

DEPARTMENT OF FISHERIES AND OCEANS CANADA
Statement of Work – IOS Hangar Door Glazing Replacement
Date: 18 December 2017

Background

Located west of Sidney on Vancouver Island on a 70-acre site, the Institute of Ocean Sciences (IOS) is one of Canada's largest marine institutes. The Institute of Ocean Sciences is also home to the Pacific Geoscience Centre, the main centre in western Canada for monitoring earthquakes. Also stationed at IOS is the Canadian Coast Guard Pacific Fleet (Patricia Bay Base) as well as the state-of-the-art Marine Communications and Traffic Services Centre. In addition, offices for the Canadian Wildlife Service and North Pacific Science Organization or PICES, Institute of Ocean Sciences an international scientific body devoted to oceanography, are part of the modern 300,000-square-foot facility.

The facility is located at: 9860 West Saanich Road, Sidney, British Columbia

Objective

The purpose of this life safety project is to replace the wire safety glass assemblies in the exterior steel frame wood clad sliding doors of the Canadian Coast Guard vessel repair hanger with a code compliant frame and glazing assembly to match the 2 replacement glazing assemblies that were previously installed.

Information

There are 6 sliding hangar doors containing 8 wood framed glass sections within a steel framed opening in each door. Each framed glass assembly (including frame) is approximately 74 inches (wide) x 82 inches (high). A total of 46 framed glass assemblies are required.

Scope of Work

Contractor shall provide all materials and labour for replacement of the exterior wire safety glass panel assemblies in the wood sliding doors of the Canadian Coast Guard vessel repair hanger with appropriate materials to match the existing 2 replacement panels. The scope of work will include:

1. Non Mandatory site visit to confirm existing conditions, quantities, types and sizes of glazing and components prior to submitting pricing.
2. Perform work to current Codes, Construction Standards and Manufacturer's Instructions.
3. Removal and disposal of a total of 46 existing wood frame safety glass assemblies from the sliding hangar doors.
4. Prepare existing window opening frames as required to accept new assemblies and connect to existing framing as best as possible.
5. Incorporate water penetration control, ensure air barrier continuity, eliminate condensation risk, provide and install all sealants and window water proofing barrier on all openings.
6. Provide and install new code compliant glass assemblies including frames, colour (Rideau Brown) of frames and glass material (single pane tempered obscure pinhead) to match existing assemblies previously replaced.

7. All adhesives and sealants shall be low VOC certified by Green Seal and conform to VOC limits of 70 grams/Litre for multi-purpose construction adhesives and 100 grams/Litre for structural glazing adhesives.
8. Adhere to regional recycling programs. All waste created from corrugated cardboard, metals, concrete blocks, clean dimensional wood, plastic and glass must be recycled.
9. Perform the work in accordance with the Project Documentation and Closeout Procedures.
10. Upon award of contract and acceptance of products, contractor shall submit a proposed schedule to the Departmental Representative for approval.

Schedule

Project and deliverables shall be completed no later than June 01, 2018.

Project Documentation and Closeout Procedures

1. Shop Drawings

Shop Drawings/Product Data

Provide a complete electronic shop drawing/product data submission prior to construction containing:

Cover page with date and project title.

General contractor and all subcontractors' names, addresses, telephone numbers.

Index of shop drawings/product data.

Fabrication and layout with dimensions and clearances and performance characteristics. Products shall be identified with arrows and/or highlighted.

Contractor's stamp, signed by Contractor's authorized representative certifying approval of submissions and verification of field measurements.

Shop drawing/product data shall be in Imperial and Metric Units. Where information is not produced in Metric units, converted values are acceptable.

Revise content of documents as required prior to final submittal of shop drawings.

2. Closeout Submittals

Operating and Maintenance Manual

Provide an electronic copy of the operating and maintenance manual printed in colour for review and comment.

Revise content of documents prior to final submittal of electronic copy on USB flash drive of the operating and maintenance manual printed in colour.

Contractor has the option to engage the services of an agency that specializes in the preparation of Operating and Maintenance Manuals, at no additional cost to Fisheries and Oceans Canada.

Format and Content

Organize data identified as Operation and Maintenance Manual with project title and Fisheries and Oceans Canada project number.

Provide a Table of Contents with date of submission, addresses and telephone numbers of contractors with name of responsible parties, schedule of products and systems indexed to content of each binder.

Provide tabbed fly leaf for each separate product and system with typed description of the product and maintenance requirements.

Provide copies of all final reviewed shop drawings.

Provide USB Flash Drive containing contents of operating and maintenance manual. USB Flash Drive contents shall be organized in folder structure that mirrors that of binder organization.

Provide warranties and bonds separated with index tab sheets keyed to Table of Contents. List subcontractor, supplier and manufacturer with name address and telephone number of responsible party. Except for items put into use with Owner's permission, leave date of beginning time of warranty until Date of Substantial Completion.

Method and Source of Acceptance

All deliverables and services rendered under any contract are subject to review by 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.

Reporting Requirements

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

Project Management Control Procedures

The individual(s) identified as the Departmental Representative(s) reserves the right to review any portion of the work at any time during the construction schedule to confirm general conformity. Any delays due to review or required revision of work due to disconformity with the specifications will be at the contractor's own expense.

Change Management Procedures

Fisheries and Oceans Canada does not anticipate any changes to the requirements detailed in this SOW. However, if changes do arise they must be done in writing by the Departmental Representative(s), and an amendment must be prepared to reflect these changes

Authorities

To be provided upon contract award:

DFO Obligations

The Institute of Ocean Sciences hours of operation vary depending on the area within the facility. Generally hours are between 8:00 a.m. and 4:00 p.m., Monday to Friday. If work is required to

take place after normal hours of operation arrangements must be made in advance with the Departmental Representative.

Contractor's Obligations

Title to the equipment charged against this Contract shall vest in Canada upon payment of invoiced amounts and shall remain so vested at all times.

Notwithstanding the fact that the equipment under this Contract becomes vested in Canada, the equipment shall remain within the custody and control of the Contractor until such time as the Project Authority provides instructions for its delivery. During this period of time, the Contractor shall take reasonable and proper care of the equipment.

Execute work with least possible interference or disturbance to normal use of premises and neighbouring facilities. The existing building will be occupied by facility staff and the public during entire construction period. Make arrangements with Departmental Representative to facilitate work as stated.

The contractor shall ensure cleanup of the work areas each day after completion of work and cleanup of the work areas upon final completion of work.

The contractor is responsible for the repair of any damages and/or replacement of any equipment, furnishings, etc. damaged during construction.

Location of Work, Work site and Delivery Point

Due to existing workload and deadlines, all personnel assigned to any contract resulting from this RFP must be ready to work in close and frequent contact with the Departmental Representative and other departmental personnel.

Security Requirements

None

Insurance Requirements

The Contractor must provide proof of current, suitable public liability and property damage insurance to cover damage or injury caused by any construction activities for the project (minimum \$1,000,000 with a deductible of not more than \$1000 per occurrence), Third Party Liability for vehicles, equipment owned, leased, used or operated by the vendor (minimum \$1,000,000), WCB. The contractor shall also provide Proof of insurance for any listed or expected subcontractors for this project.

Required Resources or Types of Roles to be performed

Contractor is required to have all construction equipment/machinery required to successfully complete the Work in a safe and efficient manner.

Applicable Documents and Glossary

Applicable Documents

Applicable documents are attached and include photographs.