



STORM DOOR INSTALLATION
EIGHT (8) DOORS AT FOUR (4) UNITS, ATIKOKAN, ON

Sealed envelopes or faxes clearly marked **DSSAB 23-07 Storm Door Installation** will be received by:

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Rainy River District Social Services Administration Board
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Up to, but not later than:

1:30 P.M. Central Daylight Time (CDT)
Wednesday, March 22, 2023

Part 1 – Intent

Scope of Work

- 1.1.1 The work under this contract applies to four (4) units at the properties known as Atikokan Family Housing, located at the following addresses in Atikokan:
- i. 100 Alder St.;
 - ii. 102 Alder St.;
 - iii. 105 Alder St.; and
 - iv. 107 Alder St.
- 1.1.2 Work under this contract includes but is not limited to:
- i. Removal & disposal of eight (8) existing storm doors;
 - ii. Cleaning and preparation of existing surfaces to receive new storm doors;
 - iii. Supply and installation of eight (8) new storm doors at all locations.

Work Schedule

- 1.2.1 Carry out work in a continuous manner. If at any time one phase falls behind schedule, take necessary measure to expedite subsequent phases to maintain or improve on completion date.
- 1.2.2 Work shall be carried out between the hours of 9:00 a.m. and 6:00 p.m., local time, Monday through Friday only, and excluding statutory holidays.
- 1.2.3 All work is to be completed by **6:00 p.m. CDT on Friday, September 29, 2023.**

Temporary Services

- 1.3.1 Power: 110 volts electrical, located at each patio or balcony, for operation of power tools.
- 1.3.2 Storage facilities will not be provided on site for storage of construction materials.
- 1.3.3 Provide suitable coverings for materials that are to remain dry.
- 1.3.4 Deliver, store and maintain packaged materials and equipment with manufacturer's seals and labels intact.

- 1.3.5 Prevent damage and soiling of material and equipment during delivery, handling and storage. Immediately remove rejected materials and equipment from site.
- 1.3.6 Store and maintain materials and equipment in accordance with manufacturer's and supplier's instructions.
- 1.3.7 Do not load or permit to be loaded, any part of the work with a weight or force that will endanger the work.

Work Within Suites

- 1.4.1 Work in this contract is to be carried out in fully occupied residential units. The work must be carried out so as to cause as little disturbance as possible to occupants.
- 1.4.2 Be responsible for moving tenants' belongings as required to access the work area. At the completion of all work, replace all items to their original location as directed by the Tenant.
- 1.4.3 Be responsible for covering, screening, and protecting tenants' belongings while work is being carried out.

Fire Safety Requirements

- 1.5.1 Take all necessary precautions to prevent the possibility of fire.
- 1.5.2 Keep suitable portable fire extinguisher within three (3) meters of the operation at all times when soldering, welding, blazing, and performing operations with an open flame, combustible adhesives, or inflammable solvents.
- 1.5.3 Ensure all rags and waste containing oil, grease, or other inflammable materials are stored in an approved metal container and removed from the site at the end of each working day.
- 1.5.4 Maintain fire fighters' access.
- 1.5.5 Maintain existing and temporary fire exits, and other means of egress.

Contractors' Use of Site

- 1.6.1 Limited to areas for work and storage as directed by RRDSSAB.
- 1.6.2 Do not unreasonably encumber site with materials or equipment.
- 1.6.3 Do not obstruct entrances, stairs or fire exits.
- 1.6.4 Make good damage to any interior or exterior building elements, caused due to the work of this Contract.

Cutting, Fitting and Patching

- 1.7.1 Inspect existing conditions including elements subject to damage or movement during cutting and patching.
- 1.7.2 Where work connects with existing and where existing work is altered, cut, patch and make good to match existing.

Layout of Work

- 1.8.1 Be responsible for layout of all parts of the work.
- 1.8.2 Rectify errors resulting from failure to verify the proper lay out of any element of the without additional cost to RRDSSAB.

Standards

- 1.9.1 Be familiar with and comply with or exceed the requirements of applicable CGA, CGSB, CSA, ULC or ASTM standards.
- 1.9.2 Failure to comply may result in rejection of the work and the need to replace or repair at no additional cost.
- 1.9.3 In case of conflict or discrepancy, the more stringent requirements shall apply.

Health and Safety

- 1.10.1 Abide by the provisions of all Acts and Regulations pertaining to health and safety.
- 1.10.2 Maintain on site a list of all hazardous materials proposed for use on site together with current Safety Data Sheets (SDS).
- 1.10.3 Label all hazardous materials according to WHMIS requirements.

1.10.4 Use experienced workers, fully instructed and trained in accordance with the requirements of WHMIS and other applicable regulations.

Asbestos

- 1.11.1 Drywall joint compound and vinyl tile which is located adjacent to the work areas is assumed to contain non-friable asbestos.
- 1.11.2 Disturbance and disposal of this material must be completed by qualified workers and in accordance with the Occupational Health and Safety Act, Ontario Regulation 278/05 and all other applicable legislation.
- 1.11.3 Ensure all necessary precautions are taken to protect residents of the project in regards to the removal and disposal of this material.

Salvage

- 1.12.1 Salvageable material shall remain the property of RRDSSAB unless stated otherwise.
- 1.12.2 Dispose of salvage materials as directed by RRDSSAB.

Warranties

- 1.13.1 Expedite the preparation and submission of warranties, particularly extended period warranties, as specified.
- 1.13.2 Provide warranties fully executed and notarized.

Cleaning

- 1.14.1 Maintain a clean site and building. Remove waste materials from site daily.

Part 2 – General

Scope

- 2.1.1 Comply with the requirements of the General Conditions.
- 2.1.2 Provide materials, labour and equipment to install residential type combination aluminum storm doors as described herein.

Products

- 2.2.1 Doors: To CSA standards. Minimum 32 mm thick, 32" wide, 80" high.
- 2.2.2 Glass: Tempered Glass. Minimum 3 mm thick.
- 2.2.3 Screens: Aluminum screening.
- 2.2.4 Hinges: Four Self Lubrication hinges complete with replaceable brass bushings, pins and springs.
- 2.2.5 Latches: Heavy duty door latch system c/w D-Shape Exterior Push Button or Pull handle.
- 2.2.6 Closer: Heavy Duty pneumatic closer c/w safety chain with spring to control excessive opening.
- 2.2.7 Finish: Baked on Enamel Paint Finish – White.
- 2.2.8 Weatherstripping: Replaceable poly-pile weather stripping on three sides.
- 2.2.9 Sweep: Adjustable U-Shape aluminum sill expander with two rubber sweeps.
- 2.2.10 Kick Panel: Prefinished white aluminum kick panel.
- 2.2.11 Screen and slider assembly to be reversible for easy field conversion.

Preliminary Work

- 2.3.1 Give RRDSSAB at least five (5) working days' notice prior to starting work.
- 2.3.2 Provide temporary protection to all interior areas during operations.
- 2.3.3 Remove existing doors and hardware and store in location as designated by the Maintenance Supervisor until time of disposal.

Execution

- 2.4.1 Install storm doors in accordance with manufacturer's instructions and to match existing door swing.

2.4.2 Adjust operable parts for correct function.

Finishing

2.5.1 Remove labels, clean, polish and make ready for use.

Questions and requests for further information or specifications are to be directed to Tonia DeGagne, Financial Analyst II – Procurements at 807-274-5349, ext. 239 or by email at purchasing@rrdssab.on.ca.

The successful contractor will be required to provide:

- a. Proof of current WSIB coverage/WSIB Clearance Certificate
- b. Proof of current liability insurance coverage minimum \$2 million per occurrence;
- c. The name of the person responsible for administering the contractor's health and safety program;
- d. Proof of appropriate staff training where required, i.e. Transportation of Dangerous Goods, OHS, WHMIS, etc.;
- e. Proof of equipment certification where required, i.e. lifting devices, boom cranes, underwater diving, etc.; and
- f. Copy of the contractor's health and safety policies and procedures; and
- g. Particulars of any convictions or orders imposed under health and safety or environmental legislation.

Some of the above documents may be provided annually and retained on file at the RRDSSAB. If you have recently submitted the current information please check with the Project Coordinator as to what additional information may be required.

Additional Important Information Pertaining to Procurement at RRDSSAB:

*As it is the responsibility of the bidder to determine levy and collection of HST, **amounts bid shall show the HST amount and HST number, or alternatively cite the basis of exemption in lieu thereof.***

If for any reason, this policy contradicts the policy of any Federal, Provincial or other source of funding, it will not apply. During the bid evaluation process, preference will be given to the purchase of Canadian goods and services over non-Canadian goods and services, wherever it may be economical to do so.

The RRDSSAB reserves the right to reject or disqualify bids not submitted in strict accordance with requirements of the bid documents.

Bids may be submitted by fax transmittal through a third party, however the Board assumes no responsibility whatsoever for proper receipt of such fax transmittals. If requested, all bid documents and enclosures must be received within the specified time frame.

The RRDSSAB is governed by the Municipal Freedom of Information & Protection of Privacy Act (MFIPPA), therefore bidders must accept that the bid contents can be made public as a condition of the bidding process.

The lowest or any bidder not necessarily accepted. The RRDSSAB reserves the right to reject any or all bids, to waive irregularities and informalities therein, and to award the bid in the best interest of the Board.

Updated March, 2012