

FURNACE REPLACEMENTS
24 UNITS
577 OSBORNE ST, FORT FRANCES

Sealed envelopes or faxes clearly marked **FAITH 26-47 Furnace Replacements** will be received by:

Tonia DeGagne, Procurement Coordinator
District of Rainy River Services Board
450 Scott Street, Fort Frances, ON P9A 1H2
Ph 807-274-5349 ext 239 FAX 807-274-0678
Email: purchasing@rrdssab.on.ca

Up to, but not later than:

2:00 P.M. Central Standard Time (CST)
Thursday, August 13, 2026

Part 1 – General Conditions

Scope of Work

- 1.1.1 The work under this contract applies to twenty-four (24) units at the housing property known as Faith Housing, located at 577 Osborne St. in Fort Frances, Ontario.
- 1.1.2 Work under this contract includes but is not limited to provision of materials, labour, equipment, services and incidentals to:
 - a) Remove and dispose of twenty-four (24) existing furnaces and all non-reusable piping, ducting and venting;
 - b) Install twenty-four (24) new high-efficiency gas furnaces;
 - c) Install any necessary peripheral devices (gas piping, venting, condensate and combustion air intake, switches, wiring, duct work, filter, filter rack, thermostat, etc.) and re-secure existing support brackets as needed;
 - d) Upgrade existing venting system to comply with all current codes and standards; and
 - e) Repair and paint drywall as needed where damaged from venting upgrades.
- 1.1.3 **There is a mandatory site visit for bidders on this project that will be held on Tuesday, July 28, 2026 at 1:15 p.m. at #52 – 577 Osborne St.**

Job Conditions

- 1.2.1 Conduct the operation of this contract in a cooperative manner with the DRRSB and interfere as little as possible with the normal operation and function of the project.
- 1.2.2 Verify all conditions and measurements at the site, prior to submitting the quotation. Failure to do this will not relieve the Contractor of responsibility nor permit charges for extras if preliminary examinations would have indicated adverse conditions.
- 1.2.3 Notify DRRSB of any obvious errors or omissions with respect to specifications prior to submission of quote.

- 1.2.4 Dwelling units are fully occupied, and work must be carried out in such a manner as to cause as little inconvenience as possible to the residents. Existing services to the residents and unobstructed access must be maintained for the residents.
- 1.2.5 Apply for, obtain, and pay for all licenses, permits and inspections required for the work. Copies of all permits are to be provided to the DRRSB prior to commencement of work.

Work Schedule

- 1.3.1 Carry out work in a continuous manner. If at any time one phase falls behind schedule, take necessary measures to expedite subsequent phases to maintain or improve on completion date.
- 1.3.2 Carry out work between the hours of 8:00 a.m. and 6:00 p.m., local time, Monday through Friday only, and excluding statutory holidays.
- 1.3.3 Complete all work by **6:00 p.m. Central Daylight Time (CDT) on Friday, December 18, 2026.**

Temporary Services

- 1.4.1 Power: 110 volts electrical, located in each unit, for operation of power tools.
- 1.4.2 Storage facilities will not be provided on site for storage of construction materials.
- 1.4.3 Provide suitable coverings for materials that are to remain dry.
- 1.4.4 Deliver, store and maintain packaged materials and equipment with manufacturer's seals and labels intact.
- 1.4.5 Prevent damage and soiling of material and equipment during delivery, handling and storage. Immediately remove rejected materials and equipment from site.
- 1.4.6 Store and maintain materials and equipment in accordance with manufacturers and suppliers' instructions.
- 1.4.7 Do not load or permit to be loaded, any part of the work with a weight or force that will endanger the work.

Work at Site

- 1.5.1 Work is to be carried out at occupied residential suites. The work must be carried out to cause as little disruption as possible to the occupants and allow for continuous access of occupants to entrances.
- 1.5.2 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.
- 1.5.3 Be responsible for covering, screening, and protecting tenants' belongings while work is being carried out.

Fire Safety Requirements

- 1.6.1 Take all necessary precautions to prevent the possibility of fire including the use of fire-resistant sheets to protect adjoining areas, when welding, brazing, grinding, and performing any operations with an open flame, combustible adhesives, or inflammable solvents.
- 1.6.2 Always keep suitable portable fire extinguisher within three (3) meters of the operation when soldering, welding, blazing, and performing operations with an open flame, combustible adhesives, or inflammable solvents.
- 1.6.3 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.
- 1.6.4 Maintain fire fighters' access.

1.6.5 Maintain existing and temporary fire exits, and other means of egress.

Contractors' Use of Site

1.7.1 Limited to areas for work and storage as directed by DRRSB.

1.7.2 Do not unreasonably encumber site with materials or equipment.

1.7.3 Do not obstruct entrances, stairs or fire exits.

1.7.4 Make good damage to any interior or exterior areas of the properties caused due to the work of this Contract.

Cutting, Fitting and Patching

1.8.1 Inspect existing conditions including elements subject to damage or movement during cutting and patching.

1.8.2 Where work connects with existing and where existing work is altered, cut, patch and make a good match the existing.

Layout of Work

1.9.1 Be responsible for layout of all parts of the work.

1.9.2 Errors resulting from failure verifying the proper layout of any element of the installation shall be rectified without additional cost to DRRSB.

Standards

1.10.1 Be familiar with and comply with or exceed the requirements of applicable CGA, CGSB, CSA, ULC or ASTM standards.

1.10.2 Perform work in accordance with 2012 Building Code (Ontario Regulation 332/12) including all amendments up to current date, and other codes of provincial or local application.

1.10.3 Failure to comply may result in rejection of the work and the need to replace or repair at no additional cost to DRRSB.

1.10.4 In case of conflict or discrepancy, the more stringent requirements shall apply.

1.10.5 Install all materials in accordance with manufacturers' recommendations.

Existing Conditions

1.11.1 If the DRRSB or Contractor discovers conditions at the place of Work that are subsurface or otherwise concealed physical conditions which existed before the commencement of the Work, which differ materially from those indicated in the Tender Documents, then the observing party shall notify the other party in writing no later than five (5) working days after first observance of the conditions.

1.11.2 The DRRSB will promptly investigate such conditions and make a finding. If the finding is that the conditions differ materially and this would cause an increase or decrease in the Contractor's cost or time to perform the Work, appropriate instructions for a change in the Work shall be issued by the DRRSB.

1.11.3 If the DRRSB finds that the conditions at the place of Work are not materially different, could reasonably have been inferred from the pre-bid meeting at the place of Work, or that no change in the Contract Price or duration is justified, these reasons shall be reported in writing to the Contractor.

Changes in Work

- 1.12.1 The DRRSB, without invalidating the Contract, may make changes by altering, adding to, or deducting from the Work, with the Contract Price and the completion date being adjusted accordingly.
- 1.12.2 No additional Work shall be done or other changes to the Contract made without receiving prior written authority from the DRRSB.
- 1.12.3 In the case of a reduction in Scope of Work, the DRRSB shall determine the method of valuation of any change in the Work by any one or more of the following methods:
 - a) by estimate and acceptance of a lump sum;
 - b) by unit prices; and/or
 - c) by cost and percentage or by cost and a fixed fee.
- 1.12.4 In cases of an addition to the Work to be paid for, the DRRSB shall certify the net cost of labour and materials, as determined by invoices and timesheets provided.

Inspections

- 1.13.1 Code compliance and other mandatory inspections shall be carried out by the designated inspector. Contractor is responsible for contacting the inspector for all inspections.
- 1.13.2 Inspections to ensure compliance with plans and specifications shall be carried out by an inspector designated by the DRRSB.

Occupational Health and Safety

- 1.14.1 It is the contractor's responsibility to provide the proper notification to the Ministry of Labour prior to the commencement of work.
- 1.14.2 Comply with all aspects of the Occupational Health and Safety Act and regulations thereunder.
- 1.14.3 The contractor will assume responsibility for all breaches of health and safety requirements including the cost of legal defense on a solicitor's and own client basis should the DRRSB or any of its employees be charged with violating said Act or Regulations. In the event that the DRRSB and/or any employee thereof are convicted and fined for any such offence as having been deemed employer or otherwise vicariously or definitively liable, the contractor will forthwith pay any such fine on behalf of such defendant.
- 1.14.4 Maintain on site a list of all hazardous materials proposed for use on site together with current Safety Data Sheets (SDS).
- 1.14.5 Label all hazardous materials according to WHMIS requirements.
- 1.14.6 Use experienced workers, fully instructed and trained in accordance with the requirements of WHMIS and other applicable regulations.

Coordination

- 1.15.1 Examine requirements of materials, labour and equipment standards for the work of this contract.
- 1.15.2 Ensure where the work of one trade is to be built-in, or is to be incorporated into, or is dependent on the work of another trade, that material, labour and equipment is provided to avoid work delays.
- 1.15.3 Ensure that installations, individually and collectively, comply fully with all contract requirements.

Salvage

- 1.16.1 Salvageable material shall remain the property of DRRSB unless stated otherwise.
- 1.16.2 Dispose of salvage materials as directed by DRRSB.

Cleaning

- 1.17.1 When the work is Substantially Performed, remove surplus products, tools, construction machinery and equipment not required for performance of remaining work.
- 1.17.2 Maintain a clean site and building. Remove waste materials from site daily.
- 1.17.3 Leave work area broom clean.
- 1.17.4 Remove stains, spots, marks and dirt from exterior surfaces.

Product Data

- 1.18.1 Provide DRRSB with copies of:
 - a) Operating and maintenance manuals;
 - b) Equipment installation manual;
 - c) Control schematics; and
 - d) Model and serial numbers correspond to each unit.

Warranty

- 1.19.1 Warrant this work covering both labour and materials for a period of one (1) year from the date of Substantial Completion.
- 1.19.2 Correct the deficiencies that arise in the warranty period at no cost to the RRDSSSAB.

Part 2 – Products

Scope

- 2.1.1 Comply with the requirements of the General Conditions.
- 2.1.2 Provide materials, labour, equipment, services and incidentals to complete furnace replacements as described herein.

Products

- 2.2.1 Furnaces: High efficiency, 2 stage burner and variable speed DC or EMC fan motor. Appropriate furnace size be determined by contractor.
- 2.2.2 Ductwork: Manufactured in accordance with SMACNA and ASHRAE standards.
- 2.2.3 Flexible Connectors: Commercial grade neoprene with constant temperature rating of 200 degrees Fahrenheit.

Part 3 - Execution

Preliminary Work

- 3.1.1 Verify all measurements and conditions prior to ordering materials to ensure no anomalies exist on site.
- 3.1.2 Protect surfaces to prevent damage to adjacent areas.
- 3.1.3 Remove and dispose of existing furnaces and all non-reusable piping, ducting and venting.

Preparation

- 3.2.1 Prepare areas to receive furnaces using method recommended by manufacturers to achieve best result under the project conditions.

Installation

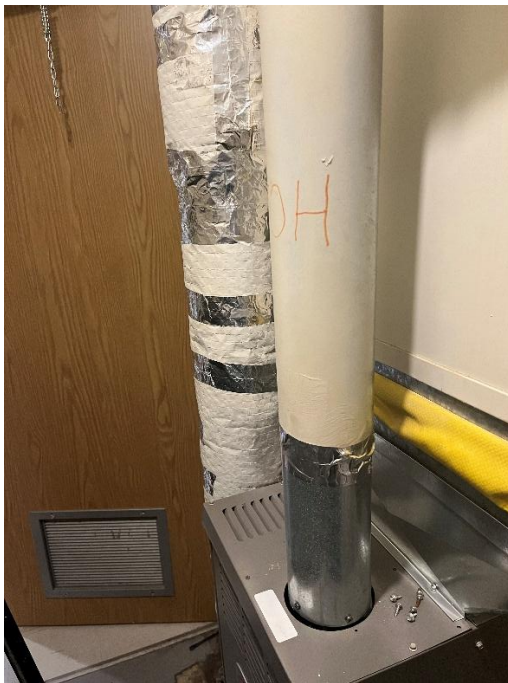
- 3.3.1 Connect with existing gas supply lines, ensure gas line is bonded.

- 3.3.2 Connect new furnace to existing ductwork and venting and modify installation as required. Provide flexible connectors on the supply and return duct connection to the furnace complete with required adaptors, fittings, etc.
- 3.3.3 Check all visible ductwork in the basement and repair and tighten all loose connections and support brackets.
- 3.3.4 Seal all penetrations through the exterior wall with an approved sealer both inside and outside the unit.
- 3.3.5 It is the contractor's responsibility to ensure that furnaces are sized properly for the unit. Under sizing or over sizing a furnace will result in the contractor replacing the unit at their expense.
- 3.3.6 All electrical work to be done by a qualified electrician and must meet the most current code requirements. All necessary electrical modifications required for this installation are to be included in the cost of this project.
- 3.3.7 Supply and install a new disposable filter appropriately sized in each furnace.
- 3.3.8 Install new gas valves as necessary for each furnace installation.
- 3.3.9 Replace raised furnace base structure as necessary for each furnace installation.
- 3.3.10 Install new return air boot complete with flexible connector as necessary for each furnace installation.
- 3.3.11 Start up, test and adjust new furnace for proper operation as per specifications set out by manufacturer.
- 3.3.12 Paint the floor around the new furnace to a distance in accordance with the clearance specified on the appliance using concrete floor paint, yellow in color.

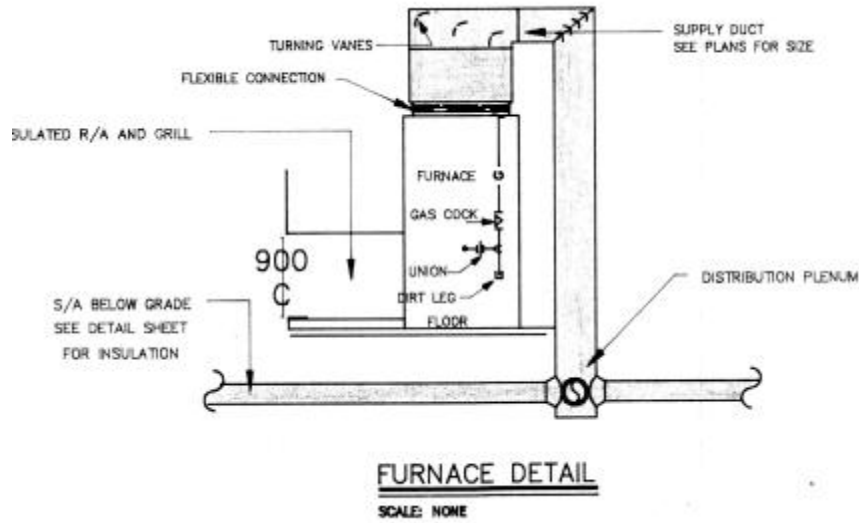
Finishing

- 3.4.1 Make repairs to drywall where damaged throughout the course of the work.
- 3.4.2 Paint repaired drywall to match adjacent areas.
- 3.4.3 Remove protection; make good damage to this and adjacent work.
- 3.4.4 Remove labels, clean, polish and make ready for use.
- 3.4.5 Remove materials, debris, tools and equipment from the premises.
- 3.4.6 Leave building and site in a clean condition.

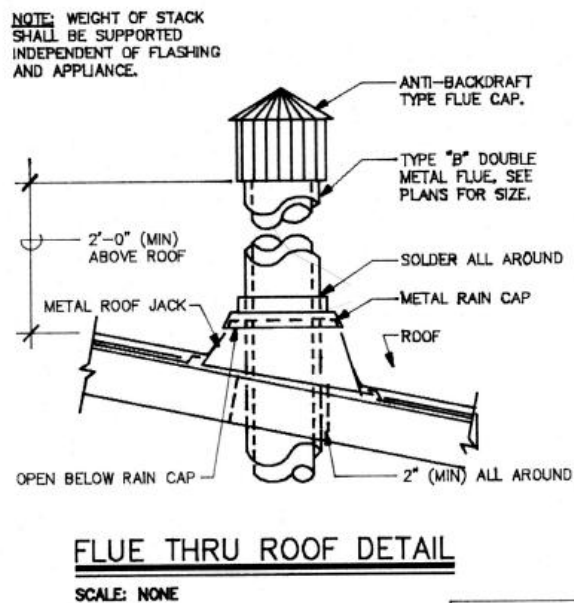
Photos & Drawings



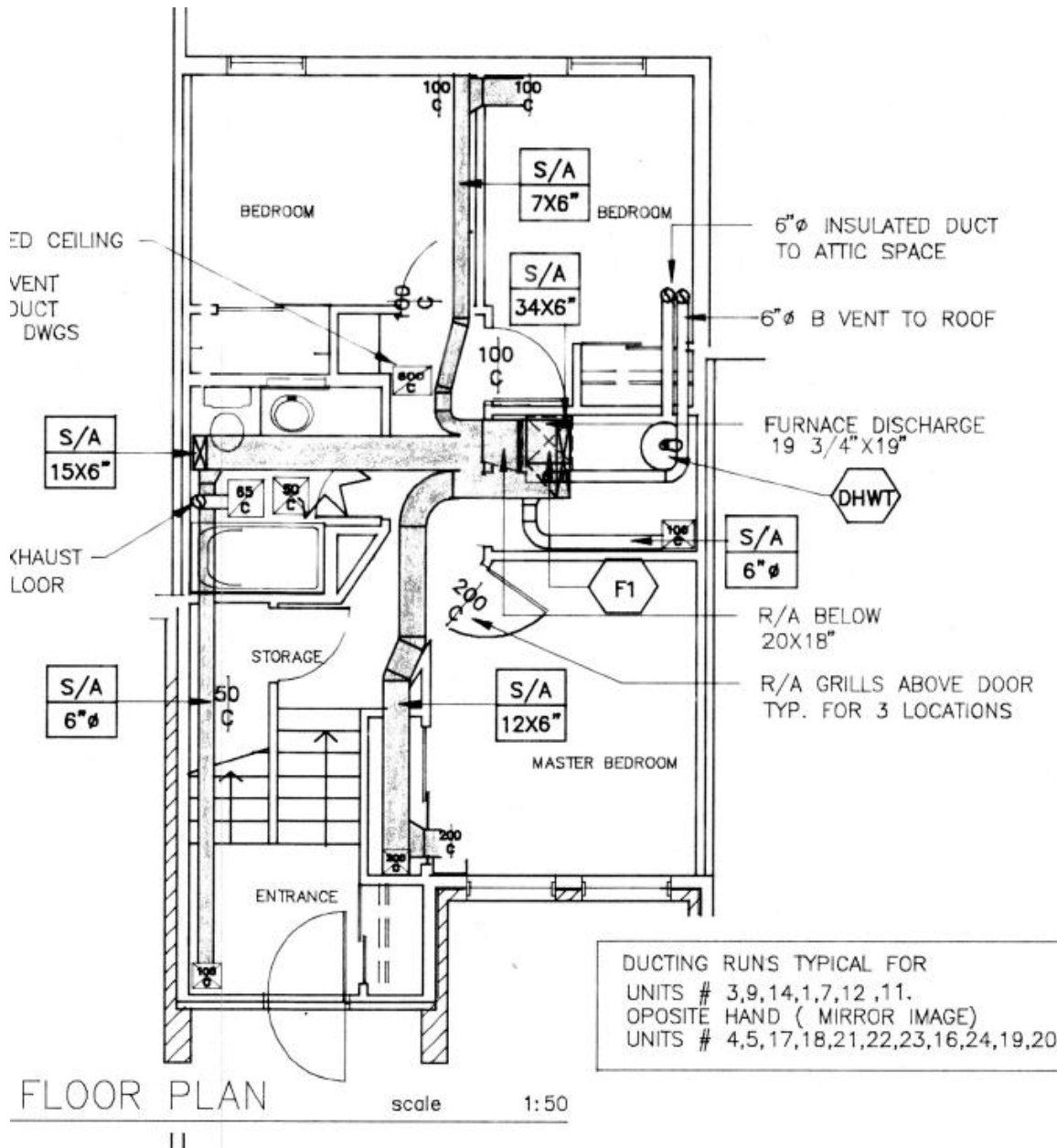
Existing Furnace and Venting



Existing Furnace Detail Drawing



Existing Flue Detail Drawing



Existing Ducting Runs

To submit your quote, you must use the Quote Label and Bid Form found on the following pages. Please note that the agreements attached and following the Bid Form do not need to be supplied at this time.

For questions regarding this RFQ, contact Tonia DeGagne at 807-274-5349 ext. 239 or by email at purchasing@rrdssab.on.ca.

The successful contractor will be required to provide:

- Signed copy of *Contractor's Undertaking to Comply* form;
- Proof of current WSIB coverage/WSIB Clearance Certificate;
- Proof of current liability insurance coverage minimum \$2 million per occurrence;
- The name of the person responsible for administering the contractor's health and safety program;

- e. Proof of appropriate staff training where required, i.e. Transportation of Dangerous Goods, OHSA, WHMIS, etc.;
- f. Proof of equipment certification where required, i.e. lifting devices, boom cranes, underwater diving, etc.;
- g. Copy of the contractor's health and safety policies and procedures; and
- h. The 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 DRRSB. 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 DRRSB:

*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 DRRSB 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 DRRSB 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 DRRSB 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.

**INCLUDE THIS LABEL TO THE
WITH YOUR QUOTE**

From:

**Attn: Tonia DeGagne, Procurement Coordinator
District of Rainy River Services Board
450 Scott Street
Fort Frances, ON P9A 1H2**

purchasing@rrdssab.ca

FAITH 26-47 Furnace Replacement –24 Units
Fort Frances

RECEIVED BY DRRSB
(DATE & TIME)

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BID FORM

Quote: FAITH 26-47	Project Name: Furnace Replacements – 24 Units Address: 577 Osborne St, Fort Frances, ON	Closing Date: Thursday August 13, 2026	Time: 2:00 P.M. Central Standard Time (CST)
Submitted to: District of Rainy River Services,450 Scott Street Fort Frances, ON P9A 1H2		To supply all labour, materials and equipment necessary for the description, per the Request for Quotes, all Appendices, Drawings & Specifications.	

Bidder: _____ Legal Name: _____

Address: _____

City: _____ Province of _____, Postal Code: _____

Email: _____ Phone: _____

1. Quote Price

Having examined the Request for Quotes named above as issued by Rainy River District Social Services Administration Board (operating as District of Rainy River Services Board); I hereby offer to enter into a Contract to perform the Work required by the Request for Quotes and attached Specifications/Scope of Work for the stipulated price of:

Materials \$ _____

Labour \$ _____

Other (Specify): _____ \$ _____

SUBTOTAL \$ _____

HST - HST#: _____ \$ _____

TOTAL PRICE (in Canadian Funds) \$ _____

Additional Information:

Attachments Provided: ☐ Yes ☐ No

2. Acknowledgement of Addenda

I have received and included the following Addendum(s) in my quoted price as presented above:

Addendum ____ Date Received: _____

Addendum ____ Date Received: _____

If not applicable, please state n/a.

3. Timelines

I agree to complete the Work by **December 18, 2026** at **6:00 p.m. CDT.**

4. Signatures

SIGNED AND SUBMITTED:

Signature

Name and Title of Bidder

Dated at _____ this _____ day of _____, 20____.

AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2026.

BETWEEN:

(herein sometimes referred to as the "Bidder" or the "Contractor")

- and -

The Rainy River District Social Services Administration Board
Operating as District of Rainy River Services Board
("DRRSB")

Whereas the Contractor has represented to the DRRSB that the Contractor is well able to perform the Work described in the Request for Quote (RFQ) Documents for the respective Total Unit Price(s) and Total Prices quoted by the Bidder in the Quote.

Now therefore the Contractor and the DRRSB (herein sometimes referred to as the "Parties") undertake and agree as follows:

1. The Contractor shall perform and complete the Work:
 - (a) to, and for, the benefit and satisfaction of the DRRSB, in accordance with the RFQ Documents;
 - (b) for the respective Total Unit Price(s) and Total Prices quoted by the Contractor in the RFQ Forms except as may be increased or decreased by increase or decrease in taxes (such as HST); and
 - (c) with the project being completed by **6:00 p.m.** on the **18th of December, 2026** unless otherwise agreed to in writing by the parties.
2. The RFQ Documents shall collectively be and the whole shall constitute the Contract between the Parties.
3. The DRRSB agrees to pay to the Contractor in lawful money of Canada for the performance of the Work upon substantial completion of the work, upon receipt of invoice from the Contractor, with the amounts to be paid subject to adjustments, additions, deductions and deletions as provided in and by the RFQ Documents. The DRRSB shall pay on account thereof upon the approval of the Supervisor of Infrastructure & Asset Management or designate.

Ten percent (10%) of each payment will be withheld to a total of ten percent (10%) of the total project. This holdback will be retained for forty-five (45) days following completion of the project. Upon receipt of invoices, any adjustments to monies owing will be made with notification to the Contractor.

4. If the DRRSB fails to make payments to the Contractor as they become due under the terms of the Tender Documents, interest equal to the current bank prime rate + 2% per annum on such unpaid amounts shall become due and payable until payment.
5. If:
 - (a) the Contractor should be adjudged bankrupt, or becomes insolvent, or makes a general assignment for the benefit of creditors, or if a receiver is appointed of the Contractor or the Contractor's business or any part thereof;
 - (b) a petition in bankruptcy for liquidation, reorganization, or other proceeding, is filed by or against the Contractor; or
 - (c) the Contractor fails or neglects to properly perform or complete the Work or otherwise fails to comply with the requirements of the Tender Documents (including, without limitation, failure to meet specifications, or to meet delivery dates, or otherwise)

The DRRSB may without prejudice to any other right or remedy; terminate this Agreement by giving the Contractor written notice.

The Contractor's obligation under the Tender Documents as to quality, correction and warranty of the work performed by him up to the time of termination shall continue in force after such termination.

6. The Contractor will comply with all aspects of the Occupational Health and Safety Act and regulations thereunder.
7. The Contractor will assume responsibility for all breaches of health and safety requirements including the cost of legal defense on a solicitor and own client basis should the DRRSB or any of its employees be charged with violating said Act or Regulations. In the event that the DRRSB and/or any employee thereof are convicted and fined for any such offence as having been deemed employer or otherwise vicariously or definitively liable, the contractor will forthwith pay any such fine on behalf of such defendant.
8. Time shall be of the essence in all aspects.
9. All delays encountered by the Contractor that are not a direct result of changes by the DRRSB shall be reported in writing to the Owner within five (5) days of discovery of delay. The Contractor shall not be entitled to any extension of the completion date or any additional incurred costs should such delay not be reported to the DRRSB.
10. Neither this Agreement nor any rights or entitlements under it shall be assignable or transferable by the Contractor without the prior written consent of the DRRSB.
11. Any notice required or permitted to be given hereunder shall be in writing and shall be effectively given if:
 - (a) delivered personally;
 - (b) sent by prepaid courier service or mail; or
 - (c) sent by means of electronic communication (confirmed on the same or following day by prepaid mail) addressed,

- (i) in case of notice to the DRRSB, as follows:

450 Scott Street
FORT FRANCES, Ontario
P9A 1H2
Attention: Michelle Ballan – Asset Management Assistant

- (ii) in case of the Contractor, as follows:

Any notice so given shall be deemed conclusively to have been given and received when so personally delivered or sent by telecopier or other electronic communication or on the second day following the sending thereof by private courier or mail. Any Party hereto or others mentioned above may change any particulars of its address for notice by notice to the others in the manner aforesaid.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement.

Witness to signature of Contractor

Print name of Witness:

Address of Witness:

Phone Number of Witness:

Signature of Contractor:

If a corporation, the person signing has the authority to bind such corporation.

Print Name and Title of Person Signing:

If a corporation, print proper name of Corporation:

Address of Contractor:

Phone Number of Contractor:

Fax Number: _____

Cell Number: _____

The Rainy River District Social Services Administration Board

per: _____

per: _____

I/we have authority to bind the DRRSB



OCCUPATIONAL HEALTH & SAFETY AGREEMENT

Contractor's Undertaking to Comply

Name of Contractor: _____

RFQ: _____

Name of Authorized Representative of the Contractor: _____

1. I/We hereby undertake:
 - a) To comply with all health and safety and environment legislation in the performance of this *Agreement*;
 - b) To maintain a safe and healthy work environment during the performance of this *Agreement*; and
 - c) To adhere to the specifications identified in the respective Request form(s).
2. I/We hereby agree:
 - a) That compliance with all health and safety and environment legislation is a condition of the *Agreement* and that non-compliance with same may, in the discretion of Rainy River District Social Services Administration Board (hereinafter referred to as the DRRSB), lead to the termination of this *Agreement*; and
 - b) That compliance with WSIB legislation is followed and acknowledge that I cannot bring in other staff or individuals to complete work who are not covered by my *WSIB Certificate of Clearance* and my *Liability Insurance Policy*. I understand that non-compliance will result in the following:
 - i) Immediate termination of the Contract;
 - ii) The Contractor will be eliminated from the DRRSB Vendor of Record, if appropriate; and
 - iii) The Contractor may not be considered for future employment opportunities, at the discretion of the Chief Administrative Officer of the DRRSB.
 - c) To permit DRRSB or it's designate to audit my/our health and safety and environmental records during the term of the *Agreement* and upon its conclusion and to cooperate fully with such audit(s).
3. a) I/We understand that Contractor safety deficiencies will be addressed by DRRSB in the following progressive steps:
 - i) The problem will be identified to the Contractor (site supervisor);
 - ii) The Contractor's head office will be contacted about the problem, orally and in writing;
 - iii) If required by law to immediately report the problem to a provincial and/or federal Ministry, the DRRSB may report the problem to the appropriate Ministry(s).
 - iv) If not required by law to immediately report the problem, and the problem remains unresolved, the DRRSB may report the problem to the appropriate Ministry(ies); and
 - v) The Agreement may, in the DRRSB's discretion, be suspended or terminated and/or payment withheld by the DRRSB.

- b) I/We acknowledge and agree that, depending upon the nature and/or seriousness of the deficiency, the DRRSB reserves the right to bypass any or all the steps described in *Subsection 3 (a)*.

4. I/We hereby understand:

- a) That I/We will adhere to the terms of this *Agreement* and cooperate with the DRRSB in its efforts to ensure compliance thereunder.

We have the authority to bind the Contractor.

SIGNED, SEALED AND DELIVERED on the _____ day of _____, 20_____.

[NAME OF CONTRACTOR]

Witness Name (Please Print)

Contractor Name (Please Print)

Witness Signature

Signature on Behalf of the Contractor

Revised: June/2010