



Wanuskewin Heritage Park Authority



RFP – Wanuskewin Bison Fencing

RFP Number: **2022-02**
Project Contact: **Shelby Redman**
Date: **April 25, 2022**

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INFORMATION FOR BIDDERS

1. Background

Wanuskewin Heritage Park is a National Historic Site that brings to life the history and culture of the Northern and Plains First Nations peoples. The 760 acre Park, located five kilometers north of the City of Saskatoon, was dedicated by Her Majesty the Queen Elizabeth II in 1987, and established by the Province of Saskatchewan in 1992 as a living memorial to the people who gathered on the site for over 6,000 years. The 54,000 square foot building features art galleries, gift shop, brand new exhibit area, restaurant, and our brand new Paskwaw round conference centre. The grounds include the Opimihaw Creek, restored native prairie grasses, 7km trail system, medicine wheel, archaeological dig sites, and bison paddocks. Wanuskewin Heritage Park was proclaimed an Act within the Provincial Legislation in 1989.

Wanuskewin Heritage Park Authority is a registered charitable organization and is represented by the Park's corporate Board of Directors. Revenues are from federal, provincial, and municipal funding, and self-supporting activities. The organization employs 25-30 people in one location.

2. Purpose

Wanuskewin has a quarter section of land that needs to be fenced to be used as an additional bison paddock. This paddock will be adjacent to two other existing paddocks. Fencing will include multiple gates for access. Details of fencing and gate materials and specifications included in engineer drawings.

3. Project Timeline & Submission Instructions

RFP Opening Date:	5:00 PM, C.S.T. Monday, April 25, 2022
Confirmation & Intent to Bid Deadline:	5:00 PM, C.S.T. Monday, May 02, 2022
Mandatory Site Meeting:	1:00-3:00 PM, C.S.T. Wednesday, May 04, 2022
Inquiries Deadline:	5:00 PM, C.S.T. Wednesday, May 11, 2022
Submission Deadline:	9:00 AM, C.S.T. Wednesday, May 18, 2022
Project Completion Deadline:	Monday, October 31, 2022

All correspondence shall be addressed per below, including notification of intent to participate, all inquiries, and all submissions.



Submissions shall be accepted electronically at the email listed below or in person at Wanuskewin Heritage Park by the submission deadline. Sealed bids must be clearly marked with “RFP – Wanuskewin Bison Fencing”.

Submission for: **RFP – Wanuskewin Bison Fencing**
RFP #: **2022-02**
Contact Information: **Shelby Redman**
Project Coordinator
Wanuskewin Heritage Park Authority
RR#4 Penner Road
Saskatoon, SK S7K 3J7
Phone: (639) 638-8496
Email: pmc@wanuskewin.com

All Bidders are required to participate in the mandatory site meeting. Please confirm your attendance with the contact noted above. Bidders are requested to limit attendees to a reasonable number of persons.

4. Legal & Insurance

The information contained herein and with all associated documentation and correspondence with respect to this RFP is considered confidential. Unauthorized distribution and reproduction is strictly prohibited.

Wanuskewin has attempted to provide reliable and current information in this RFP. Bidders are required to confirm the accuracy, completeness and sufficiency of any information provided, whether verbally or in writing by Wanuskewin, its employees, agents, consultants, advisers, etc. The Bidder’s submission shall be deemed to have been based upon their own investigations and determinations.

Wanuskewin shall not reimburse Bidders for any expenses incurred in the preparation of their submission to this RFP.

This RFP does not represent a commitment or an offer to enter into any agreement, rather it is a description of Wanuskewin’s requirements to complete the Project and scope of work. Wanuskewin reserves the right to award the work to the submission which best meets the project’s intentions, or to revise or retract the RFP at any time with notice. Only a written agreement, signed by an authorized officer of Wanuskewin, shall then award the supply of this RFP.



The successful bidder shall be required to provide proof of Contractor's General Liability Insurance with coverages not less than \$2,000,000 per occurrence and listing Wanuskewin as an "Additional Insured".

5. Procurement Policy & Evaluation Process

Wanuskewin Heritage Park Authority's procurement policy is to publicly advertise request for proposals over a threshold. This RFP has been posted on Wanuskewin's website and will also be distributed by invitation to internally identified parties. Wanuskewin's conflict of interest policy requires employees involved in the decision-making process to identify any potential conflicts of interest.

Wanuskewin Heritage Park Authority will review and evaluate proposals on a qualitative basis. Decisions are made but not limited to the company's ability to meet or exceed requirements, past experience with similar organizations, ability to meet project timeline, and fees. This will include follow up with references and a short-listing process.

6. Warranties

Bidders shall identify the warranty period for the materials and labour of their supply. Wanuskewin prefers the warranty period be not less than one (1) year in length beginning no earlier than the date of turnover to the Owner.

7. Project Execution Considerations

Should the Project be awarded, the successful Bidder is expected to maintain an organized, clean and safe worksite using the supply of competent, trained and experienced resources to successfully complete the Project with the highest regard for the quality of work, while meeting all regulatory requirements.

Bidders shall take all necessary precautions to protect the environment. This may include plans, procedures or measures implemented to prevent spills, reduce or eliminate damage and erosion, control or reduce emissions and pollutants, protect and salvage rare plants, wetlands, wildlife and habitat, etc. as well as controlling undesirable vegetation, etc.



8. Work Description

Services to be Performed

1. Install posts at the specified depth and distance outlined in the engineering drawings.
2. Install page wire to posts using appropriate adherence methods.
3. Install gates at the designated locations following specifications in the drawings.
4. Restore any disturbed soil or other area to a state reasonably similar to prior to construction.
5. Work with Bison Manager to coordinate/execute onsite days to minimize disturbance to the bison.
6. Regular and ongoing reporting to the Project Coordinator.
7. Prepare and submit a turnover package and final report for delivery to the Planning and Development Committee of Wanuskewin's Board of Directors, outlining all warranties, recommendations, or deficiencies.

Options

Option to source and procure supplies (posts, page wire, others as needed according to engineering specs).

Work Sequence

Work is to be constructed in stages to accommodate Wanuskewin's continued use of premises during construction and to accommodate contract farmers access to adjacent lands.

Hours of Work

Work is to be performed in conformity with all municipal bylaws with respect to noise control, hours of work, night work and holiday work.

The successful Bidder shall be required to obtain written permission from Wanuskewin before undertaking holiday work or night work.

Contractor Use of Premises

The Bidder shall have unrestricted use of the site until project completion and shall abide by the following:

1. Ascertain boundaries of Site within which work must be confined.
2. Obtain written authorization from Owner to enter private lands which are the subject of easements or rights-of-way obtained by Owner.
3. Ascertain and abide by conditions pertaining to use of easements or rights-of-way.
4. Assume full responsibility for protection and safekeeping of products under this Contract.
5. Obtain and pay for use of additional storage, access or work areas needed for operations under this Contract.
6. Limit use of premises for Work, for storage, and for access, to allow:
 - a. Owner occupancy.



- i. Cooperate with Wanuskewin in scheduling operations to minimize conflict and to facilitate Wanuskewin's usage.
 - b. Work by other contractors.
7. Coordinate use of premises under direction of Wanuskewin.

Prior to final inspection, obtain and submit to Wanuskewin written signed releases from all owners of lands affected by easements or rights-of-way, confirming that properties have been left in an acceptable condition and that owners have no further claims in this respect.

Safety

The Bidder shall take all precautions for the safety and the protection of the employees, public vehicle and pedestrian traffic by adequate fencing, hoarding, flagmen and barricades as may be required in the interest of safety and in accordance with provincial and municipal requirements.

The Bidder shall Observe and enforce construction safety measures required by applicable Workers' Compensation Board, Provincial Department of Labour, Occupational Health and Safety, Wanuskewin Heritage Park, City of Saskatoon, and RM of Corman Park statutes, bylaws, and regulations and procedures. In the event of conflict between provisions of above authorities, the most stringent provision will apply.

Wanuskewin delegates and the Bidder accepts the role and responsibilities of the Prime Contractor for the Safety for the entire Project Site until the Project Takeover Date of the entire Work. A partial takeover of the Project by the Owner shall not affect this delegation, unless Notice of a Change in the designation of the Contractor as Prime Contractor for Safety is provided by the Owner to the Contractor, in which case, the Contractor shall follow the directions of the Owner as set out in the Notice.

Temporary Facilities and Controls

The Bidder shall supply and pay for the management and disposal of all construction wastes.

The Bidder shall provide own temporary washrooms, fencing and hoarding, potable drinking water for use of workers, and any other required utilities for work and laydown/trailer areas.

Necessary maintenance of temporary facilities and controls shall be the responsibility of the Bidder.

Damage to Adjacent Properties

The Bidder shall take all precautions necessary for the protection of fences, trees, structures, pavement and excavations on adjoining properties. Be responsible for any damages resulting from whatever causes; make good any such damages to the satisfaction of adjacent property owners and settle any claims which may arise.

Drawings and Specifications Furnished

1. Owner Responsibilities:
 - a. Provide one (1) digital copy of drawings and specifications to Contractor.
2. Contractor Responsibilities:
 - a. Pay for additional copies of drawings and specifications if required.



- b. Maintain at Site one complete set of drawings and specifications. Make available to Consultant and Owner at any time.

Supplementary Drawings

Wanuskewin may furnish supplementary drawings to assist proper execution of work. Such drawings will be issued for clarification only and will have same meaning and intent as if included with Project Documents.

9. Project Documents

Document Title	Document Number	Revision
Specifications		
Bison Paddock Expansion – Environmental Protection	01 56 00	0
Bison Paddock Expansion – Wire Fences and Gates	32 31 26	0
Drawings		
Bison Paddock Expansion – Cover Sheet	4731-00-G-001	0
Bison Paddock Expansion – Civil Legend	4731-00-G-002	0
Bison Paddock Expansion – Civil Plan, Overall Site	4731-00-C-101	0
Bison Paddock Expansion – Civil Site Plan, Fence and Utilities	4731-00-C-102	0
Bison Paddock Expansion – Civil Details, Fence and Gates	4731-00-C-501	0
Bison Paddock Expansion – Civil Details, Gate Types	4731-00-C-502	0

Bidders are responsible to request additional documents not supplied or indicated above.

10. Photos

N/A	

11. Commissioning, Turnover & Acceptance of Work

The Bidder is responsible for all activities to bring the project to completion and the equipment to ready-to-use. Testing of all gates should be tested and walk-along of the fence lines to check for deficiencies should be done after project completion.

Upon notice of completion, the Bidder and a representative of Wanuskewin shall review the completed work and agree on a punch list for the Bidder’s immediate attention. All work not meeting applicable



specifications and standards shall be considered incomplete and shall not be payable until deficiencies are corrected.

Upon completion of the Project, the Bidder shall provide a turnover package which includes all shop and redlined drawings, field testing checklists and verification reports, quality assurance certificates, warranties, copies of manufacturers' instructions, operation and maintenance manuals, etc. One (1) each hard copy and One (1) electronic copy shall be turned over to Wanuskewin.

12. Scope Changes & Additional Work

The Bidder shall notify Wanuskewin in writing of any extra work required to complete the Project that may not be part of the above Supply. The Bidder shall not perform works outside the Supply without prior written approval.

13. Materials & Responsibilities by Wanuskewin or Others

The following list may not be comprehensive. Bidders are responsible to confirm additional items not noted.

- N/A

14. Submission Requirements

Bidders are required to include at the least the following information with their submission:

- Overview of your company's qualification and experience in providing fencing services and similar construction services.
- Describe how your company will keep Wanuskewin management apprised of issues and progress throughout the project.
- Detail your ability to meet project timelines and how you might mitigate any procurement or other delays.
- Outline pricing of contract, including your proposed progress schedule, and a current rate sheet.
 - Provide separate pricing for any option(s) you can accommodate.
- An execution plan for the work including a tentative project schedule.
- A list, details and specifications for all proposed equipment, and details of the proposed equipment supplier(s).



- Provide references of 3 other organizations that are similar to Wanuskewin, such as other non-profit, charitable or Indigenous organizations, that you have previously completed work for. These references should include organization name, contact name, address, email, and phone number.
- Describe why and how your company differs from others being considered, and why your company is best for Wanuskewin and this project.
- Detailed contact information for your company including contact name, address, phone, and email.
- A list of exceptions, deviations & assumptions.
- A Letter of Good Standing from Saskatchewan Worker’s Compensation Board.

15. Pricing, Progress Claims & Invoicing

The Bidder shall provide a proposal with a breakdown of their comprehensive **Unit Price** quotation (similar to the Price Schedule below). The proposal shall be presented in Canadian Dollars. Progress claims and invoices shall be issued to aforementioned project contact. The progress claim or invoice package shall include the invoice, or progress claim document(s), and all supporting information.

Price Schedule

<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extension</u>
Fence Type F4	km	2.89	\$	\$
Fence Type F5	km	2.45	\$	\$
Gate Type 2	ea	1	\$	\$
Gate Type 4	ea	6	\$	\$
Gate Type 5	ea	3	\$	\$
TOTAL BID: (excluding GST and PST)			\$	\$
Goods and Services Tax:			\$	\$
Provincial Sales Tax:			\$	\$