they are all closed.
4. Connect a hydrostatic pump or garden hose to the drain valve located at the end of the WMS distribution manifold.
5. Open the ball valve associated with the first line on the WMS distribution manifold.
6. Turn on the water supply connected to the distribution manifold and flush out all debris.
7. Once the debris has been purged, close the water supply connected to the distribution manifold (close the associated ball valve if applicable)
8. Repeat steps 5 to 7 for all other lines.



SPLASHPAD™

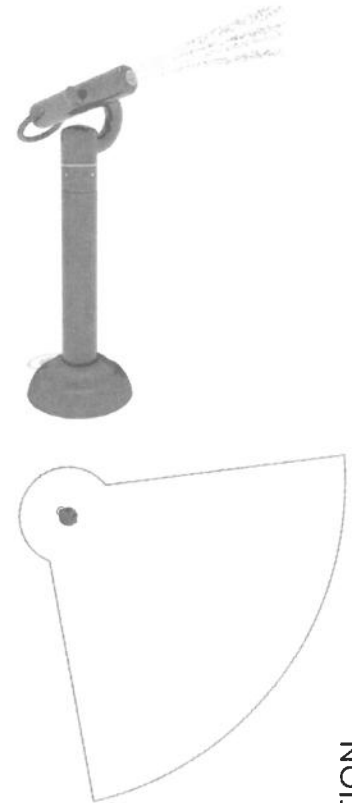
Installation Manual Water play product Orientation & Flow Adjustment

Vortex Aquatic Structures International
328 Avro Street, Pointe Claire, Quebec, Canada H9R 5W5
CUSTOMER SERVICE SUPPORT 514-694-3868 ext:282
INTERNATIONAL 011-514-694-3868 ext: 282
TOLL FREE 1877-586-7839 ext: 282
support@vortex-intl.com
parts@vortex-intl.com

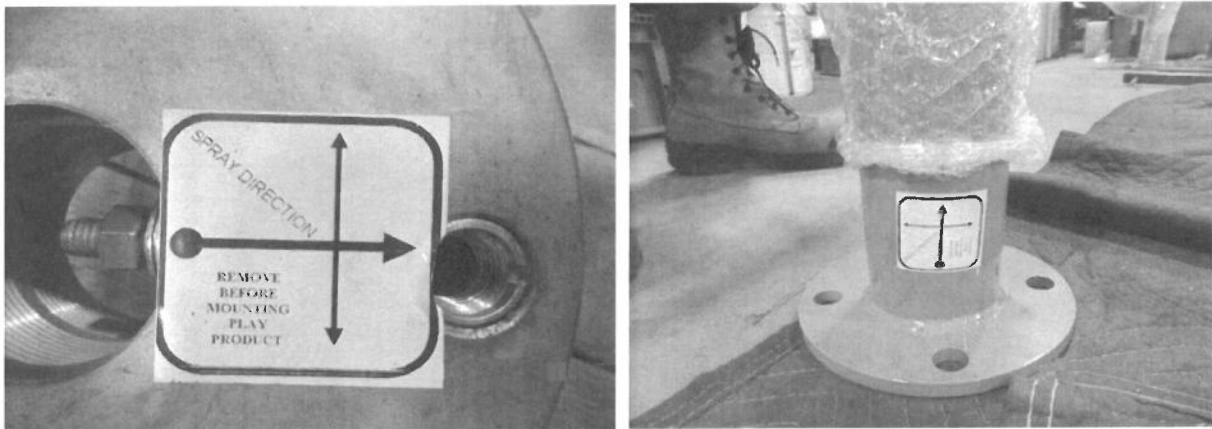
WATER PLAY PRODUCT ORIENTATION

Your Splashpad has been designed to maximize the play experience of users of various ages. This is achieved through the selection of various play products and their placement / grouping on the Splashpad. Their location on the Splashpad has been determined based on play experience and products spray zones.

Some water play products have directional spray zones, so it is important that they are oriented correctly on the Splashpad. To orient the water play product, Vortex uses a labelling system with arrows that aligns the product with its anchor so that the feature points in the appropriate direction. The Safeswap anchor has a label with an arrow on it, which indicates the spray direction. The feature also has a label with an arrow on it which should be aligned with the arrow on the Safeswap. This ensures that the feature is installed with the correct orientation.



Example of anchor and play product with arrow label



FLOW ADJUSTMENT

All Vortex water play product have been designed with water effects which function within a specific range of pressure and flow. To achieve the optimal water effect, water supply line size, water flow and pressure must be as per your projects piping and electrical schematic (P&E). The flow for each line can be adjusted at the solenoid valve on the water distribution manifold.

NOTE:

Some product requires dedicated or multiple water supply line and may not be combined with any other products on the same water line.

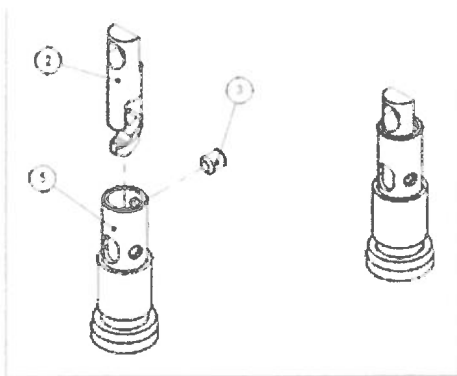
In the case of projects with limited amount of supply lines, products with similar height and water effect can be combined.

Always follow projects piping and electrical schematic (P&E) indications.

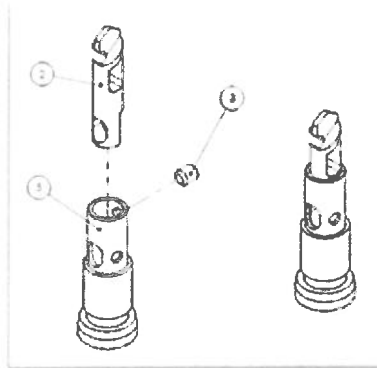
TRIFLOW NOZZLE

Triflow nozzle has 3 settings. It can be set to a strait jet, low flow or high flow mist effect. In the case of water recirculation system, the high flow mist and the strait jet are recommended to prevent clogging.

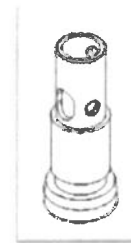
Low-flow mist



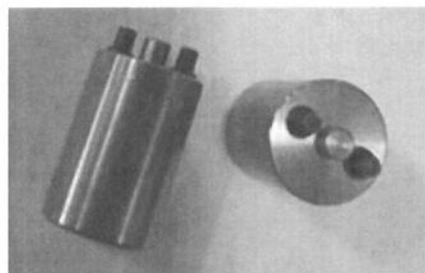
high flow mist



strait jet/
no insert



The Triflow nozzle can be removed from the water play product with Vortex tool kit #28 (55002.00860) and the brass insert can be disassembled unscrewing the set screw with Vortex provided 5/64" allen key (tool kit #1, 55002.0070)

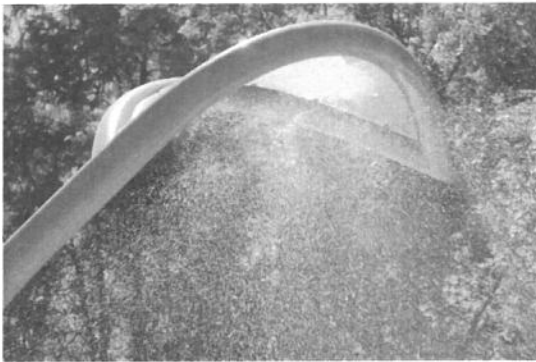


MAIN WATER EFFECTS

Vortex products include a myriad of water effect. For the purpose of installation and flow adjustment, this document is only including a few to present the general concept of Vortex play experience. In most cases it's difficult to measure pressure and flow on each water supply line. Keep in mind that Splashpad are meant for children, therefore water effect should always be gentle to the finger and the Sprayzone should be contained within the concrete area.

MIST EFFECT

Many Vortex water play products as the leaf, the rainbow, the spray loop includes mist effect. The goal of this water effect is to obtain a large cone with comfortable effect to the skin.



GROUND SPRAYS

All ground sprays, geyser, gusher, directional jets, etc., should be spraying at a maximum height of 4 ft (1.2 m). Ground sprays are often used by toddlers and should allow discovery of sense.



TWIRLFLOW™

For certain water effects such as Twirlflow Technology, Vortex provides additional documentation that visually shows what the product looks like when in use. The Twirlflow Guide card is added to each product when shipped and indicates visually the proper flow. The QR code on it links to the Vortex webpage showing a video of the Twirlflow operating in the proper range of flow.



STRAIT JET

Strait jet should dissipate to droplets at the end of the effect.



LAMINAR EFFECT AND AQUADOME

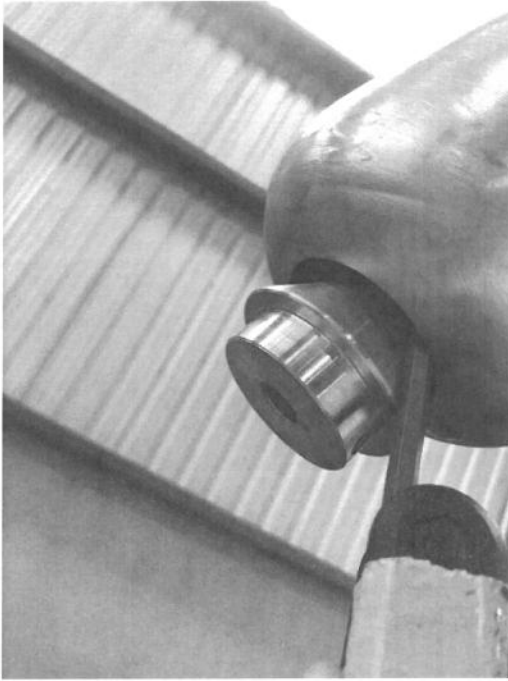
There are several versions of the laminar effect; the Aquadome is the most commonly used. This general aspect of this water effect should be a water sheet. For aquadome the sphere aspect is very important and the water effect shouldn't be strait. Note that this water effect is very sensitive to wind so is easier to determine proper flow adjustment on a non-windy day. This water effect is not created by a nozzle that can be taken apart for cleaning. Use a plastic card to clean this type of opening.



ADJUSTABLE CONE HEAD

Certain features are designed with an adjustable cone head spray. It can be installed in two positions to satisfy high flow or low flow installations. Simply screw-in the nozzle and follow spacing, as shown below:

High flow



Use 1/4in hexagonal Allen key in between nozzle and pipe.

Low Flow



Use 1/8in hexagonal Allen key in between nozzle and pipe.



SPLASHPAD™

Installation Manual **Toeguard™ Assembly** **Chapter**

Vortex Aquatic Structures International
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INTERNATIONAL 011-514-694-3868 ext: 282
TOLL FREE 1877-586-7839 ext: 282

TOEGUARD ASSEMBLY

Toeguard hides anchor bolts on the water play product flange and prevent users to hit their toes on flanges and bolts. Toeguards must be installed at the base of all above grade posts. Toeguards exist in different sizes to accommodate different post diameters.

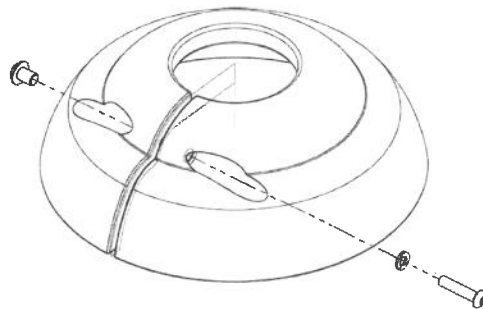
The two-piece design allows them to be installed on bended posts.

See your installation drawing package for part numbers and details for each water play product.

STEPS

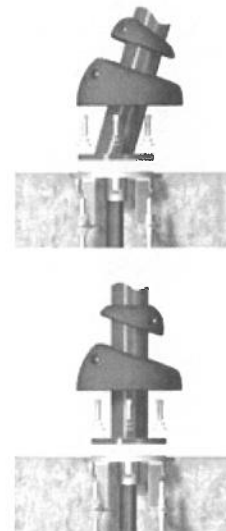
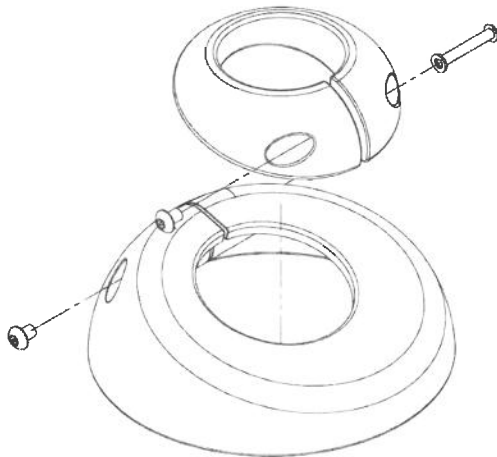
Single piece toe guard:

1. Twist the Toeguard and place it around the base of the post.
2. Securely fasten hardware



If installing a 2-piece Toeguard:

1. Twist the bottom of the Toeguard and place it around the base of the post.
2. Twist the top (smaller piece) and place it above the larger piece.
3. Rotate the top and bottom pieces to fit the angle of the post.
4. Securely fasten hardware.





SPLASHPAD™

Installation Manual

Trouble Shooting Chapter

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TROUBLE SHOOTING

Flange leaking:

1. Unscrew and verify Gasket. If damaged, replace it.
2. Retighten bolt in star shape order (always go for opposite nut)

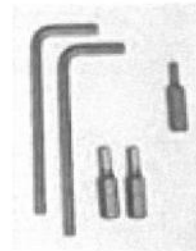
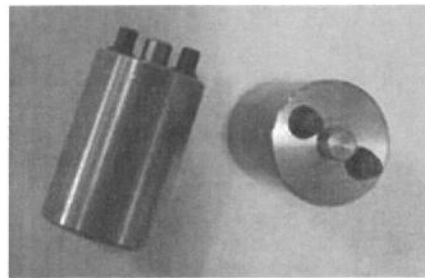
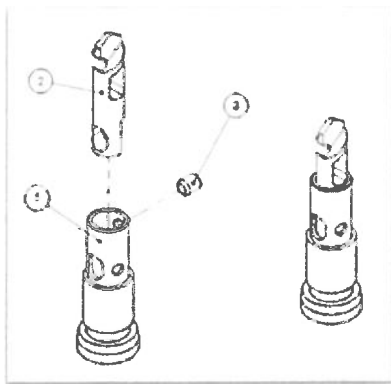
Features have low Pressure:

1. Verify that the ball valve for the feature located on the manifold is open
2. Verify if there is any debris in the nozzles at the Feature

Cleaning nozzle

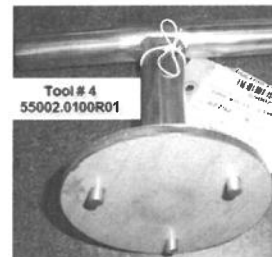
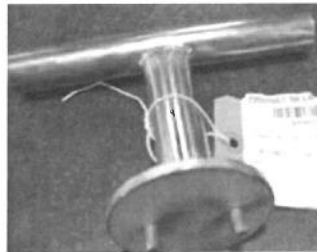
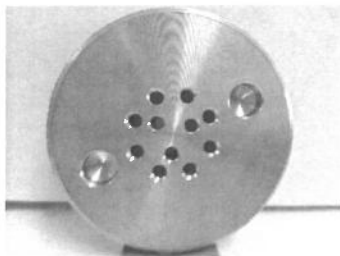
Triflow

The Triflow nozzle can be removed from the water play product with Vortex tool kit #28 (55002.00860) and the brass insert can be disassemble unscrewing the set screw with Vortex provided 5/64" allen key (tool kit #1, 55002.0070)



Brass cap

Brass cap can be unscrewed using vortex provided tool kit.



Other openings

For water effect that are not created by a nozzle that can be taken apart for cleaning, applying higher pressure to the line can be a solution. To clean aquadome slot a plastic card with no sharp edge can be used. To avoid clogging line flushing is very important

Web site

Please consult our web site at www.vortex-intl.com to find additional documentation about maintenance and trouble shooting.

Home / Support / Customer Support / Troubleshooting

VORTEX

LOGIN Search Q EN

OUR COMPANY PROJECTS SOLUTIONS MEDIA **SUPPORT** CONTACT

CUSTOMER SUPPORT

- > Contact Support
- > FAQ's
- > Maintenance
- > Quick Reference Guides
- > Troubleshooting

Support

CUSTOMER SUPPORT

- Contact Support
- FAQ's
- Maintenance
- Quick Reference Guides
- Troubleshooting

BROCHURES

TROUBLESHOOTING

Controllers

- PLC Replacement Download
- Siemens Touchscreen - Touch Calibration Download
- Siemens Touchscreen - Contrast Adjustment Download
- SmartFlow™ Logics Controller Download
- Smart Touch Controller Download
- Smart Touch Controller - Output Re-Assignment Download

Splashpad

- 1.5 Inch Valve Download
- Adjusting the Sensitivity of the Activator Sensor Download
- Features Run Continuously Download

Water Journey™

- Spring Replacement Download

www.vortex-intl.com/support/customer-support/troubleshooting



SPLASHPAD™

MAINTENANCE AND OPERATION

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support@vortex-intl.com
parts@vortex-intl.com

SPLASHPAD MAINTENANCE CHECKLIST

MAINTENANCE ITEMS (DAILY)

- Quick visual inspection before opening
- Clear area of all debris
- Ensure proper water chemistry (where applicable)

MAINTENANCE ITEMS (WEEKLY)

- Clear area of debris
- Ensure proper water chemistry
- Verify ALL product for loose or missing hardware
- Look for cracked or broken plastics
- Verify all toe-guards are secure
- Clean spray nozzles if blocked
- Check rotational joints / moving parts for excessive play
- Clean Deck Drain Basket
- Check for chipped paint or stains

MONTHLY MAINTENANCE ITEMS (*Where applicable*)

- Inspect bearings on SuperWave / SuperSplash for damage
- Verify loose hardware
- Grease SUPERSPLASH/SUPERWAVE bearings and other feature rotational joints

WINTERIZATION

Special care shall be taken for the winter season in places where the temperature falls below freezing point.

STEPS

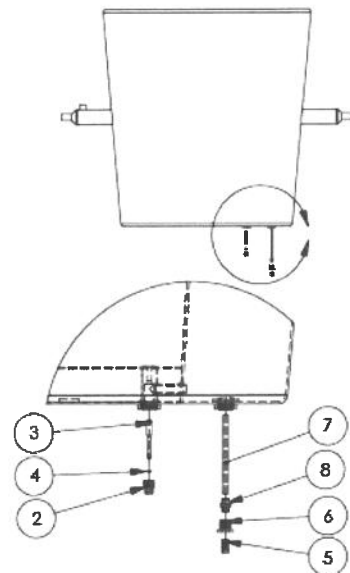
1. Ensure that main water supply line is turned off and drained.
 2. Close the main water supply and manually activate the solenoid valves and open drain valves located at the bottom of each water line for the individual spray features to allow water to drain by gravity.
 3. Replace spray caps on ground sprays features (i.e. ground sprays, donuts, tunnels etc.) with winter caps to prevent water from infiltrating into plumbing system.
 4. All spray nozzles on the above-ground features and activator sensor may be left in place.
 5. All lines should drained by gravity to the lowest point.
 6. Compressed air can be used to blow out the water management system if desired. In this case winter cap should be installed after lines a blown.
-

SUPERSPLASH WINTERIZATION

The Supersplash counter weight needs to be emptied for the winter season if not, the water expansion may damage the fiberglass bucket.

STEPS

1. Shut of water supply.
2. Rotate the bucket manually to empty water inside the bucket
3. Empty the counterweight by unscrewing item number 6 shown in the figure below. The entire assembly of Item 5-6-7-8 should come off. Do not reassemble.
4. Store parts carefully until next year.



POWDER COATED PAINT TOUCH-UPS

For small damaged areas such as scratches or light paint nicks, Vortex spray Touch up paint can be used.

Tool required

- 3M 1500 grit sand paper part # 02023
- Vortex touch up paint of appropriate RAL colors
- 3M Glazing Compound part # 05996
- Hand buffer with 100% wool pad

STEPS

1. Lightly sand effected area, clean thoroughly and allow drying using 3M 1500 grit sand paper part # 02023 and water.
2. Apply a light coat of Vortex touch up paint and allow to dry for approximately 15 to 30 minutes depending on climate conditions.
3. Apply 2nd coat a little more liberally without over spraying (this may cause running) and allow to dry for at least 8 hrs.
4. Once paint finish has completely covered damaged area (if not repeat step 3) using 3M Glazing Compound part # 05996 and a hand buffer with 100% wool pad, go over surface until finish is smooth and has a luster finish



Caution: do not work buffing machine in an area for too long, this may result in burnt paint finish



WATER DISTRIBUTION SYSTEM

Installation Manual

Smartpoint Command Center

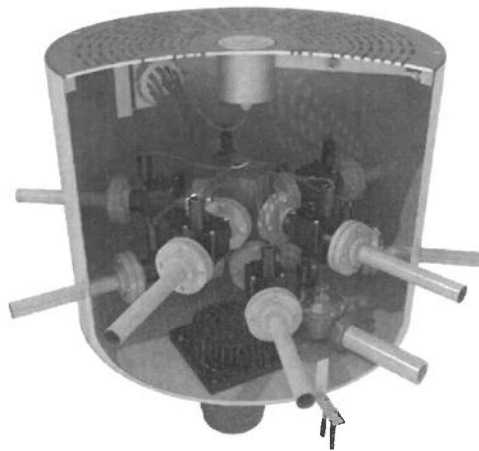
Vortex Aquatic Structures International
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CUSTOMER SERVICE SUPPORT 514-694-3868 ext: 282
INTERNATIONAL 011-514-694-3868 ext: 282
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SMARTPOINT COMMAND CENTER

The Smartpoint Command Center is designed to be installed directly in the center of your Splashpad to distribute and drain the water. It consists of a drain cover, distribution manifold and a water tight hub command center to operate the solenoid valves. Can be combined with a recirculation system to be used as a distribution manifold and drain to the tank.

**Please have your Vortex Piping, Electrical schematic and installation drawings available when installing*



INSTALLATION REQUIREMENTS

EXCAVATION

The Smartpoint system is installed at the same time as the embedded anchors for the Splashpad. Must be installed on a concrete leveling base with leveling rods.

WATER LINE

A simple potable water line is required to supply the system. Connections are provided for the distribution lines and the drain.

ELECTRICAL

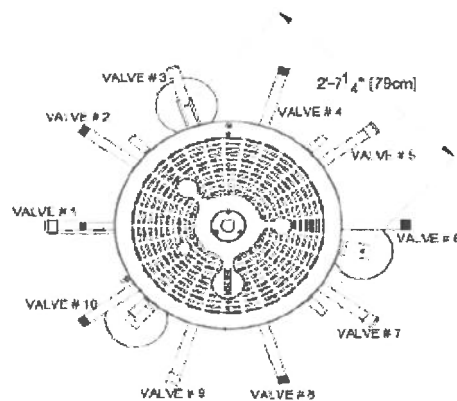
Grounding or bonding the Smartpoint is required to prevent corrosion and potential electrical shock. Local codes must be followed for methods of grounding. All Vortex controllers require a single phase 120/240V power except for a battery powered Smartpoint. All solenoid valves and foot activator arrive wired from the factory unless the controller is remote located.

INSTALLING THE SMARTPOINT

STEPS:


1. Excavate a hole and put compacted granular for the base following the install drawing dimensions. Pour the three or one large concrete anchoring bases as per the installation drawing. Use threaded rods provided by Vortex to level the top of the Smartpoint flush to the final grade of the concrete.
2. The Smartpoint comes with a bottom connection for the drainage line. For a Flow Through, the Smartpoint drain must be connected to sanitary sewer. For a Water Recirculation (by other), the Smartpoint drain must be connected to the containment system. For winterizing, the water lines are drained into the Smartpoint itself.
3. Since the Smartpoint is located in the center of the Splashpad, the water lines for the individual spray features must be plumbed directly to the features. Please follow the schematic provided by Vortex for the correct connections.

The solenoid valve No.1 is always located to the left of the main water inlet as shown below.

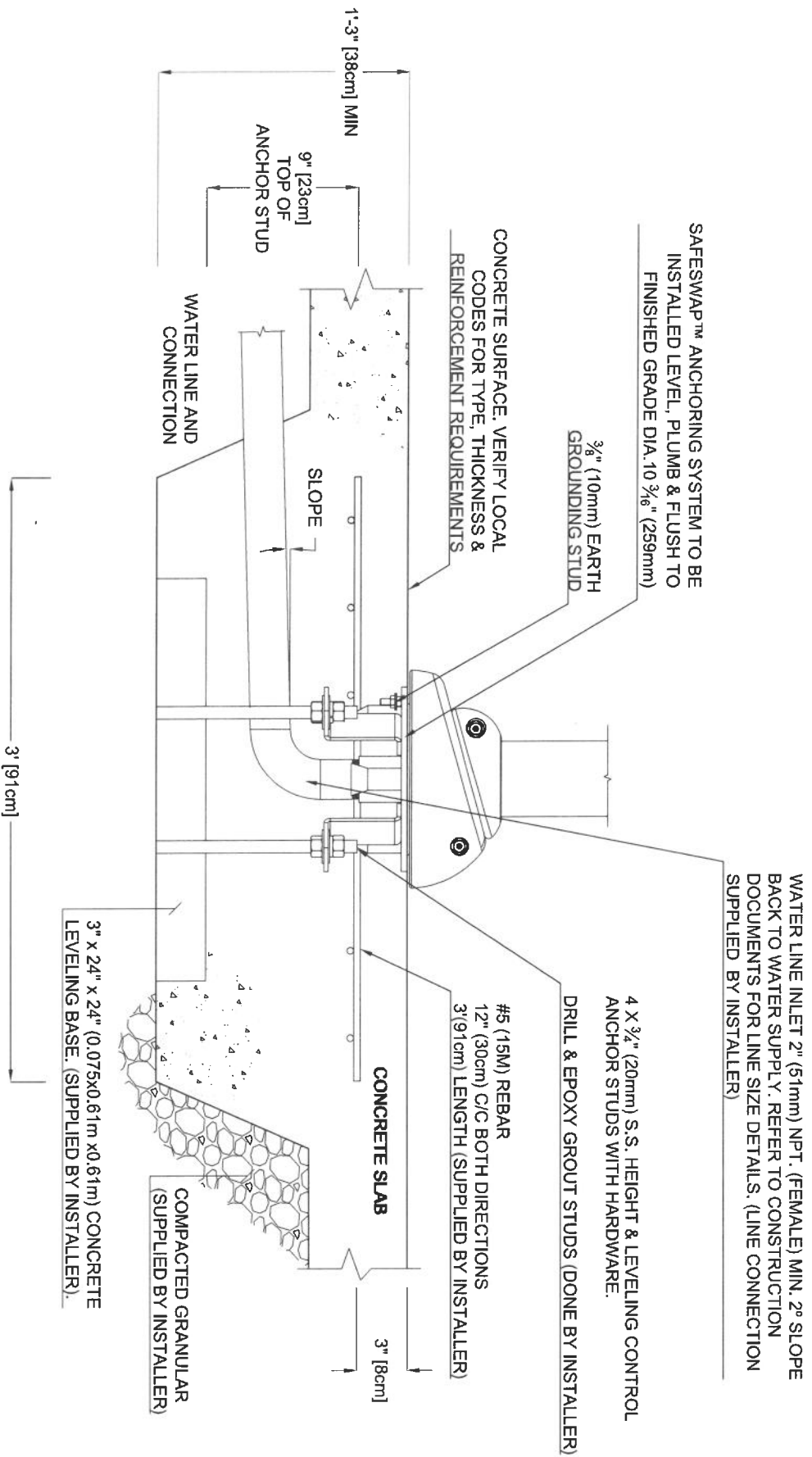


4. Once plumbing is complete, spray expandable foam to cover all openings to the unit. Flush all lines of construction debris.
5. The pressure regulator & back flow preventer (sold separately) can be installed inside by Vortex or outside the unit if supplied by others. The backflow preventer (also sold separately) must be located remotely to best accommodate the site conditions and respect local codes.

6. The Timer Power Pack controller can be installed remotely indoor or outdoors. The signal wires for the activator and main power is connected to this controller.
7. Electrical connections can vary per project. See Smartpoint installation drawing and Piping & Electrical Schematic for further details on conductors' size and quantity.
 - For a DC battery powered Smartpoint, no electrical power required.
 - For an AC power Smartpoint with hub, the Smartpoint hub's power must be connected to the remote timer power pack (120v) provided by Vortex.
 - For a Smartpoint with external controller, a water tight junction box is provided by vortex inside the Smartpoint to connect the signal wires from the remote controller.

	CAUTION!
	THE ELECTRICAL CONNECTIONS SHOULD BE PERFORMED BY A LICENSED ELECTRICIAN AS PER LOCAL CODES. SERIOUS RISK OF INJURY.

8. The backfill material below and around the Smartpoint should be compacted granular. The final concrete surface is done at the same time than the entire Splashpad.



PRODUCT NAME: SAFESWAP No. 1 LARGE

PRODUCT NUMBER: VOR-55000-0430

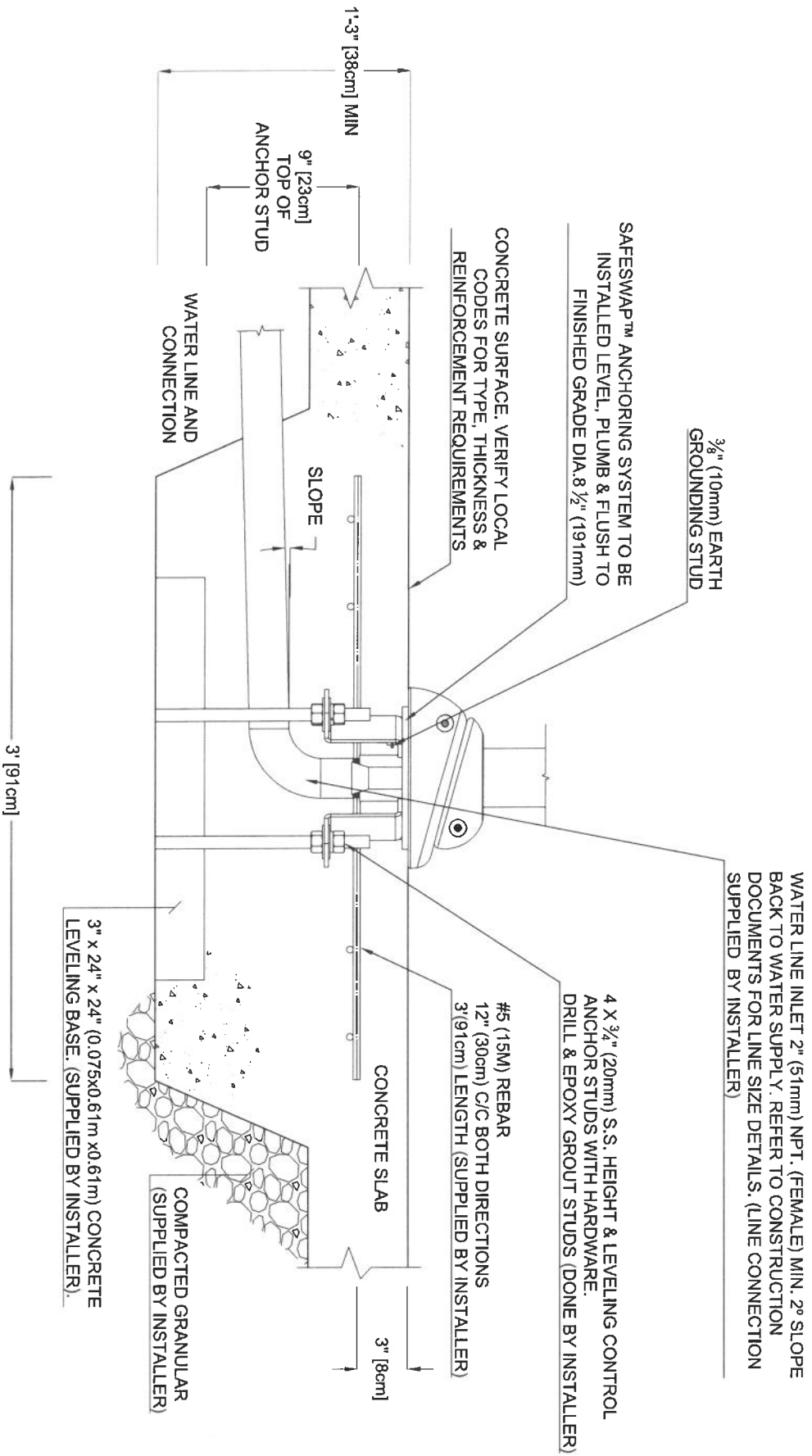
PRODUCT INFORMATION

DATE: 11/28/18

SHEET NO: 1/1

11" X 17" SHEET SIZE





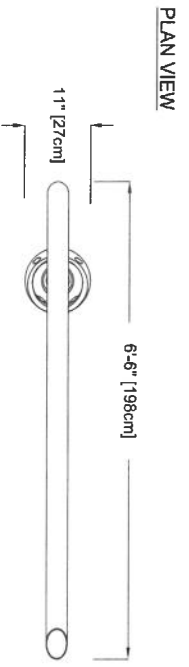
VOR-55000-0570 SAFESWAP No2 MEDIUM (Construction Detail)

PRODUCT NAME: SAFESWAP No2 MEDIUM
 PRODUCT NUMBER: VOR-55000-0570

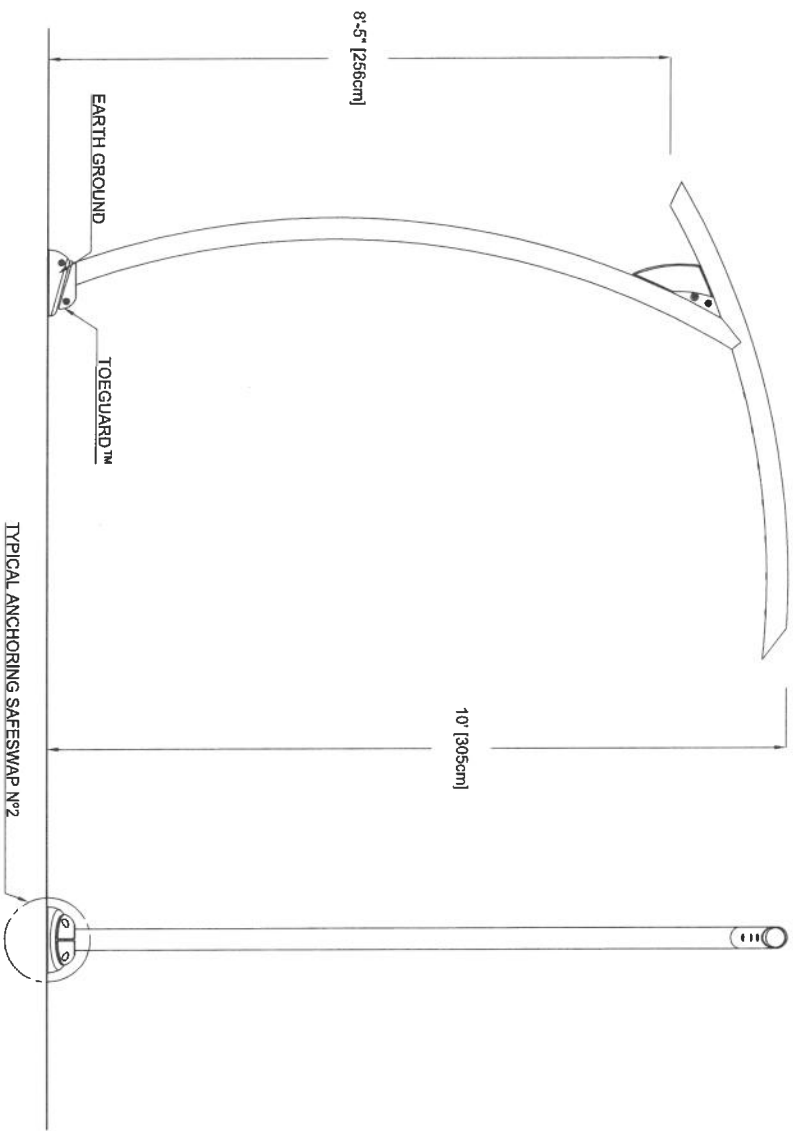
PRODUCT INFORMATION
 DATE: 11/28/18
 SHEET NO: 1/1

11"x17" SHEET SIZE





FRONT ELEVATION VIEW



SIDE ELEVATION VIEW

PRODUCT NAME: BAMBOO RAIN
PRODUCT NUMBER: VOR-7730.2XXX

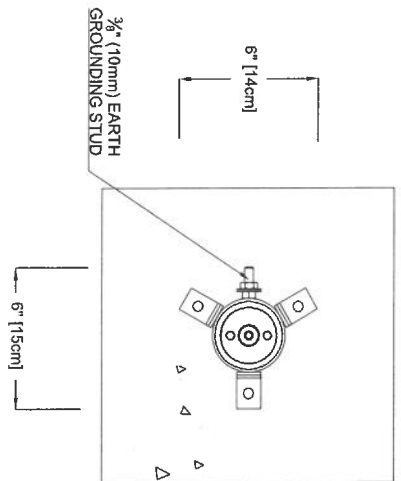
DATE: 06/20/16

PRODUCT INFORMATION
SHEET NO: 1/1

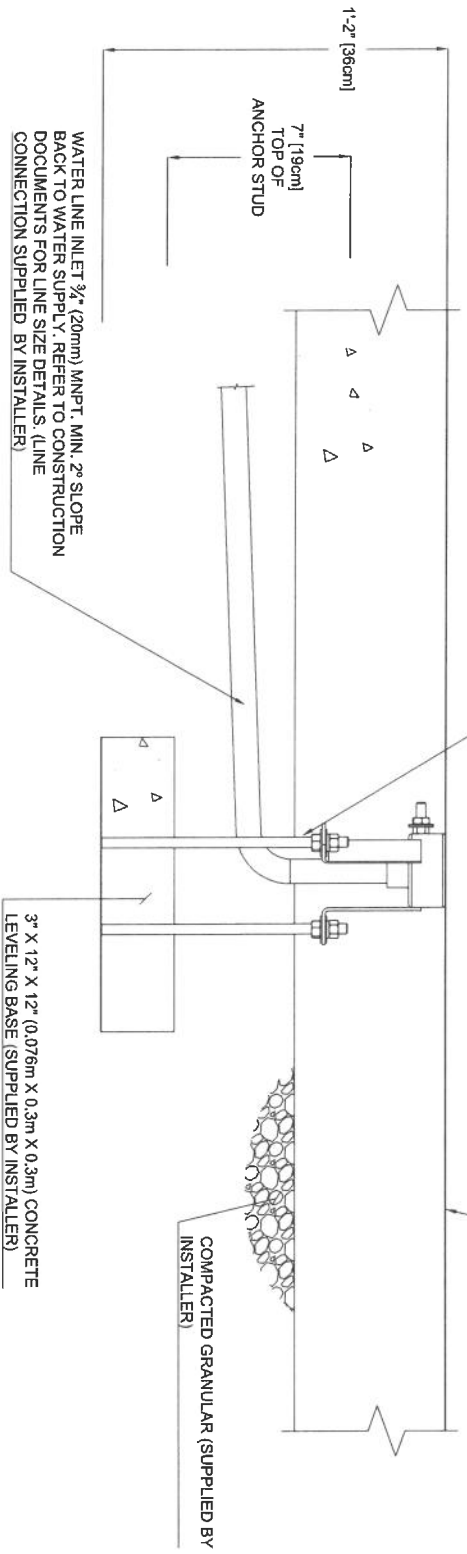


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PLAN VIEW



FRONT ELEVATION VIEW



3 X 3/4" (10mm) S.S. HEIGHT & LEVELING CONTROL ANCHOR STUDS WITH HARDWARE.
DRILL & EPOXY GROUT STUDS (DONE BY INSTALLER)

CONCRETE SURFACE. VERIFY LOCAL CODES FOR TYPE, THICKNESS & REINFORCEMENT REQUIREMENTS

WATER LINE INLET 3/4" (20mm) MNPT, MIN. 2% SLOPE BACK TO WATER SUPPLY. REFER TO CONSTRUCTION DOCUMENTS FOR LINE SIZE DETAILS. (LINE CONNECTION SUPPLIED BY INSTALLER)

3" X 12" X 12" (0.076m X 0.3m X 0.3m) CONCRETE LEVELING BASE (SUPPLIED BY INSTALLER)

COMPACTED GRANULAR (SUPPLIED BY INSTALLER)

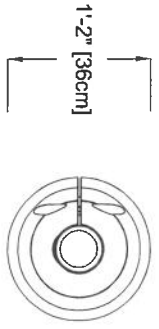
PRODUCT NAME: DIRECTIONAL JET No. 1
PRODUCT NUMBER: VOR-0305.4XXX

DATE: 08/23/16

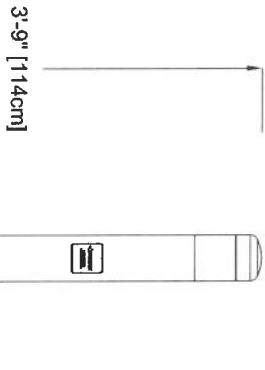
PRODUCT INFORMATION
SHEET NO: 1/1 11" X 17" SHEET SIZE



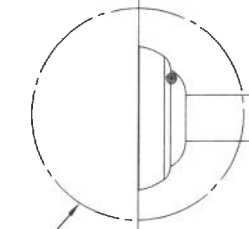
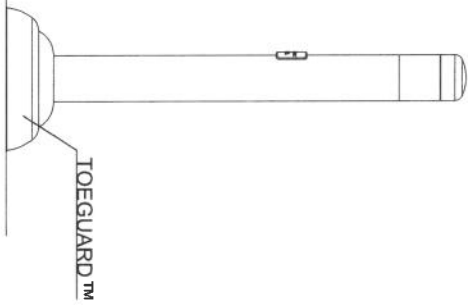
PLAN VIEW



FRONT ELEVATION VIEW



SIDE ELEVATION VIEW



TYPICAL ANCHORING SAEESWAP N°1

VOR-0555.2XXX AQUA DOME N°1 (Construction Detail)

PRODUCT NAME: AQUA DOME N°1

PRODUCT NUMBER: VOR-0555.2XXX

PRODUCT INFORMATION

DATE: 05/02/11

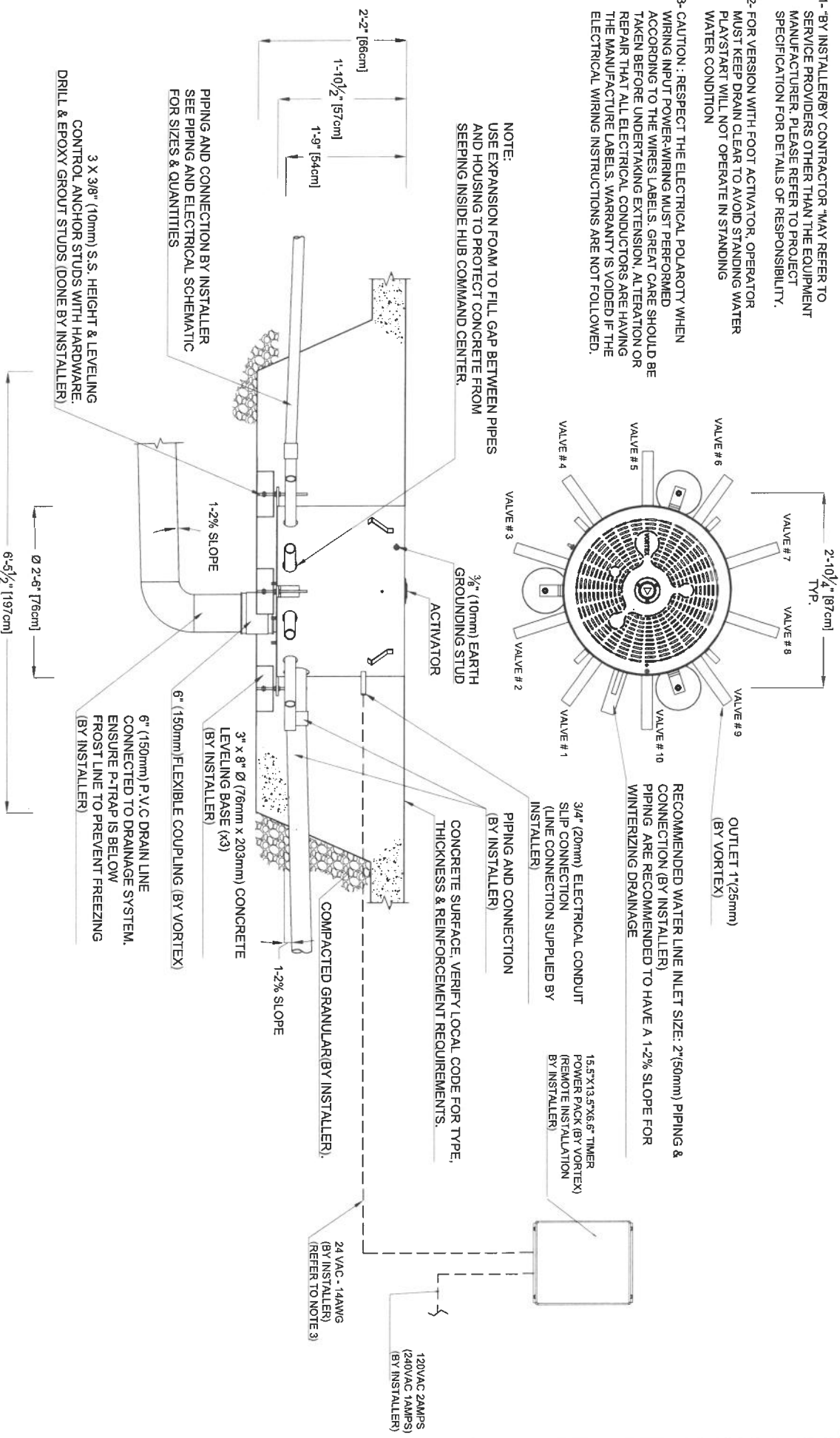
SHEET NO: 1/1

11"x17" SHEET SIZE



NOTE:

- 1- BY INSTALLER/BY CONTRACTOR "MAY REFER TO SERVICE PROVIDERS OTHER THAN THE EQUIPMENT MANUFACTURER. PLEASE REFER TO PROJECT SPECIFICATION FOR DETAILS OF RESPONSIBILITY."
- 2- FOR VERSION WITH FOOT ACTIVATOR, OPERATOR MUST KEEP DRAIN CLEAR TO AVOID STANDING WATER PLAYSTART WILL NOT OPERATE IN STANDING WATER CONDITION
- 3- CAUTION : RESPECT THE ELECTRICAL POLARITY WHEN WIRING INPUT POWER-WIRING MUST PERFORMED ACCORDING TO THE WIRES LABELS. GREAT CARE SHOULD BE TAKEN BEFORE UNDERTAKING EXTENSION, ALTERATION OR REPAIR THAT ALL ELECTRICAL CONDUCTORS ARE HAVING THE MANUFACTURE LABELS. WARRANTY IS VOIDED IF THE ELECTRICAL WIRING INSTRUCTIONS ARE NOT FOLLOWED.



NOTE:
USE EXPANSION FOAM TO FILL GAP BETWEEN PIPES AND HOUSING TO PROTECT CONCRETE FROM SEEPING INSIDE HUB COMMAND CENTER.

PIPING AND CONNECTION BY INSTALLER
SEE PIPING AND ELECTRICAL SCHEMATIC FOR SIZES & QUANTITIES

3 X 3/8" (10mm) S.S. HEIGHT & LEVELING CONTROL ANCHOR STUDS WITH HARDWARE. DRILL & EPOXY GROUT STUDS (DONE BY INSTALLER)

6" (150mm) FLEXIBLE COUPLING (BY VORTEX)
3" x 8" Ø (76mm x 203mm) CONCRETE LEVELING BASE (X3) (BY INSTALLER)
6" (150mm) P.V.C DRAIN LINE CONNECTED TO DRAINAGE SYSTEM. ENSURE P-TRAP IS BELOW FROST LINE TO PREVENT FREEZING (BY INSTALLER)

RECOMMENDED WATER LINE INLET SIZE: 2"(50mm) PIPING & CONNECTION (BY INSTALLER)
PIPING ARE RECOMMENDED TO HAVE A 1-2% SLOPE FOR WINTERIZING DRAINAGE

3/4" (20mm) ELECTRICAL CONDUIT SLIP CONNECTION (LINE CONNECTION SUPPLIED BY INSTALLER)

PIPING AND CONNECTION (BY INSTALLER)

CONCRETE SURFACE VERIFY LOCAL CODE FOR TYPE, THICKNESS & REINFORCEMENT REQUIREMENTS.

15.5"x13.5"x6.6" TIMER POWER PACK (BY VORTEX) (REMOTE INSTALLATION BY INSTALLER)

24 VAC - 14AWG (BY INSTALLER) (REFER TO NOTE 3)

120VAC 20Amps (240VAC 10Amps) (BY INSTALLER)

PRODUCT NAME: SMARTPOINT No1-10V_SV_2 AC FOOT ACTIVATOR_PR
PRODUCT NUMBER: VOR-19110.0B00

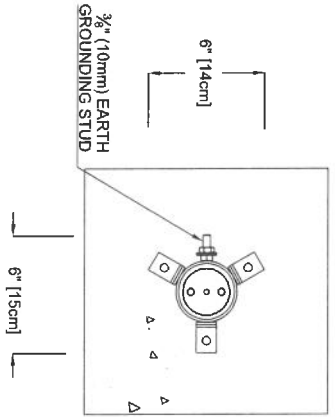
DATE: 05/27/19

SHEET NO: 1/1

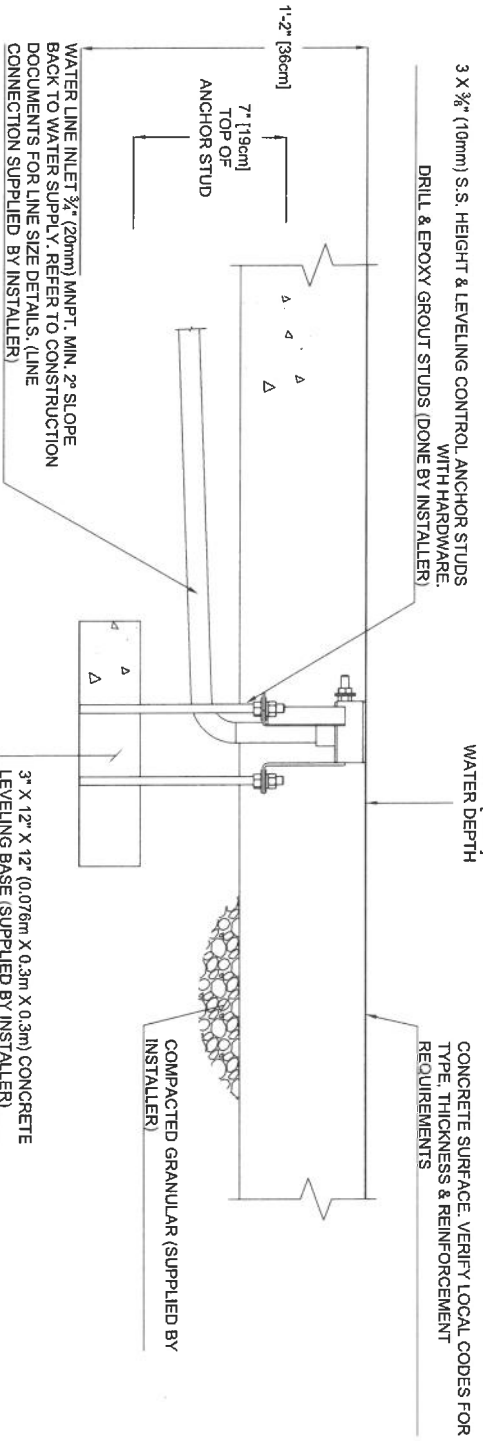
11"x17" SHEET SIZE



PLAN VIEW



FRONT ELEVATION VIEW



PRODUCT NAME: JET STREAM No. 1

PRODUCT NUMBER: VOR-7512.0XXX

DATE: 08/29/17

SHEET NO: 1/1

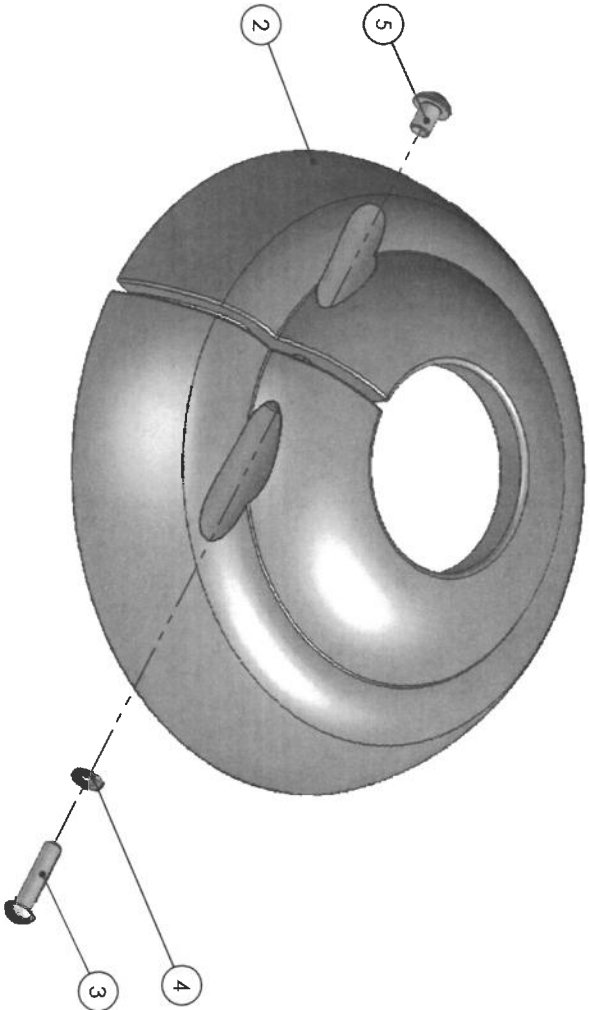
11" X 17" SHEET SIZE

PRODUCT INFORMATION



- NOTES :
1. COMPONENT TO BE MANUFACTURED PER VORTEX WORKMANSHIP STANDARD VOR-WM-01.
 2. [M] INDICATES KEY PRODUCT CHARACTERISTICS FOR INSPECTION PURPOSE.

REV	DESCRIPTION	ECR	DATE	BY	APP.



ITEM NO.	Default/Qty.	NUMBER	DESCRIPTION	LENGTH	MATERIAL	REVISION
1	1	66159.332	ASSEMBLY FOR 33900.81.60			REL-01+
2	1	22900.083	TOE GUARD, 4" PIPE		RUBBER EPDM DURCO ORO (PART ONE 285C)	REL-02
3	1	11145.218	SECURITY BUTTON HEAD SCREW 3/8"-1.6UNC X 1.75"LG		STAINLESS STEEL 304	REL-01+
4	1	11155.001	LOCK WASHER 3/8"		STAINLESS STEEL 304	REL-01+
5	1	11145.093	SECURITY BARREL NUT 3/8"-1.6UNC X 5/8"LG		STAINLESS STEEL 304	REL-01+

VORTEX

NEW TOE GUARD SINGLE BLUE 4"
SS304 HARDWARE ASSEMBLY

ASSEMBLY

APPROVALS

DESIGNED
MKHALL

DATE
09/12/08

DRAWN
MKHALL

CHECKED
09/12/08

COMMENTS

PRODUCT NAME

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SIZE
FORMAT
A

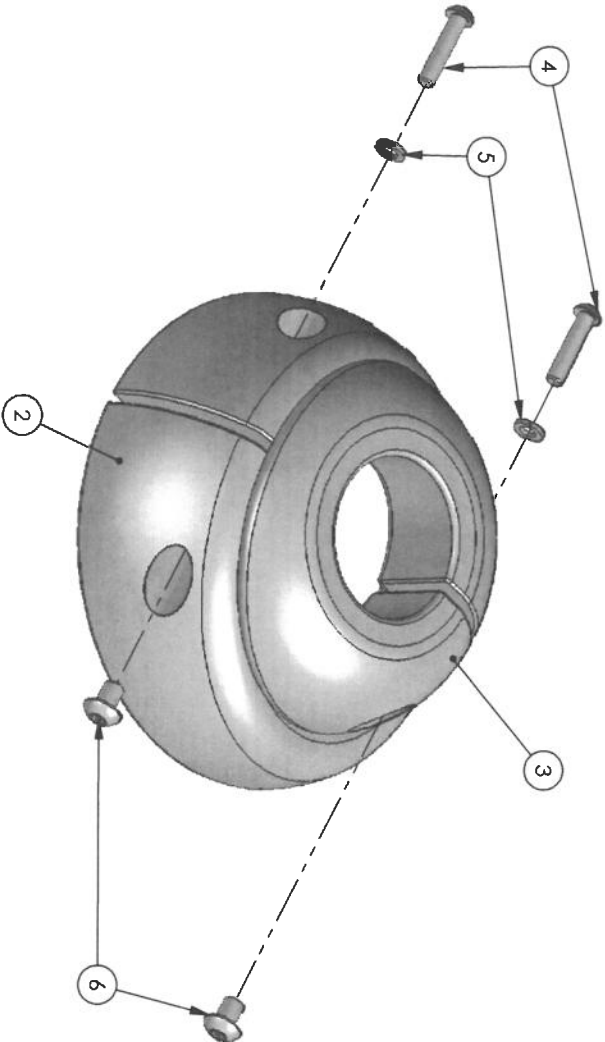
ASSY NO.
33900.816REL-01

UNITS
INCH

SCALE

DWG. REV.
REL-01
SHEET
1 OF 1

- NOTES :
1. COMPONENT TO BE MANUFACTURED PER VORTEX WORKMANSHIP STANDARD VOR-WM-01.
 2. (*) INDICATES KEY PRODUCT CHARACTERISTICS FOR INSPECTION PURPOSE.



REV	DESCRIPTION	ECR	DATE	BY	APP.

ITEM NO.	Default/QTY.	NUMBER	DESCRIPTION	LENGTH	MATERIAL	REVISION
1	1	66159.1111	ASSY FOR 33900.7720			REL-01+
2	1	22900.125	BOTTOM OF SHOE COVER MEDIUM, BLUE		RUBBER EPDM DURO 080 (PANTONE 285C)	REL-01
3	1	22900.089	TOP OF SHOE COVER, 3" PIPE, BLUE		RUBBER EPDM DURO 080 (PANTONE 285C)	REL-02
4	2	11145.218	SECURITY BUTTON HEAD SCREW 3/8"-16UNC X 1.75TG		STAINLESS STEEL 304	REL-01+
5	2	11155.001	LOCK WASHER 3/8"		STAINLESS STEEL 304	REL-01+
6	2	11145.093	SECURITY BARREL NUT 3/8"-16UNC X 5/8TIG		STAINLESS STEEL 304	REL-01+

VORTEX

APPROVALS	DATE
DESIGNED MKHALL	05/21/08
DRAWN MKHALL	05/21/08
CHECKED	

PRODUCT NAME: NEW TOE GUARD 3" PIPE ASSEMBLY
 DRAWING TYPE: ASSEMBLY

COMMENTS	SIZE FORMAT	ASSY NO.	UNITS	SCALE	DWG. REV.
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SHEET 1 OF 1