



Town of Gravelbourg
Request for Proposals for
La Palestre Arena – Water Line Rupture Repairs
RFP # PW2024-003

Gravelbourg Town Office
209 Main Street
Box 359
Gravelbourg, SK. S0H
S0H 1X0
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REQUEST FOR PROPOSAL
PW2024-003
Issue Date: January 8, 2024

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Introduction

The Town of Gravelbourg is requesting proposals from construction firms to demo and repair ceiling and walls in La Palestre skating rink dressing rooms caused by water line breaks at La Palestre Arena.

Questions/inquiries regarding the Request for Proposal must be submitted via email to:

Leanne Nichol – Sports, Culture & Rec Manager

Email: crc@gravelbourg.ca

SCR Manager and Public Works Foreman are available to meet with interested firms at La Palestre Arena or Town office.

This RFP is subject to the Town of Gravelbourg Purchasing Policy.

The Town expects these repairs to start as early as April 1, 2024 and to be completed no later than September 30 2024.

1.0 Community Information

The Town of Gravelbourg is located in south central Saskatchewan, approximately 110 km south-west of Moose Jaw on Highway 43. The town is self sufficient with schools, a hospital, retail, restaurants, recreational facilities and accommodations.

La Palestre rink has 2 ice surfaces, a skating rink and curling rink, and are in use October 1st to March 31st. Skating rink surface is used by Minor Hockey, Sr. Hornets, Skate Club and Recreation teams or individuals who are wanting to rent the ice for private use; the Curling Club rents the curling ice for the entire season. When the ice is not being used by the user groups, the skating rink is open for a free skate or scrimmage.

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2.0 Project Scope

2.1 Purpose

The Town is looking for a contractor to demo and repair walls and ceilings in the dressing rooms (bathrooms) at La Palestre arena due to a water line break.

Project challenges: Some areas are small

Time Challenges: The project must be completed in the allocated time frame (April 1 – September 30, 2024)

Measurements:

All measurements are approximate and should be confirmed by the contractor/bidder. Total quality of the work may change depending on prices and budget restrictions.

Infrastructure Challenges:

Contractor is responsible for following the national building code, including any Task or building inspections as required.

2.2 Project Overview:

Includes the following, but not limited to:

Demo and replace all necessary drywall, plywood, insulation, vapour barrier, trim board, tub surround, tape and mud all affected dressing rooms (including the closets and bathrooms within these rooms).

There may be additional unforeseen damage due to the nature of water damage. In this case, the contractor will suspend work, contact the Town of Gravelbourg Foreman and document it in detail with pictures. The contractor must send all documentation to the Sports, Culture & Recreation Manager for approval before any additional work is done.

2.3 Selected Firm Responsibility

- Ensure all materials for the project are included in the proposal as the community does not have a hardware store.
- It is recommended that the contractor do a complete walk through and advise within the proposal any items that need addressing not already listed within the scope.
- As mentioned before, any out of scope or additional damage/work found must be documented thoroughly and approved by Sports, Culture & Rec Manager before proceeding.

2.4 Municipal Responsibility/Resources

- Town of Gravelbourg will meet with contractor to discuss scope of project
- Town will hire electrician and plumber as needed
- Town will ensure the sprinkler system company will be on site, when needed to inspect sprinkler system

3.0 Timelines

Issue date: February 8, 2024

Closing date for questions or accompanied on-site visits February 23, 2024.

Deadline for issuing addenda: February 29, 2024.

Submission deadline: March 4, 2024, at 4:00pm.

Submission review period: March 5 to March 8, 2024.

Project award date: March 19, 2024.

Review and award dates subject to change pending Council input.

Total scope of work is subject to Council approval.

Project completion: September 30, 2024

4.0 Submission Requirements

Proposals submitted shall include:

- Contact Information.
- Copy of liability insurance.
- Statement confirming compliance with Town of Gravelbourg Business License protocols/by-law (Can be provided after award and prior to start of work.)
- Price breakdown of mileage cost, labour, materials and any other costs associated with the project.
- Expected timelines for start and completion of work.
- References from previous or similar projects.

5.0 Terms and Conditions

The Municipality:

- Shall not pay for any proposal submitted.
- Reserves the right to reject any or all proposals.
- May not necessarily award the contract to the lowest price.
- Shall require a formal quote prior to awarding the RFP.
- Will not pay any additional costs not included with submission without prior written approval of a change order.

6.0 Submissions

6.1 Selection Process

The Town of Gravelbourg shall evaluate all proposals to ensure they meet the requirements of this Request for Proposals.

The Manager of Sports, Culture & Rec, Public Works Foreman and Chief Administrator will review proposals and determine the best fit based on:

- 50% Cost
 - 5% Local Business (within 70 kms)
 - 15% Construction methods
 - 20% Timeframe
 - 10% previous work
- All unsuccessful respondents shall be notified by email or phone.
 - Proposals must show GST and PST broken down in their pricing.

6.2 Costing

Proposals shall be provided as a complete package with the contractor providing all resources necessary to finish the project.

6.3 Submission and Closing Date

Proposals must be received no later than 4:00 pm local time on March 4, 2024. Electronic or hard copy proposals will be accepted. Electronic revisions to an original proposal will be accepted if received by the submission closing date and time. Any submissions or revisions received after the date and time will not be accepted.

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6.4 Submission of Proposals

Hard copy mail:

*Attention: Sports, Culture & Rec Manager
Town of Gravelbourg
P.O. Box 359
Gravelbourg, Saskatchewan S0H 1X0*

Hard copy hand delivered/Courier:

*Attention: Sports, Culture & Rec Manager
Town of Gravelbourg
209 Main Street (Courthouse)
Gravelbourg, Saskatchewan*

Electronic delivery:

TO: crc@gravelbourg.ca Subject Line: Water Line Rupture Demo and Repair

THANK YOU

ATTACHED: Scope of work

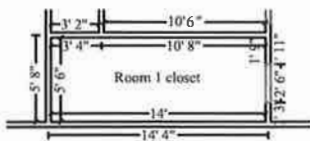
DESCRIPTION

- 1. Additional driving charge - per kilometre
- 2. General Labourer - per hour
- 3. Dumpster load -

Total: Main Level

Room 1 closet

Height: 8'



295.33 SF Walls	77.00 SF Ceiling
372.33 SF Walls & Ceiling	77.00 SF Floor
8.56 SY Flooring	36.50 LF Floor Perimeter
39.00 LF Ceil. Perimeter	

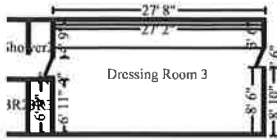
Missing Wall - Goes to Floor

2' 6" X 6' 8"

Opens into DRESSING_ROO

DESCRIPTION

- 4. Floor protection - self-adhesive plastic film
- 5. R&R Sheathing - plywood - 1/2" CDX
- 6. R&R 5/8" drywall - hung & fire taped only
- 7. R&R Batt insulation - 6" - R24 - unfaced batt
- 8. R&R Polyethylene vapor barrier
- 9. R&R Trim board - 1" x 2" - installed (pine)
- 10. R&R Quarter round - 3/4"
- 11. Final cleaning - construction - Commercial



Dressing Room 3

Height: Attic

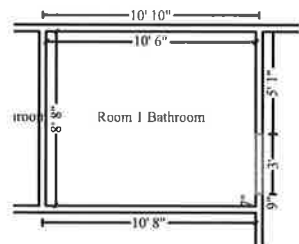
557.00 SF Walls	398.82 SF Ceiling
955.82 SF Walls & Ceiling	393.92 SF Floor
43.77 SY Flooring	78.33 LF Floor Perimeter
83.69 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into SHOWER2
Door	2' 6" X 6' 8"	Opens into Exterior

DESCRIPTION

- 13. Detach & Reset Fluorescent - two tube -8' - fixture w/lens
- 14. Floor protection - self-adhesive plastic film
- 15. R&R Sheathing - plywood - 1/2" CDX
- 16. R&R 5/8" drywall - hung & fire taped only
- 17. Seal/prime (1 coat) then paint (2 coats) the walls and ceiling
- 18. R&R Polyethylene vapor barrier
- 19. R&R Trim board - 1" x 2" - installed (pine)
- 20. R&R Quarter round - 3/4"
- 21. Final cleaning - construction - Commercial

Totals: Dressing Room 3



Room 1 Bathroom

Height: 8'

286.67 SF Walls	91.00 SF Ceiling
377.67 SF Walls & Ceiling	91.00 SF Floor
10.11 SY Flooring	35.33 LF Floor Perimeter
38.33 LF Ceil. Perimeter	

Missing Wall - Goes to Floor	3' X 6' 8"	Opens into DRESSING_ROO
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DESCRIPTION

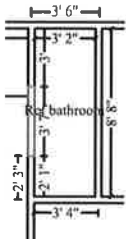
- 24. Floor protection - self-adhesive plastic film
- 25. R&R Sheathing - plywood - 1/2" CDX

CONTINUED - Room 1 Bathroom

DESCRIPTION

- 26. R&R 5/8" drywall - hung & fire taped only
- 27. R&R Batt insulation - 6" - R24 - unfaced batt
- 28. R&R Polyethylene vapor barrier
- 29. Final cleaning - construction - Commercial

Totals: Room 1 Bathroom



Ref bathroom

Height: 8'

165.44 SF Walls	27.44 SF Ceiling
192.89 SF Walls & Ceiling	27.44 SF Floor
3.05 SY Flooring	20.08 LF Floor Perimeter
23.67 LF Ceil. Perimeter	

Missing Wall - Goes to Floor

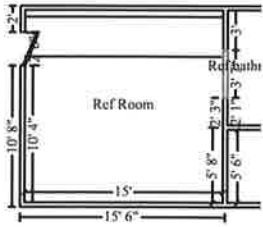
3' 7" X 6' 8"

Opens into REF_ROOM

DESCRIPTION

- 31. Floor protection - self-adhesive plastic film
- 32. R&R Sheathing - plywood - 1/2" CDX
- 33. R&R 5/8" drywall - hung & fire taped only
- 34. R&R Batt insulation - 6" - R24 - unfaced batt
- 35. R&R Polyethylene vapor barrier
- 36. Final cleaning - construction - Commercial

Totals: Ref bathroom



Ref Room

Height: Attic

379.44 SF Walls	220.21 SF Ceiling
599.65 SF Walls & Ceiling	217.50 SF Floor
24.17 SY Flooring	52.92 LF Floor Perimeter
59.36 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	3' 7" X 6' 8"	Opens into REF_BATHROOM

DESCRIPTION

- 40. Floor protection - self-adhesive plastic film
- 41. R&R Sheathing - plywood - 1/2" CDX
- 42. R&R 5/8" drywall - hung & fire taped only
- 43. R&R Batt insulation - 6" - R24 - unfaced batt
- 44. R&R Polyethylene vapor barrier
- 45. R&R Trim board - 1" x 2" - installed (pine)
- 46. R&R Quarter round - 3/4"
- 47. Detach & Reset Fluorescent - two tube -8' - fixture w/lens
- 48. Final cleaning - construction - Commercial

Totals: Ref Room

Total: Main Level

Line Item Totals: TOWN_OF_GRAVELBOURG1

Grand Total Areas:

3,930.56	SF Walls	1,936.12	SF Ceiling	5,866.67	SF Walls and Ceiling
1,928.51	SF Floor	214.28	SY Flooring	499.33	LF Floor Perimeter
0.00	SF Long Wall	0.00	SF Short Wall	548.22	LF Ceil. Perimeter
1,928.51	Floor Area	2,071.51	Total Area	4,001.22	Interior Wall Area
2,585.86	Exterior Wall Area	303.50	Exterior Perimeter of Walls		
0.00	Surface Area	0.00	Number of Squares	0.00	Total Perimeter Length
0.00	Total Ridge Length	0.00	Total Hip Length		