



# Invitation to Tender

CITY OF KENORA

## **INVITATION TO TENDER / ADVERTISEMENT**

Sealed Tenders for:

Structural repairs within the pool area at the Moncrief Construction Sports Centre (the "Project")

Tender Number: 730-001-24

Will be received  
by:

**City of Kenora**  
(the "City")

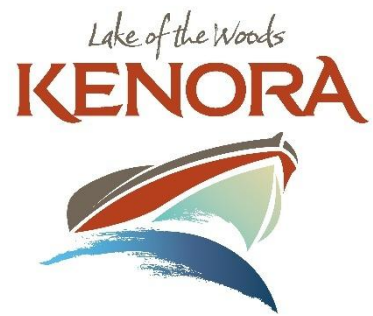
at:

**1 Main Street South**  
**Kenora, ON P9N 3X2**  
**Attention: Kelly Galbraith, Deputy City Clerk**

Time and date for Tender Closing is:

11:00:00 a.m. CST/CDT on June 11, 2026 (the "Tender Closing")

1. The work to be undertaken generally involves, but is not necessarily limited to: Structural repairs within its pool areas at the Moncrief Construction Sports Centre (the "Work") as set out in Appendix "A", attached to these Instructions to Tenders.
2. The CITY's consultant for the Project is Stantec.
3. The Successful Bidder shall achieve substantial performance of the Work for the Project by August 17, 2026.
4. The drawings and specifications for the Project can be obtained from Tino Mpofo, City of Kenora Project Manager, at [tmpofu@kenora.ca](mailto:tmpofu@kenora.ca).
5. All written inquiries regarding the technical aspects of the drawings and specifications for the Work shall be emailed to Tino Mpofo, City of Kenora Project Manager, at [tmpofu@kenora.ca](mailto:tmpofu@kenora.ca), however the bidder(s) acknowledge and agree that the CITY does not have an obligation to provide a response to any written inquiry and that it is in the sole and unfettered discretion of the CITY to provide any written response to a written inquiry. Telephone inquiries and email inquiries will not be replied to.
6. Submission of a tender by a Bidder gives the CITY the right to require the Bidder to execute the contract to perform the Work as set out within the tender documents. Tenders may not be withdrawn after the Tender Closing and will be irrevocable and open for acceptance by the CITY for a period of sixty (60) days following the end of the day of the Tender Closing. The Successful Bidder will be notified in writing of the award of the Tender when the CITY delivers a letter of intent to the Successful Bidder.



# **INSTRUCTIONS TO TENDERERS**

**CITY OF KENORA  
ITT# 730-001-24**

## INSTRUCTIONS TO TENDERERS

### 1 BACKGROUND

- 1.1 The City of Kenora (the "CITY") is seeking tenders for structural repairs within its pool areas (the "Work"). The Work as more particularly set out in Appendix "A" attached to these Instructions to Tenderers.
- 1.2 The CITY will receive sealed tenders until 11:00:00 a.m. CST/CDT on **Thursday June 11<sup>th</sup> 2026** ("Tender Closing").
- 1.3 Faxed tenders will not be accepted and will be returned to the Tenderer.

### 2 SUBMISSION OF TENDERS

- 2.1 Each Tender shall be addressed to the CITY in a sealed envelope clearly marked with the Tenderer's name, address and tender number. The sealed envelope containing the Tender shall be delivered before the Tender Closing to the CITY in accordance with the Invitation to Tender and the Instructions to Tenderers at:

**City of Kenora  
1 Main Street South  
Kenora, ON P9N 3X2  
Attention: Kelly Galbraith, Deputy City Clerk**

- 2.2 In the event of a dispute or issue about whether or not a tender complies with the Instructions to Tenderers, the CITY reserves the right to retain and open a copy of the tender in question in order to seek and obtain a legal opinion in relation thereto. The opening of a tender does not in any way constitute an admission by the CITY as to the compliance, or not, of the subject tender.

### 3 MANDATORY SITE VISIT

- 3.1 A mandatory site visit for Bidders will be held on May 28<sup>th</sup>, 2026, commencing at 10:00 hours.
- 3.2 Attendees to confirm attendance with Tino Mpofo via email at tmpofu@kenora.ca.
- 3.3 Attendees are to assemble in the lobby area of the Moncrief Sports Centre, located at 18 Mike Richards Way, Kenora, Ontario.
- 3.4 Bidder's participating in the Site Walkthrough are required to sign-in.

### 4 BID CALL SCHEDULE

- 4.1 The following is the schedule for the bid call:

Issue Date of Bid Call:	May 22, 2026
Mandatory Site Visit:	May 28, 2026, 10:00 (CDT)
Deadline for Questions:	June 4th, 2026, 16:00 (CDT)
Deadline for Issuing Addenda:	June 9th, 2026, 16:00 (CDT)
Tender Closing:	June 11th, 2026, 11:00 (CDT)

### 5 TENDER FORM

- 5.1 Each Tenderer shall submit a complete tender on the Tender Form which forms part of the Tender Documents with the blank spaces filled in. The tender sum must be written in words as well as figures, and must be for a sum in Canadian Dollars including all tariffs, freight, duties and taxes other than the Harmonized Sales Tax which must be shown as a separate amount unless otherwise specifically stipulated (hereinafter referred to as the "Tender Sum"). In the event of a discrepancy between an amount written in words and an amount written in figures, the amount written in words shall be deemed the intended amount. Tenders shall be written in English.
- 5.2 Notwithstanding the foregoing, the CITY shall be entitled to accept a Tender in such form as the CITY in its sole and unfettered discretion deems acceptable irrespective of irregularities whether of a trivial nature, or whether the Tender is noncompliant in a trivial manner.
- 5.3 The CITY shall not be obligated to accept Tenders that are unsigned, incomplete, conditional, illegible, unbalanced, obscure, contain irregularities of any kind, or contain mathematical or calculation errors of any kind. On Unit Price Tenders, if there is a discrepancy found between the unit price and the extended amount, the unit price shall be deemed to represent the intention of the Tenderer. Discrepancies between words and figures will be resolved in favour of the words. Discrepancies between the indicated sum of any figures and the correct sum thereof will be resolved in favour of the correct sum. Any discrepancies between the Tender Form and a post Tender

Closing submission required by the Tender Documents will be resolved in favour of the post Tender Closing submission.

- 5.4 Tenders shall not be withdrawn, modified or clarified after being delivered in accordance with the Tender Documents unless such withdrawal, modification or clarification is made in writing and actually received by Kelly Galbraith of the CITY prior to the Tender Closing. Any withdrawal, modification or clarification of the Tender must be followed by a letter of confirmation signed and sealed in the same manner as the Tender and delivered to the address for the CITY in the Invitation to Tender within 48 hours of the Notice of the Withdrawal, Modification or Clarification.

## **6 THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT**

- 6.1 All documents submitted to the CITY will be subject to the protection and disclosure provisions of Ontario's *Freedom of Information and Protection of Privacy Act* ("FOIP"). FOIP allows persons a right of access to records in the CITY's custody or control. It also prohibits the CITY from disclosing the Tenderer's personal or business information where disclosure would be harmful to the Tenderer's business interests or would be an unreasonable invasion of personal privacy as defined in sections 17 and 21 of FOIP. Tenderers are encouraged to identify what portions of their submissions are confidential and what harm could reasonably be expected from its disclosure. However, the CITY cannot assure Tenderers that any portion of the Tenderer's documents can be kept confidential under FOIP.

## **7 TENDER DOCUMENTS**

- 7.1 The documents for the Tender are:
- Invitation to Tender
  - Instructions to Tenderers
  - Appendix A General Specifications
  - Appendix B Drawings

(hereinafter collectively referred to as the "Tender Documents")

By submitting its Tender, the Tenderer acknowledges and agrees that it has received and reviewed the Tender Documents.

## **8 VARIATION IN TENDER DOCUMENTS AND NO IMPLIED OBLIGATIONS**

- 8.1 The Tenderer shall carefully examine the Tender Documents. Any errors, omissions, discrepancies or clauses requiring clarification shall be reported in writing to the CITY at least 10 calendar days prior to the Tender Closing. Where necessary the CITY shall respond to reported errors, omissions, discrepancies or clauses requiring clarification by way of Addenda.
- 8.2 Should a Tenderer fail to report any such errors, omissions, discrepancies or clauses requiring clarification at least 10 calendar days prior to the Tender Closing, the CITY shall be the sole judge as to the intent of the Tender Documents.

- 8.3 No implied obligation of any kind by or on behalf of the CITY shall arise from anything in the Tender Documents, and the express covenants and agreements contained in the Tender Documents and made by the CITY, are and shall be the only covenants and agreements that apply.
- 8.4 Without limiting the generality of Article 8.3, the Tender Documents supersede all communications, negotiations, agreements, representations and warranties either written or oral relating to the subject matter of the Tender made prior to the Tender Closing, and no changes shall be made to the Tender Documents except by written Addenda.

## 9 ADDENDA

- 9.1 All questions or requests for clarification regarding this Tender must be submitted by email only to the following representatives:
- 9.1.1 Brady Kallert, P.Eng; [brady.kallert@stantec.com](mailto:brady.kallert@stantec.com)
  - 9.1.2 Russell Lavitt, P.Eng; [Russell.Lavitt@stantec.com](mailto:Russell.Lavitt@stantec.com)
  - 9.1.3 Tino Mpofu; [tmpofu@kenora.ca](mailto:tmpofu@kenora.ca)
- 9.2 Any changes to the Tender shall be in writing in the form of Addenda. Any Addenda issued to the Tender shall form part of the Tender Documents, whether or not the receipt of same has been acknowledged by a Tenderer, and the cost for doing the work therein shall be included in the Tender Sum. Verbal representations shall not be binding on the CITY nor form part of the Tender Documents. Technical inquiries into the meaning or intent of the Tender Documents must be submitted in writing to the person identified in Article 2.1 of the Instructions to Tenderers.

## 10 TENDER

- 10.1 Tenderers submitting Tenders shall be actively engaged in the line of work required by the Tender Documents and shall be able to refer to work of a similar nature performed by them. They shall be fully conversant with the general technical phraseology in the English language of the lines of work covered by the Tender Documents.
- 10.2 Each Tenderer shall review the Tender Documents provided by the CITY and confirm that it is in possession of a full set of Tender Documents when preparing its Tender.
- 10.3 Tenders shall be properly executed in full compliance with the following requirements:
- 10.3.1 The signatures of persons executing the Tender must be in their respective handwriting; and
  - 10.3.2 If the Tender is made by a limited company, the full name of the company shall be accurately printed immediately above the signatures of its duly authorized officers and the corporate seal shall be affixed;

10.3.3 If the Tender is made by a partnership, the firm name or business name shall be accurately printed above the signature of the firm and the Tender shall be signed by a partner or partners who have authority to sign for the partnership;

10.3.4 If the Tender is made by an individual carrying on business under the name other than its own, its business name together with its name shall be printed immediately above its signature or

10.3.5 If the Tender is made by a sole proprietor who carries on business in its own name, the proprietor shall print its name immediately below its signature.

10.4 Tenders received from agents representing principals must be accompanied by a Power of Attorney signed by the said principals showing that the agents are duly authorized to sign and submit the Tender and have full power to execute the Contract on behalf of their principals. The execution of the Contract will bind the principals and have the same effect as if it were duly signed by the principals.

## **11 TENDER DEPOSIT**

11.1 The Tenderer is required to submit with its Tender, a Consent of Surety and a Bid Bond in a form acceptable to the CITY, or in lieu of a Bid Bond, a Tenderer may submit, along with a Consent of Surety, a certified cheque or an irrevocable letter of credit in favour of the CITY equal to 10% of the Tender Sum as a guarantee that, if awarded the contract for the Work, the Tenderer will execute a contract.

11.2 The Bid Bonds, certified cheques or irrevocable letters of credit of the unsuccessful Tenderers shall be returned as soon as possible after the Contract has been duly executed by the Successful Tenderer.

11.3 The CITY will not pay any interest on money furnished as security.

11.4 The Bid Bond and Consent of Surety shall be issued by a Surety Company licensed in the Province of Ontario and satisfactory to the CITY.

## **12 PERFORMANCE AND LABOUR AND MATERIAL PAYMENT BONDS**

12.1 The Successful Tenderer shall be required to furnish at its own expense a Performance Bond and Labour and Materials Payment Bond. For the purposes of this Article, both of these bonds shall be referred to as the "Bonds".

12.2 The Performance Bond shall guarantee the faithful performance of the Contract, and in default thereof, shall protect the CITY against any losses or damage arising by reason of failure of the Successful Tenderer to faithfully perform the Contract.

12.3 The Bonds are to be issued by a Surety Company licensed in the Province of Ontario and satisfactory to the CITY in the amount of 50% of the Contract Price for the Performance Bond and 50% of the contract price for the Labour and materials Payment Bond.

- 12.4 The Performance Bond shall remain in force as a Maintenance Bond for the Warranty Period as defined in the Contract.
- 12.5 The Bonds shall be in the form set out in the Tender Documents or in such other form as may be acceptable to the CITY.
- 12.6 The CITY may consider alternate forms of security in lieu of the Bonds. The Tenderer shall make known any alternative form of security it wishes the CITY to consider and obtain the CITY's approval prior to submitting a Tender.
- 12.7 The Successful Tenderer shall provide all required Bonds to the CITY no later than 10 working days after receipt of the Letter of Intent from the CITY provided in accordance with Article 18.
- 12.8 The Successful Tenderer shall supply all required Bonds before any Work is undertaken by the Successful Tenderer.
- 12.9 No payment shall be made by the CITY to the Successful Tenderer for any of the Work performed by the Successful Tenderer until the required Bonds have been provided.

### **13 INSURANCE**

- 13.1 The Tender shall be accompanied by a Certificate of Insurance, certifying that the insurance as required by the Contract, is in place or, if the required insurance is not in place, by a Letter of Insurability or Undertaking of Insurance in standard form from the Tenderer's Insurance Broker certifying that the required insurance will be issued to the Tenderer if the Tenderer is the Successful Tenderer.
- 13.2 The Successful Tenderer shall be required to secure and maintain at its own expense the insurance provided for in the Contract.
- 13.3 The Successful Tenderer shall provide all required insurance to the CITY no later than 10 working days after receipt of a Letter of Intent from the CITY provided in accordance with Article 18.

### **14 COMMENCEMENT AND COMPLETION OF WORK**

- 14.1 The Successful Tenderer shall commence the Work within 10 working days after receipt of the executed contract from the CITY and shall complete the Work by the dates specified in the Contract.

### **15 SITE CONDITIONS**

- 15.1 The Tenderer is responsible for inspecting the site(s) of the Work and for making whatever inquiries or arrangements necessary for it to become fully informed of the nature of the site(s) of the Work, including the soil structure and topography of the site(s), and of the Work to be performed and all matters which may in any way affect the Work. Without limiting the foregoing, by the submission of its Tender, the Tenderer acknowledges that it has investigated and satisfied itself as to:
  - a) the nature of the Work;

- b) the location and all conditions relating to the location of the Work including, but not limited to, accessibility, general character, surface and sub-surface conditions, soil structure, utilities, road, uncertainties of seasonal weather and all other physical, topographical, geological and geographic conditions;
- c) the general character, conditions, laws and restrictions applicable to the Work that might affect the performance of the Work;
- d) all environmental risks, conditions, laws and restrictions applicable to the Work that might affect the Work; and
- e) the magnitude of the work required to execute and complete the Work.

15.2 The Tenderer is fully responsible for obtaining all information required for the preparation of its Tender and for the execution of the Work. The CITY is not responsible for undertaking any investigations to assist the Tenderer. Any information, plans, drawings, shop drawings or existing equipment or facilities, photos of the original construction, reports or other documents which are not included or referred to in the Tender Documents (the "Non-Tender Information"), form no part of this Tender. The CITY and the CITY's Consultants assume no responsibility of any kind whatsoever arising from or relating to its failure to include or refer to such Non-Tender Information. Tenderers who obtain or rely upon such Non-Tender Information or other documents, do so entirely at their own risk.

15.3 The Tenderer's obligation to become familiar with the information described in Article 15.1 is not lessened or discharged by reason of any technical reports, including soils reports or data, test hole drilling reports or other soils information, made available or supplied in conjunction with the tendering process. Any technical reports so provided are for information only and neither the CITY nor the CITY's Consultants accept or assume any responsibility for the contents or accuracy of such technical reports and the Tenderer agrees that the CITY, the CITY's Consultants and their representatives shall not be liable in any way to the Tenderer in respect of such technical reports. The Tenderer further agrees that it shall not rely upon any oral information provided to it by the CITY, the CITY's Consultants or their representatives.

## **16 PRIME COST AND CONTINGENCY SUMS**

16.1 The Tenderer shall include in its Tender Sum any prime cost sums or contingency sums. The Harmonized Sales Tax shall be shown as a separate amount.

## **17 PERMITS AND INSPECTIONS**

17.1 The Tenderer shall include in its Tender Sum the cost of permits and inspections required by any governmental or other authority having jurisdiction or as required to fully perform the Work in accordance with the Contract.

## **18 SUCCESSFUL TENDERER**

18.1 Award of Contract by the CITY occurs after execution of the contract by the City.

18.2 Following the receipt of the executed contract, the Successful Tenderer shall provide the Performance Bond and Labour and Material Payment Bond within the time

required in Article 12.7. The Successful Tenderer shall also provide a Certificate of Insurance unless previously provided.

18.2.1 Upon the Successful Tenderer complying with the requirements of both Articles 18.2 and 18.4, the certified cheque or Bid Bond or irrevocable letter of credit, as the case may be, shall be returned to the Successful Tenderer.

18.2.2 If the Successful Tenderer fails to comply with either or both of the requirements of Articles 18.2 and 18.4, the certified cheque or Bid Bond or irrevocable letter of credit, as the case may be, shall be forfeited to the CITY as compensation for damages the CITY may suffer.

18.3 The forfeiture of a Successful Tenderer's certified cheque or Bid Bond or irrevocable letter of credit shall not be construed as a waiver of any rights or remedies which the CITY may have against such Tenderer for loss or damages incurred or suffered in excess of the amount of such certified cheque or Bid Bond or irrevocable letter of credit.

18.4 Within 5 working days of receipt of the Contract from the CITY, the Successful Tenderer shall duly execute the Contract and return the Contract to the CITY.

18.4.1 The contract shall be a standard CCDC 2 – 2020 contract as amended by the specifications.

18.5 Within 5 working days of receipt of the executed contract in accordance with Article 18.1, the Successful Tenderer shall submit a proposed Construction Schedule showing the anticipated time of commencement and completion of each of the various operations to be performed under the Contract.

## 19 TENDER EVALUATION CRITERIA

19.1 Each Tender will be evaluated on the basis of the criteria listed below and the CITY will have the sole and unfettered discretion to award up to the maximum number of points for each criteria as listed below. By submitting a Tender, the Tenderer acknowledges and agrees that the CITY has, and it is hereby entitled to exercise, the sole and unfettered discretion to award the points for the evaluation of the noted criteria.

19.2 By submitting its Tender, each Tenderer acknowledges and agrees that it waives any right to contest in any legal proceedings, the decision of the CITY to award points in respect of the criteria noted below.

The criteria and the maximum number of technical points for each criteria are as follows:

<b>Description</b>	<b>Number of Total Points</b>
Price	100
<b>Total</b>	<b>100</b>

## **20 WORKERS' COMPENSATION**

- 20.1 Each Proponent is required to be registered with the Workers' Compensation Board.
- 20.2 The Tenderers who do not have an account with the Workers' Compensation Board-Ontario shall provide with their Tender evidence of a subcontractor or other company that will carry such coverage on their behalf.
- 20.3 If the Tenderer is performing work in any exempt industry within the meaning of the Workers Compensation Board Act (the "WCB Act") and does not carry coverage, the Tenderer acknowledges that
- 20.3.1 the CITY is subject to a deeming order under s. 14(2) of the WCB Act (the "Deeming Order"); and
  - 20.3.2 the Deeming Order states that all of the Tenderer's employees, directors, proprietors, partners or employees are deemed to be CITY employees for the purposes of the WCB Act while performing work for the CITY; and
  - 20.3.3 the effect of the Deeming Order is that the Tenderer's employees, directors, proprietors and partners who are injured while performing work for the CITY under the Contract, have no right to sue anyone and are limited to a claim under the WCB Act.
- 20.4 The Tenderer shall communicate the existence and effect of the Deeming Order to all of its employees, directors, proprietors, partners or employees.
- 20.5 The CITY may reject any Tender which fails to comply with the provisions set out in Article 20.

## **21 REGISTRATION**

- 21.1 Prior to commencing the Work, the Successful Tenderer shall obtain all authorizations required by the laws of the Province of Ontario and of the Country of Canada enabling it to carry on business to complete the Work required under the Contract. Failure to be properly authorized shall entitle the CITY to forthwith terminate the Contract without compensation.

## **22 TENDERS EXCEEDING BUDGET**

- 22.1 In addition to the rights contained within Article 22 herein, if the Tender Sum of every Tenderer exceeds the amount the CITY has budgeted for the Work, the CITY may reject all Tenders or attempt to negotiate a lower price with the Tenderer who, in the sole and unfettered discretion of the CITY, has submitted the most advantageous Tender.
- 22.2 Each Tenderer acknowledges and agrees that the CITY has the sole and unfettered discretion to employ any criteria in order to determine the Tender most advantageous to the CITY, that the CITY has no obligation to neither disclose such criteria nor employ the criteria listed outlined in Article 19 Tender Evaluation Criteria.

- 22.3 By submitting its Tender, each Tenderer waives its right to contest in any action, application, case or legal proceeding in any court, the decision which the CITY may pursue under Article 22.1 and 22.2 herein.
- 22.4 If the Tender Sum of every Tenderer exceeds the amount budgeted for the Work and the CITY negotiates with the Tenderer who has submitted the Tender considered most advantageous to the CITY:
- 22.4.1 All statements made by either side in the course of negotiation are without prejudice and confidential;
  - 22.4.2 In particular, the CITY's attempt to negotiate with such Tenderer does not constitute a rejection of its Tender; and
  - 22.4.3 The CITY will not attempt to obtain a lower price for the same work that the Tenderer originally bid on, but may attempt to obtain a lower price for an altered scope of work. In no event will the CITY be obliged to disclose the amount budgeted for the Work.

### **23 CERTIFICATE OF RECOGNITION ("C.O.R.") SAFETY PROGRAM REQUIREMENT**

- 23.1 Not used.

### **24 CANADIAN FREE TRADE AGREEMENT**

- 24.1 The provisions of the Canadian Free Trade Agreement ("CFTA") apply to this Tender.

### **25 ACCEPTANCE OR REJECTION OF TENDERS**

- 25.1 As it is the purpose of the CITY to obtain the Tender most suitable and most advantageous to the interests of the CITY, and notwithstanding anything else contained within the Tender Documents, the CITY reserves the right, in its sole and unfettered discretion, to reject or accept any Tender, including the right to reject all Tenders. Without limiting the generality of the foregoing, any Tender which
- a) is incomplete, obscure, irregular or unrealistic;
  - b) is non-compliant in a trivial/immaterial or substantial/material manner, or conditional;
  - c) has erasures or corrections;
  - d) omits a price on any one or more items in the Tender;
  - e) fails to complete the information required in the Tender;
  - f) is accompanied by an insufficient certified cheque, irrevocable letter of credit or by a Bid Bond in an unsatisfactory form,

may at the CITY's sole and unfettered discretion be rejected or accepted. Further, a Tender may be rejected or accepted on the basis of the CITY's unfettered assessment of its best interest, which includes the CITY's unfettered assessment as to a Tenderer's past work performance for the CITY or for anyone else or as to a Tenderer's financial capabilities, completion schedule, or ability to perform the Work,

or the CITY's desire to reduce the number of different contractors on the location of the Work at any given time. The CITY reserves the right to negotiate after Tender Closing time with the Tenderer that the CITY deems has provided the most advantageous Tender; in no event will the CITY be required to offer any modified terms to any other Tenderer prior to entering into a Contract with the successful Tenderer and the CITY shall incur no liability to any other Tenderers as a result of such negotiation or modification.

## **26 LAW AND FORUM OF TENDER**

26.1 The law to be applied in respect of the Tender Documents and the Contract shall be the law of the Province of Ontario and all civil actions commenced in relation to the Tender Documents or Contract shall be adjudicated by the Courts of the Province of Ontario and by submitting Tenders, Tenderers are taken to have agreed to attorn to the jurisdiction of the Courts of the said Province.

## **27 ACCEPTANCE PERIOD**

27.1 The Tender shall be irrevocable and open for acceptance by the CITY for the period of time contained in the Invitation to Tender, namely, sixty (60) days following the end of the day of the Tender Closing. The time and date of the Tender Closing is as defined in the Invitation to Tender.

*Lake of the Woods*  
**KENORA**



# **TENDER FORM**

**CITY OF KENORA**

**ITT# 730-001-24**

## TENDER FORM

Tender Number: \_\_\_\_\_

Tender Title:

We, \_\_\_\_\_  
(Company)

of \_\_\_\_\_  
(Business Address)

having examined the Tender Documents as issued by: the City of Kenora (the "City"), and having visited the site(s) of where the Work is required to be undertaken; hereby offer to enter into a Contract to perform the Work required by the Tender Documents for the Tender Sum as follows:

Item No.	Item	Description of item	Amount (\$)
1	Mobilization & Demobilization	Includes all mobilization, site setup, temporary facilities, protection measures, access equipment, and final demobilization required to complete the work. Price shall include all labour, materials, equipment, and incidentals required to complete the respective scope of work in full.	
2	Waterslide Mezzanine Structural Repairs	Includes all repairs to the waterslide mezzanine structure as indicated on the drawings, including structural steel repairs, localized steel replacement or reinforcement, and associated works necessary to restore the structural capacity of the mezzanine. Price shall include all labour, materials, equipment, and incidentals required to complete the respective scope of work in full	
3	Staircase Structural Repairs	Includes all repairs to the existing stair structure as indicated on the drawings, including steel and/or concrete repairs, localized reconstruction, and all work required to restore the staircase to its intended function and capacity. Price shall include all labour, materials, equipment, and incidentals required to complete the respective scope of work in full	
4	Structural Steel Surface Preparation and Coating	Includes all cleaning of existing steel, removal of corrosion and deteriorated coatings, and application of primer and finish coatings to all exposed steel surfaces identified in the Contract Documents. Price shall include all labour, materials, equipment, and incidentals required to complete the respective scope of work in full	

Item No.	Item	Description of item	Amount (\$)
5	Concrete Repairs	Includes all removal of unsound concrete, surface preparation, patching, and localized concrete restoration as indicated in the Contract Documents, including incidental reinforcing as required. Price shall include all labour, materials, equipment, and incidentals required to complete the respective scope of work in full	
6	Steel Deck Repairs	Includes removal and replacement of deteriorated steel deck, including fastening and integration with the existing structure. Price shall include all labour, materials, equipment, and incidentals required to complete the respective scope of work in full.	
7	Cash Allowances		\$10,000.00
8	Sub-Total (excluding HST)		
9	HST		
10	Total		

in Canadian funds, which price includes any specified cash and contingency allowances and the applicable taxes in force at this date and except as may be otherwise provided in the Tender Documents.

**Declarations:**

We hereby acknowledge and declare that:

- (a) we agree to perform the Work in compliance with the required completion schedule stated in the Contract;
- (b) no person, firm or corporation other than the undersigned has any interest in this Tender or in the proposed Contract for which this Tender is made;
- (c) the Tender Security is attached to this Tender. We specifically acknowledge and agree that the Tender Security may be forfeited to the City pursuant to the terms set forth in the Instructions to Tenderers;
- (d) we hereby acknowledge and confirm that the City has the right to accept any tender or to reject any or all tenders in accordance with the Instructions to Tenderers;
- (e) this Tender is open to acceptance for a period of sixty (60) days from the date of Tender Closing.

Signatures:

Signed, sealed and submitted for and on behalf of:

Company: \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Street Address or Postal Box Number)

\_\_\_\_\_  
(City, Province & Postal Code)

(Apply SEAL above)

Signature: \_\_\_\_\_

Name & Title: \_\_\_\_\_  
(Please Print or Type)

Witness: \_\_\_\_\_

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_



**CITY OF KENORA  
REQUEST FOR TENDER**

**ITT#730-001-24**

**APPENDIX A  
GENERAL SPECIFICATIONS**

**UNIT PRICES**

Project Number: 115425040  
 Project: 1.6 Pools Structural Support

Bidder:

The following are our UNIT PRICES for the Units of Work listed hereunder. The Unit Prices apply to performing the Units of Work only during the time schedule for such work in the project schedule.

PRICES DO NOT INCLUDE THE HARMONIZED SALES TAX (HST)

Item No.	Unit of Work	Measurement Unit	Unit Price (\$)	
			Addition	Deduction
1	Provide a unit price per square foot (\$/SQ.FT.) for additional unforeseen rusting/corrosion requiring patching, surface preparation, priming, and finish painting of existing steel elements, including all incidental costs and means of access necessary to execute the work at the location(s) identified (including lifts/scaffolding, fall protection, temporary protection, and mobilization/demobilization).	\$/SQ.FT.		
2	Provide a unit price per square foot (\$/SQ.FT.) for additional tiling work not included in the Contract Documents and authorized by the Consultant. The unit price shall apply only to additional work arising from unforeseen conditions or scope changes identified by the Consultant and shall not apply to work resulting from the Contractor's operations, deficiencies, or damage to existing tile. The unit price shall include all labour, materials, equipment, and incidentals required to supply and install new tile to match the existing installation in size, colour, pattern, texture, and finish to the satisfaction of the Consultant and Owner, including all cutting, fitting, and integration with existing tile layout, joints, and patterns, as well as all adhesives, mortars, grout, sealants, trims, and transition materials necessary to complete the work. No additional payment will be made for replacement of tile damaged by the Contractor, for difficulties associated with matching existing tile, or for work required to correct deficiencies in the Contractor's work. Measurement for payment shall be based on the net installed area of additional tiling accepted by the Consultant.	\$/SQ.FT.		

*(If Appendix 'C' is not used, put "Not Applicable" and initial bottom of page)*

**ALTERNATIVES**

Project Number: 115425040  
 Project: 1.6 Pools Structural Support

Bidder: \_\_\_\_\_

The following are our ALTERNATIVE PRICES for the Work listed hereunder.  
 Such Work and amounts are "NOT INCLUDED" in our Stipulated Price.

PRICES DO NOT INCLUDE THE HARMONIZED SALES TAX (HST)

Item No.	Description of Alternative Work	Effect on Stipulated Price (\$)	
		Addition	Deletion
1			

*(If Appendix 'D' is not used, put "Not Applicable" and initial bottom of page)*

**SCHEDULE OF LABOUR RATES**

Project Number: 115425040  
 Project: 1.6 Pools Structural Support  
 Bidder: \_\_\_\_\_

The following are our LABOUR RATES for the Work listed hereunder.  
 Such Work and amounts are "INCLUDED" in our Stipulated Price.

PRICES DO NOT INCLUDE THE HARMONIZED SALES TAX (HST)

HOURLY RATES					
Reference Section 01 26 00 Contract Modification Procedures					
Personnel	Contractor	Structural Subcontractor			
Senior/Lead Project Manager	\$	\$	\$	\$	\$
Lead Superintendent	\$	\$	\$	\$	\$
Superintendent	\$	\$	\$	\$	\$
Foreman	\$	\$	\$	\$	\$
Journeyman Carpenter	\$	\$	\$	\$	\$
Journeyman Welder	\$	\$	\$	\$	\$
Journeyman Plumber	\$	\$	\$	\$	\$
Journeyman Pipefitter	\$	\$	\$	\$	\$
Journeyman Concrete	\$	\$	\$	\$	\$
Journeyman Sheet Metal	\$	\$	\$	\$	\$
Journeyman Electrician	\$	\$	\$	\$	\$
Labourer	\$	\$	\$	\$	\$
Administration	\$	\$	\$	\$	\$

*(If Appendix 'G' is not used, put "Not Applicable" and initial bottom of page)*

**END OF SECTION**

**1.01 WORK OF THIS CONTRACT**

- .1 Work of this Contract comprises the following:
  - .1 Replacement of existing platform.
  - .2 Various rust mitigation, painting, and structural repairs
  - .3 Concrete beam repair.
- .2 Municipal Address: 18 Mike Richards Way, Kenora, Ontario.

**1.02 REFERENCES AND CODES**

- .1 Perform Work in accordance with the 2020 National Building Code of Canada (NBCC), Ontario Building Code 2024, and other codes of provincial or local application provided that in case of conflict or discrepancy, more stringent requirements apply.
- .2 Meet or exceed requirements of:
  - .1 Contract documents.
  - .2 Specified standards, codes and referenced documents.
- .3 Wherever codes, standards, regulations are referenced throughout the Contract Documents they mean the latest editions including amendments, supplements and revisions as of the date of bid closing.

**1.03 CONTRACT METHOD**

- .1 The Agreement between Owner and Contractor and the General Conditions of the Contract for the project shall be the Standard Construction Document CCDC-2, 2020 Stipulated Price Contract as approved by the Canadian Construction Documents Committee.

**1.04 CONSTRUCTION SCHEDULE**

- .1 The Date of Commencement of the Contract shall be the day following execution of the Contract.
- .2 Commence work at the Place of the Work within 10 working days after date of commencement of Contract.
- .3 Work may only begin on site after June 27, 2026
- .4 Attain Substantial Performance of the Work no later than August 17, 2026.
- .5 Attain Ready-For-Takeover no later than September 7, 2026.
- .6 There will be no bonus awarded for early completion of the Work.

**1.05 DIVISION OF WORK**

- .1 Division of the Work among Subcontractors and Suppliers is solely Contractor's responsibility. Consultant and Owner assume no responsibility to act as an arbiter to establish subcontract limits between Sections or Divisions of the Work.

**1.6 SPECIFICATION LANGUAGE AND STYLE**

- .1 Division 01 - General Requirements apply to the Work of all Sections in the project manual.
- .2 These Specifications are written in the imperative mood and in streamlined form. The imperative language is directed to Contractor, unless stated otherwise.

- .3 Complete sentences by reading "shall", " Contractor shall", "shall be", and similar phrases by inference. Where a colon (:) is used within sentences and phrases, read the words "shall be" by inference.
- .4 The word "shall" when used in the Specifications means "has a duty to."
- .5 Fulfill and perform all indicated requirements whether stated imperatively or otherwise.
- .6 When used in the context of a Product, read the word "provide" to mean "supply and install to result in a complete installation ready for its intended use".
- .7 Specification Addressing Scheme:

<b>1.01</b>	<b>ARTICLE</b>
.1	Paragraph
.1	Subparagraph
.1	Subparagraph
.1	Subparagraph
.1	Subparagraph

**1.7 CONTRACT DOCUMENTS FOR CONSTRUCTION PURPOSES**

- .1 The copyrights to all designs, Drawings, and Specifications are the property of Stantec Consulting Ltd. Reproduction or use for any purpose other than that authorized by Stantec is forbidden.
- .2 For trade contractor use, electronic copies of the Consultant's drawings may be available for purchase. Purchasers of electronic copies of the drawings will be required to sign an electronic file use agreement form prepared by Stantec Consulting Ltd. A copy of the form is available for viewing upon request.
- .3 Electronic copies of the Consultant's drawings may be purchased through the Contractor for the amount of \$250.00 for the first electronic file or drawing sheet requested plus an additional \$200.00 for each subsequent electronic file or drawing sheet requested at same time. Upon receipt of executed electronic file use agreement and payment, the Contractor will distribute electronic files to trade contractor and make reimbursement to Consultant.
- .4 Electronic copies of the Contract Drawings may only be available after award of Contract and will be current only up to the date they are issued for Bid. They will not include revisions made to the Contract Documents after Bid closing (e.g. addenda, change order, supplemental instruction).
- .5 Stantec reserves the right to refuse any and all requests for electronic documents.

**1.8 DOCUMENTS AT THE SITE**

- .1 Keep the following documents at Place of the Work, stored securely and in good order and available to Owner and Consultant in hard copy or electronic form:
  - .1 Current Contract Documents, including Drawings, Specifications and addenda.
  - .2 Change Orders, Change Directives, and Supplementary Instructions.
  - .3 Requests for Interpretation (RFI) including RFI log.
  - .4 List of Outstanding Shop Drawings.
  - .5 Reviewed Shop Drawings, Product data and samples.
  - .6 Field test reports and records.
  - .7 Construction progress schedule.
  - .8 Other Modifications to Contract.

- .9 Copy of Approved Work Schedule.
- .10 Meeting minutes.
- .11 Manufacturer's certifications.
- .12 Permits, inspection certificates, and other documents required by authorities having jurisdiction.
- .13 Current as-built drawings.
- .14 Material Safety Data Sheets (MSDS) for all controlled Products.
- .15 Health and Safety Plan and other safety related documents.
- .16 Other documents as specified.

**END OF SECTION**

**1.01 SUMMARY**

- .1 Section Includes:
  - .1 Cash allowances carried by the Contractor.

**1.02 RELATED REQUIREMENTS**

- .1 CCDC 2-2020, Part 4 Allowances: For cash allowances.

**1.03 EXPENDITURE OF CASH ALLOWANCES**

- .1 Owner, through Consultant, will provide Contractor with documentation required to permit pricing of a cash allowance item.
- .2 Owner, through Consultant, may request Contractor to identify potential Suppliers or Subcontractors, as applicable, and to obtain at least three competitive prices for each cash allowance item.
- .3 Owner, through Consultant, may request the Contractor to disclose originals of all bids, quotations, and other price related information received from potential Suppliers or Subcontractors.
- .4 Owner, through Consultant, will determine by whom and for what amount each cash allowance item will be performed. Obtain Owner's prior written approval in the form of a Change Order before entering into a subcontract, amending an existing subcontract, or performing own forces work included in a cash allowance. Upon issuance of the Change Order, the Contractor's responsibilities for a cash allowance item shall be the same as for other work of the Contract.

**1.04 CASH ALLOWANCES FOR SERVICES**

- .1 Amount of each cash allowance includes:
  - .1 All costs related to the services, excluding Value Added Taxes.
  - .2 Subcontractor's and sub-Subcontractor's overheads and profits related to the cash allowance.
- .2 Amount of each cash allowance does not include Contractor's overhead and profit, and other related costs, which shall be included in the Contract Price and not in the cash allowance.
- .3 Cash Allowance Number 01: Unforeseen Steel Repair and coating.
  - .1 Allow the stipulated sum of \$10,000 for unforeseen steel repair and coating:
    - .1 Include a cash allowance to address additional unforeseen rusting, corrosion, or deterioration requiring patching, surface preparation, and painting that is not evident based on available drawings, inspections, or site observations at the time of tender.

**END OF SECTION**

**1.01 SUMMARY**

- .1 Section Includes:
  - .1 Product/system substitution requests after award of Contract (after bids have closed).

**1.02 DEFINITIONS**

- .1 In this Section "Substitution" means a Product, a manufacturer, or both, not originally specified in Contract Documents by proprietary name but proposed for use by Contractor in place of a Product, a manufacturer, or both, specified by proprietary name.

**1.03 SUBSTITUTION PROCEDURES**

- .1 Contractor may propose a Substitution wherever a Product or manufacturer is specified by proprietary name(s), unless there is accompanying language indicating that Substitutions will not be considered.
- .2 Only Substitution requests from the Contractor will be considered. Requests from Subcontractors or suppliers will not be accepted.
- .3 Submit proposed substitutions on the "Product Substitution Request Form" appended to this Section, refer to article 1.05.
- .4 Contractor may propose a Substitution wherever a Product or manufacturer is specified by proprietary name(s) and accompanied by language such as "or equal", "or approved equal", or other similar words. Do not construe such language as an invitation to unilaterally provide a Substitution without Consultant's prior acceptance in writing. Do not order or install any Substitution without a Supplemental Instruction or Change Order.
- .5 Provided a proposed Substitution submission includes all of the information specified in this Section under Submission Requirements for Proposed Substitutions; Consultant will promptly review and accept or reject the proposed Substitution.
- .6 If Contractor fails to order a specified Product or order a Product by a specified manufacturer in adequate time to meet Contractor's construction schedule, Consultant will not consider that a valid reason to accept a Substitution.
- .7 If Consultant accepts a Substitution and subject to Owner's agreement, the change in the Work will be documented in the form of either a Supplemental Instruction or Change Order as specified in Section 01 26 00 – Contract Modification Procedures.
- .8 If a Substitution is accepted in the form of a Supplemental Instruction or Change Order, Contractor shall not revert to an originally specified Product or manufacturer without Consultant's prior written acceptance.
- .9 Substitutions will not be considered when they are indicated or implied on Shop Drawings or product data submittals without separate written request, or when acceptance will require revision to the Contract Documents.

**1.04 SUBMISSION REQUIREMENTS FOR PROPOSED SUBSTITUTIONS**

- .1 Submit one digital copy in PDF format, of each request for Substitution. Limit each request to one proposed Substitution.
- .2 Include with each proposed Substitution the following information:
  - .1 Identification of the Substitution, including product name and manufacturer's name, address, telephone numbers, and web site.

- .2 Reason(s) for proposing the Substitution.
  - .3 A statement verifying that the Substitution will not affect the Contract Price and Contract Time or, if applicable, the amount and extent of a proposed increase or decrease in Contract Price and Contract Time on account of the Substitution.
  - .4 A statement verifying that the Substitution will not affect the performance or warranty of other parts of the Work.
  - .5 Manufacturer's Product literature for the Substitution, including shop drawings, material descriptions, compliance with applicable codes and reference standards, performance and test data, compatibility with contiguous materials and systems, and environmental considerations.
  - .6 Product samples as applicable.
  - .7 A summarized comparison of the physical properties and performance characteristics of the specified Product and the Substitution, with any significant variations clearly highlighted.
  - .8 Availability of maintenance services and sources of replacement materials and parts for the Substitution, as applicable, including associated costs and time frames.
  - .9 If applicable, estimated life cycle cost savings resulting from the Substitution.
  - .10 Details of other projects and applications where the Substitution has been used
  - .11 Identification of any consequential changes in the Work to accommodate the Substitution and any consequential effects on the performance of the Work as a whole. A later claim for an increase to the Contract Price or Contract Time for other changes in the Work attributable to the Substitution will not be considered.
- .3 A request constitutes a representation that the Contractor:
- .1 Has investigated proposed Product and determined that it meets or exceeds the quality level of the specified Product.
  - .2 Will provide the same warranty for the Substitution as for the specified Product.
  - .3 Will coordinate installation and make changes to other Work which may be required for the Work to be complete with no additional cost to Owner.
  - .4 Waives claims for additional costs or time extension which may subsequently become apparent.
  - .5 Will reimburse Owner and Consultant for review or redesign services associated with re-approval by authorities.

**1.05 FORMS**

- .1 Submit requests for substitutions after Contract award on "Product Substitution Request Form" appended to this Section.
- .2 Requests submitted without the form will not be considered.

**END OF SECTION**

**PRODUCT SUBSTITUTION REQUEST FORM**

(Refer to Section 01 25 00 - PRODUCT SUBSTITUTION PROCEDURES)

**APPLICANT:**

**PROJECT:**

ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SUBMITTED BY: \_\_\_\_\_  
 E-MAIL ADDRESS: \_\_\_\_\_  
 FAX NO.: \_\_\_\_\_  
 TELEPHONE NO.: \_\_\_\_\_  
 SUBMITTAL DATE: \_\_\_\_\_  
 TENDER CLOSING DATE: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 LOCATION: Kenora, Ontario  
 \_\_\_\_\_

List below items being offered. Give manufacturers Name, Model, Catalogue number, Type, etc. Detailed description and Specifications to be attached as "Supporting Data"	Contract Specification No.	Reference Section	List below items shown in the contract specifications.  One reference for each item.	Consultant	
	(Indicate Contract Drawing No. if applicable)			"A" Accepted	"R" Rejected

**CONTRACTOR TO COMPLETE SPACE BELOW**

(Refer to Section 01 25 00 - PRODUCT SUBSTITUTION PROCEDURES)

Savings to Owner for accepting Substitution: No  Yes  ADD [DEDUCT] \$ \_\_\_\_\_

Proposed Substitution changes to Contract Time: No  Yes  ADD [DEDUCT] \_\_\_\_\_ Days

**REVIEWER:**

Date Request Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_ Review Endorsed By: \_\_\_\_\_

REVIEWER'S COMMENTS: (in case of rejection or of cost or time implication)  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### **1.01 METHOD OF CONTRACT PRICE ADJUSTMENT - CHANGE ORDERS**

- .1 Unless otherwise agreed, the adjustment of the Contract Price on account of a proposed change in the Work shall be based on a quotation for a fixed price increase or decrease to the Contract Price regardless of the Contractor's actual expenditures and savings.

### **1.02 CHANGE ORDER PROCEDURES**

- .1 Upon issuance by the Consultant to the Contractor of a proposed change in the Work, and unless otherwise requested in the proposed change or unless otherwise agreed:
  - .1 Submit to the Consultant a fixed price quotation for the proposed change in the Work within five Working Days after receipt of the proposed change in the Work.
  - .2 If requested in the proposed change, provide a detailed breakdown of the price quotation including the following to the extent applicable, with appropriate supporting documentation:
    - .1 Estimated labour costs, including hours and applicable hourly rates based on the accepted schedule of labour rates.
    - .2 Estimated Product costs, including Supplier quotations, estimated quantities and unit prices.
    - .3 Estimated Construction Equipment costs.
    - .4 Enumeration of all other estimated costs included in the price quotation.
    - .5 Estimated credit amounts for labour and Products not required on account of the proposed change.
    - .6 Fees, not exceeding the applicable percentages for overhead and profit as specified in this Section.
    - .7 Where applicable, Subcontractor quotations, also including a detailed breakdown of all the above.
  - .3 Include in the quotation the increase or decrease to the Contract Time, if any, for the proposed change, stated in number of Working Days.
  - .4 Include in the quotation the number of Working Days for which the quotation is valid.
  - .5 The quotation will be evaluated by the Consultant and the Owner and, if accepted by the Owner, be documented in the form of a signed Change Order.

### **1.03 FEES FOR OVERHEAD AND PROFIT - CHANGE ORDERS**

- .1 Where the Contractor's price quotation for a Change Order result in a net increase to the Contract Price, the Contractor's entitlement to a fee for overhead and profit in the quotation shall be as follows, as applicable:
  - .1 Mark-Ups: Costs for increases in the Contract Price shall be marked up to a maximum as follows for overhead and profit (overhead and profit shall include office costs, estimating, IT costs, clean-up, as-builts, safety, additional supervision costs, coordination, and costs for additional insurance, taxes, bonding and permits):
    - .1 Contractor: 10% overhead and 5% fee on the cost of his own Work, and 5% overhead and 5% fee on Subcontractors' prices.
    - .2 Subcontractors: 10% overhead and 5% fee on the cost of their own Work.
  - .2 Decreases: Credits for decreases in the Contract Price may not be marked up.
  - .3 Substantiation: For all changes, the Contractor shall submit details of quantities, prices and fees as outlined above, together with substantiating documentation.

- .4 Time for Submission and Acceptance of Quotation: The Contractor will cooperate in the pricing of the change to submit his quotation within ten Working Days of the Consultant's request, and the quotation shall remain open for acceptance for 21 Working Days from the date of submission.
- .5 Value Added Taxes (HST) shall not be considered a cost to the Contract. Therefore overhead and profit shall not be applied to Value Added Taxes. Quotations for changes to the Contract Price shall not indicate any amount for Value Added Taxes. Value Added Taxes shall be shown as a separate line item on Progress Payments only

#### **1.04 METHOD OF CONTRACT PRICE ADJUSTMENT - CHANGE DIRECTIVES**

- .1 Unless the Owner and the Contractor reach an earlier agreement on the adjustment to the Contract Price by means of a Change Order that cancels the Change Directive, the adjustment in the Contract Price for change carried out by way of a Change Directive shall be determined as specified in the General Conditions of Contract after the change in the Work is completed.

#### **1.05 CHANGE DIRECTIVE PROCEDURES**

- .1 If a Change Directive is issued for a change in the Work for which a proposed change was previously issued, but no Change Order has yet been signed, the Change Directive shall cancel the proposed change and any Contractor quotations related to that change in the Work.
- .2 When proceeding with a change in the Work under a Change Directive, keep accurate records of daily time sheets for labour and Construction Equipment, and invoices for Product and Construction Equipment costs. Submit such records to the Consultant weekly, until the Change Order superseding the Change Directive is issued.

#### **1.6 FEES FOR OVERHEAD AND PROFIT - CHANGE DIRECTIVES**

- .1 The Contractor's entitlement to a fee for overhead and profit on the Contractor's expenditures and savings attributable to a Change Directive shall be as follows, as applicable:
  - .1 For work performed by the Contractor's own forces, 10% of the Contractor's net increase in costs.
  - .2 For work performed by a Subcontractor, 5% of the sum of the Subcontractor's net increase in costs plus the Subcontractor's fee.
- .2 A Subcontractor's entitlement to a fee for overhead and profit on the Subcontractor's expenditures and savings attributable to a Change Directive shall be as follows, as applicable:
  - .1 For work performed by the Subcontractor's own forces, 10% of the Subcontractor's net increase in costs.
- .3 Where a Change Directive results in net savings on account of work not required to be performed and a net decrease in the Contractor's or Subcontractor's cost, the net savings to the Contractor or Subcontractor shall be calculated without any adjustment for fees for overhead and profit.
- .4 When a Change Directive is ultimately recorded as a Change Order, there shall be no additional entitlement to fees for overhead and profit beyond those specified in this article.

**1.7 SUPPLEMENTAL INSTRUCTIONS**

- .1 The Consultant may issue Supplemental Instructions to provide clarifications to the Contract Documents, provide additional information, or make minor variations in the Work not involving adjustment in the Contract Price or Contract Time.
- .2 If the Contractor considers a Supplemental Instruction to require an adjustment in Contract Price or Contract Time, the Contractor shall promptly notify the Consultant and the Owner in writing and shall not proceed with any work related to the Supplemental Instruction pending receipt of a Change Order, a Change Directive, or, in accordance with the dispute resolution provisions of the General Conditions of Contract, a Notice in Writing of a dispute and instructions to proceed.

**END OF SECTION**

## **1.01 REQUESTS FOR INFORMATION**

- .1 General: Immediately upon discovery of the need for interpretation of the Contract Documents, prepare and submit a Request for Information (RFI) to the Consultant in the form specified in this Section.
  - .1 Coordinate and submit RFIs in a prompt manner so as to avoid delays in the Work.
  - .2 Keep each RFI to one specific item only. Do not combine several items requiring interpretation into one RFI.
  - .3 For RFIs submitted by email include project name, RFI reference number and RFI subject in the email subject.
- .2 Consultant will only consider RFIs submitted by the prime Contractor. Consultant will not accept, review, or reply to RFIs submitted by Subcontractors, suppliers or other entities under Contract with the Contractor.
- .3 Content of the RFI: Include a detailed, legible description of item needing interpretation and include the following:
  - .1 Project name
  - .2 Project number
  - .3 Date
  - .4 Name of Contractor.
  - .5 Name of Consultant.
  - .6 RFI reference number, numbered sequentially starting with "001".
  - .7 A subject line that briefly describes the RFI.
  - .8 Full description of the item requiring interpretation.
  - .9 References to specification Section number and title, including related Articles and Paragraphs, as appropriate.
  - .10 Reference drawing number and details, as appropriate.
  - .11 Field dimensions and conditions, as appropriate.
  - .12 Contractor's suggested resolution. If Contractor's suggested resolution impacts the Contract Time or the Contract Price, state the impact in the RFI.
  - .13 Contractor's signature or the signature of his designated representative.
  - .14 Attachments:
    - .1 Include detail drawings, sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to describe items requiring interpretation.
    - .2 Include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments on attached drawings and sketches.

## **1.02 RFI SUBMITTAL FORM**

- .1 Provide own RFI submittal form, acceptable to Consultant, and include all content specified in this Section.
- .2 Submit RFI form and attachments as electronic files in Adobe Acrobat PDF format.

**1.03 NUISANCE OR REDUNDANT RFI**

- .1 Consultant will not respond to nor reply to the following Contractor-generated nuisance or redundant RFI's.
  - .1 Requests for approval of submittals.
  - .2 Requests for approval of substitutions.
  - .3 Requests for approval of Contractor's means and methods.
  - .4 Requests for approval of corrective actions for deficient Work.
  - .5 Requests for coordination information already indicated in the Contract Documents.
  - .6 Requests for adjustments in the Contract Time or the Contract Price.
  - .7 Requests for interpretation of Consultant's response on submittals.
  - .8 Incomplete or inaccurately prepared RFIs.
- .2 Do not list nuisance and redundant RFI's in the RFI log.

**1.04 CONSULTANT'S RESPONSE**

- .1 Consultant will review each RFI, determine action (or no action) required, and submit his/her reply back to the Contractor.
- .2 Allow ten working days for Consultant's response time for each RFI. RFI's that are received by the Consultant after 13:00 hrs on Working Days will be considered as have been received on the next Working Day.
- .3 Consultant's failure to reply to any RFI within the time period specified above or within a reasonable time period, as determined by the Consultant, will not be considered a reason for a delay claim by the Contractor.
- .4 The Consultant may extend the response time for any RFI at his/her discretion. Reasons may include, but not necessarily be limited to, the following:
  - .1 Too many RFIs submitted on the same day or within a short time period.
  - .2 RFI's which require extensive review and research by the Consultant, which may include requests for additional information from other sources, the timing of which the Consultant has no control.
  - .3 RFIs which, in the Consultant's opinion, will have no significant impact on the construction progress schedule and therefore may be deferred for a reasonable period of time.
- .5 Consultant's action may include a request for additional information, in which case Consultant's response time will be re-adjusted to the date when the additional information is received by the Consultant.
- .6 If Contractor believes the Consultant's RFI response warrants a change in the Contract Time or the Contract Price, notify the Consultant in writing within ten days of receipt of the Consultant's RFI response.

**1.05 CONTRACTOR'S RESPONSE**

- .1 On receipt of Consultant's response to an RFI:
  - .1 Update RFI log as specified herein.
  - .2 Review response and, submit a reply to the Consultant, within ten working days of receipt of Consultant response, stating whether the Consultant's response is either acceptable or not acceptable.
- .2 If Consultant's response is acceptable:
  - .1 Distribute the response to affected parties and proceed accordingly.

- .3 If Consultant's response is considered not acceptable:
  - .1 Resubmit the RFI and include reason(s) for disagreement.
  - .2 Consultant will review and submit a reply to the Contractor within ten Working Days of receipt of resubmittal, notwithstanding the Consultants extension of response time as specified in this Section.

**1.06 REQUESTS FOR INTERPRETATION (RFI) LOG**

- .1 Prepare, maintain, and submit a tabular log of RFIs organized by the RFI reference number.
- .2 Submit RFI log with project meeting minutes.
- .3 Include the Following:
  - .1 Project name
  - .2 Name and address of Contractor.
  - .3 Name and address of Consultant.
  - .4 RFI reference number including RFIs that were returned without action or withdrawn.
  - .5 RFI description/subject.
  - .6 Date the RFI was submitted.
  - .7 Date Consultant's response was received.
  - .8 Date Consultant requested additional information.
  - .9 Date RFI was closed.

**END OF SECTION**

**1.01 SCHEDULE OF VALUES**

- .1 Refer to GC 5.2 "Application for Payment" in CCDC 2 - 2020.
- .2 Submit at least 15 calendar days prior to the first application for payment an initial schedule of values for Consultant's review. Modify the initial schedule of values if and as requested by Consultant. Obtain Consultant's written acceptance of the initial schedule of values prior to the first application for payment.
- .3 Together with the first and all subsequent applications for payment, submit updated versions of the schedule of values to indicate the values, to the date of application for payment, of work performed and Products delivered to Place of the Work.
- .4 Provide the schedule of values in an electronic spreadsheet format based on the format provided and content described in latest edition of CCDC 24 - A Guide to Model Forms and Support Documents.

**1.02 WORKERS' COMPENSATION CLEARANCE**

- .1 Submit proof of workers' compensation clearance with each application for payment.

**1.03 PAYMENT FOR PRODUCTS STORED OFF SITE**

- .1 Owner may, due to extraordinary circumstances and at Owner's sole discretion, make payments for Products delivered to and stored at a location other than Place of the Work, subject to:
  - .1 a request submitted by Contractor in writing, with appropriate justification, and
  - .2 whatever conditions Owner or Consultant may establish for such payments, as required to protect Owner's interests.

**1.04 RELEASE OF HOLDBACK**

- .1 Refer to GC 5.4 "Substantial Performance of the Work and Payment of Holdback" in CCDC 2 - 2020.

**END OF SECTION**

**1.01 SUMMARY**

- .1 Section Includes:
  - .1 Start-up meeting, progress meetings and reports.

**1.02 MEETING LOCATION**

- .1 The Owner will provide a room within the existing building for Construction Progress Meetings. Meetings may be held virtually at the Owner's discretion.

**1.03 CONSTRUCTION START-UP MEETING**

- .1 Promptly after Contract award, Consultant will establish the time and location of a construction start-up meeting to review and discuss administrative procedures and responsibilities. Consultant will notify Contractor at least five Working Days before the meeting.
- .2 Senior representatives of the Owner, Consultant, Contractor, and major Subcontractors are to attend.
- .3 Consultant will chair Start-Up Meeting, record minutes, and distribute minutes to all attending parties within four (4) working days after meeting.
- .4 Suggested Agenda:
  - .1 Appointment of official representative of Owner, Contractor, Subcontractors, Consultant, and subconsultants in the Work.
  - .2 Preconstruction photographs.
  - .3 Project communications.
  - .4 Contract Documents for construction purposes.
  - .5 Documents at the site.
  - .6 Contractor's use of premises.
  - .7 Work restrictions.
  - .8 Cash allowances.
  - .9 Substitution procedures.
  - .10 Contract modification procedures.
  - .11 Request for information (RFI) procedures.
  - .12 Payment procedures.
  - .13 Construction progress meetings.
  - .14 Construction progress schedule: in accordance with Section 01 32 16.13 - Construction Progress Schedule - Bar (GANTT) Chart.
  - .15 Submittals schedule and procedures.
  - .16 Deliveries.
  - .17 Procedures for changes, field decisions, change orders, approvals required, mark-up percentages permitted, time extensions, overtime, and administrative requirements.
  - .18 Quality requirements, including testing and inspection procedures.
  - .19 Construction facilities.
  - .20 Temporary barriers and enclosures.
  - .21 Site safety.
  - .22 Site security.

- .23 Cleaning and waste management.
- .24 Record drawings in accordance with Section 01 78 00 - Closeout Submittals.
- .25 Operation and Maintenance manuals in accordance with Section 01 78 00 - Closeout Submittals.
- .26 Take-over procedures, acceptance, warranties.
- .27 Monthly progress claims, administrative procedures, photographs, holdbacks.
- .28 Appointment of inspection and testing agencies or firms in accordance with Section 01 40 00 - Quality Requirements.
- .29 Insurances and transcript of policies.

**1.04 CONSTRUCTION PROGRESS MEETINGS**

- .1 Schedule regular construction progress meetings for the duration of the Work. Consultant shall prepare meeting agendas, chair the meetings, and record and distribute the minutes.
- .2 Location: as agreed to between Owner and Contractor.
- .3 Consultant shall record in the meeting minutes significant decisions and identify action items and action dates by attendees or the parties they represent.
- .4 Consultant shall distribute copies of minutes within three (3) Working Days after each meeting to meeting attendees and any affected parties who may not be in attendance.
- .5 Ensure that Subcontractors attend as and when appropriate to the progress of the Work.
- .6 Notify parties minimum five (5) days prior to meetings.
- .7 Agenda for each meeting shall include the following, as a minimum:
  - .1 Review and approval of minutes of previous meeting.
  - .2 Review of Work progress since previous meeting.
  - .3 Field observations, including any problems, conflicts, or concerns.
  - .4 Problems which impede construction schedule.
  - .5 Review of off-site fabrication delivery schedules.
  - .6 Corrective measures and procedures to regain projected schedule.
  - .7 Revision to construction schedule and comparison to initial Gantt-Chart Schedule.
  - .8 Review schedule progress, during succeeding work period and comparison to initial Gantt-Chart Schedule.
  - .9 Review of submittal schedule; expedite as required.
  - .10 Proposed changes in the Work.
  - .11 Review of proposed changes for effect on construction schedule and completion date.
  - .12 Requests for information.
  - .13 Site safety issues.
  - .14 Other business.

**END OF SECTION**

## **1.01 SUMMARY**

- .1 Section Includes:
  - .1 Administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:
    - .1 Master Plan.
    - .2 Contractor's Project Schedule.
    - .3 Project Schedule updating reports.

## **1.02 DEFINITIONS**

- .1 Activity: Element of Work performed during course of Project. Activity normally has expected duration and expected cost and expected resource requirements. Activities can be subdivided into tasks.
- .2 Bar (Gantt) Chart: Graphic display of schedule-related information. In typical bar chart, activities or other Project elements are listed down left side of chart, dates are shown across top, and activity durations are shown as date-placed horizontal bars. Generally, Bar Chart should be derived from commercially available computerized project management system.
- .3 Baseline: Original approved plan (for Project, Work package, or activity), plus or minus approved scope changes.
- .4 Construction Work Week: Monday to Friday, inclusive, will provide five-day work week and define schedule calendar working days as part of Bar (Gantt) Chart submission.
- .5 Duration: Number of work periods (not including holidays or other nonworking periods) required to complete activity or other project element. Usually expressed as Work Days or work weeks.
- .6 Master Plan: Summary level schedule that identifies major activities and key milestones.
- .7 Milestone: Significant event in project, usually completion of major deliverable.
- .8 Project Schedule: Planned dates for performing activities and the planned dates for meeting milestones. Dynamic, detailed record of tasks or activities that must be accomplished to satisfy Project objectives. Monitoring and control process involves using Project Schedule in executing and controlling activities and is used as basis for decision making throughout project life cycle. Formatted as a Bar (Gantt) Chart.
- .9 Ready-for-Takeover: As defined in CCDC 2-2020.
- .10 Substantial Completion: As defined in lien legislation applicable to the Place of the Work

## **1.03 REQUIREMENTS**

- .1 Ensure Master Plan and Project Schedule are practical and remain within specified Contract duration.
- .2 Plan to complete Work in accordance with prescribed milestones and time frame.
- .3 Limit activity durations to maximum of approximately ten Working Days, to allow for progress reporting.

## **1.04 ACTION AND INFORMATIONAL SUBMITTALS**

- .1 Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.

- .2 Submit to Consultant within ten Working Days of award of Contract Master Plan formatted as a Bar (Gantt) Chart for review of planning, monitoring and reporting of project progress.
- .3 Submit Project Schedule for Consultant's review within ten working days of receipt of acceptance of Master Plan.
- .4 Resubmit finalized Project Schedule to Consultant within five working days after return of reviewed copy.

**1.05 PROJECT MILESTONES**

- .1 As stipulated in Section 01 11 00 - Summary of Work.

**1.06 MASTER PLAN**

- .1 Develop horizontal, Gantt-chart-type construction schedule.
- .2 Consultant will review and return revised schedules within ten working days.
- .3 Revise impractical schedule and resubmit within ten working days.
- .4 Accepted revised schedule will become the Master Plan and be used as a baseline for updates.

**1.07 CONTRACTOR'S PROJECT SCHEDULE: GENERAL**

- .1 Develop detailed Project Schedule derived from the Master Plan.
- .2 Ensure detailed Project Schedule includes as minimum milestone and activity types as follows:
  - .1 Award
  - .2 Shop Drawings and Samples
  - .3 Permits
  - .4 Mobilization
  - .5 Heating, Ventilating, and Air Conditioning
  - .6 Electrical
  - .7 Testing
  - .8 Demobilization

**1.08 PROJECT SCHEDULE REPORTING**

- .1 Update Project Schedule on a monthly basis reflecting activity changes and completions, as well as activities in progress.
- .2 Include as part of Project Schedule, narrative report identifying Work status to date, comparing current progress to baseline, presenting current forecasts, defining problem areas, anticipated delays and impact with possible mitigation.

**1.09 PROJECT MEETINGS**

- .1 Discuss Project Schedule at regular site meetings, identify activities that are behind schedule and provide measures to regain slippage. Activities considered behind schedule are those with projected start or completion dates later than current approved dates shown on baseline schedule.
- .2 Weather related delays with their remedial measures will be discussed and negotiated.

**END OF SECTION**

## 1.01 SUMMARY

- .1 Section Includes:
  - .1 Shop Drawings
  - .2 Product data, test reports, certificates.
  - .3 Manufacturer's instructions and field reports

## 1.02 DEFINITIONS

- .1 Action Submittals: Written and graphic information and physical samples that require Consultant's responsive action. Submittals may be rejected for not complying with requirements. Unless specifically noted otherwise in individual Sections, the following are considered "action submittals":
  - .1 Product Data
  - .2 Shop Drawings
  - .3 Test and inspection reports
  - .4 Master Plan and Project Schedule
  - .5 Closeout submittals
- .2 Informational Submittals: Written and graphic information and physical samples that do not require Consultant's responsive action. Submittals may be rejected for not complying with requirements. Unless specifically noted otherwise in individual Sections, the following are considered "informational submittals":
  - .1 Certificates
  - .2 Maintenance data
  - .3 Manufacturer's instructions
  - .4 Permits
  - .5 Product warranties
  - .6 Photographic documentation
  - .7 Schedule of tests and inspections
  - .8 Material Safety data sheets (MSDS)
  - .9 Testing agency qualifications

## 1.03 ADMINISTRATIVE

- .1 Submit specified submittals to Consultant for review. Submit promptly and in orderly sequence so as to not cause delay in the Work. Failure to submit in ample time is not considered sufficient reason for an extension of Contract Time or for Product substitutions or other deviations from the Drawings and Specifications.
- .2 Where required by authorities having jurisdiction, provide submittals to such authorities for review and approval.
- .3 Do not proceed with Work affected by a submittal until review is complete.
- .4 Present Shop Drawings, Product data, and samples in imperial units. Where items or information is not produced in imperial units, converted values are acceptable.
- .5 Review submittals, provide verified field measurements where applicable, and affix Contractor's review stamp prior to submission to Consultant. Contractor's review stamp represents that necessary requirements have been determined and verified, and that the

submittal has been checked and coordinated with requirements of the Work and Contract Documents. Submittals not stamped, signed, dated, and identified as to specific project will be returned without being examined and considered rejected.

- .6 Notify Consultant, in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations.
- .7 Verify field measurements and that affected adjacent work is coordinated.
- .8 Submittals not meeting specified requirements will be returned with comments.
- .9 Contractor's responsibility for errors and omissions in submission is not relieved by Consultant's review of submittals.
- .10 Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by the Consultant review.
- .11 Keep one reviewed copy of each submission on site.
- .12 Reproduction of construction Drawings to serve as background for Shop Drawings is not permitted.
- .13 Do not propose Substitutions or deviations from Contract Documents via Shop Drawing, Product data and sample submittals.
- .14 Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Consultant's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
  - .1 Submittals that are received by the Consultant after 13:00 hrs on Working Days will be considered as have been received on the next Working Day.
  - .2 Initial Review: Allow ten Working Days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Consultant will advise Contractor when a submittal being processed must be delayed for coordination.
  - .3 Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
  - .4 Resubmittal Review: Allow ten Working Days for review of each resubmittal.

#### **1.05 SHOP DRAWINGS AND PRODUCT DATA**

- .1 Refer to General Condition GC 3.8.
- .2 Submit one electronic copy of Shop Drawings where specified in the technical Specifications.
- .3 Submit one electronic copy of Product data sheets or brochures where specified in the technical Specifications.
- .4 Electronic Submittals: Prepare submittals as PDF package, incorporating complete information into each PDF file. Name PDF file with submittal number.
- .5 Indicate Products, methods of construction, and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of the Work.
- .6 Where Products attach or connect to other Products, indicate that such items have been coordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross-references to Drawings, Specifications and other already reviewed Shop Drawings.
- .7 Accompany submittals with a transmittal information including:

- .1 Date.
- .2 Project title and number.
- .3 Contractor's name and address.
- .4 Identification of each submittal item and quantity.
- .5 Other pertinent data.
- .8 Shop Drawing submittals shall include:
  - .1 Date and revision dates.
  - .2 Project title and number.
  - .3 Name and address of:
    - .1 Subcontractor.
    - .2 Supplier.
    - .3 Manufacturer.
  - .4 Contractor's stamp, date, and signature of Contractor's authorized representative responsible for Shop Drawing review, indicating that each Shop Drawing has been reviewed for compliance with Contract Documents and, where applicable, that field measurements have been verified.
  - .5 Delegated design professional's stamp, date and signature where specifically requested in the specifications
  - .6 Details of appropriate portions of the Work as applicable:
    - .1 Fabrication.
    - .2 Layout, showing dimensions, including identified field dimensions, and clearances.
    - .3 Setting or erection details.
    - .4 Capacities.
    - .5 Performance characteristics.
    - .6 Standards.
    - .7 Operating weight.
    - .8 Wiring diagrams.
    - .9 Single line and schematic diagrams.
    - .10 Relationships to other parts of the Work.
- .9 Product data submittals shall include material safety data sheets (MSDS) for all controlled Products.
- .10 Where a submittal includes information not applicable to the Work, clearly identify applicable information and strike out non-applicable information.
- .11 Supplement standard information to include details applicable to Project.
- .12 If upon Consultant's review no errors or omissions are discovered, or if only minor corrections are required as indicated, submittal will be returned and fabrication or installation of Work may proceed.
- .13 If upon Consultant's review significant errors or omissions are discovered, a so noted copy will be returned for correction and resubmission. Do not commence fabrication or installation.
- .14 Consultant's review of submittal(s) is for general conformance related to the Consultant's scope of work for the component's indicated and does not mean that the Consultant has verified or approves the submittal(s). The Contractor remains solely responsible for the submittal(s) and this review by the Consultant does not relieve the Contractor of the

Contractor's responsibility for errors or omissions in the submittal(s) or for meeting all requirements of the Contract Documents. This review does not mean that the Consultant approves the detailed design inherent in the submittal, responsibility for which shall remain with the Contractor submitting same, nor does this review mean that the Consultant accepts any deviation of the submittal(s) from the Contract Documents. The Contractor is responsible for confirming all dimensions and correlating them at the Place of Work, for all construction means, methods and techniques, and for coordination of construction work of all trades, including coordination of all submittals.

- .15 Resubmit corrected submittals through same procedure indicated above, before any fabrication or installation of the Work proceeds. When resubmitting, notify Consultant in writing of any revisions other than those requested by Consultant.

#### **1.06 SAMPLES**

- .1 Submit samples for Consultant's review where specified in the technical Specifications and as the Consultant may request.
- .2 Label samples as to identify material, manufacturer, make/model number, origin, and intended use in the Work.
- .3 Deliver samples prepaid to Consultant's business address or as directed.
- .4 Notify Consultant in writing, at the time of submission, of any deviations in samples from requirements of Contract Documents.
- .5 Consultant selection from samples is not intended to change the Contract Price or Contract Time. If a selection would affect the Contract Price or Contract Time, notify Consultant in writing prior to proceeding with the Work.
- .6 Resubmit samples as required by Consultant to comply with Contract Documents.
- .7 Reviewed and accepted samples will establish the standard against which installed Work will be reviewed.

#### **1.07 CERTIFICATES AND TRANSCRIPTS**

- .1 Submit transcription of insurance immediately after award of Contract.

#### **1.08 PHOTOGRAPHIC DOCUMENTATION**

- .1 Submit electronic copy of colour digital photography in .jpg format, standard resolution monthly with progress statement.
- .2 Project identification: Name and number of project and date of exposure indicated.
- .3 Number of Viewpoints: Four locations.  
.1 Viewpoints and their locations confirmed by Consultant.
- .4 Frequency of Photographic Documentation: Minimum monthly and as follows:  
.1 Provide photographs of existing building to record existing conditions prior to start of construction work.  
.2 Upon completion of services before concealment, and as directed by Consultant.

**END OF SECTION**

## **1.01 SUMMARY**

- .1 Section Includes:
  - .1 Requirements and limitations for cutting and patching during demolition Work.
  - .2 Selective demolition and removal of existing materials, equipment and finishes; cutting openings in walls, ceiling, floors and roof decks as required to accommodate the new work and finishes.
  - .3 Patching and making good existing work and finishes affected by alteration and renovation work.
  - .4 Salvage of existing materials and equipment where indicated.

## **1.02 RELATED REQUIREMENTS**

- .1 Patching and making good existing construction and finishes as part of the work of the respective Subcontractors whose work is affected.
- .2 Removal, relocation, of existing mechanical and/or electrical services and equipment.

## **1.03 GENERAL PROCEDURES**

- .1 The existing building is to remain occupied and functional during the work of this project. Execute work with least possible interference or disturbance to building operations, occupants, the general public, and the normal use of the premises.
- .2 Prior to start of any alteration work, arrange with the Owner and Consultant a work schedule satisfactory to operational requirements of the existing facility.
- .3 The Owner shall vacate only those areas designated for alteration work.
- .4 Confine construction activities to designated work areas. Do not store materials, tools or equipment outside of designated work areas.
- .5 Prevent migration of dust and debris into occupied areas.
- .6 Establish access routes to and from the work areas. Use only designated access routes for movement of workers, tools, equipment, materials, and construction debris.
- .7 Where work must proceed in occupied areas, clean up at the end of each workday. Place tools, equipment, and materials into secure lock-up.
- .8 Provide temporary protection to cut and partially finished surfaces to building occupants and general public from possible injury.
- .9 Maintain existing services to building and provide for personnel and vehicle access.
- .10 Where security is reduced by the Work provide temporary means to maintain security, if requested by the Owner.

## **1.04 NOISY WORK RESTRICTIONS IN OCCUPIED FACILITIES**

- .1 Noisy work may be completed during operational hours which are Monday to Friday from 7:00 hrs to 21:00 hrs.
- .2 Allow for hours of Work restrictions in construction progress schedule.
- .3 Use powder actuated devices only with Consultant's and Owner's written permission.

**1.05 MAINTAINING LIFE SAFETY SYSTEMS IN OCCUPIED FACILITIES**

- .1 Maintain operational life safety systems and public access to exits in occupied areas during all stages of the Work.
- .2 Determine nature and exact locations of existing fire and smoke sensors prior to the commencement of the Work. Avoid direct or indirect jarring while working in adjacent areas and exercise caution to avoid triggering these devices.
- .3 Be responsible for costs incurred by Owner on account of false fire alarms activated as a result of the execution of the Work without adequate precautions.

**1.06 EXISTING SERVICES**

- .1 Notify, Owner, Consultant, and utility companies of intended interruption of services and obtain required permission.
- .2 Where Work involves breaking into or connecting to existing services or utilities, give Consultant and Owner 48 hours notice for necessary interruption of mechanical or electrical service throughout course of work. Minimize duration of interruptions. Carry out work at times as directed by governing authorities with minimum disturbance to pedestrian, and vehicular traffic.
- .3 Establish location and extent of service lines in area of work before starting Work. Notify Consultant of findings.
- .4 Submit schedule to and obtain approval from Owner and Consultant for any shut-down or closure of active service or facility including power and communications services. Adhere to approved schedule and provide notice to affected parties.
- .5 Provide temporary services when directed by Consultant to maintain critical building and tenant systems.
- .6 Where unknown services are encountered, immediately advise Consultant and confirm findings in writing.
- .7 Protect, relocate or maintain existing active services. When inactive services are encountered, cap off in manner approved by authorities having jurisdiction.
- .8 Record locations of maintained, re-routed and abandoned service lines.
- .9 Construct barriers in accordance with Section 01 56 00 - Temporary Barriers and Enclosures.

**1.07 WASTE MANAGEMENT AND DISPOSAL**

- .1 Comply with Section 01 74 00 - Cleaning and Waste Management, supplemented as follows.
- .2 Except for items indicated for salvage, construction waste, abandoned or demolished materials and equipment are the Contractor's responsibility and shall be promptly removed from site.
- .3 Dispose of construction debris, abandoned equipment and materials off site via designated access routes.
- .4 Do not allow demolition debris to accumulate within the building or on site. Remove debris on a regular basis.
- .5 Do not allow waste and debris to block access routes to and from exits, fire lanes, or impede access to the building.
- .6 Do not burn rubbish or debris on site.

- .7 Do not use Owner's waste containers for waste removal.
- .8 Provide suitable waste containers. Locate large waste containers on Owner's property only in areas acceptable to the Owner.

**1.08 TEMPORARY ENCLOSURES**

- .1 Comply with Section 01 56 00 - Temporary Barriers and Enclosures, supplemented as follows.
- .2 Construct temporary enclosures to isolate work areas from occupied areas of the building(s). Erect barriers to contain construction debris and prevent unauthorized entry to work areas.
- .3 Prior to erection confirm exact location(s) with Consultant.
- .4 Where temporary barriers restrict access to emergency exits review security requirements with Consultant prior to erection.
- .5 Provide continuous dust barrier of 0.0254 mm (6 mil) polyethylene sheet. Seal holes and joints to prevent migration of dust to occupied areas.

**1.9 PROTECTIVE COVERS**

- .1 Where furniture, furnishings, cabinet work or other finished work is adjacent to or in areas where alteration work is in progress provide covers to protect against construction debris and dust.
- .2 Remove covers and clean up after each work stage as instructed by Consultant.

**1.10 EXISTING MECHANICAL AND ELECTRICAL SERVICES**

- .1 Prior to start of Work identify and confirm the location of all mechanical and electrical services within or passing through construction areas. Confirm their origin and destination.
- .2 Where services are concealed within walls, floors, or ceilings and cannot be visually identified use electronic scanning devices or other acceptable means to locate and identify concealed services.
- .3 Do not shut off, disconnect, or remove existing mechanical and electrical services without prior notification of Consultant.
- .4 Where existing service must be shut-down or disconnected, notify Owner in advance of shut-down or disconnection. Provide schedule indicating which services are affected and duration of shut-down.
- .5 Some services within construction areas may serve other areas of the building not affected by construction work and must remain in service during construction period. Take special precautions to protect and maintain continuance of services that are to remain active to service adjacent areas.
- .6 Include for required connections, temporary or permanent, for continuance of existing services.

**1.11 LOOSE FURNISHINGS**

- .1 Owner will remove and relocate loose furnishings and portable equipment such as desks, chairs, telephones and other portable items within work areas.

**1.12 SALVAGE MATERIAL**

- .1 Remove as salvage items as indicated.
- .2 Remove items carefully to prevent damage. Dismantle large items to fit through openings and ease of transport.

- .3 For items indicated for reinstallation store on site until required.

### **1.13 EQUIPMENT**

- .1 Provide equipment, tools and machinery for proper execution of the Work.

### **1.14 PREPARATION**

- .1 Structural and load-bearing elements:
  - .1 Obtain Consultant's written approval before cutting, boring or sleeving structural or load-bearing members including roof decks, floor assemblies or load bearing walls and columns.
  - .2 Electronically scan structural elements to confirm location of structural steel and reinforcing before starting work. Record locations on record drawings.
  - .3 Mark out exact locations and dimensions prior to inspection.
  - .4 Do not proceed with the work until the Consultant has reviewed and confirmed proposed work.
- .2 Prevent movement, settlement or damage of structures, services, and parts of existing building to remain.
  - .1 Repair damage caused by demolition as directed by Consultant.
- .3 Support affected structures and, if safety of the structure being demolished or adjacent structures or services appear to be endangered, take preventative measures, stop Work and immediately notify Consultant.

### **1.15 SELECTIVE DEMOLITION FOR ALTERATION WORK**

- .1 Specialists familiar with the materials affected shall perform selective demolition work.
- .2 Perform in a manner to neither damage nor endanger any part of the existing building or work in progress.
- .3 Demolition work indicated on drawings is schematic only. Verify all dimensions and conditions on site.
- .4 Do not damage or deface existing construction, equipment or finishes indicated to remain or items indicated for salvage.
- .5 Marking:
  - .1 Each Subcontractor is responsible for marking out locations of all cutting, boring, and demolition required for installation of their respective work.
  - .2 Extra costs for additional cutting and patching required because of errors in marking out of locations of cutting and demolition work shall be paid by the Subcontractor responsible for the error in marking.
- .6 Cutting:
  - .1 Keep cutting to no more than 10% larger than outside dimensions of item penetrating another material.
  - .2 Use concrete saw for cutting concrete and masonry.
  - .3 Use diamond core drill for cutting small diameter openings in concrete and masonry
  - .4 Make cuts with clean, true, smooth edges to minimize patchwork and to provide suitable surface for integration of new materials.
- .7 Openings:

- .1 Cut openings in walls, partitions, ceilings, roofs, floors as required for installation of new work.
  - .2 Coordinate with Mechanical, Electrical and other Subcontractors.
  - .3 Contractor is responsible for cutting openings larger than 150 by 150 mm (6 by 6 inches) or 150 mm (6 inches) in diameter. Openings smaller than these shall be the responsibility of the Subcontractor requiring the opening.
- .8 Partitions:
- .1 Remove or cut openings in interior partitions to accommodate new work.
  - .2 In areas with concrete toppings or terrazzo flooring remove masonry partitions completely down to structural slabs. Do not cut off at topping line. Clean out resulting channel to expose base slab.
- .9 Existing Ceilings:
- .1 Remove or cut openings in gypsum board and plaster ceilings to accommodate new work and finishes.
  - .2 Remove acoustical tile ceilings to accommodate new work and finishes.
  - .3 Where suspended ceilings are to be completely removed, remove related suspension system and hangers.
  - .4 Removal of suspended acoustical tile ceilings to provide temporary access above ceilings for work of other trades is the responsibility of the acoustical tile ceiling Subcontractor.

#### **1.16 PATCHING AND MAKING GOOD**

- .1 Patching and making good of existing materials and finishes is the responsibility of the Subcontractor whose work is affected.
- .2 Patch and make good all damage to existing materials and finishes resulting from work of this Contract.
- .3 Patching, unless otherwise noted, shall match existing adjacent surfaces in all respects. Make patchwork inconspicuous in final assembly.
- .4 Patch and repair to standard of construction of surrounding materials, except where indicated otherwise.
- .5 Fit work airtight to pipes, sleeves, ducts, conduit and other penetrations. Seal all penetrations tight with acceptable materials.
- .6 Patch openings, holes, cuts and around pipes, ductwork, conduit and other work passing through fire separations and fire rated assemblies. Use materials and methods to maintain integrity of fire ratings. Use materials meeting Underwriters' Laboratories Canada (ULC) requirements and authorities having jurisdiction.

#### **1.17 SPECIAL REQUIREMENTS**

- .1 Not Used.

**END OF SECTION**

## **1.01 SUMMARY**

- .1 Section Includes:
  - .1 Health and safety requirements and adherence.

## **1.02 REFERENCE STANDARDS**

- .1 Government of Canada
  - .1 Canadian Construction Safety Code, 1997
  - .2 Canada Labour Code, R.S.C., 1985, c. L-2, Part II, Occupational Health and Safety
  - .3 Workplace Hazardous Materials Information System 2022 (WHMIS)
- .2 National Research Council
  - .1 National Building Code of Canada 2020 (NBCC)
  - .2 National Fire Code of Canada 2020 (NFCC)
- .3 Province of Ontario
  - .1 Ontario Building Code 2024 (OBC)
  - .2 The Workers Safety and Insurance Act, 1997 (WSIA)

## **1.03 ADMINISTRATIVE REQUIREMENTS**

- .1 Coordination:
  - .1 Review and coordinate hot work safety requirements as indicated in other Sections.

## **1.04 REGULATORY REQUIREMENTS**

- .1 Observe and enforce construction safety measures with construction safety measures of the following:
  - .1 Canadian Construction Safety Code.
  - .2 Canada Labour Code, Part II, Occupational Health and Safety.
  - .3 NBC, Part 8 Safety Measures at Construction and Demolition Sites.
  - .4 NFC, Sections 5.2., and 5.6.
  - .5 (ON) The Workers Safety and Insurance Act, 1997 (WSIA).
  - .6 Municipal statutes, and authorities having jurisdiction.
- .2 In event of conflict between any provisions of above authorities, the more stringent requirements to apply.

## **1.05 RESPONSIBILITY**

- .1 Refer to CCDC GC 9.4 Construction Safety.
- .2 The "Prime Contractor" according to applicable jurisdiction, is responsible for health and safety of persons on site, safety of property on site and for protection of persons adjacent to site and environment to extent that they may be affected by conduct of Work.
- .3 Comply with and enforce compliance by employees with safety requirements of Contract Documents, applicable federal, provincial, territorial and local statutes, regulations, and ordinances, and with site-specific health and safety plan, and fire safety plan.

**1.06 HEALTH AND SAFETY PLAN**

- .1 Develop written site-specific health and safety plan, and fire safety plan, based on hazard assessment prior to commencing any site Work and continue to implement, maintain, and enforce plan until final demobilization from site.
  - .1 Contractor to consider pool will be drained during this work.
- .2 Consultant may respond in writing, where deficiencies or concerns are noted and may request re-submission with correction of deficiencies or concerns.

**1.07 FIRE SAFETY**

- .1 Fire Safety Plan:
  - .1 Develop written Fire Safety Plan in accordance with the NFCC, Section 5.6.1.3 specific to the area of work.
  - .2 A copy of the approved Fire Safety Plan to be posted and maintained on site, the Contractor to ensure that all persons accessing the site are briefed on, and adhere to, the requirements of the Fire Safety Plan.
- .2 Hot Works
  - .1 Conform to requirements of NFCC, Section 5.2. Hot Works, Section 5.6. Construction and Demolition Sites, and as follows.
  - .2 Hot works including, cutting, grinding, torch work, and welding:
    - .1 Make application for a hot works permit.
    - .2 If possible, hot works shall be performed in a safe area, absent of combustibles. If not possible, remove combustibles from the area of hot works.
    - .3 Provide and maintain at least one portable fire extinguisher in the hot work area.
    - .4 Ventilate area of hot work by use of approved portable supply and exhaust fans.
    - .5 Ventilate hot works in enclosed spaces in accordance with Section 01 51 00 - Temporary Utilities.
    - .6 Provide a continuous fire watch during the hot work and for a period of not less than one hour after its completion and four hours after completion of the work.
- .3 Burning rubbish and construction waste materials is not permitted on site.

**1.08 ACTION AND INFORMATIONAL SUBMITTALS**

- .1 Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Informational Submittals:
  - .1 Provide a valid certificate of recognition (COR) as issued by the provincial construction safety association or other certifying organization authorized the province.
  - .2 Submit Contractor's site-specific safety plan and fire safety plan at least five Business Days prior to the commencement of any Work on the Site.
  - .3 Submit two copies of Contractor's authorized representative's work site health and safety inspection reports to Consultant.
  - .4 Submit copies of incident and accident reports.

### **1.9 WORK SITE SAFETY**

- .1 Comply with and enforce the construction health and safety measures required by provincial legislation applicable to the Place of the Work, and applicable provisions of Federal, and municipal safety laws and ordinances.
- .2 Assume full responsibility for the safety and organization of the Work until Final Certificate of Payment.
- .3 Follow any directives from the Workplace Safety and Insurance Board (WSIB) and provide any safeguards required.
- .4 Post all necessary danger signs.
- .5 Maintain on site five sets of CSA approved construction safety hats, safety vests and safety glasses for use of authorized visitors to site. Visitors are responsible for their own CSA approved footwear.

### **1.10 EXISTING SITE CONDITIONS**

- .1 Hazardous Materials: Hazardous Material Assessment for the Work area has not been performed. It is not expected that hazardous materials will be encountered in the Work.
  - .1 If suspected hazardous materials are encountered and determined to affect the work, do not disturb; immediately notify Consultant and Owner.
    - .1 Samples of the suspect material will be collected and submitted for laboratory analysis.
    - .2 Requirements for special precautions will be assessed by the Consultant and if hazardous building materials are discovered, abatement procedures will be communicated to the Contractor.
    - .3 Abatement procedures will be paid for by cash allowance.
- .2 approved footwear.

### **1.11 UNFORESEEN HAZARDS**

- .1 Should any unforeseen or peculiar safety-related factor, hazard, or condition become evident during performance of Work, follow procedures in place for employee's right to refuse work in accordance with Acts and Regulations of the Province of Ontario. Advise Consultant verbally and in writing.

### **1.12 CERTIFICATE OF RECOGNITION (COR) PROGRAM**

- .1 Not Used.

### **1.13 OVERLOADING**

- .1 Do not load any part of the structure during the construction with a load greater than it is calculated to bear safely when complete. Ensure every temporary support is as strong as the permanent support. Do not place loads on concrete floors until they have obtained their permanent set.

### **1.14 HAZARDOUS WORK**

- .1 Blasting or other use of explosives is not permitted.

- .2 Use powder actuated devices only after receipt of written permission from Consultant.

**1.15 SMOKING PRECAUTIONS**

- .1 Observe smoking regulations.

**END OF SECTION**

## 1.01 SUMMARY

- .1 Section Includes:
  - .1 Administrative and procedural requirements for quality assurance and quality control.
  - .2 Inspection and testing, administrative, and enforcement requirements.
    - .1 Testing and inspection services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
      - .1 Specific quality-assurance and quality-control requirements for individual work results are specified in their respective specification sections. Requirements in individual sections may also cover production of standard products.
      - .2 Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and quality-control procedures that facilitate compliance with the Contract Document requirements.
      - .3 Requirements for Contractor to provide quality-assurance and quality-control services required by the Consultant, or authorities having jurisdiction are not limited by provisions of this section.
      - .4 Specific test and inspection requirements are not specified in this section.
  - .3 Mill-tests.
  - .4 Equipment/system adjust and balance.

## 1.02 RELATED REQUIREMENTS

- .1 Section 01 33 00 - Submittal Procedures: For submission of samples to confirm product quality.
- .2 Section 01 61 00 - Common Product Requirements: For material and workmanship quality, and reference standards.

## 1.03 DEFINITIONS

- .1 Experienced: When used with an entity or individual, "experienced" unless otherwise further described means having successfully completed a minimum of five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.
- .2 Field Quality-Control Tests: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- .3 Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or sub-subcontractor, to perform a particular construction operation, including installation, erection, application, assembly, and similar operations.
  - .1 Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).
- .4 Product Tests: Tests and inspections that are performed by a nationally recognized testing laboratory, or by a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.

- .5 Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate those actual products incorporated into the Work and completed construction comply with requirements. Contractor's quality-control services do not include contract administration activities performed by the Consultant.
- .6 Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- .7 Source Quality-Control Tests: Tests and inspections that are performed at the source; for example, plant, mill, factory, or shop.
- .8 Independent Inspection and Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.

#### **1.04 REFERENCE STANDARDS**

- .1 ASTM International
  - .1 ASTM E329, Standard Specification for Agencies Engaged in Construction Inspection, Testing, or Special Inspection

#### **1.05 CONFLICTING REQUIREMENTS**

- .1 Conflicting Standards and Other Requirements: If compliance with two or more standards or requirements are specified and the standards or requirements establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Consultant for direction before proceeding.
- .2 Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to by Consultant for a decision before proceeding.

#### **1.06 INFORMATIONAL SUBMITTALS**

- .1 Contractor's Quality-Control Plan: For quality-assurance and quality-control activities and responsibilities.
- .2 Qualification Data: For Contractor's quality-control personnel.
- .3 Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.
- .4 Schedule of Tests and Inspections: Prepare in tabular form and include the following:
  - .1 Specification section number and title.
  - .2 Entity responsible for performing tests and inspections.
  - .3 Description of test and inspection.
  - .4 Identification of applicable standards.
  - .5 Identification of test and inspection methods.
  - .6 Number of tests and inspections required.
  - .7 Time schedule or time span for tests and inspections.
  - .8 Requirements for obtaining samples.

- .9 Unique characteristics of each quality-control service.
- .5 Reports: Prepare and submit certified written reports and documents as specified.
- .6 Permits, Licenses, and Certificates: For Consultant's record, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents established for compliance with standards and regulations bearing on performance of the Work.

#### **1.07 CONTRACTOR'S QUALITY-CONTROL PLAN**

- .1 Quality-Control Plan, General: Submit quality-control plan within ten days of Notice of Award, and not less than five days prior to preconstruction conference. Submit in format acceptable to Consultant. Identify personnel, procedures, controls, instructions, tests, records, and forms to be used to carry out Contractor's quality-assurance and quality-control responsibilities. Coordinate with construction schedule.
- .2 Quality-Control Personnel Qualifications: Engage qualified personnel trained and experienced in managing and executing quality-assurance and quality-control procedures similar in nature and extent to those required for Project.
  - .1 Project quality-control manager may also serve as Project superintendent.
- .3 Submittal Procedure: Describe procedures for ensuring compliance with requirements through review and management of submittal process. Indicate qualifications of personnel responsible for submittal review.
- .4 Testing and Inspection: In quality-control plan, include a comprehensive schedule of Work requiring testing or inspection, including the following:
  - .1 Contractor-performed tests and inspections. Include required tests and inspections and Contractor-elected tests and inspections. Distinguish source quality-control tests and inspections from field quality-control tests and inspections.
  - .2 Contractor performed tests and inspections indicated in the Contract Documents, including tests and inspections indicated to be performed by the Building Envelope Commissioning Authority or an independent testing and inspection agency.
- .5 Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring work into compliance with standards of workmanship established by Contract requirements and approved mock-ups.
- .6 Monitoring and Documentation: Maintain testing and inspection reports including log of approved and rejected results. Include work Consultant have indicated as nonconforming or defective. Indicate corrective actions taken to bring nonconforming work into compliance with requirements. Comply with requirements of authorities having jurisdiction.

#### **1.08 REVIEW AND INSPECTION OF THE WORK**

- .1 Allow Consultant, or independent inspection and testing agencies access to Work. If part of Work is in preparation at locations other than Place of Work, allow access to such Work whenever it is in progress.
- .2 Give minimum four days notice for impending inspections if Work is designated for tests, inspections or approvals by Consultant.
- .3 If Contractor covers or permits to be covered Work that has been designated for tests, inspections or approvals before such is made, uncover such Work, have inspections or tests satisfactorily completed and make good such Work.

- .4 Consultant will order part of Work to be examined if Work is suspected to be not in accordance with Contract Documents. If, upon examination such work is found not in accordance with Contract Documents, correct such Work and pay cost of examination and correction. If such Work is found in accordance with Contract Documents, Owner shall pay cost of examination and replacement.
- .5 Test and Inspection Reports: Prepare and submit to the Consultant two copies of written reports specified in other sections. Include the following:
  - .1 Date of issue.
  - .2 Project title and number.
  - .3 Name, address, telephone number, and email address of testing agency.
  - .4 Dates and locations of samples and tests or inspections.
  - .5 Names of individuals making tests and inspections.
  - .6 Description of the Work and test and inspection method.
  - .7 Identification of product and Specification section.
  - .8 Complete test or inspection data.
  - .9 Test and inspection results and an interpretation of test results.
  - .10 Record of temperature and weather conditions at time of sample taking and testing and inspection.
  - .11 Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
  - .12 Name and signature of laboratory inspector.
  - .13 Recommendations on retesting and reinspection.
- .6 Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other sections. Include the following:
  - .1 Name, address, telephone number, and email address of technical representative making report.
  - .2 Statement on condition of substrates and their acceptability for installation of product.
  - .3 Statement that products at Project site comply with requirements.
  - .4 Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
  - .5 Results of operational and other tests and a statement of whether observed performance complies with requirements.
  - .6 Statement whether conditions, products, and installation will affect warranty.
  - .7 Other required items indicated in individual Specification sections.
- .7 Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other sections. Include the following:
  - .1 Name, address, telephone number, and email address of factory-authorized service representative making report.
  - .2 Statement that equipment complies with requirements.
  - .3 Results of operational and other tests and a statement of whether observed performance complies with requirements.
  - .4 Statement whether conditions, products, and installation will affect warranty.
  - .5 Other required items indicated in individual Specification sections.

- .8 Provide copies to Contractor of work being inspected/tested and manufacturer/fabricator of material being inspected/tested.

**1.09 QUALITY ASSURANCE**

- .1 Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- .2 **Manufacturer Qualifications:** A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units. As applicable, procure products from manufacturers able to meet qualification requirements, warranty requirements, and technical or factory-authorized service representative requirements.
- .3 **Fabricator Qualifications:** A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- .4 **Installer Qualifications:** A firm or individual experienced in installing, erecting, applying, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.
- .5 **Professional Engineer Qualifications:** A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that is similar in material, design, and extent to those indicated for this Project.
- .6 **Specialists:** Certain Specification sections require that specific construction activities be performed by entities who are recognized experts in those operations. Specialists will satisfy qualification requirements indicated and engage in the activities indicated.
  - .1 Requirements of authorities having jurisdiction supersede requirements for specialists.
- .7 **Testing and Inspecting Agency Qualifications:** An independent agency with the experience and capability to conduct testing and inspection indicated, as documented in accordance with ASTM E329, and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.
- .8 **Manufacturer's Technical Representative Qualifications:** An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- .9 **Factory-Authorized Service Representative Qualifications:** An authorized representative of manufacturer who is trained and approved by manufacturer to inspect, demonstrate, repair, and perform service on installations of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

**1.10 QUALITY CONTROL**

- .1 **Contractor Responsibilities:** Where quality-control services are specified, the Contractor will engage a qualified testing agency to perform these services. Perform additional quality-control activities, whether specified or not, to verify and document that the Work complies with requirements.

- .1 Contractor will furnish Consultant with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspection they are engaged to perform.
  - .2 Payment for these services will be by Contractor.
  - .3 Costs for retesting and reinspecting construction that replaces or is necessitated by Work that failed to comply with the Contract Documents will be charged to Contractor, and the Contract Sum will be adjusted by Change Order.
  - .4 Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
  - .5 Engage a qualified testing agency to perform quality-control services.
  - .6 Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspection will be performed.
  - .7 Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
- .2 Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
  - .3 Testing Agency Responsibilities: Cooperate with Consultant and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
    - .1 Notify Consultant and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
    - .2 Determine the locations from which test samples will be taken and in which in-situ tests are conducted.
    - .3 Conduct and interpret tests and inspections, and state in each report whether tested and inspected Work complies with or deviates from requirements.
    - .4 Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
    - .5 Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
    - .6 Do not perform duties of Contractor.
  - .4 Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Section 01 33 00 - Submittal Procedures.
  - .5 Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
  - .6 Contractor's Associated Requirements and Services: Cooperate with agencies and representatives performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel.
    - .1 Access to the Work.
    - .2 Incidental labor and facilities necessary to facilitate tests and inspections.

- .3 Adequate quantities of representative samples of materials that require testing and inspection. Assist agency in obtaining samples.
  - .4 Facilities for storage and field curing of test samples.
  - .5 Delivery of samples to testing agencies.
  - .6 Preliminary design mix proposed for use for material mixes that require control by testing agency.
  - .7 Security and protection for samples and for testing and inspection equipment at Project site.
- .7 Coordination: Coordinate sequence of activities to accommodate required quality-assurance and quality-control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspection.
- .1 Schedule times for tests, inspections, obtaining samples, and similar activities.
- .8 Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents. Coordinate and submit concurrently with Contractor's Construction Schedule. Update and submit with each Application for Payment.
- .1 Schedule Contents: Include tests, inspections, and quality-control services, including Contractor- and Owner-retained services, commissioning activities, and other Project-required services paid for by other entities.
  - .2 Distribution: Distribute schedule to Owner, Consultant, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.

#### **1.11 INDEPENDENT INSPECTION AND TESTING AGENCIES**

- .1 Independent inspection and testing agencies will be engaged by the Contractor for the purpose of inspecting and/or testing portions of Work.
- .2 Retain and pay for inspection and testing that is for Contractor's own quality control or is required by regulatory requirements.
- .3 The testing requirements are specified under various sections of the Specifications. Test results to be submitted to the Consultant.
- .4 Costs for independent inspection and testing agencies to be paid by relevant party as indicated in various sections of the Specifications.
- .5 Provide equipment required for executing inspection and testing by the appointed agencies.
- .6 Employment of inspection and testing agencies by Contractor or Owner does not relieve Contractor from responsibility to perform the Work in accordance with Contract Documents.
- .7 Allow and arrange for inspection and testing agencies to have access to the Work, including access to off site manufacturing and fabrication plants.
- .8 If defects are revealed during inspection and testing, the appointed agency will request additional inspection and testing to ascertain full degree of defect. Correct defects and irregularities as advised by the Consultant at no cost to the Owner. Pay costs for retesting and re-inspection.

#### **1.12 INSPECTION AND TESTING AGENCY REPORTS**

- .1 For inspection and testing required by Contract Documents or by regulatory requirements, and performed by Contractor-retained inspection and testing agencies, submit electronic

(PDF) copies of reports directly from the inspection and testing agency promptly to Consultant.

- .2 Provide copies to Subcontractor of work being inspected/tested and manufacturer/fabricator of material being inspected/tested.

### **1.13 PROCEDURES**

- .1 Notify the appropriate agency and Consultant in advance of the requirement for inspection/tests, in order that attendance arrangements can be made.
- .2 Submit samples or materials required for testing as specifically requested in Specification Sections or as may be requested by Consultant. Submit with reasonable promptness and in an orderly sequence so as not to cause delay in the Work.
- .3 Provide labour and facilities to obtain and handle samples and materials on site. Provide sufficient space to store and cure test samples.

### **1.14 DEFECTIVE WORK**

- .1 Refer to General Conditions GC2.4.
- .2 Remove defective Work, whether result of poor workmanship, use of defective products or damage and whether incorporated in Work or not, which has been rejected by Consultant as failing to conform to Contract Documents. Replace or re-execute in accordance with Contract Documents.
- .3 Make good other contractor's work damaged by such removals or replacements promptly.
- .4 If in opinion of Consultant it is not expedient to correct defective Work or Work not performed in accordance with Contract Documents, Owner will deduct from Contract Price difference in value between Work performed and that called for by Contract Documents, amount of which will be determined by Consultant.

### **1.15 MILL TESTS**

- .1 Submit mill test certificates as required of the Specification sections and as may be requested.

### **1.16 TEST AND INSPECTION LOG**

- .1 Coordinate requirements in "Test and Inspection Log" Paragraph below with requirements of authorities having jurisdiction.
- .2 Test and Inspection Log: Prepare a record of tests and inspections. Include the following:
  - .1 Date test or inspection was conducted.
  - .2 Description of the Work tested or inspected.
  - .3 Date test or inspection results were transmitted to the Consultant.
  - .4 Identification of testing agency or special inspector conducting test or inspection.
- .3 Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for the Consultant reference during normal working hours.
  - .1 Submit log at Project closeout as part of Project Record Documents.

### **1.17 REPAIR AND PROTECTION**

- .1 General: On completion of testing, inspection, sample-taking, and similar services, repair damaged construction and restore substrates and finishes.

- .2 Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 01 35 16 - Alteration Project Procedures.
- .3 Protect construction exposed by or for quality-control service activities.
- .4 Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

**1.18 EQUIPMENT AND SYSTEMS**

- .1 Submit electronic (PDF) adjustment and balancing reports for mechanical and electrical systems to Consultant.

**END OF SECTION**

**1.01 SUMMARY**

- .1 Section Includes:
  - .1 Construction aids.
  - .2 Site office.
  - .3 Parking.

**1.02 REFERENCE STANDARDS**

- .1 Canadian Construction Documents Committee (CCDC)
  - .1 CCDC 2, Stipulated Price Contract, 2020.
- .2 Canadian Standards Association (CSA)
  - .1 CAN/CSA-Z321, Signs and Symbols for the Occupational Environment.

**1.03 CONSTRUCTION FACILITIES - GENERAL**

- .1 Provide temporary construction facilities as necessary for performance of the Work and in compliance with applicable regulatory requirements.
- .2 Maintain temporary construction facilities in good condition for the duration of the Work.
- .3 Remove temporary construction facilities from Place of the Work when no longer required.

**1.04 SCAFFOLDING**

- .1 Scaffolding in accordance with CAN/CSA-S269.2.
- .2 Provide and maintain scaffolding, ramps, ladders, swing staging, platforms, temporary stairs, and other construction aids.

**1.05 HOISTING**

- .1 Provide, operate and maintain hoists and cranes required for moving of workers, materials and equipment. Make financial arrangements with Subcontractors for use thereof.
- .2 Hoists and cranes shall be operated by qualified operator.

**1.06 ELEVATORS**

- .1 Use only elevators existing in building for moving workers and material.
  - .1 Protect walls of passenger elevators, to approval of Owner prior to use.
  - .2 Accept liability for damage, safety of equipment and overloading of existing equipment.
  - .3 Coordinate elevator schedule with Owner.

**1.07 SITE STORAGE/LOADING**

- .1 Confine Construction Equipment, Temporary Work, storage of Products, waste products and debris, and operations of employees and Subcontractors to limits indicated by laws, ordinances, permits, or the Contract Documents, do not unreasonably encumber the Place of the Work.
- .2 Do not load or permit to be loaded any part of the Work with a weight or force that will endanger the safety of the Work.

**1.8 CONSTRUCTION PARKING**

- .1 Limited parking will be permitted at the Place of the Work provided it does not disrupt continuing operation of the facility. Such use is limited to light duty trucks and equipment. Coordinate parking of Contractor vehicles with Owner and prepare alternative parking arrangements as required.
  - .1 Parking shall be permitted on the north side of the building near the boat launch.

**1.9 SITE OFFICE**

- .1 Office within building:
  - .1 When usable space is available within the project building and if approved by the Owner, the site office may be located within the building, utilizing rooms therein.
  - .2 Such areas may be used contingent upon there being no delay in completion of the work and there being no damages to material or finishes

**1.10 SANITARY FACILITIES**

- .1 Existing sanitary facilities within buildings may be used by construction workers. If use is permitted keep premises in clean and sanitary condition.
- .2 Keep sanitary facilities clean and fully stocked with the necessary supplies.

**1.11 CONSTRUCTION SIGNAGE**

- .1 Signs and notices for safety and instruction shall be in both official languages of Canada. Graphic symbols shall conform to internationally recognized symbols.
- .2 No other signs or advertisements, other than safety and warning signs, are permitted on site.
- .3 Maintain approved signs and notices in good condition for duration of project, and dispose of off site on completion of project or earlier if directed by Consultant.
- .4 General signage is not permitted anywhere on site except by specific written permission by the Owner.

**END OF SECTION**

## 1.01 SUMMARY

- .1 Section Includes:
  - .1 Barriers.
  - .2 Environmental Controls.

## 1.02 BARRIERS AND ENCLOSURES - GENERAL

- .1 Provide temporary barriers and enclosures necessary to protect the public and building occupants and to secure Place of the Work during performance of the Work.
- .2 Maintain temporary barriers and enclosures in good condition for the duration of the Work.
- .3 Remove temporary barriers and enclosures from Place of the Work when no longer required.
- .4 Confirm locations and installation with Consultant prior to installation.
- .5 Comply with applicable regulatory requirements.
- .6 Be responsible for damage incurred due to lack of or improper protection.

## 1.03 WEATHER ENCLOSURES

- .1 Provide weather tight enclosures to unfinished openings in floors and roofs.
- .2 Design weather enclosures to withstand wind pressure requirements.

## 1.04 DUST TIGHT SCREENS

- .1 General:
  - .1 Erect, maintain, and relocate screens as required to facilitate construction operations and *Owner's* operational requirements.
  - .2 Provide protection to ensure safe passage of people around selective demolition areas and to and from occupied portions of building.
  - .3 Do not close or obstruct exits, or other facilities used by occupants without written permission from authorities having jurisdiction.
  - .4 Provide temporary exiting requirements as indicated, and as required by authorities having jurisdiction.
- .2 Interior Hoarding Walls:
  - .1 Provide dust tight polyethylene screens to localize interior building areas from dust generating activities.
  - .3 Maintain and relocate protection until such work is complete.
  - .4 Confirm locations and installation with Consultant prior to installation.
  - .5 Where screens restrict access to emergency exits review security requirements with Consultant prior to erection.
  - .6 Erect, maintain, and relocate screens as required to facilitate construction operations and *Owner's* operational requirements.

## 1.5 PROTECTION OF BUILDING FINISHES

- .1 Provide necessary temporary barriers and enclosures to protect existing and completed or partially completed finished surfaces from damage during performance of the Work.

**END OF SECTION**

## 1.01 SUMMARY

- .1 Section Includes:
  - .1 Product quality, availability, storage, handling, protection, and transportation.
  - .2 Procedures for product substitution.
  - .3 Manufacturer's instructions.
  - .4 Quality of Work, coordination and fastenings.
  - .5 Prevention of dust and mould contamination of products and materials during delivery, storage and handling.

## 1.02 DEFINITIONS

- .1 Basis-of-Design Product Specification: A specification in which a single manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation. Published attributes and characteristics of basis-of-design product establish salient characteristics of products.
- .2 Comparable Product: Product by named manufacturer that is demonstrated and approved through the product substitution procedure process described in Article 1.05, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
- .3 Comparable Product Request Submittal: An action submittal requesting consideration of a comparable product, including the following information:
  - .1 Identification of basis-of-design product or fabrication or installation method to be replaced, including Specification Section number and title and Drawing numbers and titles.
  - .2 Data indicating compliance with the requirements specified in Part 2 "Comparable Products" Article.
- .4 Evaluation of Comparable Products: In addition to the basis-of-design product description, product attributes and characteristics may be listed to establish the significant qualities related to type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other special features and requirements for purposes of evaluating comparable products of additional manufacturers named in the specification. Manufacturer's published attributes and characteristics of basis-of-design product also establish salient characteristics of products for purposes of evaluating comparable products.
- .5 New Products: Items that have not previously been incorporated into another project or facility. Salvaged items or items reused from other projects are not considered new products. Items that are manufactured or fabricated to include recycled content materials are considered new products, unless indicated otherwise.
- .6 Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
  - .1 Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature that is current as of date of the Contract Documents.
- .7 Provide: Provide means to supply and install.

- .8 Subject to Compliance with Requirements: Where the phrase "Subject to compliance with requirements" introduces a product selection procedure in an individual Specification Section, provide products qualified under the specified product procedure. In the event that a named product or product by a named manufacturer does not meet the other requirements of the specifications, select another named product or product from another named manufacturer that does meet the requirements of the specifications; submit a comparable product request or substitution request, if applicable.
- .9 Substitution: Refer to Section 01 25 00 - Product Substitution Procedures for definition and limitations on substitutions.

### **1.03 REFERENCE STANDARDS**

- .1 Canadian Standards Association (CSA)
  - .1 CAN/CSA-Z317.13, Infection Control during Construction, Renovation, and Maintenance of Health Care Facilities.
- .2 Within text of each specifications section, reference may be made to reference standards. Conform to these reference standards, in whole or in part as specifically requested in specifications.
- .3 If there is question as to whether any product or system is in conformance with applicable standards, Consultant reserves right to have such products or systems tested to prove or disprove conformance.
- .4 Cost for such testing will be borne by Owner in event of conformance with Contract Documents or by Contractor in event of non-conformance.
- .5 Conform to latest date of issue of referenced standards in effect on date of submission of Bids, except where specific date or issue is specifically noted.
- .6 When material or equipment is specified by reference standard, prescriptive or performance specifications, upon request of Consultant, obtain from manufacturer an independent testing laboratory report, stating that material or equipment meets or exceeds specified requirements.

### **1.04 GENERAL**

- .1 Unless otherwise specified, maintain uniformity of manufacture for like items throughout.
- .2 Products, materials, equipment and articles (referred to as products throughout specifications) incorporated in Work shall be new, not damaged or defective, and of best quality (compatible with specifications) for purpose intended. If requested, furnish evidence as to type, source and quality of products provided.
- .3 Defective products, whenever identified prior to completion of Work, will be rejected, regardless of previous inspections. Inspection does not relieve responsibility, but is precaution against oversight or error. Remove and replace defective products at own expense and be responsible for delays and expenses caused by rejection.
- .4 Should any dispute arise as to quality or fitness of products, decision rests strictly with Consultant based upon requirements of Contract Documents.
- .5 Materials or products containing asbestos fibres or polychlorinated biphenyl's are not permitted on this project.

### **1.05 PRODUCT OPTIONS**

- .1 Subject to the provisions of Section 01 25 00 - Product Substitution Procedures:

- .1 Wherever a Product or manufacturer is specified by a single proprietary name, provide the named Product only.
- .2 Wherever more than one Product or manufacturer is specified by proprietary name for a single application, provide any one of the named Products.
- .2 Wherever a Product is specified by reference to a standard only, provide any Product that meets or exceeds the specified standard. If requested by Consultant, submit information verifying that the proposed Product meets or exceeds the specified standard.
- .3 Wherever a Product is specified by descriptive or performance requirements only, provide any Product that meets or exceeds the specified requirements. If requested by Consultant, submit information verifying that the proposed Product meets or exceeds the specified requirements.

#### **1.06 PRODUCT AVAILABILITY AND DELIVERY TIMES**

- .1 Promptly upon Contract award and periodically during construction, review and confirm Product availability and delivery times. Order Products in sufficient time to meet the construction progress schedule and the Contract Time.
- .2 If a specified Product is no longer available, promptly notify Consultant. Consultant will take action as required.
- .3 If delivery delays are foreseeable, for any reason, promptly notify Consultant.
  - .1 If a delivery delay is beyond *Contractor's* control, *Consultant* will provide direction.
  - .2 If a delivery delay is caused by something that was or is within *Contractor's* control, *Contractor* shall propose actions to maintain the construction progress schedule for *Consultant's* review and acceptance.
- .4 Immediately upon signing Contract, review product delivery requirements and anticipate foreseeable supply delays for any items. If delays in supply of materials, equipment or articles are foreseeable, notify Consultant of such in order that substitutions or other remedial action may be authorized in ample time to prevent delay in performance of Work.
- .5 In the event of failure to notify the Consultant at commencement of Work, and should it subsequently appear that Work may be delayed for such reason, the Consultant reserves the right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.

#### **1.07 STORAGE, HANDLING, AND PROTECTION**

- .1 Store, handle, and protect Products during transportation to Place of the Work and before, during, and after installation in a manner to prevent damage, adulteration, deterioration and soiling.
- .2 Comply with manufacturer's instructions for storage, handling and protection.
- .3 Store packaged or bundled Products in original and undamaged condition with manufacturer's seals and labels intact. Do not remove from packaging or bundling until required in Work.
- .4 Comply with the requirements of the workplace hazardous materials information system (WHMIS) regarding use, handling, storage, and disposal of hazardous materials, including requirements for labeling and the provision of safety data sheets (SDS).
- .5 Store Products subject to damage from weather in weatherproof enclosures.
- .6 Store cementitious products clear of earth or concrete floors, and away from walls.

- .7 Keep sand, when used for grout or mortar materials, clean and dry. Store sand on wooden platforms and cover with waterproof tarpaulins during inclement weather.
- .8 Store sheet Products on flat, solid, supports and keep clear of ground. Slope to shed moisture.
- .9 Store and mix paints in heated and ventilated room. Remove oily rags and other combustible debris from site daily. Take every precaution necessary to prevent spontaneous combustion.
- .10 Touch-up damaged factory finished surfaces to Consultant's satisfaction. Use touch-up materials to match original.
- .11 Comply with CAN/CSA Z317.13 when shipping, handling and storing products susceptible to mould and dust contamination. Protect products from weather; take all precautions to prevent moisture or dust contamination.
  - .1 Wrap products in waterproof covers at plant or distribution centre prior to shipping.
  - .2 Load products in indoor facilities, and ship to project site in enclosed vehicles only. Do not use flat-bed trucks exposed to the elements.
  - .3 Unload products at project site only during dry weather.
  - .4 Store products indoors in dry location, off concrete floors.
  - .5 Products that become damp, wet or contaminated with mould, dust and dirt shall be designated as defective work in accordance with GC 2.4 – Defective Work and replaced at no additional cost to the Contract.
- .12 Remove and replace damaged Products at own expense and to the satisfaction of the Consultant.

#### **1.08 MANUFACTURERS' INSTRUCTIONS**

- .1 Unless otherwise indicated in the specifications, store, install or erect all products in accordance with manufacturer's recommendations. Do not rely on labels or enclosures that are provided with products. Obtain instructions directly from manufacturers.
- .2 Notify Consultant in writing of any conflicts between the Specifications and manufacturer's instructions so that the Consultant may establish the course of action to follow.
- .3 Notify Consultant, in writing, of conflicts between Contract Documents and manufacturer's instructions where, in Contractor's opinion, conformance with Contract Documents instead of the manufacturer's instructions may be detrimental to the Work or may jeopardize the manufacturer's warranty.
- .4 Provide manufacturer's representatives with access to the Work at all times. Render assistance and facilities for such access so that manufacturer's representatives may properly perform their responsibilities.
- .5 Improper installation or erection of products due to failure in complying with these requirements authorizes the Consultant to require any removal and re-installation that may be considered necessary, at no increases in Contract Price or Contract Time.

#### **1.09 QUALITY OF WORK**

- .1 Ensure Quality of Work is of highest standard, executed by workers experienced and skilled in respective duties for which they are employed. Immediately notify Consultant if required Work is such as to make it impractical to produce required results.
- .2 Do not employ anyone unskilled in their required duties. Consultant reserves right to require dismissal from site, workers deemed incompetent or careless.

- .3 Decisions as to standard or fitness of Quality of Work in cases of dispute rest solely with Consultant, whose decision is final.

#### **1.10 COORDINATION**

- .1 Ensure cooperation of workers in laying out Work. Maintain efficient and continuous supervision.
- .2 Ensure Work of various Subcontractors does not conflict or create interference.
- .3 Be responsible for the proper coordination and placement of openings, sleeves, and accessories.
- .4 Supply all items required to be built in as and when required, together with templates, measurements and shop drawings.
- .5 Ensure all workers examine the Drawings and Specifications covering the Work of others that may affect the performance of their own Work. Examine the Work of others and report to the Consultant, in writing, any defects, or deficiencies that may affect the Work. In the absence of any report, the Contractor shall be held to have waived all claims for damage to or defects in such Work.
- .6 Ensure that components requiring foundations or openings that are required for the installation of Work is coordinated. Furnish the necessary information to the Sections concerned in ample time to permit allowance for such items. Failure to comply with this requirement does not relieve the party at fault of the cost of cutting or drilling at a later date and subsequent patching.

#### **1.11 CONCEALMENT**

- .1 Conceal pipes, ducts, and wiring in floors, walls and ceilings in finished areas:
  - .1 after review by Consultant and authority having jurisdiction, and
  - .2 where locations differ from those shown on Drawings, after recording actual locations on as-built drawings.
- .2 Provide incidental furring or other enclosures as required.
  - .3 Provide suitable access doors, panels or plates to permit easy access to electrical access fittings (junction boxes, pull boxes, etc.), valves and equipment which requires periodic servicing as specified on the drawings.
- .4 Notify Consultant in writing of interferences before installation. Install as directed by Consultant.

#### **1.12 REMEDIAL WORK**

- .1 Refer to Section 01 35 16 - Alteration Project Procedures.
- .2 Perform remedial work required to repair or replace parts or portions of Work identified as defective or unacceptable. Coordinate adjacent affected Work as required.
- .3 Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.

#### **1.13 LOCATION OF FIXTURES**

- .1 Consider the location of fixtures, outlets and other mechanical and electrical items indicated on Drawings as approximate. The Consultant reserves the right to provide direction to move up to 1 800 mm (6 feet) from location shown without charge to Contract Price, provided notice is given to Contractor before related work has commenced.

- .2 Locate equipment fixtures and distribution systems to provide minimum interference and maximum usable space, and in accordance with manufacturer's recommendations for safety, access and maintenance.
- .3 Submit field drawings to indicate relative position of various services and equipment when required by Consultant.
- .4 Inform the Consultant of:
  - .1 Conflicting installation requirements. Install as directed.
  - .2 An impending installation. Install as directed.
- .5 Costs associated with relocation of mechanical and electrical devices resulting from failure to co-ordinate with Consultant prior to rough-in, are the responsibility of the Contractor.

#### **1.14 FASTENINGS**

- .1 Provide metal fastenings and accessories in same texture, colour, and finish as adjacent materials, unless otherwise indicated.
- .2 Prevent electrolytic action and corrosion between dissimilar metals and materials by using suitable non-metallic strips, washers, sleeves, or other permanent separators to avoid direct contact.
- .3 Use non-corrosive hot dip galvanized fasteners and anchors for securing exterior Work, unless stainless steel or other material is specifically requested in the affected Specification Section.
- .4 Space anchors within their load limit or shear capacity and ensure they provide positive permanent anchorage. Plugs of wood or any other organic material are not acceptable.
- .5 Keep exposed fastenings to a minimum, space evenly, and install neatly.
- .6 Fastenings which cause spalling or cracking of material to which anchorage is made are not acceptable.
- .7 Prior to installing structural anchors, hangers, or support systems, confirm proposed method and materials with Consultant.
- .8 When method of attachment, fastenings, or support system is unclear or not specified, submit written request for clarification to Consultant no later than 14 days prior to close of bids. Failure to submit request for clarification prior to stated deadline indicates Contractor shall provide safe and functional installation as specified in Contract Specifications and Drawings, and as directed by Consultant, at no additional cost to Contract. This Contract shall include all Work and costs involved to produce safe and functional installation for all equipment, fixtures and material specified, unless specifically indicated otherwise.
- .9 Unless specifically noted in Specifications or on Drawings, do not attach, fasten, or support pipes, ducts, conduit, wiring equipment or fixtures from or onto ceiling tiles, ceiling tile grid or ceiling tile grid supports.

#### **1.15 FASTENINGS - EQUIPMENT**

- .1 Use fastenings of standard commercial sizes and patterns with material and finish suitable for service.
- .2 Use heavy hexagon heads, semi-finished unless otherwise specified. Use No. 304 stainless steel for exterior areas.
- .3 Bolts may not project more than one diameter beyond nuts.
- .4 Use plain type washers on equipment, sheet metal and soft gasket lock type washers where vibrations occur. Use resilient washers with stainless steel.

**END OF SECTION**

## 1.01 SUMMARY

- .1 Section Includes:
  - .1 General administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
    - .1 Installation of the Work.
    - .2 Starting and adjusting.
    - .3 Protection of completed Work and Work in progress.
  - .2 Except where otherwise specified in technical Specifications or otherwise indicated on Drawings, comply with requirements of this Section.

## 1.02 RELATED REQUIREMENTS:

- .1 Technical Specifications:
  - .1 Section 01 35 16 - Alteration Project Procedures: For demolition and removal of selected portions of the building and for cutting and patching penetrations in the construction.

## 1.03 EXAMINATION

- .1 Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
  - .1 Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
- .2 Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other sections, include the following:
  - .1 Description of the Work.
  - .2 List of detrimental conditions, including substrates.
  - .3 List of unacceptable installation tolerances.
  - .4 Recommended corrections.
- .3 Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

## 1.04 PREPARATION

- .1 Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- .2 Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- .3 Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a request for information to the Consultant according to requirements in Section 01 26 13 - Requests for Information.

## **1.05 INSTALLATION**

- .1 General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
  - .1 Make vertical work plumb and make horizontal work level.
  - .2 Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
  - .3 Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
- .2 Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- .3 Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- .4 Conduct construction operations so no part of the Work is subjected to damaging operations or loading more than that expected during normal conditions of occupancy.
- .5 Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.
- .6 Templates: Obtain and distribute to the parties' involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other portions of the Work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- .7 Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.
  - .1 Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by the Consultant.
  - .2 Allow for building movement, including thermal expansion and contraction.
  - .3 Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.
- .8 Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
- .9 Repair or remove and replace damaged, defective, or nonconforming Work.

## **1.06 FIRE-RATED ASSEMBLIES**

- .1 When penetrating fire rated walls, ceiling, or floor assemblies, completely seal voids with fire-stopping materials, smoke seals, or both, in full thickness of the construction element as required to maintain the integrity of the fire rated assembly.

## **1.07 STARTING AND ADJUSTING**

- .1 Coordinate startup and adjusting of equipment and operating components with requirements where specified in other Specification sections or the Drawings.
- .2 Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.

- .3 Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- .4 Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- .5 Manufacturer's Field Service: Comply with qualification requirements in Section 01 40 00 - Quality Requirements.

**1.08 PROTECTION OF COMPLETED WORK AND WORK IN PROGRESS**

- .1 Adequately protect Work completed or in progress. Work damaged or defaced due to failure in providing such protection is to be removed and replaced, or repaired, as directed by the Consultant, at no increase in Contract Price.
- .2 Protect Work against damage by on-going construction processes, vandalism, and other causes.
- .3 Do not load or permit to be loaded any part of the Work with a weight or force that will endanger the safety or integrity of the Work.
- .4 Prevent dust and aerosol-producing procedures from contaminating air beyond application area, by providing temporary enclosures other control methods, as stipulated in Section 01 56 00 - Temporary Barriers and Enclosures. Arrange for shutdown of air handling units which have air intakes in the vicinity of the work. Take precautions to prevent dust from triggering fire alarm smoke detectors and plugging ducts and filters. If necessary, arrange for shutdown of this equipment. Prior to start of work, identify locations of air intakes and air-cooled mechanical and electrical equipment within and adjacent to the area of work and protect them from entry of dust and air borne particles from construction activity.
- .5 Comply with manufacturer's written instructions for temperature and relative humidity.

**1.09 REPAIR OF TILES DAMAGED OR BROKEN DURING CONSTRUCTION**

- .1 Where existing tiles are damaged, broken, or otherwise require replacement as a result of the Work, the Contractor shall provide a representative sample of the proposed replacement tile to the Consultant and Owner for review and approval prior to procurement. No replacement materials shall be ordered, delivered, or installed until written approval of the sample has been received. Costs associated with removal and replacement of non-compliant materials shall be borne by the Contractor at no additional cost to the Owner.

**END OF SECTION**

**1.01 RELATED REQUIREMENTS**

- .1 Technical Specifications: Ductwork Cleaning.

**1.02 REFERENCE STANDARDS**

- .1 National Fire Protection Agency
  - .1 NFPA 241, Standard for Safeguarding Construction, Alteration, and Demolition Operations

**1.03 REGULATORY REQUIREMENTS**

- .1 Comply with applicable regulatory requirements when disposing of waste materials.
- .2 Obtain permits from authorities having jurisdiction and pay disposal fees where required for disposal of waste materials and recyclables.

**1.04 GENERAL CLEANING REQUIREMENTS**

- .1 Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.
- .2 Provide adequate ventilation during use of volatile or noxious substances. Do not rely on building ventilation systems for this purpose.
- .3 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .4 Prevent cross-contamination during the cleaning process.
- .5 Notify the Consultant of the need for cleaning caused by Owner or other contractors.

**1.05 MATERIALS**

- .1 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.

**1.06 PROGRESSIVE CLEANING AND WASTE MANAGEMENT**

- .1 General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
- .2 Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.
- .3 Maintain the Work in a tidy and safe condition, free from accumulation of waste materials and construction debris.
- .4 Provide appropriate, clearly marked, containers for collection of waste materials and recyclables.
- .5 Remove waste materials and recyclables from work areas, separate, and deposit in designated containers at end of each Working Day. Collect packaging materials for recycling or reuse.
- .6 Remove waste materials and recyclables from Place of the Work at regular intervals.

- .7 Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
  - .1 Use containers intended for holding waste materials of type to be stored.
- .8 Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
- .9 Clean interior building areas prior to start of finish work and maintain free of dust and other contaminants during finishing operations.
- .10 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly finished surfaces nor contaminate building systems.
- .11 Site: Maintain Project site free of waste materials and debris.

**1.07 FINAL CLEANING: READY-FOR-TAKEOVER**

- .1 Perform final cleaning and waste removal at time of applying for Ready-for-Takeover.
- .2 Before final cleaning, arrange a meeting at Place of the Work to determine the acceptable standard of cleaning. Ensure that Owner, Consultant, and Contractor are in attendance.
- .3 Remove from Place of the Work surplus Products, waste materials, recyclables, temporary work, and construction equipment not required to perform any remaining work.
- .4 Provide professional cleaning by a qualified, established cleaning company.
- .5 Lock or otherwise restrict access to each room or area after completing final cleaning in that area.
- .6 Re-clean as necessary areas that have been accessed by Contractor's workers prior to Owner occupancy.
- .7 Remove stains, spots, marks, and dirt from finished surfaces, electrical and mechanical fixtures, furniture fitments, walls, floors and ceilings.
- .8 Remove dust from lighting reflectors, lenses, lamps, bulbs, and other lighting surfaces.
- .9 Vacuum clean and dust exposed wall, floor, and ceiling surfaces.
- .10 Clean mechanical and other equipment. Replace filters for mechanical equipment if equipment is used during construction.
- .11 Clean interior window glass and frames.

**1.08 WASTE MANAGEMENT PLAN**

- .1 Waste Management Plan: The Contractor is encouraged to implement a Waste Management Plan to maximize recycling of construction wastes. As a minimum, recycling of the following designated materials are recommended.
  - .1 Corrugated cardboard, paper and packaging.
  - .2 Clean dimensional wood, palette wood.
  - .3 Concrete/Concrete Block/Asphalt.
  - .4 Scrap metals, including wire.
  - .5 Unpainted Gypsum board (separate and placed in separate designated containers).
  - .6 Glass and plastics.
  - .7 Beverage containers.
  - .8 Land clearing debris.
  - .9 Paint (to be returned to Paint Depot).

**1.9 HAZARDOUS WASTE**

- .1 Separate waste defined as hazardous from recyclable and reusable materials. Place hazardous materials in designated containers.
- .2 Handle, transport and dispose hazardous materials not scheduled for reuse or recycling in accordance with applicable regulations.
- .3 Unused chemicals, admixtures, additives, sealants, caulking, and surface coating materials must not be disposed of into sewer system, into streams, lakes, onto ground or in other location where it will pose health or environmental hazard.
- .4 Divert hazardous materials from landfill and dispose of at official hazardous material collections site.
- .5 Ensure emptied containers are sealed and stored safely for disposal away from children.
- .6 Unused or damaged glazing materials are not recyclable. These materials must not be disposed of with materials destined for recycling.

**1.10 WASTE MANAGEMENT AND DISPOSAL**

- .1 Dispose of waste materials and recyclables at appropriate municipal landfills and recycling facilities in accordance with applicable regulatory requirements.
- .2 Do not burn or bury waste materials at Place of the Work.
- .3 Do not dispose of volatile and other liquid waste such as mineral spirits, oil, paints and other coating materials, paint thinners, cleaners, and similar materials together with dry waste materials or on the ground, in waterways, or in storm or sanitary sewers. Collect such waste materials in appropriate covered containers, promptly remove from Place of the Work, and dispose of at recycling facilities or as otherwise permitted by applicable regulatory requirements.
- .4 Cover or wet down dry waste materials to prevent blowing dust and debris.

**END OF SECTION**

## 1.01 SUMMARY

- .1 Section Includes:
  - .1 Administrative procedures preceding Substantial Performance of the Work and Ready-for-Takeover.

## 1.02 RELATED REQUIREMENTS

- .1 CCDC 2-2020: For General Conditions 5.4 "Substantial Performance of the Work and Payment of Holdback," 5.5 "Final Payment," and 12.1 "Ready-For-Takeover."
- .2 Section 01 74 00 - Cleaning and Waste Management: As a prerequisite for Ready-For-Takeover.

## 1.03 PREREQUISITES TO SUBSTANTIAL PERFORMANCE OF THE WORK

- .1 The prerequisites to, and the procedures for, attaining Substantial Performance of the Work, or similar such milestone as provided for in the lien legislation applicable to the Place of the Work, shall be:
  - .1 in accordance with the lien legislation applicable to the Place of the Work.
  - .2 Submittals Prior to Substantial Performance: Complete the following and submit to Consultant a minimum of ten days prior to requesting review for Substantial Performance. List items below that are incomplete at time of request.
    - .1 Certificates of Release: Obtain and submit releases from authorities having jurisdiction, permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
    - .2 Submit closeout submittals specified in other Division 01 Sections, including Project Record Documents, operation and maintenance manuals, and similar final record information.
    - .3 Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
    - .4 Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Owner. Label with manufacturer's name and model number.
      - .1 Schedule of Maintenance Material Items: Prepare and submit schedule of maintenance material submittal items, including name and quantity of each item and name and number of related Specification Section. Obtain Owner's signature for receipt of submittals.
    - .5 Submit testing, adjusting, and balancing records.
    - .6 Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
  - .3 Procedures Prior to Substantial Performance: Complete the following and submit to Consultant a minimum of ten days prior to requesting review for Substantial Performance. List items below that are incomplete at time of request.
    - .1 Advise Owner of pending insurance changeover requirements.
    - .2 Complete start-up and testing of systems and equipment.

- .3 Perform preventive maintenance on equipment used prior to Substantial Performance.
- .4 Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.
- .5 Participate with Owner in conducting inspection and walkthrough with local emergency responders.
- .6 Terminate and remove temporary facilities from Project site, along with construction tools and similar elements.
- .7 Touch up paint and otherwise repair and restore marred exposed finishes to eliminate visual defects.

#### **1.04 INSPECTION AND REVIEW FOR SUBSTANTIAL PERFORMANCE OF THE WORK**

- .1 Contractor's Inspection: Before applying for the Consultant's review to establish Substantial Performance of the Work:
  - .1 Contractor and all Subcontractors shall conduct an inspection of the Work, identify deficiencies and defects, and repair as required to conform to Contract Documents.
  - .2 Notify Consultant in writing of satisfactory completion of Contractor's inspection and that corrections have been made and that the building is clean and in condition ready for occupancy.
  - .3 Request Consultant's Inspection.
- .2 Consultant's Review: Upon receipt of the Contractor's application for review, together with the Contractor's list of items to be completed or corrected, the Consultant and the Contractor shall arrange a mutually satisfactory agreed date and time to jointly review the Work. The Consultant will advise the Contractor whether or not the Work is Substantially Complete. Add additional items, if any, to the Contractor's list of items to be completed or corrected. Provide the Consultant with a copy of the revised list.
- .3 Maintain the list of items to be completed or corrected and promptly correct or complete defective, deficient and incomplete work. The Contractor's inspection and Consultant's review procedures specified above shall be repeated until the Work is Substantially Complete and no items remain on the Contractor's list of items to be completed or corrected.
- .4 Declaration of Substantial Performance of the Work: When Consultant considers deficiencies and defects have been corrected and it appears requirements of Contract have been substantially performed, Contractor shall make application for certificate of Substantial Performance of the Work.
- .5 Commencement of Lien and Warranty Periods: Date of Owner's acceptance of submitted declaration of Substantial Performance shall be the date for commencement of warranty period and commencement of lien period unless required otherwise by lien statute of Place of Work.
- .6 Payment of Holdback: After issuance of certificate of Substantial Performance of Work, submit an application for payment of holdback amount in accordance with GC 5.4.

#### **1.05 PREREQUISITES TO READY-FOR-TAKEOVER**

- .1 The prerequisites to attaining Ready-for-Takeover of the Work are described in the General Conditions of the Contract GC 12.1.

#### **1.06 INSPECTION AND REVIEW BEFORE READY-FOR-TAKEOVER**

- .1 Contractor's Inspection: Before applying for the Consultant's review to establish Ready-for-Takeover of the Work:

- .1 Ensure that the specified prerequisites to Ready-for-Takeover of the Work are completed.
  - .2 Conduct an inspection of the Work to identify defective, deficient, or incomplete work.
  - .3 Prepare a comprehensive and detailed list of items to be completed or corrected.
  - .4 Provide an anticipated schedule and costs for items to be completed or corrected.
- .2 Consultant's Review: Upon receipt of the Contractor's application for review, together with the Contractor's list of items to be completed or corrected, the Consultant and the Contractor shall arrange a mutually satisfactory agreed date and time to jointly review the Work. The Consultant will advise the Contractor whether the Work is Ready-for-Takeover. Add additional items, if any, to be added to the Contractor's list of items to be completed or corrected. Provide the Consultant with a copy of the revised list.
- .3 Maintain the list of items to be completed or corrected and promptly correct or complete defective, deficient and incomplete work. The Contractor's inspection and Consultant's review procedures specified above shall be repeated until the Work is Ready-for-Takeover and no items remain on the Contractor's list of items to be completed or corrected.
- .4 When the Consultant determines that the Work is Ready-for-Takeover, the Consultant will notify the Contractor and the Owner in writing to that effect.

**1.07 PREREQUISITES TO FINAL PAYMENT**

- .1 After Ready-for-Takeover of the Work and before applying for final payment in accordance with the General Conditions of Contract:
- .1 Correct or complete all remaining defective, deficient, and incomplete work.
  - .2 Remove from the Place of the Work all remaining surplus Products, Construction Equipment, and Temporary Work.
  - .3 Perform final cleaning and waste removal necessitated by the Contractor's work performed after Ready-for-Takeover, as specified in Section 01 74 00 - Cleaning and Waste Management.

**END OF SECTION**

## **1.01 SUMMARY**

- .1 Section Includes:
  - .1 Operation and maintenance manual requirements.
  - .2 Equipment and systems.
  - .3 Product data, materials and finishes, and related information.
  - .4 Spare parts, maintenance materials and special tools.
  - .5 As-built drawings.
  - .6 Project record drawings.
  - .7 Warranties and bonds.

## **1.02 RELATED REQUIREMENTS**

- .1 Section 01 40 00 - Quality Requirements.
- .2 Section 01 77 00 - Closeout Procedures.

## **1.03 ADMINISTRATIVE REQUIREMENTS**

- .1 Responsibilities of the Contractor:
  - .1 During the course of construction, record as-built conditions on Drawings and Specification section relative to the Work.
  - .2 Receive, review and collate operation and maintenance data during course of construction for inclusion into operation and maintenance manual.
  - .3 Prepare instructions and data using personnel experienced in maintenance and operation of described products.
  - .4 Follow requirements specified in this section for format and contents of operation and maintenance data.
  - .5 Prepare draft operation and maintenance manual and submit to Consultant six weeks prior to project Substantial Performance of the Work for review.
  - .6 Revise content of documents as directed by Consultant prior to final submittal.
  - .7 Prepare final operation and maintenance manual.
  - .8 Participate in post construction warranty events.
  - .9 Organize post construction warranty requirements.
- .2 Pre-Warranty Meeting:
  - .1 Meet with Consultant, to develop understanding of requirements of this Section. Consultant to schedule meeting prior to Substantial Performance of the Work.
  - .2 Consultant will establish communication procedures for:
    - .1 Notification of construction warranty defects.
    - .2 Determine priorities for type of defect.
    - .3 Determine reasonable time for response.
  - .3 Provide name, telephone number and address of licensed and bonded company that is authorized to initiate and pursue construction warranty work action.
  - .4 Ensure contact is located within local service area of warranted construction, is continuously available, and is responsive to inquiries for warranty work action.

**1.04 ACTION AND INFORMATIONAL SUBMITTALS**

- .1 Submit in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Six weeks prior to Substantial Performance of the Work, submit to Consultant one digital PDF copy of the Operation and Maintenance manual, in the language of the Contract, and As-Built Documents for review. Prepare instructions and data using personnel qualified and experienced for this task.
- .3 Two weeks prior to Substantial Performance of the Work, submit one digital copy and one hard copy of the final Operation and Maintenance manual and As-Built Documents to the Owner. Submit digital copy of final Operation and Maintenance manual and As-Built Documents to the Consultant.
- .4 Provide spare parts, maintenance materials, and special tools of same quality and manufacture as products provided in Work.
- .5 Provide evidence, if requested, for type, source and quality of products supplied.

**1.05 OPERATION AND MAINTENANCE MANUAL FORMAT**

- .1 Organize data in the form of an instructional manual.
- .2 Hardcopy Submission:
  - .1 Binders: Vinyl, hard covered, three D-rings, loose leaf, 216 by 279 mm, with spine and face pockets.
  - .2 When multiple binders are used, correlate data into related consistent groupings.
    - .1 Identify contents of each binder on spine.
  - .3 Cover: Identify each binder with typed or printed title "Operation and Maintenance Manual", name of Project or facility, and subject matter of contents.
  - .4 Arrange content by systems under Section numbers and sequence of Table of Contents.
  - .5 Provide tabbed fly leaf for each separate Product or system, with typed description of Product and major component parts of equipment.
  - .6 Text: Manufacturer's printed data, or typewritten data.
  - .7 Drawings: Provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.
- .3 Electronic Submission:
  - .1 Provide PDF digital submission of all files organized as outlined in this section.
  - .2 Drawings: Provide 1:1 scaled CAD files
  - .3 in .dwg format.

**1.06 OPERATION AND MAINTENANCE MANUAL - GENERAL CONTENT**

- .1 Table of contents for each volume.
- .2 Introductory information including:
  - .1 Title of project.
  - .2 Date of manual submission.
  - .3 Addresses and telephone numbers for Consultant and Contractor, with names of responsible parties.
  - .4 Schedule of Products and systems indexed to content of volume.
- .3 For each Product or system:

- .1 List names, addresses, and telephone numbers for Subcontractors, Suppliers and manufacturers, including local sources for supplies and replacement parts.
- .4 Product Data: Mark each sheet to clearly identify specific products, options, and component parts, and data applicable to installation. Delete inapplicable information.
- .5 Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams.
- .6 Typewritten Text: As required to supplement product data.
  - .1 Provide logical sequence of instructions for each procedure, incorporating manufacturer's operating and maintenance instructions.
- .7 Permits, certificates, letters of assurance and other relevant documents issued by or required by authorities having jurisdiction.
- .8 Warranties.
- .9 Training materials as specified in Section 01 79 00 - Demonstration and Training.

**1.07 OPERATION AND MAINTENANCE MANUAL - PRODUCTS AND FINISHES CONTENT**

- .1 Building products, applied materials, and finishes: include Product data, with catalogue number, options selected, size, composition, and colour and texture designations.
  - .1 Provide information for re-ordering custom manufactured Products.
- .2 Instructions for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- .3 Moisture-protection and weather-exposed products: include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- .4 Include additional content as specified in technical Specifications Sections or Drawings.

**1.08 OPERATION AND MAINTENANCE MANUAL – EQUIPMENT AND SYSTEMS CONTENT**

- .1 Each Item of Equipment and Each System:
  - .1 Include description of unit or system and component parts.
  - .2 Give function, normal operation characteristics, and limiting conditions.
  - .3 Include performance curves, with engineering data and tests, and complete nomenclature and commercial number of replaceable parts.
- .2 Panel Board Circuit Directories: Provide electrical service characteristics, controls, and communications.
- .3 Include installed colour coded wiring diagrams.
- .4 Operating Procedures:
  - .1 Include start-up, break-in, and routine normal operating instructions and sequences.
  - .2 Include regulation, control, stopping, shut-down, and emergency instructions.
  - .3 Include summer, winter, and any special operating instructions.
- .5 Maintenance Requirements: Include routine procedures and guide for trouble-shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- .6 Provide servicing and lubrication schedule, and list of lubricants required.

- .7 Include manufacturer's printed operation and maintenance instructions.
- .8 Include sequence of operation by controls manufacturer.
- .9 Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- .10 Provide installed control diagrams by controls manufacturer.
- .11 Provide Contractor's coordination drawings, with installed colour coded piping diagrams.
- .12 Provide charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.
- .13 Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- .14 Include testing and balancing reports as specified in Section 01 40 00 - Quality Requirements.
- .15 Include additional content as specified in technical Specifications sections.

**1.09 OPERATION AND MAINTENANCE MANUAL - WARRANTIES CONTENT**

- .1 Separate each warranty with index tab sheets keyed to Table of Contents listing.
- .2 List each warrantor with complete contact information.
- .3 Verify that documents are in proper form and contain full information. Ensure that warranties are for the correct duration and are in Owner's name.

**1.10 AS-BUILT DOCUMENTS AND SAMPLES**

- .1 Maintain at site for Owner and Consultant, one record copy of:
  - .1 Contract Drawings.
  - .2 Specifications.
  - .3 Addenda.
  - .4 Change Orders and other modifications to Contract.
  - .5 Reviewed shop drawings, product data, and samples.
  - .6 Field test records.
  - .7 Inspection certificates.
  - .8 Manufacturer's certificates.
- .2 Store record documents and samples in field office apart from documents used for construction.
  - .1 Provide files, racks, and secure storage.
- .3 Label record documents and file in accordance with section number listings in Table of Contents of this Project Manual.
  - .1 Label each document "PROJECT RECORD" in neat, large, printed letters.
- .4 Maintain record documents in clean, dry and legible condition.
  - .1 Do not use record documents for construction purposes.
- .5 Keep record documents and samples available for inspection by Owner and Consultant.
- .6 Submit one copy of completed record drawings in both hard copy and electronic forms to Owner. Provide electronic record drawings to Consultant.

### **1.11 RECORDING INFORMATION ON PROJECT RECORD DOCUMENTS**

- .1 Record information on set of black line opaque drawings, and in copy of Project Manual, provided by Consultant.
- .2 Use felt tip marking pens, maintaining separate colours for each major system, for recording information.
- .3 Record information concurrently with construction progress.
  - .1 Do not conceal Work until required information is recorded.
- .4 Contract Drawings and Shop Drawings: Mark each item to record actual construction, including:
  - .1 Measured depths of elements of foundation in relation to finish first floor datum.
  - .2 Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
  - .3 Measured locations of internal utilities and appurtenances, referenced to visible and accessible features of construction.
  - .4 Field changes of dimension and detail.
  - .5 Changes made by change orders.
  - .6 Details not on original Contract Drawings.
  - .7 References to related shop drawings and modifications.
- .5 Specifications: Mark each item to record actual construction, including:
  - .1 Manufacturer, trade name, and catalogue number of each product actually installed, particularly optional items and substitute items.
  - .2 Changes made by Addenda and change orders.
- .6 Other Documents: Maintain manufacturer's certifications, inspection certifications, field test records, required by individual specifications sections.
- .7 Provide digital photos, if requested, for site records.
- .8 At completion of project and prior to final review, neatly transfer "as-built" notations to second and third set of black line opaque drawings and submit to Consultant along with field drawings. In addition, submit AutoCAD disks of project with all changes included to reflect "as-built" conditions. Drawings must be generated in most current AutoCAD version, and consistent with Bid Documents.
  - .1 For Subcontractors' use in preparation of "as-built" drawings required under this contract, Subcontractors may purchase from Consultant, electronic AutoCAD drawing files subject to the following:
    - .1 Removal by Consultant of Consultants' professional seals from electronic drawing file; and
    - .2 Receipt of Licence Agreement prepared by Consultant and signed by Contractor(s) or user(s) of electronic files; and
    - .3 Receipt of payment to Consultant from each separate Subcontractor requesting an electronic drawing file, an amount of \$250.00 for first electronic file or drawing sheet requested plus an additional \$200.00 for each subsequent electronic file or drawing sheet requested at same time.

### **1.12 SPARE PARTS, MAINTENANCE MATERIALS, AND SPECIAL TOOLS**

- .1 Spare Parts:
  - .1 Provide spare parts, in quantities specified in individual specification sections.

- .2 Provide items of same manufacture and quality as items in Work.
- .3 Deliver to site; place and store where directed by Owner.
- .4 Receive and catalogue all items:
  - .1 Submit inventory listing to Consultant.
  - .2 Include approved listings in Maintenance Manual.
- .5 Obtain receipt for delivered products and submit prior to final payment.
- .2 Maintenance Materials:
  - .1 Provide maintenance and extra materials, in quantities specified in individual specification sections.
  - .2 Provide items of same manufacture and quality as items in Work.
  - .3 Deliver to site; place and store where directed by Owner.
  - .4 Receive and catalogue all items:
    - .1 Submit inventory listing to Consultant.
    - .2 Include approved listings in Maintenance Manual.
  - .5 Obtain receipt for delivered products and submit prior to final payment.
- .3 Special Tools:
  - .1 Provide special tools, in quantities specified in individual Specification Section.
  - .2 Provide items with tags identifying their associated function and equipment.
  - .3 Deliver to site; place and store where directed by Owner.
  - .4 Receive and catalogue all items:
    - .1 Submit inventory listing to Consultant.
    - .2 Include approved listings in Maintenance Manual.
- .4 Storage, Handling and Protection:
  - .1 Store spare parts, maintenance materials, and special tools in manner to prevent damage or deterioration.
  - .2 Store in original and undamaged condition with manufacturer's seal and labels intact.
  - .3 Store components subject to damage from weather in weatherproof enclosures.
  - .4 Store paints and freezable materials in a heated and ventilated room.
  - .5 Remove and replace damaged products at own expense and to satisfaction of Consultant.

### **1.13 WARRANTIES AND BONDS**

- .1 Separate each warranty or bond with index tab sheets keyed to Table of Contents listing.
- .2 List Subcontractor, Supplier, and manufacturer, with name, address, and telephone number of responsible principal.
- .3 Obtain warranties and bonds, executed in duplicate by Subcontractors, Suppliers, and manufacturers, within ten days after completion of the applicable item of work.
- .4 Except for items put into use with Owner's permission, leave date of beginning of time of warranty until Ready-for-Takeover date is determined.
- .5 Verify that documents are in proper form, contain full information, and are notarized.
- .6 Co-execute submittals when required.
- .7 Retain warranties and bonds until time specified for submittal.

**END OF SECTION**

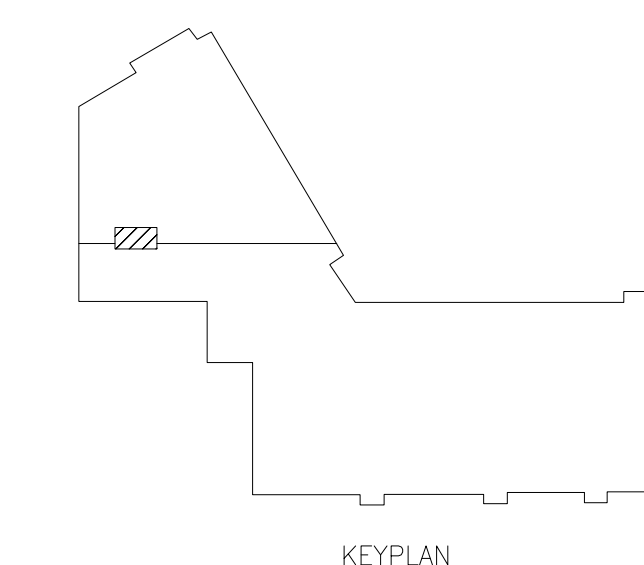


**CITY OF KENORA  
REQUEST FOR TENDER**

**ITT#730-001-24**

**APPENDIX B  
DESIGN DRAWINGS**





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Issued		By	Appd. YY.MM.DD
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	Dwn.	Chkd.	Dsgn.



Client/Project  
**CITY OF KENORA**  
**MONCRIEF SPORTS CENTRE FACILITIES UPGRADES**  
 18 MIKE RICHARDS WAY, KENORA ON, P9N 1L2

Title  
**PLATFORM REPLACEMENT DETAILS**

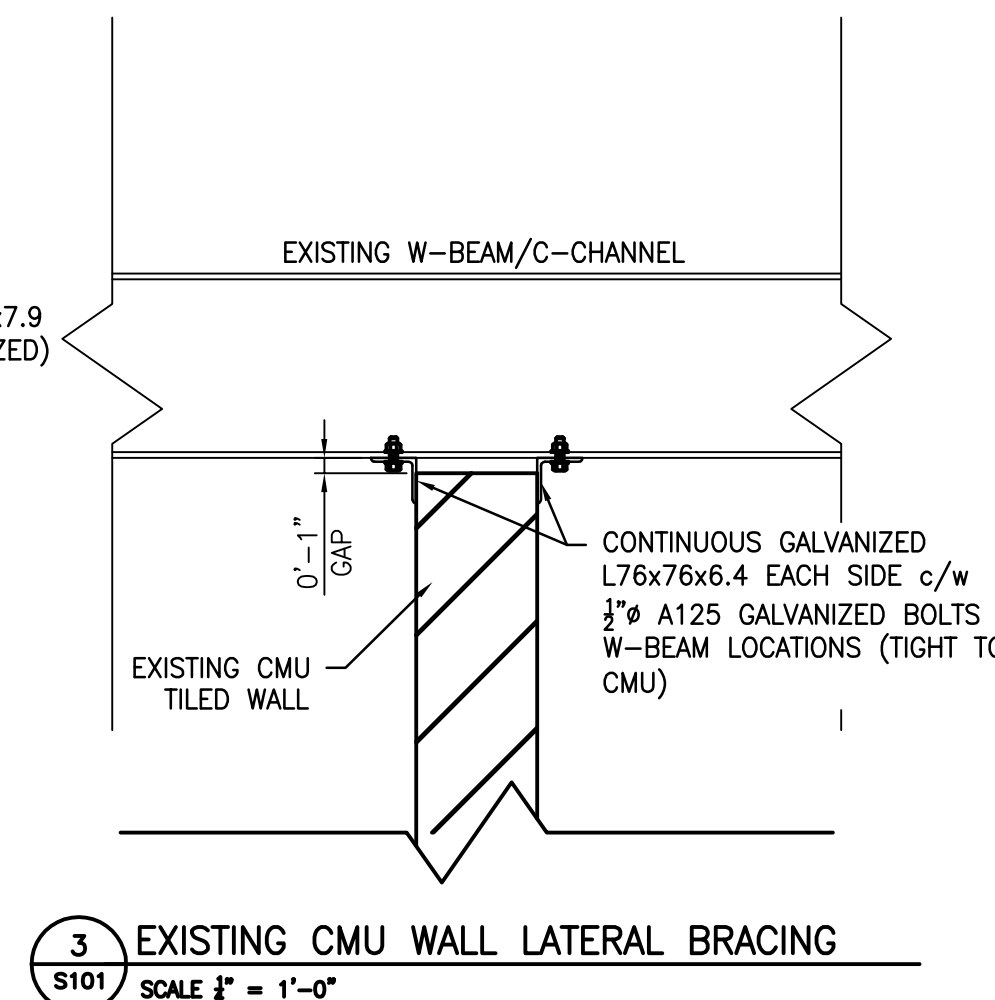
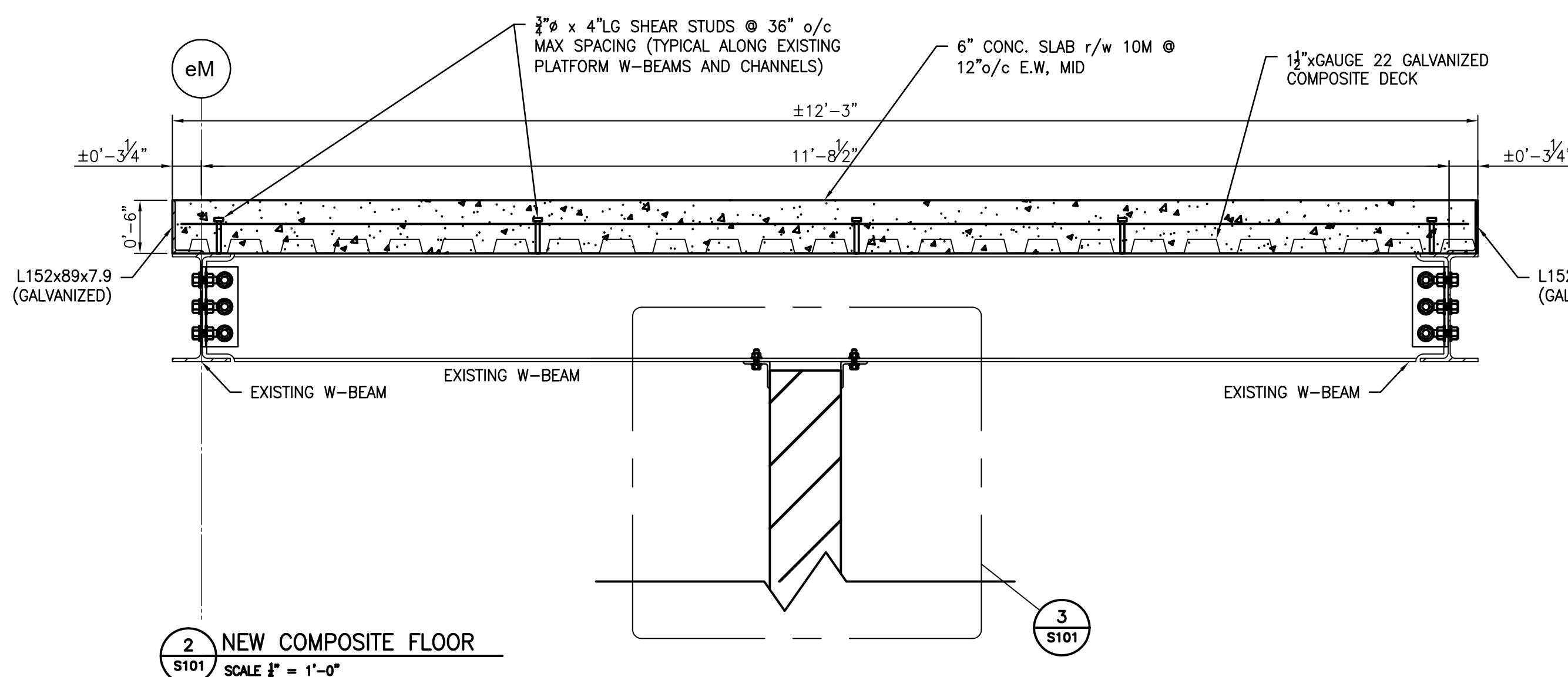
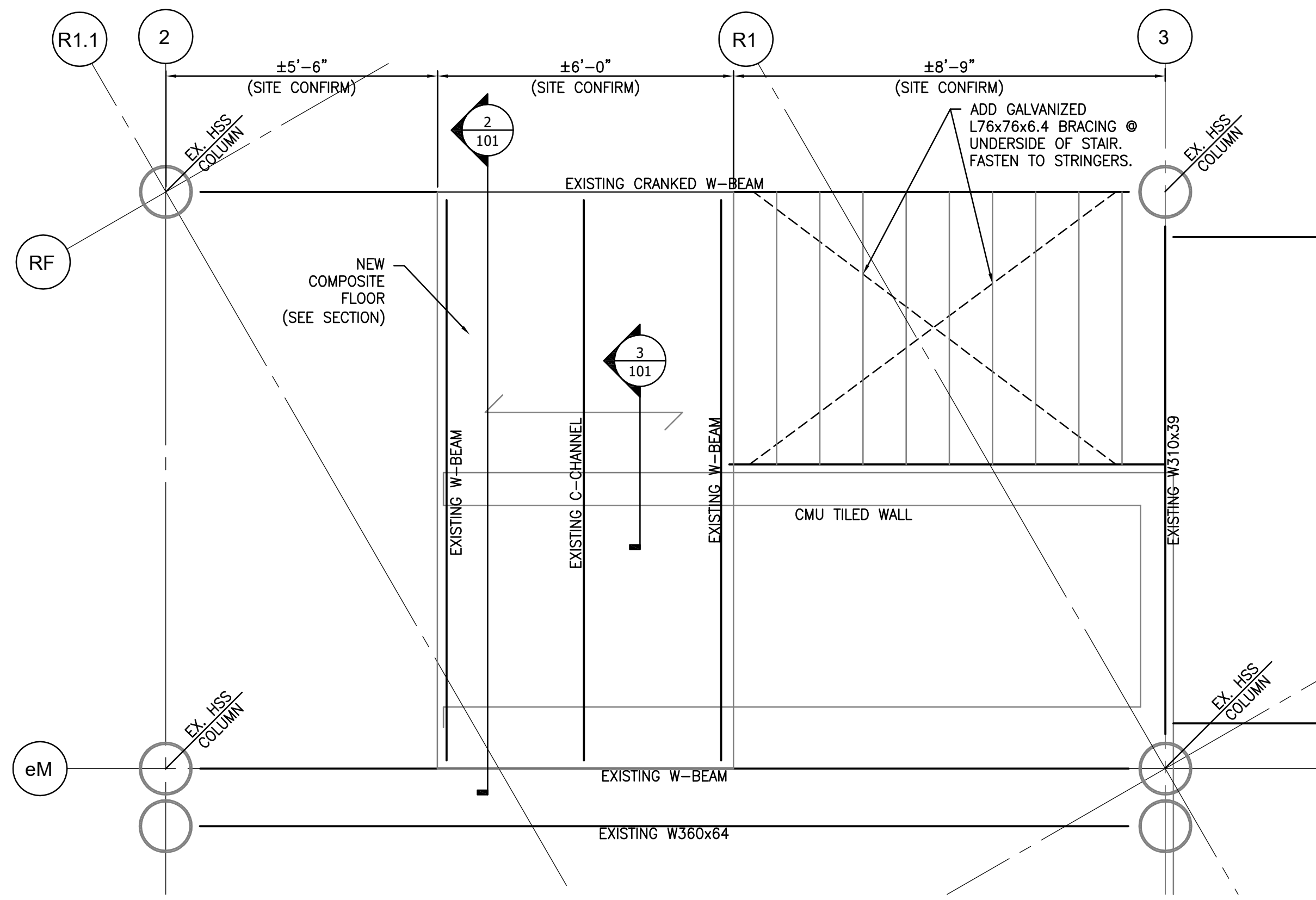
Project No. 115425040	Scale AS NOTED
Drawing No. S-101	Sheet 2 of 6
	Revision 0

REPAIR NOTES

- 1 REMOVE EXISTING GUARDRAILS/HANDRAILS AND PRESERVE TO RE-USE.
- 2 PRIOR TO REMOVAL OF EXISTING GUARDRAILS/HANDRAILS, CONTRACTOR TO WIRE BRUSH OR POWER CLEAN ANY RUST OBSERVED ON ANY PART OF THE GUARDRAILS/HANDRAILS TO ASSESS THE CONDITION.
- 3 CONTRACTOR TO COMMUNICATE FINDINGS TO THE CITY OF KENORA REPRESENTATIVE AND/OR STANTEC CONSTRUCTION ADMINISTRATOR, INCLUDING A PROPOSED REPAIR APPROACH IF ANY, AND THE ASSOCIATED COST.
- 4 CAREFULLY DEMOLISH THE EXISTING WATER-SLIDE PLATFORM/MEZZANINE COMPOSITE FLOOR TO EXPOSE THE FRAMINGS.
- 5 WIRE BRUSH OR POWER CLEAN TO REMOVE ANY IDENTIFIED RUST ON EXISTING FRAMINGS.
- 6 APPLY CORROSION INHIBITOR AFTER RUST CLEANING PROCESS. PRODUCT SAMPLE: CORROSEAL RUST CONVERTER METAL PRIMER OR ANY OTHER APPROVED EQUAL.
- 7 EPOXY PAINT. PRODUCT SAMPLE: MACROPOXY 646 by SHERWIN-WILLIAMS OR ANY OTHER APPROVED EQUAL. SURFACE PREPARATION PER MANUFACTURER RECOMMENDATION.
- 8 INSTALL A NEW COMPOSITE DECK. REFER TO REPAIR DETAIL PLAN 1/S101 AND SECTION 2/S101.
- 9 RE-INSTALL THE GUARDRAIL/HANDRAIL TO MATCH EXISTING.
- 10 REPLACE WATERPROOFING MATERIAL ON THE NEW COMPOSITE DECK. PRODUCT SAMPLE: SIKASHIELD BY SIKA CANADA OR ANY OTHER APPROVED EQUAL.
- 11 INSTALL STEEL BRACE AT UNDERSIDE OF THE EXISTING STAIR FOR LATERAL STABILITY. SEE REPAIR DETAIL PLAN 1/S101.
- 12 INSTALL LATERAL BRACE TO THE TOP OF THE CMU FEATURE WALL PER DETAIL 3. ENSURE THERE IS AT LEAST 25mm (1") GAP BETWEEN THE TOP OF THE WALL AND STEEL BEAMS AFTER REMOVAL OF THE EXISTING TILES AT THE LOCATION.
- 13 PRIOR TO CONCRETE PLACEMENT OF PLATFORM, CONTRACTOR TO NOTIFY KENORA REPRESENTATIVE AND/OR STANTEC CONSTRUCTION ADMINISTRATOR FOR REVIEW. PROVIDE MINIMUM 48 HOURS NOTICE.



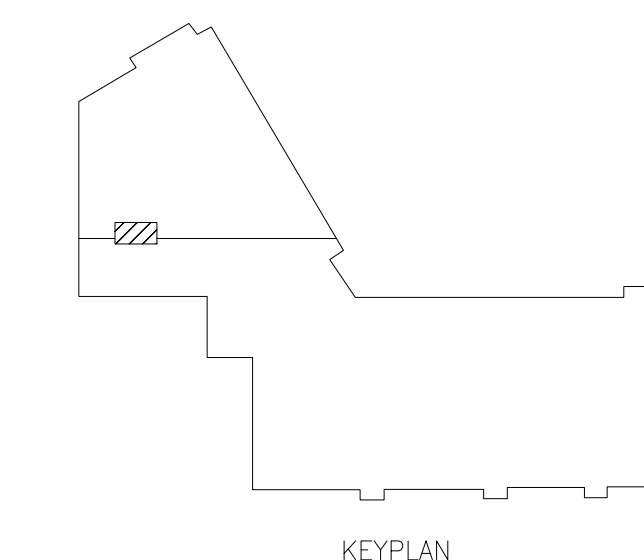
FIGURE 1: VIEW SHOWING THE EXISTING PLATFORM  
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Permit-Seal



Client/Project  
**CITY OF KENORA**  
**MONCRIEF SPORTS CENTRE FACILITIES UPGRADES**  
 18 MIKE RICHARDS WAY, KENORA ON, P9N 1L2  
 Title  
**POOL STRUCTURE REPAIR DETAILS**

Project No. 115425040	Scale AS NOTED
Drawing No. S-102	Sheet 3 of 6
	Revision 0

**REPAIR NOTES**  
 1 WIRE BRUSH OR POWER CLEAN TO REMOVE ENTIRE RUST AT ALL POOL STRUCTURAL SUPPORT LOCATIONS.  
 2 APPLY CORROSION INHIBITOR AFTER RUST CLEANING PROCESS. PRODUCT SAMPLE: CORROSEAL RUST CONVERTER METAL PRIMER OR ANY OTHER APPROVED EQUAL.  
 3 EPOXY PAINT, PRODUCT SAMPLE: MACROPOXY 646 by SHERWIN-WILLIAMS OR ANY OTHER APPROVED EQUAL.

WIRE BRUSH AND EPOXY PAINT TO MATCH EXISTING. ALL RUST ON EXISTING POOL COLUMNS, BRACINGS AND ELECTRICAL CONDUIT. EPOXY PAINTING TO EXTEND TO THE WHOLE PART OF ANY CORROSION AFFECTED AREA TO AVOID ANY UNPLEASANT SIGHT AFTER PAINTING.

FIGURE 2



**FIGURE 2: RUST STAIN ON BRACINGS AND ELECTRICAL CONDUIT**  
 SCALE: N.T.S

WIRE BRUSH AND EPOXY PAINT TO MATCH EXISTING. ALL RUST ON EXISTING STEEL BEAMS, BRACINGS AND ELECTRICAL CONDUIT. EPOXY PAINTING TO EXTEND TO THE WHOLE PART OF ANY CORROSION AFFECTED AREA TO AVOID ANY UNPLEASANT SIGHT AFTER PAINTING.



**FIGURE 3: RUST STAIN ON STRUCTURAL STEEL, BRACING AND ELECTRICAL CONDUIT**  
 SCALE: N.T.S



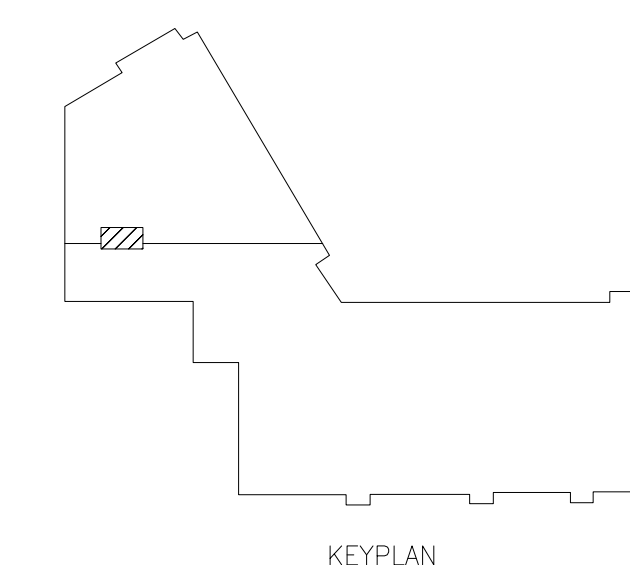
**FIGURE 1: VIEW SHOWING AN AREA SAMPLE OF RUST LOCATION ON COLUMNS, BRACINGS AND ELECTRICAL CONDUIT.**

SCALE: N.T.S

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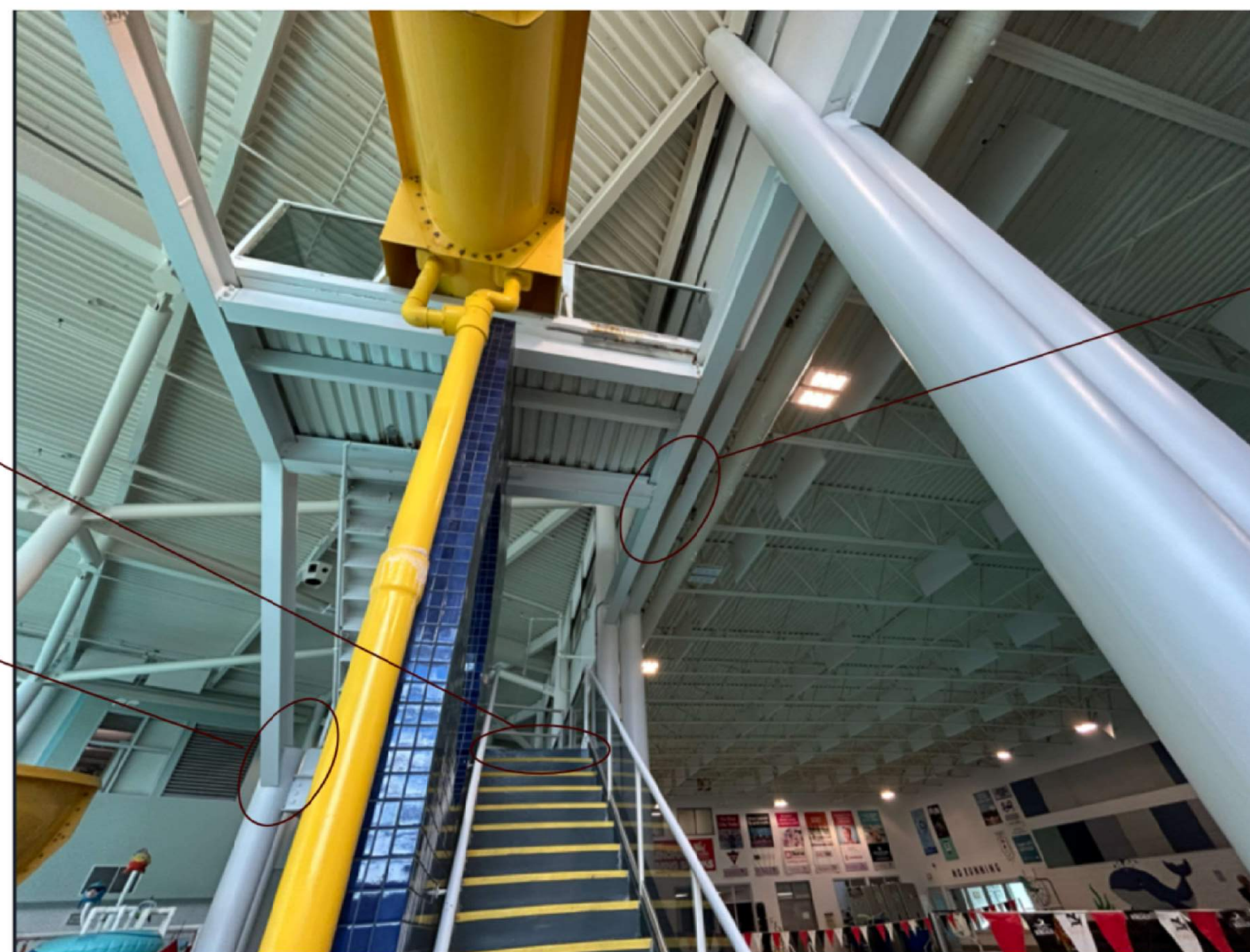


Client/Project  
**CITY OF KENORA**  
  
**MONCRIEF SPORTS CENTRE FACILITIES UPGRADES**  
  
 18 MIKE RICHARDS WAY, KENORA ON, P9N 1L2

Title  
**PLATFORM & STAIR FRAMING REPAIR DETAILS**

Project No. 115425040	Scale AS NOTED
Drawing No. S-103	Sheet 4 of 6
	Revision 0

**REPAIR NOTES**  
 1 WIRE BRUSH OR POWER CLEAN TO REMOVE ENTIRE RUST AT ALL STAIR & PLATFORM STRUCTURAL SUPPORT LOCATIONS.  
 2 APPLY CORROSION INHIBITOR AFTER RUST CLEANING PROCESS. PRODUCT SAMPLE: CORROSEAL RUST CONVERTER METAL PRIMER OR ANY OTHER APPROVED EQUAL.  
 3 EPOXY PAINT. PRODUCT SAMPLE: MACROPOXY 646 by SHERWIN-WILLIAMS OR ANY OTHER APPROVED EQUAL. SURFACE PREPARATION PER MANUFACTURER RECOMMENDATION.



**FIGURE 4: OVERVIEW OF THE STAIRS AND FRAMING STRUCTURES AT THE FACILITY**

SCALE: N.T.S

**FIGURE 6**

**FIGURE 7**



WIRE BRUSH AND EPOXY PAINT TO MATCH EXISTING, ALL RUST ON EXISTING WATER SLIDE PLATFORM FRAMINGS.

**FIGURE 5: VIEW SHOWING SOME RUST LOCATIONS**

SCALE: N.T.S

WIRE BRUSH AND EPOXY PAINT TO MATCH EXISTING, ALL RUST ON EXISTING STAIR TREADS - TOP TO BOTTOM.

PROVIDE NEW TREAD FINISH TO MATCH EXISTING ONCE CORROSION REPAIR PROCESS HAS BEEN CARRIED OUT. SEAL PERIMETER WITH A SILICONE CAULK OR APPROVED EQUAL.



**FIGURE 6: VIEW SHOWING SOME RUST LOCATIONS**

SCALE: N.T.S



WIRE BRUSH AND EPOXY PAINT TO MATCH EXISTING, ALL RUST ON EXISTING STEEL FRAMINGS.

**FIGURE 7: VIEW SHOWING SOME RUST LOCATIONS**

SCALE: N.T.S

**REPAIR NOTES**

- 1 REMOVE WALL TILES AT THE CRACK LOCATIONS ON THE CMU FEATURE WALL TO EXPOSE THE SUBSTRATE.
- 2 EXAMINE AND REMOVE ANCHORS IF CONFIRMED TO BE ANCHORED TO THE CMU FEATURE WALL AND RE-FASTEN STRINGERS ACCORDINGLY TO MATCH OTHER LOCATIONS.
- 3 EPOXY INJECT CRACKS IF FOUND ON THE SUBSTRATE. PRODUCT SAMPLE: POLYURETHANE RESIN BY SIKA CANADA OR ANY OTHER APPROVED EQUAL.
- 4 RE-POINT WALL TILES. PRODUCT SAMPLE: PERMACOLOR GROUT BY LATICRETE OR ANY OTHER APPROVED EQUAL.
- 5 AFTER REMOVAL OF WALL TILES, CONTRACTOR TO NOTIFY KENORA REPRESENTATIVE AND/OR STANTEC CONSTRUCTION ADMINISTRATOR FOR REVIEW. PROVIDE MINIMUM 48 HOURS NOTICE.

- PROVIDE 1" GAP BETWEEN THE WALL & STRUCTURAL FRAMING AND INSTALL LATERAL SUPPORT ANGLE PAINTED TO MATCH EXISTING. (SEE 3/S101)
- PROVIDE SAW-CUT JOINTS BETWEEN THE STEEL BEAM FLANGES AND MASONRY WALL ON BOTH SIDES OF THE EXISTING STEEL BEAMS SUPPORTING THE WATERSLIDE PLATFORM

ANCHORS AT THE STAIR BOTTOM. REMOVE ALL CONNECTIONS FROM THE STRINGER TO WALL.

ANCHORS AT THE TOP LOCATION. REMOVE ALL CONNECTIONS FROM THE STRINGER TO WALL.



**FIGURE 8: VIEW SHOWING THE CMU FEATURE WALL, SOFFIT OF THE WATERSLIDE PLATFORM STAIR AND ANCHORS SUSPECTED TO BE FASTENED TO THE WALL**

SCALE: N.T.S



REMOVE TILES & EPOXY INJECT SUBSTRATE CRACKS/RE-POINT. RE-INSTALL TILES TO MATCH - TYPICAL AT ALL CRACK LOCATIONS.

**FIGURE 9: VIEWS SHOWING THE CMU FEATURE WALL.**

SCALE: N.T.S

REFER TO S-101 FOR DEMOLITION AND REPLACEMENT OF STEEL DECK



ANCHORS AT THE TOP LOCATION. REMOVE ALL CONNECTIONS FROM THE STRINGER TO WALL.

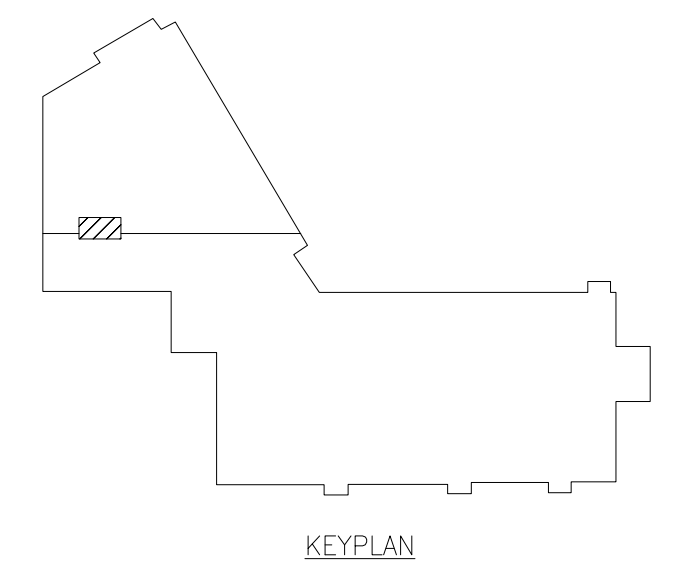
**FIGURE 10: VIEW SHOWING THE ANCHORS SUSPECTED TO BE FASTENED TO THE CMU WALL**

SCALE: N.T.S

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**Legend**



**Notes**

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		Dwn.	Chkd.	Dsgn.	Y.M.M.DD

**Permit-Seal**



Client/Project  
CITY OF KENORA

MONCRIEF SPORTS CENTRE FACILITIES UPGRADES

18 MIKE RICHARDS WAY, KENORA ON, P9N 1L2

Title  
FEATURE WALL REPAIR DETAILS

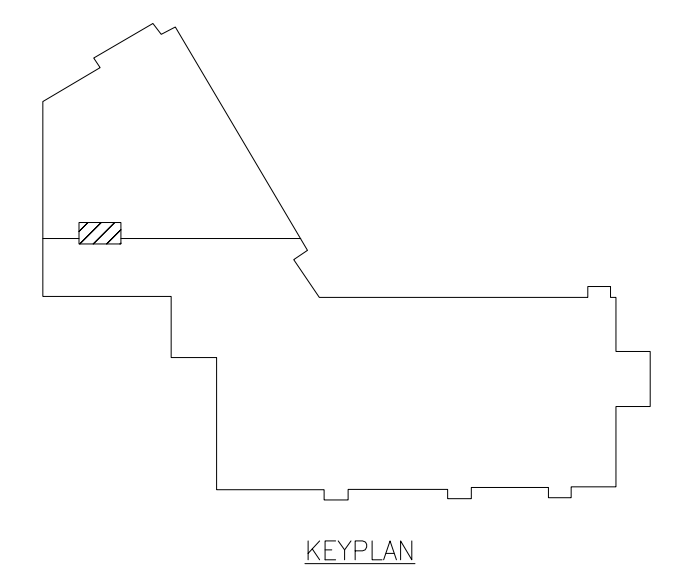
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Drawing No. S-104	Sheet 5 of 6
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Consultants

Legend



Notes

Revision	By	Appd.	YY.MM.DD
5			
4			
3			
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0	IR	YO	26.05.20
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File Name:	115425040_struct_reva_20260519		26.05.19
	Dwn.	Chkd.	Dsgn.

Permit-Seal



Client/Project  
 CITY OF KENORA

MONCRIEF SPORTS CENTRE FACILITIES UPGRADES

18 MIKE RICHARDS WAY, KENORA ON, P9N 1L2

Title  
 CONCRETE BEAM REPAIR  
 U/S OF POOL FLOOR

Project No. 115425040 Scale AS NOTED

Drawing No. S-105 Sheet 6 of 6 Revision 0

REPAIR NOTES

- 1 SHORE EXISTING STAIR PRIOR TO BRACKET REMOVAL.
- 2 SHORE EXISTING PERPENDICULAR BEAM PRIOR TO REMOVAL OF CONCRETE FOR REPAIR.
- 3 SEE DRAWING S-101 FOR GENERAL NOTES.
- 4 AFTER REMOVAL OF LOOSE CONCRETE AND REINFORCING CORROSION REMOVAL, CONTRACTOR TO NOTIFY KENORA REPRESENTATIVE AND/OR STANTEC CONSTRUCTION ADMINISTRATOR FOR REVIEW. PROVIDE MINIMUM 48 HOURS NOTICE.



CAREFULLY CHIP OFF SCALING CONCRETE AND ADD REPAIR MORTAR TO CREATE FLUSH SURFACE.

SHORE EXISTING STAIRS AS REQUIRED. REPLACE EXISTING STAIR BRACKET PER DETAILS.

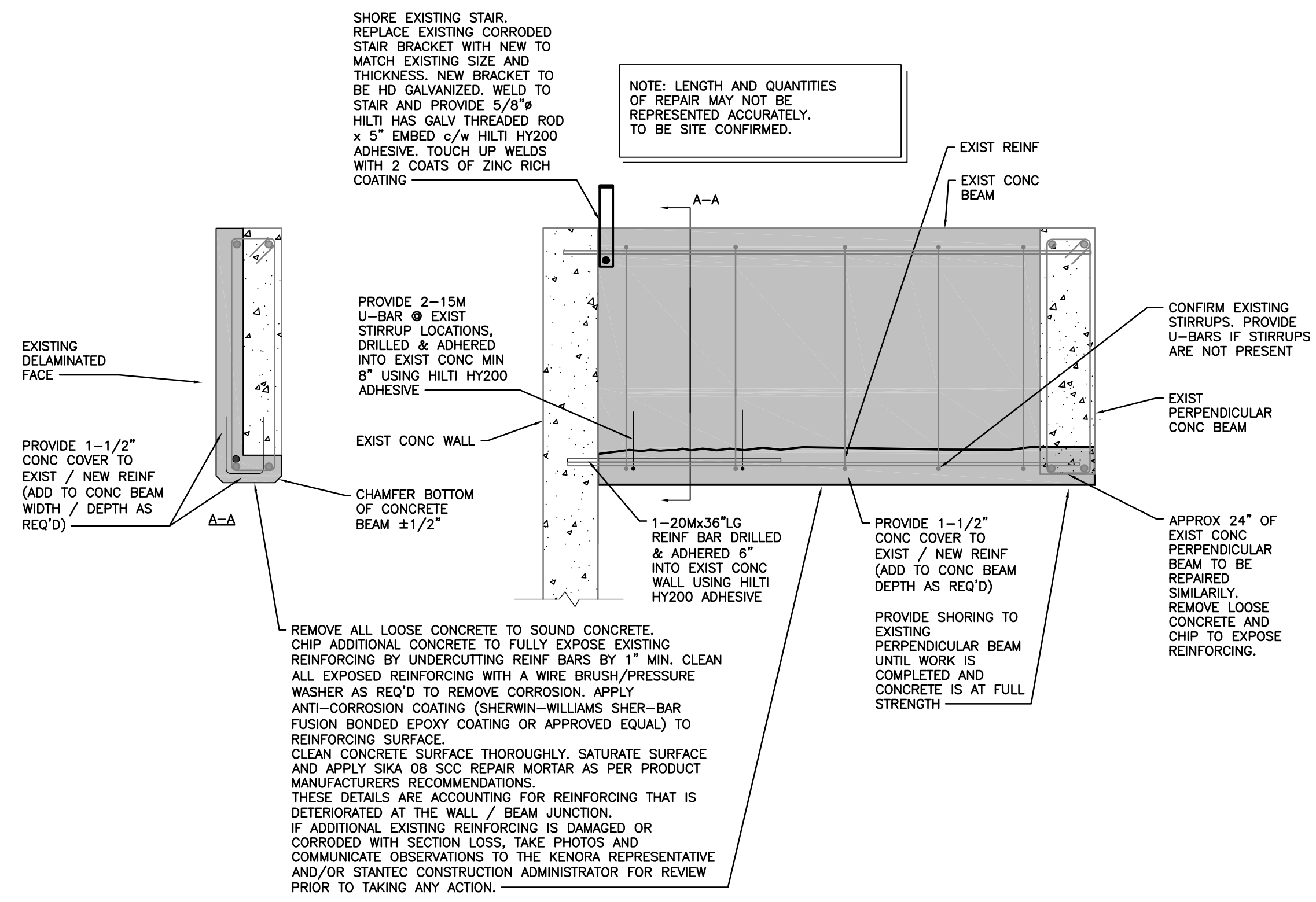
CONCRETE DELAMINATION REINFORCING IS ASSUMED TO BE TOO CLOSE TO OUTSIDE FACE OF CONCRETE REPAIR PER DETAILS.

REINFORCING SECTION LOSS. REPLACE PER DETAILS.

DISCONNECT SERVICES FROM CONCRETE BEAM FOR REPAIR. TEMPORARILY SUPPORT SERVICES AS REQUIRED. REPAIR CONCRETE BEAM PER THE DETAILS. RE-ATTACH SERVICES.

CONCRETE DELAMINATION REPAIR PER DETAILS.

NOTE: SHORE EXISTING BEAM DURING CONCRETE REPAIR WORK



1 CONCRETE BEAM REPAIR DETAIL  
 S105 SCALE 3/4" = 1'-0"

FIGURE 11: VIEW SHOWING CONCRETE BEAM DELAMINATION AT BASEMENT LEVEL