INUVIALUIT REGIONAL CORPORATION

BAG SERVICE #21 | INUVIK, NT | X0E0T0
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STATEMENT OF WORK

Design Build a Facility for Maligaksat, Youth and Child Care in Aklavik, NT

1. Project overview and background

Maligaksat is the result of the first Inuvialuit law passed in 2021 and aligns with UNDRIP and Bill C-92. Maligaksat is guided by four principles:

- *Cultural continuity and keeping children in community*
- *Enhancing supports to families*
- *Enhanced access to and sharing of information*
- *Growing Inuvialuit jurisdiction – based on Inuvialuit timelines*

The purpose of this project is to ensure resources are available in each Inuvialuit community.

In addition, Inuvialuit Early Childhood Education is looking to provide enhanced resources for child care in each community. The mandate fits closely with Maligaksat, hence the desire to combine both programs in one facility. All requirements of the child care facility must meet the Early Learning and Child Care Regulations set out by GNWT.

The purpose of this scope of work is to define the requirements for the buildings in Aklavik. The contractor shall ensure compliance with all applicable codes, standards and specifications.

2. Objectives

The contractor shall design and build a facility in accordance with the conceptual drawings provided. The preferred type of structure is modular in order to work around tight timelines and labour shortages in the region.

- Produce ready for construction drawings.
- Work with local governments to obtain proper permitting.
- Work with local power, phone and other network providers to provide all services to the facility.
- Co-ordinate all site work in advance of construction.

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- Ensure building meets or exceeds the requirements outlined in the GNWT Infrastructure Good Practices manual.
- Work with local Inuvialuit business and contractors to provide a turnkey solution (refer to the Inuvialuit Business List).

3. Scope of work

The contractor is responsible for the following services to be provided:

Pre-construction services: Review and provide feedback on preliminary design, construction feasibility, scheduling and cost estimates. Assist in the development of construction phasing plans, value engineering and risk analysis.
Construction phase services: Coordinate and manage all on-site construction activities, including site safety, subcontractor management, quality control, schedule adherence and cost management. Ensure compliance with all relevant codes and standards.
Post-construction services: Oversee project closeout activities, including final inspection commissioning, and the resolution of any deficiencies. Ensure that all required documentation, including as-built drawings and operation manuals, is completed and handed over to the IRC.
Warranty services: Ensure all contractual warranty work is executed in a timely manner in compliance with the project specification.

a. Pre-inspection planning

- Review conceptual project drawings, specifications and applicable standards.
- Develop a minimum Class B estimate to design, build, prepare the site, transport and tie in the building to local infrastructure.

b. Visual and functional inspections

The contractor will be required to coordinate all inspections during the construction period:

- structural components (foundations, supports, frames)
- mechanical systems (pumps, compressors, piping)
- electrical systems (panels, wiring, grounding)
- safety systems (fire suppression, alarms, emergency exits)
- environmental compliance (spill containment, ventilation)

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c. Non-destructive testing (NDT)

- ultrasonic, radiographic, magnetic particle and dye penetrant testing as required

d. Documentation

- detailed inspection reports with photos, measurements and test results
- compliance verification against regulatory and standards
- weekly progress meetings and/or reports during the construction phase with IRC's major projects team
- consultation with IRC's subject matter experts as needed

e. Recommendations

- Provide a schedule / timeline to complete the facility
- Provide a Class B estimate for a turnkey solution
- Work closely with IRC's major project team
- Work within the time constraints to be ready for occupancy by March 31, 2027

f. Constraints

Constraints to be considered include:

- transportation (road closures in the spring and fall)
- availability of local labour
- accommodations
- access to gravel and other site preparatory materials
- time to have design approved by local council
- requirement for fuel, water and waste tanks in communities
- permafrost preservation

g. Travel

All travel costs to be included in Class B estimate. If the contractor is encountering issues securing accommodations, reach out to the major projects team for assistance.

h. Meetings

Meetings to be held a minimum of bi-weekly during all phases of the project.

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i. Other considerations

Provide the best foundational solution for the site given the priority of permafrost preservation and foundation maintenance.

Technical considerations
This RFP intends to solicit responses that consider the unique challenges due to extreme weather conditions, logistical constraints and environmental factors of building in the Inuvialuit Settlement Region including:

> ***Extreme climate**: The region experiences long periods of harsh weather conditions, including extreme cold temperatures, high winds and snow accumulation. Buildings must be designed to withstand these conditions and provide adequate insulation to maintain comfortable indoor temperatures.*
>
> ***Insulation and energy efficiency:** Effective insulation is essential to prevent heat loss and reduce energy consumption in the Arctic climate. The project will incorporate high-performance insulation materials and energy-efficient building envelopes to minimize heating requirements. The overall project will pursue energy efficiency as set out in 15.3 below, with the target of net zero operation.*
>
> ***Transportation and logistics:** Transportation logistics change throughout the year in the Inuvialuit Settlement Region. The proponent is responsible for making themselves familiar with the transportation infrastructure and logistical challenges for delivering construction components or completed modules to site. Considerations include transportation of materials and equipment, as well as assembly and installation processes in location.*
>
> ***Cold climate materials:** Selection of construction materials suitable for cold climates is crucial. Materials should be durable, resistant to frost damage and capable of withstanding temperature fluctuations without compromising structural integrity.*
>
> ***Ventilation and moisture control:** Proper ventilation and moisture control are essential to prevent condensation, mould growth and indoor air quality issues. Mechanical ventilation systems with heat recovery will be necessary to maintain indoor air circulation and humidity levels.*

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Environmental impact: *The ecosystem is sensitive to human activities. Sustainable building practices and environmentally friendly materials should be prioritized to minimize the ecological footprint of house construction in the Arctic.*

Regulatory compliance: *Compliance with local building codes, regulations and permitting requirements is required and the responsibility of the contractor.*

Interior design: *Coordinate with IRC's Major Projects team and the project sponsor on any and all interior design components. Work with the IRC team on required purchases to maximize any cost savings with delivery of goods to site. Install all appliances and ensure everything is in working order.*

4. Deliverables

Deliverable	Description
Turnkey facility to run early childhood programs and programs for Maligaksat	Ready for occupancy by March 31, 2028
Progress reports	Weekly updates on building progress
Inspection reports and permitting	Copies of all inspection reports and permits
Final report	Comprehensive report of building operational requirements and warrantees
Digital archive	All documentation and certifications in digital format

5. Standards and references

- Compliance with all applicable codes including, but not limited to:
  - CSA A277 Procedure for certification of prefabricated buildings, modules and panels
  - National Building Code of Canada 2020 (with local modifications)
  - National Fire Code of Canada 2017 (with local modifications)
  - National Plumbing Code of Canada 2020
  - Canadian Standards Association Standard C22.1:24, Canadian Electrical Code Part I, 26th Edition, Safety Standard for Electrical Installations
  - CSA B651-23 Accessible design for the built environment
- Use of the Inuvialuit Business List for subtrades

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- Compliance with Early Learning and Child Care Regulations
- Compliance with GNWT Infrastructure Good Practices
- IRC specific standards and procedures include a minimum of:
  - **Above-ground opaque building assemblies**
    - High-performance insulation materials to achieve an effective U-Value to minimize heat transfer through the building envelope to exceed National Energy Code of Canada (NECB 2020) requirements by a minimum of 20%. This can be achieved through prescriptive or performance paths but must be demonstrated through documentation on the building assemblies or through an energy model conforming to the NECB verification standards. Ensure continuous insulation limit thermal bridging within the walls, floors and roof.
  - **Continuity of thermal barrier**
    - The design of the walls, floors and all connections to other building components will create minimal thermal bridging and be designed to limit the continuity of thermal bridges where they occur in the course of construction. This will potentially include secondary layers of insulation to maintain insulation continuity in areas such as window sills and structural support of openings.
  - **Window and door performance:**
    - High-performance windows and doors with the following characteristics:
      - ***Doors:***
        - Full door system U-values including frame and door leaf: 1.4 W/m²K.
        - Insulated hollow metal and have thermally broken frames, fully adjustable thresholds and hinges to allow for control over airtightness.
      - ***Windows:***
        - Full window system U-values including frame and glass: 0.95 W/m²K.
        - The solar heat gain coefficient (SHGC) of glazing will be 0.22 on all elevations. Use of exterior sun shades could allow for the SHGC to be higher on the south and west without compromising comfort in late spring and early fall.
        - Frames: Thermally broken fibreglass or demonstrated thermal equivalent.
        - Provide low-E coatings, and minimum triple pane windows to retain passive solar heat, reduce heat loss and improve thermal comfort.
        - The USI of exterior glazed assemblies will target 0.508 W/m²·K (watts per square meter per Kelvin) to allow for larger areas of glazing.

    Ensure windows and doors are properly sealed and insulated to prevent air leakage, drafts and condensation. Provide insulated frames, thermal breaks and weatherstripping to enhance energy efficiency and cold weather performance.

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Provide window-to-wall connection details showing continuity of thermal and vapour barriers durable to withstand transportation, where applicable.

- **Air tightness and moisture management**
  - Require an airtight building envelope to prevent cold air infiltration and heat loss, as well as condensation, frost accumulation and moisture damage within the building envelope. Provide effective air and vapour barrier materials and installation techniques to minimize air leakage around windows, doors, penetrations and joints. Conduct blower door tests to verify air tightness and identify areas requiring additional sealing, before shipment, where applicable. Ensure proper ventilation and moisture removal systems to maintain indoor air quality and prevent mould growth.
- **Performance testing and verification**
  - Provide building envelope performance testing, including thermal imaging, infrared scans and blower door tests, to verify compliance with specified performance criteria. Ensure construction quality assurance and on-site inspections to monitor installation practices and identify potential deficiencies. Provide and execute commissioning procedures to verify building envelope performance and functionality under extreme cold conditions before occupancy.
- **Indoor air quality and materials**
  - The proponent will be required to use materials which have not been shown to affect human health in their manufacture, use or disposal.
- **Exterior cladding**
  - Materials used must be suitable for the location's climate and terrain. All cladding materials are to be durable at extreme low temperatures. All cladding materials must be able to be repaired in all weather conditions using mechanical attachment systems wherever possible.
- **Mechanical and electrical systems**
  - All heating, ventilation, plumbing, electrical and communications equipment to be designed in collaboration with the Reimagine team and their subconsultants identified, including connections to local infrastructure and available fuel a power sources.

6. Timeline

Milestone	Date
Bid deadline	November 19, 2026
Proponent selection	Anticipated by first to second week of December
Final design	February 2027

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Start date	8 weeks from contract award
Site preparation	10 weeks from contract award
Delivery of modules to site	30 weeks from contract award
Completion date	58 weeks from contract award

7. Roles and responsibilities

Contractor's responsibilities

- Coordinate subtrades, manage the construction process, perform inspections, provide reports, maintain safety compliance.

IRC's responsibilities

- Provide access, relevant documentation and support.

8. Quality assurance

- All inspections shall be performed by certified personnel.
- Reports shall undergo internal QA review before submission.

9. Health and safety requirements

- Compliance with site-specific safety protocols.
- Compliance with health and safety of all personnel on site and adjacent sites.
- Use of appropriate PPE and adherence to hazard mitigation plans.
- Must have working knowledge of occupational safety and health regulations in Northwest Territories.
- Perform site specific health and safety hazards.
- Schedule a site safety meeting with an IRC representative, if deemed applicable.
- Ensure first aid equipment is available on all sites.
- Record and properly document all close calls, injuries and accidents.

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10. Environmental management requirements

- Remove all debris and rubbish from site in an approved landfill. Maintain site in a clean and orderly condition.
- No rubbish burning on site.
- Ensure all equipment has no fluid leaks prior to daily use. Inspect all equipment daily.
- Take all reasonable prevention measures of materials entering any body of water including streams, rivers, lakes, creeks, etc., including liquid and gas materials.
- Must provide storage of hazardous materials containers including fuels, lubricants and other liquid and gas products in a safe and secure location. If appropriate, consult an IRC representative.
- Provide spill kits that can handle 100% of the largest potential spill. The contractor's personnel must know the location of the spill kit and be trained in how to use the spill kit. Spill incidents are the responsibility of the contractor.
- Any disposal of hazardous waste must conform with the Environmental Rights Act (ERA) of the Northwest Territories.