INUVIALUIT REGIONAL CORPORATION

BAG SERVICE #21 | INUVIK, NT | X0E0T0
Tel: (867) 777-7000 | **Fax**: (877) 289-2389
Email: info@inuvialuit.com | **Web**: www.inuvialuit.com

Inuvialuit Regional Corporation

Request for Proposal:

Blueberry Patch Abatement Project

RFP Deadline:

August 5, 2026

14:00 (2:00PM) MDT

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1.0 Inuvialuit Regional Corporation

Mandate

The mandate of Inuvialuit Regional Corporation (IRC) is to continually improve the economic, social and cultural wellbeing of the Inuvialuit through the implementation of the Inuvialuit Final Agreement (IFA) and by all other available means.

Operating Philosophy

The mandate and corporate goals of IRC can only be met through a strong commitment by all directors, officers and employees of IRC to an operating philosophy of teamwork, dedication and coordination of both planning and action. The focus of all efforts must be the improved wellbeing of the Inuvialuit. This will be the core criterion by which all corporate activities are measured.

2.0 Invitation

Inuvialuit Regional Corporation ("IRC" or "owner") invites proponents to submit proposals for the Blueberry Patch Abatement Project, as per the information described in the table of contents.

3.0 Compliance, Contacts and Meetings

3.1 Proponents who submit proposals may not amend or waive any of the terms of this RFP. This RFP details the scope of services required, submission and experience requirements and selection criteria. No other understanding or agreement, collateral, oral, or otherwise, exists.

3.2 All questions, comments and submissions relating to this RFP shall be addressed to Procurement@inuvialuit.com.

4.0 Submission Requirements

4.1 Proponents will provide their submissions and/or information to access their submissions to IRC titled: Request for Proposal - Blueberry Patch Abatement Project

4.2 Submissions will be addressed to: Inuvialuit Regional Corporation at Procurement@inuvialuit.com.

4.3 Adjustments or amendments to submissions must be received prior to the closing date and time noted in this request for proposal, or as modified by addendum.

4.4 All submissions shall be firm proposals open for acceptance for sixty (60) days from the RFP closing date set out, or as modified by addendum.

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4.5 IRC may amend this RFP during the request for proposal call period by means of written addenda issued to all proponents. Proponents must acknowledge receipt of any addenda in their submission.

5.0 Confidentiality

5.1 All information provided in this RFP and all submissions received will be treated as confidential. Proponents are advised to clearly identify any proprietary or confidential information in their submissions.

5.2 IRC reserves the right to use the information contained in any submission for the purpose of evaluating the submission, but not for any other purpose.

6.0 Terms and Conditions

6.1 By submitting a proposal in response to this RFP, the proponent agrees to be bound by the terms and conditions set out in this document. Failure to comply with these terms and conditions may result in disqualification of the submission.

6.2 IRC reserves the right to amend, cancel or reissue this RFP at any time and for any reason. Proponents will be notified of any such changes via addendum.

6.3 IRC are not liable for any costs or expenses incurred by proponents in the preparation and submission of their proposals. All such costs are the sole responsibility of the proponent.

7.0 Contractual Terms:

The successful bidder will be required to enter a formal contract with Inuvialuit Regional Corporation outlining the terms and conditions of the project. Contract negotiations will commence following the selection of the preferred bidder.

Acknowledgment

By signing the acknowledgment in the RFP Bid Form you agree to comply with the Inuvialuit Regional Corporation’s requirements and its project requirements and confirm you have read and understood the contents of the RFP.

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Part 1 General

1.1 INVITATION

.1 [Bid] Call

.1 Ensure offers are signed under seal, executed, and dated and are received by Owner Consultant located at 2:00 pm local time on the 29th day of July 2026.

.2 Offers submitted after above time will be returned to Bidder unopened.

.3 Offers will be opened privately immediately after time for receipt of Bids.

.4 Amendments to submitted offer will be permitted if received in writing prior to Bid closing and if endorsed by same party or parties who signed and sealed offer.

1.2 INTENT

.1 Intent of this Bid call is to obtain an offer to perform Work to complete the Blueberry Patch Abatement Project for a Stipulated Price contract, in accordance with Contract Documents.

.2 Perform all Work Prior to December 20, 2026, within time stated in Section 01 11 00 Summary of Work.

.3 Initiate Work within 1 week of receipt of notice of contract award, time stated in Section 01 11 00 - Summary of Work.

1.3 CONTRACT DOCUMENTS IDENTIFICATION

.1 Contract Documents are identified as Blueberry Patch Abatement Project as prepared by Owner.

1.4 CONTRACT/BID DOCUMENTS

.1 Agreement Form.

.2 Definitions:

.1 Contract Document: defined in CCDC 2.

.2 Bid Document: Contract Documents supplemented with Instructions to Bidders, Bid Form, and Bid Supplementary Forms identified.

.3 Bid, Offer, or Bidding: act of submitting an offer under seal.

.4 Bid Price: monetary sum identified in Bid Form as an offer to perform Work.

.3 Availability

.1 Electronic versions of Bid Documents can be downloaded at RFP/RFQ/REOI | Inuvialuit Regional Corporation.

.4 Examination

.1 Bid Documents may be viewed via download.

.2 Electronic versions of Bid Documents are available for viewing at RFP/RFQ/REOI | Inuvialuit Regional Corporation.

.3 Upon receipt of Bid Documents verify that documents are complete.

.4 Immediately notify issuer upon finding discrepancies or omissions in Bid Documents.

.5 Queries/Addenda

.1 Direct questions to Procurement at IRC by e-mail at Procurement@inuvialuit.com..

.2 Addenda may be issued during Bidding period. Addenda will become part of Contract Documents. Include costs in Bid Price.

.3 Verbal answers are only binding when confirmed by written addenda.

.4 Clarifications requested by Bidders must be in writing not less than seven days before date set for receipt of Bids. Reply will be in form of an addendum. Copy of addendum will be forwarded to known Bidders no later than 5 working days before receipt of Bids.

.6 Product/System Options.

.1 Where Bid Documents stipulate a particular product, substitutions will be considered up to 10 days before close.

.2 When request to substitute product is made, Owner may approve substitution and will issue Addendum to known Bidders.

.3 In submission of substitutions to products specified, Bidders are to include in their Bid, changes required in Work to accommodate such substitutions. Later claim by Bidder for addition to Contract Price a result of changes in Work necessitated by use of substitutions will not be considered.

.4 Substituted products will be considered if submitted as an attachment to Bid Form.

.5 Ensure submission provides sufficient information to enable Owner to determine acceptability of such products.

.6 Provide complete information on required revisions to other work to accommodate each substitution, dollar amount of additions to or reductions from Bid Price, including revisions to other work.

.7 Provide specified products unless substitutions are submitted as noted and subsequently accepted.

.8 Approval to submit substitutions prior to submission of Bids is not required.

1.5 NOT USED

1.6 QUALIFICATIONS

.1 Acceptance or rejection of this submittal will be made [48] hours.

.2 Subcontractors:

.1 Owner reserves right to reject proposed subcontractor for reasonable cause.

1.7 BID SUBMISSION

.1 Bid Depository

.1 All trades to use [Bid Depository] system of [Bid] collection.

.2 Rules and regulations of Bid Depository, in force on day of [Bid] submission apply.

.2 Bid Ineligibility

.1 [Bids] that are unsigned, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations, or irregularities of any kind, will be declared informal at Owner's discretion.

.2 [Bids] with Bid Forms and enclosures which are improperly prepared will be declared informal at Owner's discretion.

.3 [Bids] that fail to include security deposit, bonding or insurance requirements [may] be declared informal at Owner's discretion.

.3 Submissions

.1 Bidders are solely responsible for delivery of their [Bids] in manner and time prescribed.

.2 Submit two copies of executed offer on [Bid] Forms provided, signed and with corporate seal together with required security to Procurement@inuvialuit.com..clearly identified with RFP Title in the subject line.

.3 Improperly completed information, irregularities in Security Deposit [Bid Bond], will be cause not to open [Bid] envelope and declare Bid informal.

1.8 BID ENCLOSURES/REQUIREMENTS

.1 Security Deposit:

.1 Bids are to be accompanied by security deposit as follows: Bid Bond in amount not less than 10 percent of Bid price.

.2 Endorse Bid Bond in name of Owner as obligee, signed and sealed by principal (Contractor) and surety.

.3 Use most current edition CCDC approved bond forms.

.4 Security deposit will be returned after delivery to Owner of required Performance [and Labour and Materials Payment] Bond(s) by accepted Bidder.

.5 If no contract is awarded, security deposits will be returned.

.2 [Consent of Surety] [Agreement to Bond]:

.1 Submit with [Bid] Form and Bid Bond, [Consent of Surety] [Agreement to Bond], stating that surety providing Bid Bond is willing to supply Performance [and Labour and Materials Payment] Bond specified.

.2 Include cost of bonds in [Bid] Price.

.3 Performance Assurance

.1 Accepted [Bidder] must provide Performance [and Labour and Materials Payment] Bond as described in Supplementary Conditions.

.2 Include cost of bonds in [Bid] Price.

.4 Insurance:

.1 Provide signed "Undertaking of Insurance" on [form provided] [standard form provided by insurance company] stating intention to provide insurance to [Bidder] in accordance with insurance requirements of Contract Documents.

.5 [Bid] Form Requirements:

.1 State in Bid Form, time required to complete Work. Completion date in Agreement must be completion time added to commencement date.

.2 [Bidder], in submitting an offer, accepts time period stated in Contract documents for performing Work. Completion date in Agreement is completion time added to commencement date.

.3 [Bidder], in submitting an offer, agrees to complete Work by date indicated in Contract Documents [, but may propose a revision to contract time with adjustment to [Bid] price].

.4 Refer to Supplementary Conditions for inclusion of taxes [and procedures for tax rebate claims by Owner].

.6 Fees for Changes in Work

.1 Include in [Bid] Form, percentage markup for overhead and profit applicable for changes in Work, whether additions to or deductions from Work on which [Bid] price is based.

.2 Include in [Bid] Form, fees proposed for subcontract work for changes (both additions and deductions) in Work. Contractor may apply markup as noted, to subcontractor's gross (net plus markup) costs [on additional work].

.7 [Bid] Signing

.1 [Bid] Form to be signed under seal by [Bidder].

.2 Sole Proprietorship: signature of sole proprietor in presence of witness who shall also sign. Insert words "Sole Proprietor" under signature. Affix seal.

.3 Partnership: signature of all partners in presence of witness who shall also sign. Insert word ‘Partner' under each signature. Affix seal to each signature.

.4 Limited Company: signature of duly authorized signing officer(s) in normal signatures. Insert officer's capacity in which signing officer acts, under each signature. Affix corporate seal. If [Bid] is signed by officials other than President and Secretary of company, or President-Secretary-Treasurer of company, copy of by-law resolution of Board of Directors authorizing them to do so must also be submitted with [Bid] in [Bid] envelope.

.5 Incorporated Company: signature of duly authorized signing officer(s) in normal signatures. Insert officer's capacity in which signing officer acts, under each signature. Affix corporate seal. If [Bid] is signed by officials other than President and Secretary of company, or President-Secretary-Treasurer of company, copy of by-law resolution of Board of Directors authorizing them to do so must also be submitted with [Bid] in [Bid] envelope.

.6 Joint Venture: each party of joint venture must execute [Bid] under respective seals in manner appropriate to such party as described above, similar to requirements of Partnership.

.8 Appendices to [Bid] Form:

.1 Appendix A - Contract Documents: include complete listing of documents and information issued by which [Bid] price was derived. [complete listing as scheduled in Contract Documents].

.2 Appendix B - Subcontractors: include names of Subcontractors and portion[s] of Work [Bidder] will perform.

.3 Appendix C - Unit Prices: include listing of unit prices specifically requested in [Bid] Documents.

.9 Supplementary [Bid] Information:

.1 Lowest Bidder may be requested to complete Supplementary [Bid] Information.

1.9 OFFER ACCEPTANCE/ REJECTION

.1 Duration of Offer:

.1 [Bids] to remain open to acceptance, and irrevocable for 60 days after Bid closing date.

.2 Acceptance of Offer:

.1 Owner reserves right to accept or reject any or all offers.

.2 After acceptance by Owner will issue to successful [Bidder], written [Bid acceptance].

.3 After [Bid] has been accepted, unsuccessful [Bids] will be returned to respective [Bidders] with submitted [Bid] securities [and other requested enclosures].

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Part 1 General

1.1 RELATED REQUIREMENTS

.1 Section [_____].

1.2 WORK COVERED BY CONTRACT DOCUMENTS

.1 Work of this Contract comprises abatement of the Blueberry Patch in Inuvik.

1.3 CONTRACT METHOD

.1 Construct Work under single stipulated price contract.

1.4 SUBMITTALS

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

.2 Submit Project construction progress schedule in accordance with Section 01 32 16.19 - Construction Progress Schedule - Bar (GANTT) Chart.

.3 Submit site-specific and Work Plan Health and Safety Plan in accordance with Section 01 35 29.06 - Health and Safety Requirements.

1.5 WORK BY OTHERS

.1 Co-operate with other Contractors in carrying out their respective works and carry out instructions from Owner.

.2 Co-ordinate work with other contractors. If any part of work under this Contract depends for its proper execution or result upon work of another contractor, report promptly to Owner, in writing, any defects which may interfere with proper execution of Work.

.3 Verify work of Project executed [before start of] [during] Work of this Contract, and which is specifically excluded from this Contract:

.1 [_____].

.2 [_____].

.4 Verify work of Project which will be executed after completion of Work covered under this Contract, and which is specifically excluded from this Contract:

.1 [_____].

.2 [_____].

1.6 WORK SEQUENCE

.1 Co-ordinate Progress Schedule and co-ordinate with Owner Occupancy during construction.

.2 Required stages:

.1 [_____].

.2 [_____].

.3 Maintain fire access/control.

.4 Protect workers and public safety.

1.7 CONTRACTOR USE OF PREMISES

.1 Unrestricted use of site until Substantial Performance.

.2 Limit use of premises for Work, for storage, and for access, to allow:

.1 Partial owner occupancy.

.2 Work by other contractors.

.3 Co-ordinate use of premises under direction of Owner.

.4 Obtain and pay for use of additional storage or work areas needed for operations under this Contract.

.5 Remove or alter existing work to prevent injury or damage to portions of existing work which remain.

.6 Repair or replace portions of existing work which have been altered during construction operations to match existing or adjoining work, as directed by Owner.

.7 Ensure that operations conditions of exiting work at completion are still the same, equal to or better than that which existed before new work started.

1.8 OWNER OCCUPANCY

.1 Owner will occupy premises during entire construction period for execution of normal operations.

.2 Co-operate with Owner in scheduling operations to minimize conflict and to facilitate Owner usage.

1.9 OBJECTIVES

1.10 The purpose is to solicit proposals for the evaluation of hazardous materials and proper removal of all structures on the site known as the “Blueberry Patch” in Inuvik, NWT. Once the buildings are removed and disposed of, site preparation is required for future building. https://maps.app.goo.gl/MVU8P5eiadRxi4Tm9

1.11 SCOPE OF WORK

.1 Removal of all buildings located at the Blueberry Patch in Inuvik:

- Proper disposal of hazardous materials required
- Landfill for non-hazardous materials
- An expedited and controlled method using heavy machinery

- All permitting through Authorities Having Jurisdiction is the responsibility of the contactor

Site Preparation

- Earthwork at site to a state ready for new building construction

Supporting Document & Reports:

Assessments

- Hazardous Building Assessment (HBA) dated July 10th, 2026, for the buildings located in the Blueberry Patch

1.12 NOT USED

1.13 NOT USED

1.14 NOT USED

.1 Contractor Responsibilities:

.1 Designate submittals and delivery date for each product in progress schedule.

.2 Review shop drawings, product data, samples, and other submittals. Submit to Owner notification of observed discrepancies or problems anticipated due to non-conformance with Contract Documents.

.3 Receive and unload products on Site.

.4 Inspect deliveries jointly with Owner; record shortages, and damaged or defective items.

.5 Handle products on Site, including uncrating and storage.

.6 Protect products from damage, and from exposure to elements.

.7 Assemble, install, connect, adjust, and finish products.

.8 Provide installation inspections required by public authorities.

.9 Repair or replace items damaged by Contractor or subcontractor on site (under his control).

.2 Schedule of Owner furnished items:

.1 [_____].

.2 [_____].

1.15 ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING

.1 Execute work with least possible interference or disturbance to building operations, occupants, and normal use of premises. Arrange with Owner and Owner to facilitate execution of work.

1.16 EXISTING SERVICES

.1 Notify, Owner and utility companies of intended interruption of services and obtain required permission if applicable.

.2 Where Work involves breaking into or connecting to existing services, give 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 tenant operations.

.3 Submit schedule for approval by Owner 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.

.4 Protect, relocate or maintain existing active services. When inactive services are encountered, cap off in manner approved by authorities having jurisdiction.

.5 Record locations of maintained, re-routed and abandoned service lines.

1.17 DOCUMENTS REQUIRED

.1 Maintain at job site, one copy of each document as follows:

.1 Contract Drawings.
.2 Specifications.
.3 Addenda.
.4 Reviewed Shop Drawings.
.5 List of Outstanding Shop Drawings.
.6 Change Orders.
.7 Other Modifications to Contract.
.8 Field Test Reports.
.9 Copy of Approved Work Schedule.
.10 Health and Safety Plan and Other Safety Related Documents.
.11 Other documents as specified.

Part 2 Products

2.1 NOT USED

.1 Not used.

Part 3 Execution

3.1 NOT USED

.1 Not used.

END OF SECTION

Part 1 General

1.1 REFERENCE STANDARDS

.1 Owner/Contractor Agreement.

.2 Canadian Construction Documents Committee (CCDC)

.1 CCDC 2 - 2020, Stipulated Price Contract.

1.2 APPLICATIONS FOR PROGRESS PAYMENT

.1 Refer to CCDC 2.

.2 Make applications for payment on account monthly as Work progresses.

.3 Date applications for payment last day of agreed monthly payment period and ensure amount claimed is for value, proportionate to amount of Contract, of Work performed and Products delivered to Place of Work at that date.

.4 Submit to Owner, at least 7 days before first application for payment. Schedule of values for parts of Work, aggregating total amount of Contract Price, to facilitate evaluation of applications for payment.

1.3 SCHEDULE OF VALUES

.1 Refer to CCDC 2.

.2 Provide schedule of values supported by evidence. When accepted by Owner to be used as basis for applications for payment.

.3 Include statement based on schedule of values with each application for payment.

.4 Support claims for products delivered to Place of Work but not yet incorporated into Work by such evidence as [Owner] may reasonably require to establish value and delivery of products.

1.4 PREPARING SCHEDULE OF UNIT PRICE TABLE ITEMS

.1 Submit separate schedule of unit price items of Work requested in Bid form.

.2 Make form of submittal parallel to Schedule of Values, with each line item identified same as line item in Schedule of Values. Include in unit prices only:

.1 Cost of material.

.2 Delivery and unloading at site.

.3 Sales taxes.

.4 Installation, overhead and profit.

.3 Ensure unit prices multiplied by quantities given equal material cost of that item in Schedule of Values.

1.5 PROGRESS PAYMENT

.1 Refer to CCDC 2.

.2 Owner will issue, no later than 10 days after receipt of an application for payment, certificate for payment in amount applied for or in such other amount as Owner determines to be due. If Owner amends application, Owner will give notification in writing giving reasons for amendment.

1.6 SUBSTANTIAL PERFORMANCE OF WORK

.1 Refer to CCDC 2.

1.7 PAYMENT OF HOLDBACK UPON SUBSTANTIAL PERFORMANCE OF WORK

.1 Refer to CCDC 2.

.2 After issuance of certificate of Substantial Performance of Work:

.1 Submit application for payment of holdback amount.

.2 Submit sworn statement that accounts for labour, subcontracts, products, construction machinery and equipment, and other indebtedness which may have been incurred in Substantial Performance of Work and for which Owner might in be held responsible have been paid in full, except for amounts properly retained as holdback or as identified amount in dispute.

.3 After receipt of application for payment and sworn statement, Owner will issue certificate for payment of holdback amount.

.4 Where holdback amount has not been placed in a separate holdback account, Owner will, 10 days prior to expiry of holdback period stipulated in lien legislation applicable to Place of Work, place holdback amount in bank account in joint names of Owner and Contractor.

.5 Amount authorized by certificate for payment of holdback amount is due and payable on day following expiration of holdback period stipulated in lien legislation applicable to Place of Work. Where lien legislation does not exist or apply, holdback amount is due and payable in accordance with other legislation, industry practice, or provisions which may be agreed to between parties. Owner may retain out of holdback amount sums required by law to satisfy liens against Work or, if permitted by lien legislation applicable to Place of Work, other third-party monetary claims against Contractor which are enforceable against Owner.

1.8 PROGRESSIVE RELEASE OF HOLDBACK

.1 Refer to CCDC 2.

.2 Where legislation permits, if Owner has certified that Work of subcontractor or supplier has been performed prior to Substantial Performance of Work, Owner will pay holdback amount retained for such subcontract Work, or products supplied by such supplier, on day following expiration of holdback period for such Work stipulated in lien legislation applicable to Place of Work.

1.9 FINAL PAYMENT

.1 Refer to CCDC 2, GC 5.7.

.2 Submit application for final payment when Work is completed.

.3 Owner will, no later than 10 days after receipt of application for final payment, review Work to verify validity of application. Owner will give notification that application is valid or give reasons why it is not valid, no later than 7 days after reviewing Work.

.4 Owner will issue final certificate for payment when application for final payment is found valid.

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Part 1 General

1.1 ADMINISTRATIVE

.1 Schedule and administer project meetings throughout the progress of the work.

.2 Prepare agenda for meetings.

.3 Distribute written notice of each meeting four days in advance of meeting date to Owner, meeting will be conducted Virtually.

.4 Preside at meetings.

.5 Record the meeting minutes. Include significant proceedings and decisions. Identify actions by parties.

.6 Reproduce and distribute copies of minutes within three days after meetings and transmit to meeting participants.

.7 Representative of Contractor, Subcontractor and suppliers attending meetings will be qualified and authorized to act on behalf of party each represents.

1.2 PRECONSTRUCTION MEETING

.1 Within 5 days after award of Contract, request a meeting of parties in contract to discuss and resolve administrative procedures and responsibilities.

.2 Establish time and location of meeting and notify parties concerned minimum 2 days before meeting.

.3 Incorporate mutually agreed variations to Contract Documents into Agreement, prior to signing.

.4 Agenda to include:

.1 Appointment of official representative of participants in the Work.

.2 Schedule of Work: in accordance with Section 01 32 16.19 - Construction Progress Schedule - Bar (GANTT) Chart.

.3 Schedule of submission of shop drawings, samples, colour chips. Submit submittals in accordance with Section 01 33 00 - Submittal Procedures.

.4 Delivery schedule of specified equipment

.5 Proposed changes, change orders, procedures, approvals required, mark-up percentages permitted, time extensions, overtime, administrative requirements.

.6 Owner provided products.

.7 Record drawings in accordance with Section 01 33 00 - Submittal Procedures.

.8 Monthly progress claims, administrative procedures, photographs, hold backs.

.9 Appointment of inspection and testing agencies or firms.

.10 Insurances, transcript of policies.

1.3 PROGRESS MEETINGS

.1 During course of Work and 12 weeks prior to project completion, schedule progress meetings [monthly].

.2 Contractor, major Subcontractors involved in Work and Owner are to be in attendance.

.3 Notify parties minimum 7 days prior to meetings.

.4 Record minutes of meetings and circulate to attending parties and affected parties not in attendance within 7 days after meeting.

.5 Agenda to include the following:

.1 Review, approval of minutes of previous meeting.

.2 Review of Work progress since previous meeting.

.3 Field observations, problems, conflicts.

.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.

.8 Progress schedule, during succeeding work period.

.9 Review submittal schedules: expedite as required.

.10 Maintenance of quality standards.

.11 Review proposed changes for affect on construction schedule and on completion date.

.12 Other business.

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Approved: 2009-12-31

Part 1 General

1.1 RELATED REQUIREMENTS

.1 Section [_____]

1.2 REFERENCE STANDARDS

.1 [_____].

.1 [_____]

1.3 ADMINISTRATIVE REQUIREMENTS

.1 Submit to Owner submittals listed for review. Submit promptly and in orderly sequence to not cause delay in Work. Failure to submit in ample time is not considered sufficient reason for extension of Contract Time and no claim for extension by reason of such default will be allowed.

.2 Do not proceed with Work affected by submittal until review is complete.

.3 Present shop drawings, product data, samples and mock-ups in SI Metric units.

.4 Where items or information is not produced in SI Metric units converted values are acceptable.

.5 Review submittals before submission to Owner. This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and coordinated with requirements of 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 Owner, in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations.

.7 Verify site measurements and affected adjacent Work are coordinated.

.8 Contractor's responsibility for errors and omissions in submission is not relieved by Owner's review of submittals.

.9 Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by Owner review.

.10 Keep one reviewed copy of each submission on site.

1.4 SHOP DRAWINGS AND PRODUCT DATA

.1 [Refer to CCDC 2 GC 3.11].

.2 The term "shop drawings" means drawings, diagrams, illustrations, schedules, performance charts, brochures and other data which are to be provided by Contractor to illustrate details of a portion of Work.

.3 Submit drawings stamped and signed by professional engineer registered or licensed in Northwest Territories, Canada.

.4 Indicate materials, methods of construction and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of Work. Where articles or equipment attach or connect to other articles or equipment, indicate that such items have been coordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross references to Contract drawings and specifications.

.5 Allow 48 hours Owner's review of each submission.

.6 Adjustments made on shop drawings Owner are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to the Owner before to proceeding with Work.

.7 Make changes in shop drawings as Owner may require, consistent with Contract Documents. When resubmitting, notify Owner in writing of revisions other than those requested.

.8 Accompany submissions with transmittal letter, containing:

- .1 Date.
- .2 Project title and number.
- .3 Contractor's name and address.
- .4 Identification and quantity of each shop drawing, product data, and sample.
- .5 Other pertinent data.

.9 Submissions to 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, signed by Contractor's authorized representative certifying approval of submissions, verification of site measurements and compliance with Contract Documents.
- .5 Details of appropriate portions of Work as applicable:
  - .1 Fabrication.
  - .2 Layout, showing dimensions, including identified site 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 Relationship to adjacent work.

.10 After Owner's review, distribute copies.

.11 Submit electronic copy of shop drawings for each requirement requested in specification Sections and as Owner may reasonably request.

.12 Submit 1 electronic copies of product data sheets or brochures for requirements requested in specification Sections and as requested by Owner where shop drawings will not be prepared due to standardized manufacture of product.

.13 Submit 1 electronic copies of test reports for requirements requested in specification Sections and as requested by Owner.

.1 Report signed by authorized official of testing laboratory that material, product or system identical to material, product or system to be provided has been tested in accord with specified requirements.

.2 Testing must have been within [3] years of date of Contract award for project.

.14 Submit 1 electronic copies of certificates for requirements requested in specification Sections and as requested by Owner.

.1 Statements printed on manufacturer's letterhead and signed by responsible officials of manufacturer of product, system or material attesting that product, system or material meets specification requirements.

.2 Certificates must be dated after award of Contract complete with project name.

.15 Submit 1electronic copies of manufacturers instructions for requirements requested in specification Sections and as requested by Owner.

.1 Pre-printed material describing installation of product, system or material, including special notices and Safety Data Sheets concerning impedances, hazards and safety precautions.

.16 Submit 1 electronic copies of Manufacturer's Site Reports for requirements requested in specification Sections and as requested by Owner.

.17 Documentation of the testing and verification actions taken by manufacturer's representative to confirm compliance with manufacturer's standards or instructions.

.18 Submit 1 electronic copies of Operation and Maintenance Data for requirements requested in specification Sections and as requested by Owner.

.19 Delete information not applicable to project.

.20 Supplement standard information to provide details applicable to project.

.21 If upon review by the Owner, no errors or omissions are discovered or if only minor corrections are made, copies will be returned, and fabrication and installation of Work may proceed. If shop drawings are rejected, noted copy will be returned and resubmission of corrected shop drawings, through same procedure indicated above, must be performed before fabrication and installation of Work may proceed.

.22 The review of shop drawings by the Owner is for sole purpose of ascertaining conformance with general concept.

.1 This review shall not mean that the Owner approves detail design inherent in shop drawings, responsibility for which shall remain with Contractor submitting same, and such review shall not relieve Contractor of responsibility for errors or omissions in shop drawings or of responsibility for meeting requirements of construction and Contract Documents.

.2 Without restricting generality of foregoing, Contractor is responsible for dimensions to be confirmed and correlated at the project site, for information that pertains solely to fabrication processes or to techniques of construction and installation and for coordination of Work of Subcontractors.

1.5 SAMPLES

.1 Submit for review samples in [duplicate] as requested in respective specification Sections. Label samples with origin and intended use.

.2 Deliver samples prepaid to Owner.

.3 Notify Owner in writing, at time of submission of deviations in samples from requirements of Contract Documents.

.4 Where colour, pattern or texture is criterion, submit full range of samples.

.5 Adjustments made on samples by Owner are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Owner before proceeding with Work.

.6 Make changes in samples which Owner may require, consistent with Contract Documents.

.7 Reviewed and accepted samples will become standard of workmanship and material against which installed Work will be verified.

1.6 NOT USED

1.7 PHOTOGRAPHIC DOCUMENTATION

.1 Submit electronic copy of colour digital photography in [jpg] format, standard resolution [monthly with progress statement] and as directed by Owner.

.2 Project identification: name and number of project and date of exposure indicated.

.3 Number of viewpoints: 3 locations.

.1 Viewpoints and their location as determined by Owner.

.4 Frequency of photographic documentation: monthly as directed by Owner.

.1 Upon completion of: Project Milestones and as directed by Owner.

1.8 CERTIFICATES AND TRANSCRIPTS

.1 Immediately after award of Contract, submit [Workers' Compensation Board status].

.2 Submit transcription of insurance immediately after award of Contract.

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Approved: 2013-06-30

Part 1 General

1.1 RELATED REQUIREMENTS

.1 Section [_____].

1.2 REFERENCE STANDARDS

.1 Canada Labour Code, Part 2, Canada Occupational Safety and Health Regulations

.1 [_____]

.2 Northwest Territories and Nunavut

.1 Safety Act, R.S.N.W.T. - Updated 2012.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

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

.2 Submit site-specific Health and Safety Plan: Within 7 days after date of Notice to Proceed and prior to commencement of Work. Health and Safety Plan must include:

.1 Results of site specific safety hazard assessment.

.2 Results of safety and health risk or hazard analysis for site tasks and operation found in work plan.

.3 Submit [_____] copies of Contractor's authorized representative's work site health and safety inspection reports to [[Departmental Representative] [DCC Representative] [Consultant]] [and] [or] [authority having jurisdiction,] [daily] [weekly].

.4 Submit copies of reports or directions issued by Federal, Provincial and Territorial health and safety inspectors.

.5 Submit copies of incident and accident reports.

.6 Submit WHMIS Safety Data Sheets (SDS) in accordance with Section [01 47 15 - Sustainable Requirements: Construction] and Section [02 81 00 - Hazardous Materials].

.7 Owner will review Contractor's site-specific Health and Safety Plan and provide comments to Contractor within [_____] days after receipt of plan.

.8 [Owner’s] review of Contractor's final Health and Safety plan should not be construed as approval and does not reduce the Contractor's overall responsibility for construction Health and Safety.

.9 On-site Contingency and Emergency Response Plan: address standard operating procedures to be implemented during emergency situations.

.1 [_____].

.2 [_____].

1.4 FILING OF NOTICE

.1 File Notice of Project with Provincial authorities prior to beginning of Work.

.2 Contractor shall be responsible and assume the Principal Contractor role for each work zone location and not the entire complex. Contractor shall provide a written acknowledgement of this responsibility with 3 weeks of contract award.

.3 Contractor shall agree to install proper site separation and identification in order to maintain time and space at all times throughout life of project.

1.5 SAFETY ASSESSMENT

.1 Perform site specific safety hazard assessment related to project.

1.6 MEETINGS

.1 Schedule and administer Health and Safety meeting with [Departmental Representative] [DCC Representative] [Consultant] prior to commencement of Work.

1.7 REGULATORY REQUIREMENTS

.1 Do Work in accordance with Section 01 41 00 - Regulatory Requirements.

1.8 PROJECT/SITE CONDITIONS

.1 Work at site will involve contact with:

.1 [_____].

.2 [_____].

1.9 GENERAL REQUIREMENTS

.1 Develop written site-specific Health and Safety Plan based on hazard assessment prior to beginning site Work and continue to implement, maintain, and enforce plan until final demobilization from site. Health and Safety Plan must address project specifications.

.2 The Owner may respond in writing, where deficiencies or concerns are noted and may request re-submission with correction of deficiencies or concerns.

1.10 RESPONSIBILITY

.1 Be 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.

1.11 COMPLIANCE REQUIREMENTS

.1 Comply with Safety Act, General Safety Regulations, R.R.N.W.T. [_____].

.2 Comply with Canada Labour Code, Canada Occupational Safety and Health Regulations.

1.12 UNFORSEEN HAZARDS

.1 When unforeseen or peculiar safety-related factors, hazard, or condition occur during performance of Work, follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of [Province] [Territory] having jurisdiction and advise [Departmental Representative] [DCC Representative] [Consultant] verbally and in writing.

.2 When unforeseen or peculiar safety-related factor, hazards, or condition occur during performance of Work, advise Owner and follow procedures in accordance with Acts and Regulations of Territory having jurisdiction and advise [Departmental Representative] verbally and in writing.

1.13 HEALTH AND Safety employ and assign to Work, competent and authorized representative as Health and Safety Co-Ordinator. Health and Safety Co-Ordinator must:

.1 Have site-related working experience specific to activities associated with [_____].

.2 Have working knowledge of occupational safety and health regulations.

.3 Be responsible for completing Contractor's Health and Safety Training Sessions and ensuring that personnel not successfully completing required training are not permitted to enter site to perform Work.

.4 Be responsible for implementing, enforcing daily and monitoring site-specific Contractor's Health and Safety Plan.

.5 Be on site during execution of Work site supervisor.

1.14 POSTING OF DOCUMENTS

.1 Ensure applicable items, articles, notices and orders are posted in conspicuous location on site in accordance with Acts and Regulations of Territory having jurisdiction, and in consultation with Owner.

1.15 CORRECTION OF NON-COMPLIANCE

.1 Immediately address health and safety non-compliance issues identified by authority having jurisdiction or by Owner.

.2 Provide Owner with written report of action taken to correct non-compliance of health and safety issues identified.

.3 Owner may stop Work if non-compliance of health and safety regulations is not corrected.

1.16 NOT USED

1.17 NOT USED

1.18 WORK STOPPAGE

.1 Give precedence to safety and health of public and site personnel and protection of environment over cost and schedule considerations for Work.

Part 2 Products

2.1 NOT USED

.1 Not used.

Part 3 Execution

3.1 NOT USED

.1 Not used.

END OF SECTION

Approved: 2022-10-21

Part 1 General

1.1 SUMMARY

.1 This Section references laws, bylaws, ordinances, rules, regulations, codes, orders of Authority Having Jurisdiction (AHJ), and other legally enforceable requirements applicable to the Work and that are or become enforced during performance of the Work.

1.2 RELATED REQUIREMENTS

.1 List other Sections that are referenced in this Section that contain specific information that the reader might expect to find in this Section but is specified elsewhere. Typically, this list does not include Division 00 or Division 01 Sections.

1.3 DEFINITIONS

.1 Reference Standards: Means consensus standards, trade association standards, guides, and other publications expressly referenced in the Contract Documents.

1.4 REFERENCE STANDARDS AND REFERENCE DOCUMENTS

.1 If specified referenced standards do not indicate an edition or version, the latest edition or revision issued by the publisher at the time of bid closing shall apply, except as follows:

.1 If a particular edition or revision date of a specified standard is referenced in an applicable code or other regulatory requirement, the edition or version in the regulatory reference shall apply.

.2 The specified reference standards establish minimum requirements. If Contract Documents indicate requirements that conflict with a reference standard, the more stringent requirements shall apply.

.3 If multiple reference standards are specified and the standards establish different requirements, the most stringent requirement shall apply.

.4 In case of discrepancy or uncertainties, refer to Consultant for interpretation or clarification.

1.5 CODES

.1 Building Code: Perform Work in accordance with the National Building Code of Canada (NBC) including amendments up to the time of bid closing and other codes of provincial or local application.

.2 Fire Code: Perform Work in accordance with the National Fire Code of Canada (NFC) 2020 including amendments up to the time of bid closing and other codes of provincial or local application.

.3 If there is a conflict or discrepancy between codes, the most stringent requirements shall apply.

.4 Specific design and performance requirements listed in Specifications and indicated on Drawings may exceed minimum requirements established by referenced Codes; these requirements will govern over the minimum requirements listed in the referenced Codes.

1.6 FEES

.1 Regulatory Requirements: Except as otherwise specified, Contractor shall apply for, obtain, and pay fees associated with permits, licenses, certificates, and approvals required by regulatory requirements and Contract Documents, based on General Conditions of Contract and the following:

.1 Regulatory requirements and fees in force at the time of bid closing, and

.2 A change in regulatory requirements or fees scheduled to become effective after the time of bid closing and of which public notice has been given before the time of bid closing.

Part 2 Products

2.1 PERMIT REQUIREMENTS

.1 Development Permit: Owner has applied for, obtained, and paid for development permit.

.2 Building Permit:

.1 Contractor shall apply for, obtain and pay for building permit on behalf of Owner, and other permits required for Work and its various parts.

.2 Contractor shall display building permit and other permits in a conspicuous location at the Place of the Work.

.3 Occupancy Permits:

.1 Contractor shall apply for, obtain, and pay for occupancy permits, including partial occupancy permits where required by AHJ.

.2 Contractor shall correct deficiencies in accordance with Consultant's instructions. If a deficiency is not corrected, the Owner reserves the right to make correction and charge Contractor for costs incurred.

.3 Contractor shall turn occupancy permits over to Owner.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Approved: 2021-08-09

Part 1 General

1.1 SUMMARY

.1 This Section describes administrative and procedural requirements for reactive activities to verify that completed Work conforms to Contract Documents requirements.

.2 Having inspection and testing agencies by Contractor or Owner does not relieve the Contractor of their responsibility to perform Work in accordance with Contract Documents.

1.2 RELATED REQUIREMENTS

.1 Section [_____]

1.3 ADMINISTRATIVE REQUIREMENTS

.1 Allow and coordinate access to Work on site, with inspection and testing agencies.

.2 Retain and pay for inspection and testing that are designated for Contractor's own quality control plan, and when testing and inspection are required by AHJ.

.3 Give advanced notice to Owner and to each inspection/testing agency for inspection and testing required by Contract Documents or by AHJ.

.4 In advance of each test, notify appropriate agency Owner and Consultant in the order that attendance arrangements can be made.

1.4 ACTION AND INFORMATIONAL SUBMITTALS

.1 Submit in accordance with Section 01 33 00 – Submittal Procedures.

.2 Submit schedule of testing and inspection activities to Owner applicable Subcontractors, testing agencies, and other affected parties. Include the following:

.1 List each testing and inspection agency

.2 Identify types of tests and inspections for each agency, and cross reference to applicable specification Section number-title in Contract Documents

.3 Description of test and inspection

.4 Identify applicable reference standard

.5 Identify test and inspection method

.6 Indicate number of each test and inspection required

.3 Submit one digital copy of each quality assurance inspection and test report to Consultant and Owner, except where a technical specification Section indicates otherwise.

.4 Submit reports for inspection and testing required by Contract Documents or by AHJ and performed by Contractor-retained inspection and testing agencies within [ten] days after inspection or test is completed, except where a technical specification Section indicates a different time period.

.5 Submit one digital copy of each quality control inspection and test report to Owner, except where a technical specification Section indicates otherwise.

.6 Deliver copies of quality control reports to Subcontractor of work being inspected or tested.

1.5 SOURCE QUALITY CONTROL PROCEDURES

.1 [_____]

1.6 SITE QUALITY CONTROL PROCEDURES

.1 Provide labour, Construction Equipment, and temporary facilities to obtain and handle test samples and materials on site. Arrange for sufficient space to store and cure test samples.

.2 Deliver samples and materials required for testing, as requested in technical specification Sections. Submit with reasonable promptness and in an orderly sequence to avoid delays in Work.

1.7 TESTING AND INSPECTION SERVICES

.1 [Owner] will retain and pay for independent inspection and testing agencies to inspect, test, or perform other quality control reviews of parts of the work, except where indicated otherwise.

.2 Provide equipment required for executing inspection and testing by appointed agencies.

.3 Correct defects and deficiencies when they are revealed during inspection or testing as advised by Owner at no change to Contract Amount or Contract Time. Pay costs for retesting and re-inspection. Appointed agency will request additional inspections or tests to ensure full degree of defects or deficiencies are revealed and corrected.

.4 Quality control testing and inspection reports to include the following:

.1 Project name and number

.2 Testing/Inspection agency's name, address, telephone number, and website

.3 Date of issuing report

.4 Dates and locations of tests, inspections, or samples

.5 Description of the Work and test and inspection method

.6 Numbers and titles of associated specification Sections

.7 Test and inspection data and interpretation of test results (e.g., pass or fail)

.8 Ambient conditions at time of test, inspection, or sampling

.9 Recommendations on re-testing and re-inspecting, if applicable

1.8 CODE-REQUIRED SPECIAL INSPECTIONS AND PROCEDURES

.1 [_____]

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Part 1 General

1.1 RELATED REQUIREMENTS

.1 Section [_____].

1.2 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 Chart (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 workdays or workweeks.

.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.

.9 Project Planning, Monitoring and Control System: overall system operated by Owner to enable monitoring of project work in relation to established milestones.

1.3 REQUIREMENTS

.1 Ensure Master Plan and Detail Schedules 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 [10] working days, to allow for progress reporting.

.4 Ensure that it is understood that Award of Contract or time of beginning, rate of progress, Interim Certificate and Final Certificate as defined times of completion are of essence of this contract.

1.4 ACTION AND INFORMATIONAL SUBMITTALS

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

.2 Submit to the Owner within [5] working days of Award of Contract Bar (GANTT) Chart as Master Plan for planning, monitoring and reporting of project progress.

.3 Submit Project Schedule to the Owner within [5] working days of receipt of acceptance of Master Plan.

1.5 PROJECT MILESTONES

.1 Project milestones form interim targets for Project Schedule.

.1 [_____] completed within [_____] working days of Award of Contract date.

.2 [_____] completed within [_____] working days of Award of Contract date.

.3 [_____] completed within [_____] working days of Award of Contract date.

.4 [_____] completed within [_____] working days of Award of Contract date.

.5 [_____] completed within [_____] working days of Award of Contract date.

.6 Substantial Completion within [_____] working days of Award of Contract date.

1.6 MASTER PLAN

.1 Structure schedule to allow orderly planning, organizing and execution of Work as Bar Chart (GANTT).

.2 Owner will review and return revised schedules within [5] working days.

.3 Revise impractical schedule and resubmit within [5] working days.

.4 Accepted revised schedule will become Master Plan and be used as baseline for updates.

1.7 PROJECT SCHEDULE

.1 Develop detailed Project Schedule derived from Master Plan.

.2 Ensure detailed Project Schedule includes as minimum milestone and activity types as follows:

.1 Award.

.2 [_____]

.3 [_____]

.4 [_____]

.5 [_____]

.6 [_____]

1.8 PROJECT SCHEDULE REPORTING

.1 Update Project Schedule on [weekly] 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.

1.9 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.

Part 2 Products

2.1 NOT USED

.1 Not used.

Part 3 Execution

3.1 NOT USED

.1 Not used.

END OF SECTION