



**The Corporation of the Township of
Whitewater Region**

Tender No. **2021-23**

Background

The Township of Whitewater Region is seeking bids **to perform accessibility upgrades at the Beachburg Arena**. The lowest or any bid will not necessarily be accepted, and the Township reserves the right to award any portion of this tender. This offer shall be irrevocable for a period of sixty (60) calendar days following the date bids are to be received.

Registration and Communications

It is mandatory that you register as a bidder with the Township. Failure to register will result in non-acceptance of your submission.

Please remit Name of Company, Name of Contact Person, Contact Information to Sandra Moss, Purchasing Coordinator at **smoss@whitewaterregion.ca**

Questions related to this tender or the requirements are to be received by **1:00 p.m. on June 7, 2021**.

Where a bidder finds discrepancies or omissions in the tender requirements or otherwise requires any clarification, the bidder should contact the Township in writing by email as noted above. Where the Township deems that an explanation or interpretation is necessary or desirable, an addendum may be issued.

Scope of Tender

Following the attached specifications, project completion by July 30, 2021.

Specifications

A detailed list of specifications is attached. Potential vendors may provide alternatives in the event an equal or better-proven product or method is available. Evaluation of alternatives is the sole discretion of the Township.

Delivery and Official Closing Time of Proposals

All submissions shall be in a sealed envelope, clearly marked "2021-23 Beachburg Arena Accessibility Upgrades" and delivered to:

Township of Whitewater Region
44 Main Street
PO Box 40
Cobden, ON K0J 1K0

or

Electronic submission on biddingo.com

Tender submissions must be received not later than **1:00 p.m. on June 11th, 2021**. The time clock in the Council Chambers at the Township Office is the official time for the deadline for submission. The Township is not responsible for submissions which arrive late or are not properly marked.

Submissions shall be officially opened after closing time but will not be open to the public due to COVID requirements.

Timeline

The expected timeline for selection is as follows:

May	12, 2021	Tender Issued
June	7, 2021	Deadline for Questions
June	11, 2021	Closing date for Tenders
June	17, 2021	Award by Township
July	30, 2021	Completion Deadline

Township's Purchasing Policies

The Township's Purchasing Policies form an integral part of this proposal and process. A copy is available upon request.



**The Corporation of the Township of
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Tender No. **2021-23**

Bid Form

Company Information

1.	Company Name	
2.	Bidder's Contact Individual	
3.	Address (incl. Postal Code)	
4.	Office Phone #	
5.	Cellular #	
6.	Fax #	
7.	Email address	
8.	HST Account #	

I/We hereby submit the attached documents to satisfy the requirements as issued by the Township of Whitewater Region.

I/We agree that we have reviewed and understand the tender documents and I/We are capable and qualified to perform the requirements of the contract.

I/We agree that this offer shall be irrevocable from the time the quotations are opened and extended for a period of 60 days.

I/We agree that this offer acknowledges all addenda and that the pricing quoted includes the provision set out in such addenda.

Bid Submission

The undersigned affirms that they are duly authorized to execute this bid and that all costs associated with this proposal have been submitted in the fee envelope.

BIDDER'S SIGNATURE AND SEAL: _____

NAME AND POSITION: _____

WITNESS SIGNATURE: _____

NAME AND POSITION: _____

DATED AT: _____

THIS _____ DAY OF _____ 202__

Basis of Payment

The Bidder offers to provide the services detailed within the tender package and identified specifications as detailed in the Bidder's submission, to the acceptance of the Township for the following Cost.

Price: \$ _____

HST: \$ _____

Total Price: \$ _____
(including HST)

Break Down of Job Specific Accessibility Upgrades

Replace Knob Handles with Levers	Optional: YES: NO: Cost: _____ HST: _____ Total: _____
New Handicap Operators	Optional: YES: NO: Cost: _____ HST: _____ Total: _____
Canteen Counter Replacement	Optional: YES: NO: Cost: _____ HST: _____ Total: _____
Visually Detectable Stair Noising for Accessibility	Optional: YES: NO: Cost: _____ HST: _____ Total: _____
Change Rooms: Replace Coat Hooks	Optional: YES: NO: Cost: _____ HST: _____ Total: _____
Change Rooms: Provide Accessible Curb to Showers	Optional: YES: NO: Cost: _____ HST: _____ Total: _____

Change Rooms: Replace Benches	Optional: YES: NO: Cost: _____ HST: _____ Total: _____
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Specifications ii.

1. This contract must meet all Ontario Provincial Standards applicable to industry standards except as otherwise provided in the provisions.
2. All costs of the contractor’s equipment, parts, labour and travel if applicable, shall be included in the price of this contract.
3. Contractor shall be responsible for obtaining all necessary permits at their cost, if applicable.
4. The Township shall be notified five (5) working days prior to commencement of any operations.
5. The Bidder shall indemnify and save harmless The Corporation of the Township of Whitewater Region against all claims, demands, loss, damages, etc. The Bidder shall keep in force, a comprehensive policy of public liability and property damage insurance acceptable to the Township providing insurance coverage in respect of any one accident to the limit of at least \$2 million (\$2,000,000.00) resulting from, or arising out of any act or omission on the part of the Bidder or any of his employees or agents.
6. The Contractor is required to conform with the *Occupational Health and Safety Act* related to the performance of the contract. In addition, the successful Proponent will be required to supply to the Township a valid Clearance Certificate issued by the WSIB to supply to the Township within ten (10) days of award or prior to commencement of work, whichever is earlier a valid Clearance Certificate issued by the WSIB.
7. If the time limit is not sufficient to permit completion by the Contractor working a normal number of hours, the contractor may seek an amended date of completion from the Township’s representative. If the work is not completed by the above date, or by an amended date allowed by an approved extension, the Contractor agrees to pay the Township a sum of \$300.00 per calendar day, for each day delay in the completion of the work, as liquidated damages.
8. Payment at the contract price shall be compensation in full for performing the work specified in the tender and for the supply of all labour, equipment and materials, except as otherwise provided in the tender, necessary to complete the work to the satisfaction of the Township.
9. Maintenance Period shall be added as follows:
“The contractor shall provide a Maintenance Period of one (1) year after completion of the contract during which the contractor is obligated to repair any defects in workmanship and materials that may become evident.”

4.0 Beachburg Arena Accessibility Audit

4.1 Beachburg Arena Accessibility Audit: Overview

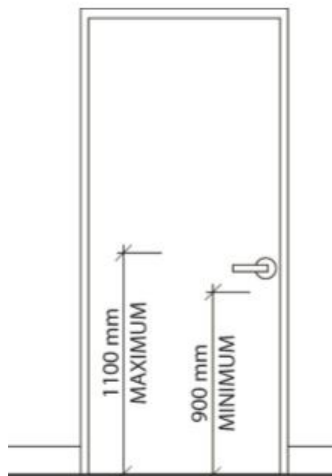
The Beachburg Arena was recently upgraded to improve universal accessibility, including the renovation for a fully accessible new entrance. An exterior ramp was added to bring people from the parking area to the main floor. All use areas were reviewed for conformance with the accessibility requirements in the Ontario Building Code.

1. Many of the standard door knobs present in the building are not accessible. Door actuators are required on doors of all entrances to the building, public washrooms, change rooms, doors leading into viewing, eating or arena areas. Doors that do not meet the minimum clearances must be equipped with a door actuator.
2. In the canteen / viewing area, the existing counters would need to be lowered to be barrier free. Existing fixed furniture is not accessible. A safety strip will need to be incorporated at the one door that has a 600mm drop to adjacent corridor to notify users of drop.
3. Corridor leading to the change rooms and washrooms have structural columns impeding on path of travel. 1100mm clear width required for barrier free access.
4. In the change rooms, the clearance between the entry door and wall do not meet code, there are no accessible coat hooks and seating, and shower areas and sinks are not accessible.
5. There is no barrier free seating within the arena area, all seating is accessible through stairs and minimum clearance in front of bench would need to be provided. Access to ice rink is only accessible through stepping over a curb.
6. In referee room, there is a 200mm drop to level floor from interior of room, floor leveling of ramp will be required to become accessible.

4.2 Beachburg Arena Accessibility Audit: Accessibility Issues

GENERAL DOOR ISSUES

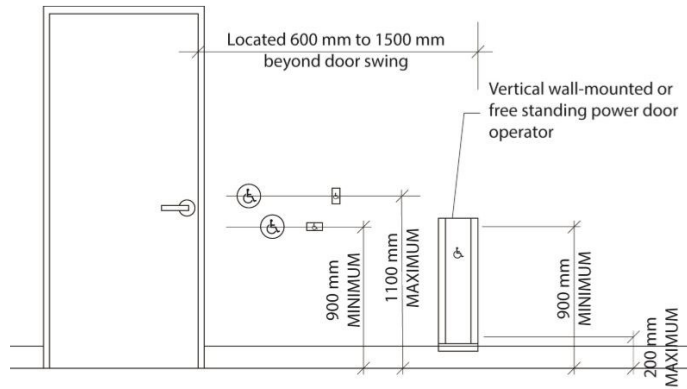
1. Many doors throughout the building have standard door knobs which are not accessible. Door opening devices must be operable with closed fists such as Lever style handles to meet code. See image below for installation height requirements. (3.8.3.3)



2. Presently, there is only a door actuator on the main entrance door of the building. Door actuators are required on doors in the following areas.(3.8.3.3)

- All entrances to building
- Public washrooms
- Change rooms
- Doors leading in to viewing / eating area
- Doors leading in to arena areas.

Please see diagram of acceptable locations and clearances for door actuators



3. All doors that are required to be barrier free are to be at least 860 wide and have the following clearances .

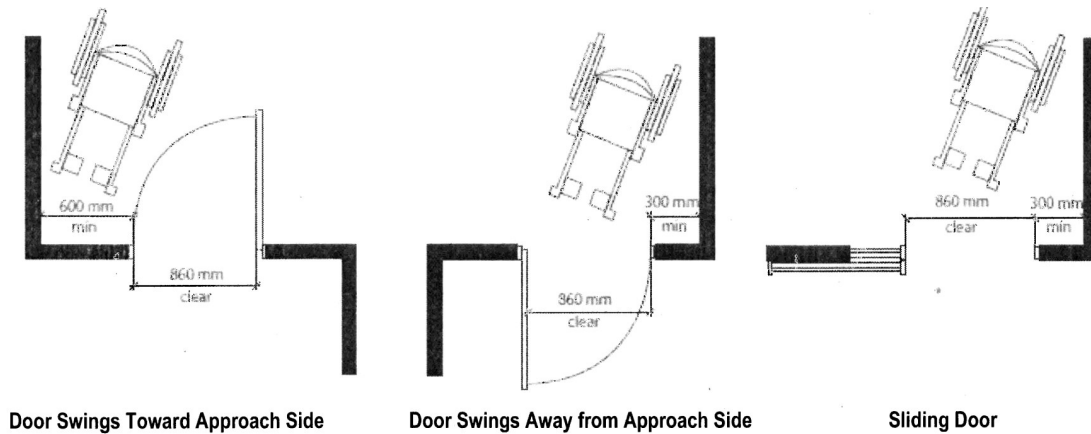
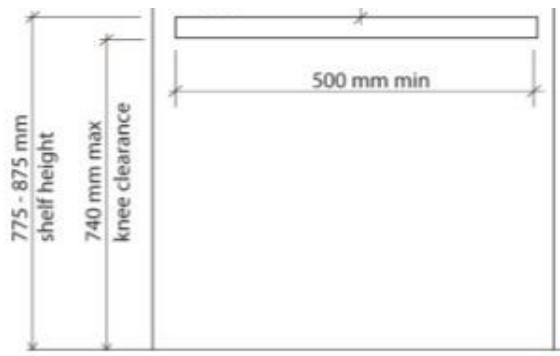


Figure A-3.8.3.3.(10)
Doorway Clearance

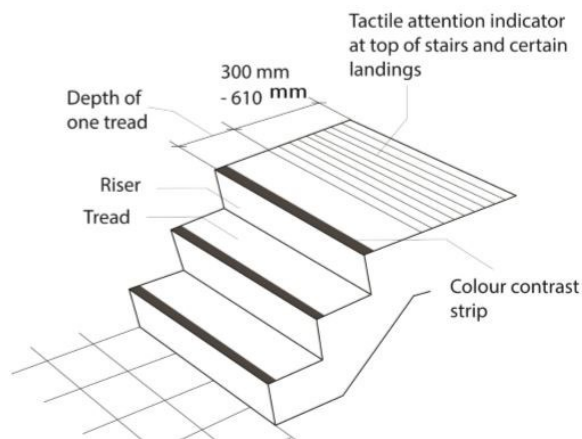
4. Doors that are unable to achieve required clearances above must be equipped with a door actuator. See diagram included for point 2.

CANTEEN/VIEWING AREA

1. Canteen Counter height is currently 947mm high. In order to meet accessibility standards, there must be a barrier free counter with a maximum height of 875.



2. One door in this area has a 600mm drop to adjacent corridor. Although there is an alternate route allowing for wheelchair accessibility. This is still a safety issue because there is no indication of the drop. A safety strip will need to be incorporated to notify users of drop. (OCB 3.4.6.1)



3. Fixed furniture is not accessible. Counter height in the viewing area is not accessible counter height. See above diagram for point 6.1 for acceptable solution
4. Doors into the space are required to have door actuators installed.

CORRIDORS

1. Corridor leading to the change rooms and washrooms have structural columns impeding on path of travel. 1100mm clear required for barrier free access.

CHANGEROOMS

1. Doors in to the change rooms are required to have an actuator.