

Request for Quotation

INSTITUTION: Ontario Tech University

RFQ NAME: General Contractor for the Installation of SIP (Structural Insulated Panels) and Exterior Stucco Finish for House 20 – **South Façade Only**

RFQ #: RFQ-House 20

The Request for Quotation (RFQ) package includes instructions, terms & conditions, and forms. Quotation prices shall remain in effect for a period of (120) days from the Closing Date.

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2. Project Schedule

Description	Date
Issue Date:	May 3, 2021
Site Meeting Date:	May 6, 2021 at 10:00am EST
Questions/Enquires Due Date:	May 12, 2021 by 3:00pm EST
Responses to Questions Date:	May 14, 2021
Closing Date:	May 18, 2021 at 11:00am EST
Substantial Completion	August 2, 2021

2.1. Site Meeting

There will be a site meeting at the Office of Campus Infrastructure and Sustainability located at 285 Britannia Avenue West, Oshawa, Ontario to view the site. Attendance at the meeting is highly recommended. Please meet at the location marked on the attached map with the red arrow and time at the time listed on the Project Schedule.

Proponents are encouraged to attend the Site Meeting to fully inform themselves as to all existing conditions and limitations and so they may include for this in their Financial Quotation. No claims will be considered for extra work, expense or difficulties encountered due to conditions of the site which were visible upon or reasonably inferable from an examination of the site.

3. Introduction

Located in the eastern Greater Toronto Area, The Ontario Tech University has grown out of a bold, ambitious vision: to take on the grand challenges we face as a society, and find solutions to meet and exceed tomorrow's needs.

By teaching students new approaches to problem solving along with innovative uses of technology, our commitment to scholarship produces new types of graduates: highly engaged citizen leaders with an entrepreneurial spirit; people prepared to excel in the modern workplace, and ready to lead their peers. Learn more at www.uoit.ca.

The Institution's principal communications goal is to build a distinct, national reputation for its:

- Superior undergraduate and graduate programs that are technology-enriched and responsive to the needs of students and the evolving workplace.
- Cultivation of a dynamic learning environment for its students that promotes social engagement, fosters critical thinking and integrates experiences inside and outside the classroom.
- Facilitation of lifelong learning that is flexible, inclusive and emphasizes college-to-Institution transfers.

- Research that creates knowledge, solves problems, results in economic and social innovation and engages students.
- Development of academic and research collaborations with industry and community that stimulate and enhance the region and the Institution at home and abroad.

4. Description and Scope of Work

The Ontario Tech University (the “Institution”) is seeking Quotations for the services of a General Contractor for the Installation of SIP (Structural Insulated Panels) and Exterior Stucco Finish For House 20 at 285 Britannia Ave. West at the Office of Campus Infrastructure and Sustainability. The work is for the completion of the **South Façade Only** and will be constructed according to the drawings in the Associated Bid Documents.

4.1. **Associated Bid Documents – Scope Of Work Is Between Grid lines A to D Along Grid Line 1 Only**

- Item 1) Architectural Drawings - House #20 - **Vizion Media Inc.**
- Item 2) Structural Drawings - House #20 -**Thermapan**
- Item 3) Electrical Panel Schedule 1 Page
- Item 4) Designated Substance Survey - **Golder Associates Ltd.**
- Item 5) SK-1 – Porch Floor Plan, Elevations and New Front Entrance Concrete Sidewalk.

5. Deliverables

Bid submissions and Proponent’s ability to meet each of the following Deliverables listed below:

5.1. Contractors Requirements

- The Institution is looking to retain a General Contractor to act as the prime contractor to all other sub-trades as required to complete all of the tasks necessary.
- The Successful Proponent shall be solely responsible for ensuring that all works described herein meet the standards and requirements set by all applicable codes and other governing authorities.
- The Successful Proponent shall ensure that all Work is performed by competent tradespersons, executed in a workmanlike manner and present a neat appearance when completed.
- The Successful Proponent shall ensure that all equipment / fixtures are new (except existing site equipment that will be reconfigured and are deemed to be in acceptable operational condition) and conform to the standards of the Canadian Standards Association.

5.1.1. Sub-contractors

No sub-contracting of any part of the Contract shall be permitted without the authorization of the Institution. Where the Institution approves sub-consulting or sub-contracting, the Successful Proponent shall be held fully responsible to the Institution for the acts and omissions of their sub-consultants or sub-contractors and of persons directly or indirectly employed by them, and for the acts and omissions of persons directly employed by them.

5.2. Building Permit

Ontario Tech University will apply for a building permit for these works. The Successful proponent will be required to obtain any other permits required to complete the project.

5.3. Project Overview

The Institution is completing the construction of an addition to House #20 located at 285 Britannia Ave. W. Oshawa. The University will be supplying some materials for the works, a list is provided in Appendix D.

Refer to Submission Forms

The drawings provide an overall Project Scope. Overview for the works, such as:

- All Cost of Scaffolding, Zoom Boom, cleaning, disposal.
- All disconnects and reconnects for all services penetrating the exterior and that prohibit/affect the installation of SIP panels. Disconnects and reconnects include but are not limited to; Exterior HVAC, Cameras, Cabling, lighting, barrier free push buttons, Vents ect.
- All windows are to remain. Remove existing sills flashing and trim to allow the new installation of SIP. Reinstall new flashings at window sills and headers to new depth of exterior cladding including the SIP. Customize panels to surround windows and doors.
- (SIP) Panel installation is to include accent stucco detailing as indicated on the elevations and existing photos provided. All new stucco details are to match existing stucco trim detailing in depth, colour, profile, and finish. Successful Bidder is responsible to site verify prior to installations.
- (SIP) Panel install including all fasteners, supports and strapping and exterior air retarder. (SIP Panels will be supplied by Ontario Tech University to the Successful Bidder).
- Remove a portion of the exterior entrance porch to allow the installation of the SIP panels and stucco finish to run continuously across the entire south facade.
- Exterior porch roofing is to be cut back and flashed into new SIP. New roofing shingles lapped into existing. Remove and extend existing soffits, roof framing, roof sheathing and install new shingles to suit new SIP panel installation.
- SIP panels are to be cut and faceted to cover existing curved window projections.
- Existing roofing at lower window projections (2 locations) is to remain in place. Provide new flashings to extend and cover all existing windows and at the projecting window locations. New flashings are to match North, East and West profiles to SIP installation depth.
- Exterior grading is to be completed to ensure a new 2% slope away from existing foundations is maintained.
- Clean construction site of all debris, remove all paint overspray, garbage. Clean windows. Prepare As-Built Drawings(including products, and dimensions) Prepare and submit warranty Letters prior at completion. Leave 1 can of paint of each paint type with the Owner.

Sun Porch – Full Removal and Replacement included in Separate Price Only Refer Also to SK-1

Hardware

Door Schedule - **965mm x 2440mm x 45mm**

1 Each Continuous Hinge Clear - Cfm95hd1

1 Each Exit Device - 8888j C32d

1 Each Exit Device Trim - 704 Etj C26d

1 Each Cylinder - 6042 C32d

1 Each Door Closer - 351 P3a En

1 Each Mounting Plate - 351-D En

- 1 Each Kickplate - Gsh80a 8in X 36.5in Tape C32d
- 2 Each Weatherstrip - 315cr 2 X 8ft Al
- 1 Each Weatherstrip - 290apk 42 Al
- (Install Head Seal Prior To Closer)
- 1 Each Door Sweep - 18100cnb X 42 Al
- 1 Each Threshold - 171a 42in Al
- 1 Each Door Contact



Stanpro Running
 Man/Pictogram Combination
 Units - ALL LED, Steel, 6 Volt 36
 Watt

2 required

The above list is not intended to be an exhaustive description of the works. The Proponents are ultimately responsible for ensuring the project is completed as per the drawings provided in the Associated Bid Documents. Any prices given are deemed to have included the complete works as required by the Institution. The proponent should ensure that any discrepancies or misunderstandings are clarified through the addenda process prior to the closing date.

5.3.1. Critical Success Factors

The successful Proponent shall successfully achieve substantial total completion of the project by **August 2, 2021**.

Competent Supervision; the Successful proponent shall have a dedicated supervisory personnel/superintendent on site 100% of the time during the entire length of the contract. Adequate and competent supervision is to be provided as defined under the Health and Safety Act, Ontario. The Successful Proponent is responsible for ensuring the supervision of all staff and associated equipment for all construction activities during and outside of normal operating hours. Any additional costs occasioned by compliance with this provision will be considered to be included in the prices bid for the various items of work and no additional compensation will be allowed therefore.

5.4. Documentation

Bid submissions should include the following documents:

- Description of key personnel that will be assigned to our account.
- Project Schedule and critical path, defining how they shall meet the critical dates defined within this RFQ.
 - Outline activities;
 - Timelines;
 - Milestones; and
 - Substantial completion date.
- Completed forms.

- Financial Quotation.

6. Pricing Format

The Proponent shall complete and submit **Appendix A “Pricing Summary”**, providing pricing for this Contract.

- The Proponent shall provide a Stipulated Sum Price (SSP).
- The price shall define the HST.

The Proponent shall complete the following parts as defined within **Appendix A:**

- The Proponent shall indicate how additional services by the Successful Proponent will be priced. This rate would be used to approve additional Work to this Contract if unusual circumstances were encountered that would require an expansion of the Scope of Work. This request does not obligate the Institution to extend the Contract. The Successful Proponent shall obtain the Institution’s written approval for services deemed additional to the Contract, or Work that would cause an overage to the stated fee, prior to proceeding with such Work. Otherwise, no increase to the fee will be considered.
- Additionally, the successful Proponent shall not be entitled to any additional fees associated with redesign made necessary to meet budgets or allocation previously agreed upon.
- In cases of discrepancies between unit prices and extensions, unit prices shall prevail.

7. Health and Safety

The Proponent shall be solely responsible for ensuring the safety and health of their agents, employees and subcontractors as approved and for ensuring that their activities do not compromise the safety of the Institutions operations. Proponent shall provide to their agents, employees and subcontractors, at their own expense, any and all safety equipment required to protect against injuries during the performance of the services and shall ensure that their agents, employees and subcontractors are knowledgeable of and utilize safe practices in the provision of the services, such practices to be at least as stringent as those set out in the Institutions safety standards provided to Proponent from time to time.

7.1. Ontario Occupational Health and Safety Act

The Proponent shall be knowledgeable, and comply at all times with the Ontario Occupational Health and Safety Act, Regulation and Code, and its amendments thereto. The Institutions reserve the right to audit Proponents health and safety performances during the term of this project.

7.2. WSIB (Workplace Safety and Insurance Board)

Proponent warrants and represents that they shall comply with all relevant WSIB Ontario requirements.

- Proponent is responsible for carrying and paying for full WSIB coverage for itself and all employees engaged in the performance of this project.
- Should any portion of the work performed be sub-contracted, the Proponent will ensure that each sub-contractor also maintains, during the course of this project, the appropriate insurance coverage.

7.3. Designated Substances

Proponent warrants and represents that they shall comply with all relevant Ontario governing requirements and regulations related to employee health and safety and indemnify Ontario Tech University for any failure to do so. The contractor shall keep employees and subcontractors informed of such regulations.

In accordance with the requirements of Section 30(1) the Occupational Health and Safety Act, the Proponent is hereby advised that the designated substance as listed hereunder are or may be present on the site and within the limits of this contract.

The Proponent shall comply with the governing Ministry of Labour Regulations respecting the protection of workers, removal, handling, and disposition of the Designated Substance encountered on this contract.

Prior to commencement of this work the Successful proponent shall provide in written notification to the Ministry of the Environment & Climatic Change of the location(s) proposed for disposal of Designated Substances. A copy of the notification shall be provided to the Contract Project Manager a minimum of two weeks in advance of work starting.

In the event that the Ministry of the Environment & Climate Change has concerns with any proposed disposal location, further notifications shall be provided until the Ministry of Environments concerns have been addressed.

All costs associated with the removal and disposition of Designated Substances herein identified, shall be deemed to be included in the appropriate tender items.

Should a Designated Substance not herein identified be encountered in the work then management of such substances shall be treated as extra work under the Cash Allowance.

Designated Substance Survey –Dated March 31, 2020

Allistair Davis

Golder Associates Ltd.

100 Scotia Court, Whitby, Phone 905.903.4357

8. Questions/Enquires

All enquiries must be made on or before the date and time specified in the Project Schedule. Any questions received after the deadline may not be responded to. All enquiries related to this RFQ are to be directed via email to Deanna Young Email; Deanna.young@ontariotechu.ca

Cell Phone; 905.809.7858

The Proponent shall make all investigations necessary to be informed regarding the work or services to be furnished.

Appendix A – Pricing Summary

I/We having examined the Terms of Reference and do hereby offer and agree to complete contracted Work as described in the Terms of Reference at the price(s) stated below:

Base Bid

Includes:

2'-0" removal of existing porch, to allow continuous installation of SIP on South Façade Only. Includes SIP installation in porch interior and roof extensions on House 20. Repair porch affected by SIP and patch to match existing after SIP installed continuously on South Façade.

Repair sodded area affected by machinery and regrade.

Separate Price

SK-1 Includes:

Item -1 Porch Complete Removal

Item -2 New Porch Structure, Siding, Window and Door interior finishes (excludes flooring see below item 7)

Item -3 SIP Installation, excludes SIP installation in porch interior (Panels Provided By Owner)

Item -4 Roofing: Porch roof and roof eave extension on House 20, eaves, downspouts, buried PCV.

Item -5 Electrical – Lighting supply and installation- Total-4, Electrical receptacles Total-3, Baseboards Total-2 Remove and replace existing lighting North Façade Total (2) Lights

Item -6 Extend existing concrete sidewalk at north entrance door to meet barrier free turning radius and door clearances

Item -7 Flooring Type-1: Removal of existing flooring and floor prep for epoxy floor on existing concrete slab

Item -7A Flooring Type- 2: **Additional Price – A**

New concrete slab to existing floor elevation and epoxy floor finish

Item -7B Flooring Type -3: **Additional Price – B**

New Subfloor structure, and waterproof

Item 8: Repair sodded area affected by machinery and regrade.

Dated at _____ this _____ day of _____ 2021.

Firm or Organization Name

Street Address

Signing Authority

City Postal Code

Signature

Telephone and Fax Numbers

Appendix B – List of Subcontractors

The Proponent agrees that the following is a complete list of Vendors and sub-contractors that will be utilized in the performance of the fit-out work and that no additions, deletions or changes to this list will be permitted without the approval of the Institution.

State OWN FORCES if a sub-contractor is not being used for any of the trades listed. If additional trades are required, insert in blank spaces.

Failure to complete this list of sub-contractors may render the Proponent Submission informal.

Role	Subcontractor's Name

Appendix C - Declaration Form

I, hereby, submit the RFQ and shall comply with all terms, conditions, and specifications as set out in the RFQ specified herein and above.

Description	Information Requested
Company Name:	
Contact Name and Title:	
Signature:	
Date:	
Address:	
Telephone Number:	
Fax Number:	
Email Address:	
H.S.T. or G.S.T Number	

This form should be completed, properly signed and received on or before the date and time specified or your RFQ may not be considered.

No Collusion

By submitting a Submission the Proponent and each firm, corporation or individual member of the Proponent represents and confirms to the Institution with the knowledge and intention that the Institution may rely on such representation and confirmation, that it's Submission has been prepared without collusion or fraud and in fair competition with Submissions from other Proponents.

Communication

Proponents, and any firm corporation or individual members of a Proponent, will not attempt to communicate directly or indirectly with any representative of the Institution, or the Evaluation Committee at any stage of this RFQ process, including during the evaluation process, except as expressly permitted under this RFQ

Release of RFQ Information

By signing and submitting this RFQ, you are agreeing to the release of your RFQ information, as deemed necessary by the Institution, in order to conduct business associated with this RFQ

Appendix D – List of Owner Supplied Materials

The following materials have been procured by the Institution and will be supplied to the successful proponent:

- **ThermaPan – Panels Purchase and Supply Only by Ontario Tech University**
(All supply and installation of panel fasteners, supports; including cutting of panels are required by the Successful Bidder)

End of Document.