

**THE CORPORATION OF THE TOWNSHIP OF CRAMAHE**

**QUOTATION NO. 2021-13**

**KEELER CENTER – ACCESSIBILITY IMPROVEMENTS**

Don Butwell, CBCO  
Chief Building Official  
Tel: 905-355-2821 ext. 233  
[dbutwell@cramahe.ca](mailto:dbutwell@cramahe.ca)

Submitted by

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Name of Firm or Individual

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Address

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Telephone (include area code)

Fax (include area code)

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Name of Person signing for firm

Office of person signing for firm

**QUOTATION CLOSING DATE: Friday October 15<sup>th</sup>, 2021 at 2:00pm**

**Formal Request for Services Quote**

The Corporation of the Township of Cramahe is making a formal request for quotation for works to improve the accessibility for all visitors to the Keeler Center at 80 Division Street in Colborne. The Keeler Center and property accessibility project is to improve accessibility to the space that will allow inclusive access to the facility both inside and out.

Quotes are now being accepted from qualified consulting firms/individuals to carry out the works as described herein. We are inviting bidders to prepare all required documentation to facilitate the construction of these projects.

The work is divided into two (2) main components.

PART A: Inside the Keeler Center – to improve the accessibility to the Keeler Centers main entrances and vestibule doors, as well as providing increased accessibility to the viewing areas by installing a number of power door operators.

PART B: Outside the Keeler Center – to construct a 12m x 30m accessible shelter complete with concrete pad, open on three sides for viewing, and a steel roof. Within the 12m x 30m shelter, construct a 12m x 7m canteen/accessible washroom facility at one end. With this construct and accessible ramp to the shelter and soccer pitch areas from the Keeler Center parking lot and provide accessible parking spaces beside the ramp to the shelter.

The Township requests that separate quotes be provided for each of the two components – one for the inside work and one for the outside work.

**\*The Township reserves the right to accept either both quotes, and/or either one individually\***

**\*All quotations submitted will be subject to review by Council and approval there after\***

**Part A - Scope of Work for Quotation - Keeler Center Interior Work**

- Prepare and provide sealed Architectural, Structural, Mechanical, and Electrical evaluations and/or general reviews for all associated works deriving from the upgrades

- To attend all mandatory site meetings as scheduled
- The construction tender documents are to be prepared by the Architect with assistance and direction from the Township and would be issued by the Township of Cramahe – including all sealed Architectural, Structural, Mechanical, and Electrical drawings and specifications to form the tender package.
- Attend a bidder's site meeting and assist with the tender process by answering questions via addendums.
- To include all calculations with reference to exit width requirements and demonstrate compliance with the Ontario Building Code.
- To prepare the 'Scope of Work' to form the tender package.
- To prepare the formal tender package(s) to the Township for distribution.
- To prepare a budget (estimated construction costs) outline for project costing and submission to the Township.

Interior work to be undertaken:

- 1) Change the Keeler center main entrance doors (both the exterior and vestibule doors) to 'by-parting' glass doors operated by motion sensors.
- 2) Change the door system from the entrance lobby to the heated ice pad viewing area to 'by-parting' glass doors operated by motion sensors.
- 3) Install Power door operators complete with push button actuators on the following doors:
  - a. Door(s) from heated ice pad viewing lobby to the accessible viewing area beside the rink glass.
  - b. Door(s) to the dressing room hallway from the heated ice pad viewing lobby.
  - c. Door to dressing room #1
  - d. Door to the accessible family washroom on the main level
  - e. Door(s) to Rotary Hall A & B on the second level
  - f. Door(s) from the Rotary Hall to the mezzanine upper viewing deck of the bleachers
  - g. Doors to both the men's and women's washrooms on the second level.
- 4) Install an emergency call button (and all associated signage, visual, and audible indicators both inside and outside) in the accessible family washroom on the first level.
- 5) Install an emergency call button (and all associated signage, visual, and audible indicators both inside and outside) in both the men's and women's washrooms on the second level.

## **Part B - Scope of Work for Quotation - Keeler Center Exterior Work**

- Prepare and provide sealed Architectural, Structural, Mechanical, and Electrical evaluations and/or general reviews for all associated works deriving from the upgrades
- To attend all mandatory site meetings as scheduled
- The construction tender documents are to be prepared by the Architect with assistance and direction from the Township and would be issued by the Township of Cramahe – including all sealed Architectural, Structural, Mechanical, and Electrical drawings and specifications to form the tender package.
- Attend a bidder's site meeting and assist with the tender process by answering questions via addendums
- To include all calculations with reference to exit width requirements and demonstrate compliance with the Ontario Building Code.
- To prepare the 'Scope of Work' to form the tender package
- To prepare the formal tender package(s) to the Township for distribution
- To prepare a budget (estimated construction costs) outline for project costing and submission to the Township

### **Exterior Work to be Undertaken**

- 1) To construct a 12m x 30m accessible shelter complete with concrete pad, open on three sides for viewing, and a steel roof.
- 2) Within the 12m x 30m shelter, construct a 12m x 7m canteen/accessible washroom facility at one end.
- 3) With this construct and accessible ramp to the shelter and soccer pitch areas from the Keeler Center parking lot.
- 4) Provide for (mark out) accessible parking spaces beside the ramp to the shelter.

Note: All design work for the shelter/canteen/washroom to 'mirror' at best the shelter at the Castleton playing fields (photos enclosed).

### **Mandatory Site Meeting**

Monday October 4<sup>th</sup>, 2021 @ 1:00pm on site – Keeler Center, 80 Division St.

### **Additional Questions**

Any additional questions that arise after the mandatory site meeting must be put in writing and submitted to: Don Butwell, Chief Building Official [dbutwell@cramahe.ca](mailto:dbutwell@cramahe.ca) by Friday October 8<sup>th</sup>, 2021 @ 3:00pm

Addendums (if any) will be issued Tuesday October 12<sup>th</sup>, 2021

Interested parties are to submit their sealed quotation no later than Friday October 15<sup>th</sup>, 2021, on or before 2:00p.m. to the attention of Don Butwell, Chief Building Official.

Submissions can be by courier or in person.

### **Quotation Closing**

Friday October 15<sup>th</sup>, 2021 @ 2:00pm

### **Quotation Opening**

Friday October 15<sup>th</sup>, 2021 @ 3:00pm

**Quotation**

Part A – Keeler Center Interior Work

**Sub Total**    \$ \_\_\_\_\_

**HST**                \$ \_\_\_\_\_

**Total**             \$ \_\_\_\_\_

Part B – Keeler Center Exterior Work

**Sub Total**    \$ \_\_\_\_\_

**HST**                \$ \_\_\_\_\_

**Total**             \$ \_\_\_\_\_

DATED AT \_\_\_\_\_ THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Authorized Person

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Position in Firm