



**Fisheries
and Oceans**

**Pêches
et Océans**

STATEMENT OF WORK FOR SERVICES

FISHERIES AND OCEANS CANADA

1.0 SCOPE

1.1 Title

Completion of a Gable Roof at Tenderfoot Creek Hatchery and Associated Works

1.2 Introduction

Fisheries and Oceans Canada is inviting contractors to bid on the completion of roof that has already been partially constructed over part of the Tenderfoot Creek hatchery.

In 2009 a gable roof was partially constructed to replace the flat roof over the washroom and office areas of the Tenderfoot creek hatchery building. The remaining portion of flat roof needs to be replaced with a truss roof system and must match the existing truss roof installed in 2009.

Replacement of the roof will require removal and reinstallation of all existing utilities, material supply, construction of masonry walls with a door, and construction of the new roof.

1.3 Estimated Value

The total value of any contract(s) emanating from this RFP is estimated at **\$150,000.00**, including travel and living expenses.

1.4 Objectives of the Requirement

Replace the existing flat roof over the main building of the Tenderfoot Creek hatchery with a gable roof that matches the existing portion already in place. Additionally, add masonry walls with footings to support the extended gable roof.

1.5 Background, Assumptions, and Specific Scope of the Requirement

Tenderfoot Creek Hatchery produces 1.6 million Chinook smolts, 300,000 Coho smolts and 100,000 Chum fry each year. Up to 3 million Pink salmon and 100,000 Steelhead trout are added to the production on some years, depending upon escapement levels and fishery requirements.

The hatchery is an operational facility and at no time can the hatchery be without power or an alarm annunciation system. Construction cannot interfere with hatchery operations and must be closely scheduled with the Departmental Representative.

The estimated size of the section of roof due for replacement is 200 square meters. The portion of roof over the newly installed incubation room expansion building does not need to be re-roofed.

Only a roof system which matches the existing roof installed in 2009 will be considered. Proposals will be evaluated on a cost basis (low bid).

The colour of the metal roofing, fascia and siding must match what was installed in 2009. Design drawings for the portion of roof completed in 2009 have been included in this RFP package. Furthermore, specifications called out on the attached Design Drawings are to be followed in this contract.

2.0 REQUIREMENTS

Before any design work and activities are started, the contractor must have a contract in place and discuss project deadlines and details with the Departmental Representative.

2.1 Tasks, Activities and Deliverables

The associated tasks with this contract will consist of, but is not limited to:

TASK 1

The addition of masonry walls, together with their footings, is to be constructed for the building's footprint and to support the extended proposed gable roof system. Saw cutting of asphalt and concrete (including removal) and compaction of soil will be required by the contractor. Additionally, a new storage room will be fashioned with a double doorway entrance (see proposed design drawing #1).

TASK 2

The Supply and Install of all components of the roof system: roof trusses (designed by a roof truss company), metal roof, underlayment, metal soffits, fascias, eaves troughs, venting, etc. All components of the roof, as well as any associated parts, are to meet the specifications of the existing gable roof already in place (see attached existing design drawings).

TASK 3

The contractor will also be responsible for temporary removal and re-installation of all utilities and mechanical equipment on the roof of the building.

TASK 4

The contractor is to clean-up and remove all debris off-site, and demobilise all equipment associated with the work.

2.2 Technical, Operational and Organizational Environment

The proposed project area is a fish-bearing watercourse. Works in and around the project site are therefore subject to construction restrictions. The Departmental Representative will monitor all work undertaken under this Contract.

The Contractor shall comply with all federal and provincial regulations so that construction of the work does not adversely affect the environment of fish bearing streams, rivers, and other bodies of water within the scope of , or downstream from, this Contract.

The Contractor shall avoid and mitigate environmental damage by ensuring that construction operations are carefully planned and scheduled.

The Contractor shall become familiar with and identify areas which are environmentally sensitive and may present potential problems and, if necessary, shall prepare a plan of operation. The Contractor shall make these plans and schedules available to the Departmental Representative for review and acceptance at least one week before the commencement of the work.

Servicing of machinery in or immediately adjacent to any stream or water body shall not be permitted. Servicing of machinery shall be carried out in a manner to avoid pollution; all servicing equipment shall be equipped with automatic shut-off systems to prevent spillage.

Fuel and oil spills are not permitted and care shall be taken to ensure that all equipment is reasonably clean and that leaks and overflows do not contaminate the water or private property during the performance of the Contract.

The Contractor shall have suitable spill abatement equipment on the project site, and personal knowledge of its use, satisfactory to the Departmental Representative.

Storage of servicing materials including fuels and oils shall be located in special areas that safely contain any materials to avoid contamination of the surrounding area and the storage areas shall not be connected directly or indirectly to any watercourse.

All requirements of environmental protection shall be incidental to the prices bid for the work under this Contract and no additional compensation will be made.

2.3 Method and Source of Acceptance

All deliverables and services rendered under any contract are subject to inspection by the Fisheries and Oceans Canada and the designated representative. Should any deliverables not be to the satisfaction of the Departmental Representative, as submitted, Fisheries and Oceans Canada shall have the right to reject it or require correction before payment will be authorized.

2.4 Reporting Requirements

It is the responsibility of the Contractor to immediately report any unforeseen issues or errors that may be uncovered throughout the entire project to the Departmental Representative. Preferred method of communication is through a written document and email.

2.5 Project Management Control Procedures

The individual identified in this scope of work as the Departmental Representative assumes the role of project manager.

2.6 Change Management Procedures

Fisheries and Oceans Canada does not anticipate any changes to the requirements detailed in this Statement of Work. However, if changes do arise, the Departmental Representative shall revise the situation and issue change orders as required.

3.0 OTHER TERMS AND CONDITIONS OF THE SOW

3.1 DFO's Obligations

- DFO will assign a primary contact;
- Provide access to all related documents;
- Providing and arranging access to the facilities, as required;
- Ongoing communication during the process; and
- Acceptance and sign-off on deliverables/tasks.

3.2 Contractor's Obligations

- Contractor will keep all documents and proprietary information confidential;
- Meet all tasks, deliverables and milestones as identified in this Statement of Work;
- Return all materials belonging to DFO upon completion of the contract;
- If required, attend and participate in meeting or phone calls;
- Conduct and maintain all documentation in a secure area;
- Take reasonable and proper care of the equipment/furnishings.

3.3 Location of Work, Work site and Delivery Point

Located approximately 15 kilometers north of Squamish British Columbia
Address: 1000 Midnight Way, Squamish, BC, V0N 1H0

4.0 PROJECT SCHEDULE

4.1 Expected Start and Completion Dates

Work is to commence any time after **January 15, 2015** and is to be completed by **March 31, 2015**. However, a consecutive Construction Schedule must be submitted with the bid and construction duration is expected to be less than or equal to a month of work with typical work hours.

5.0 APPLICABLE DOCUMENTS AND GLOSSARY

5.1 Applicable Documents

- Design Drawings - Roof Replacement over washroom and office areas
- Conceptual Roof Drawings
- Tenderfoot Roof Proposed Masonry Wall
- Specifications
- Pictures