



Request for Proposal

Cavan Monaghan Community Centre Splash Pad Design and Installation

Request for Proposal: RFP-PF-24-01
Issue Date: Monday, March 18, 2024
Closing Date & Time: Thursday, April 11, 2024
11:00 a.m. local time
Address: Township of Cavan Monaghan
988 County Road 10
Millbrook, Ontario, L0A 1G0
Telephone: 705-932-9314
Fax: 705-932-3458

Attention: Chris Allison
Manager of Parks and Facilities

Late Proposals will not be accepted.
The lowest price or any Proposal not necessarily accepted.

General**RFP-PF-24-01**

Project: Cavan Monaghan Community Centre
Splash Pad Design and Installation

Authority: Township of Cavan Monaghan

Contract Administrator: Chris Allison
Manager of Parks and Facilities
988 County Road 10
Millbrook, Ontario, L0A 1G0
Telephone: 705-932-9314 Fax: 705-932-3458

Bidder:

Name

Address (Include Postal Code)

Telephone and Fax Numbers

Email Address

Name of Person Signing

Position of Person Signing

Proposals Received By: Chris Allison
Manager of Parks and Facilities
Township of Cavan Monaghan
988 County Road 10
Millbrook, Ontario, L0A 1G0

To: Mayor and Members of Council
Re: Splash Pad Design and Installation

Dear Mayor and Members of Council:

I/We _____ the undersigned declare:

1. That the several matters stated in the said Bid are in all respects true accurate and complete.
2. That I/we have read and fully understand all information, terms, and conditions contained within the Bid Document.
3. That I/we do hereby Bid and offer to enter into a Contract to Supply and Deliver all materials mentioned and described or implied therein including in every case freight, duty, currency exchange, H.S.T. in effect on the date of the acceptance of bid, and all other charges on the provisions therein set forth and to accept in full payment therefore, in accordance with the prices and terms set forth in the Bid herein.
4. That this Bid is irrevocable for Sixty (60) Days and prices for as long as stated elsewhere in the Bid Document, and that the Township may at any time within that period without notice accept this Bid whether any other Bid has been previously accepted or not.
5. That the awarding of the Contract by the Township is based on this submission, which shall be an acceptance of this Bid.
6. That if the Bid is accepted, I/we agree to furnish all documentation, security and certifications as required by the Bid Document and to execute a formal contract in triplicate, if required, within Ten (10) Working Days after notification of award. I/We understand that any acceptance by the Township is fully conditional upon the receipt of said documentation, security, and certifications by the Township within Ten (10) Working Days. If I/we fail to do so, the Township may accept the next lowest or any Bid or advertise for new bids, or carry out completion of the works in any other way they deem best
7. That I/we agree to save the Township, its agents, or employees, harmless from liability of any kind for the use of any composition, secret process, invention, article or appliance furnished or used in the performance of the Contract of which the Bidder is not the patentee, assignee, or licensee.

8. I/We agree that the work specified in the contract will be performed in strict accordance with the following conditions, specifications, and provisions:

- A. Proposal Form
- B. Instructions to Bidders
- C. Special Provisions
- D. General Conditions

Signed at the Township Office of Cavan Monaghan in the County of Peterborough

this _____ day of _____, 2024

Signature of Corporation Witness

Signature of Contractor or Seal of Firm
& Position Held

Schedule of Items & Prices

All unit prices are not to include HST. The Township reserves the right to cancel any or all items.

The undersigned agrees to supply and deliver the goods and services as specified and required in accordance with this Proposal for the following prices:

Cavan Monaghan Community Centre Splash Pad Design and Installation – Items (a) through (e) in Special Conditions Item 10 “Scope of Work”

i) Cavan Monaghan Community Centre Splash Pad Design and Installation	\$ _____
HST	\$ _____
Total Proposal Price	\$ _____

Provisional – Contract Administration and Inspection Services

Based on Contractor’s understanding of the Scope of Work, provide an estimate of hours of service to be provided over the anticipated period of construction. This fee shall be deemed to be provisional and subject to further approval prior to proceeding with any related work.

Estimated duration of construction _____ weeks

Project Management:

Total hours of service to be provided _____ hours

Rate per hour of Project Manager \$ _____ / hour

Total estimated fee \$ _____

Inspection Services:

Total hours of service to be provided _____ hours

Rate per hour of Inspector \$ _____ / hour

Total estimated fee \$ _____

Exclude from the Fee Proposal any identified disbursements that will be managed by the Contractor but may be paid for separately by the Township, including costs for advertising, mail-outs, courier services, materials testing, OLS services, mileage costs and other such identified disbursements, as presented in the proposal.

The Authority reserves the right to reject the Proposal of any bidder who does not furnish satisfactory evidence of sufficient experience to successfully undertake and complete the work in the specified time.

To aid the Authority in determining the ability of each Bidder, the Bidder shall attach the following:

Statement "A" stating the Bidder's experience in similar work which he/she has successfully completed.

Statement "B" giving a list of the Bidder's senior supervisory staff with a summary of the experience of each.

Statement "C" giving the location and description of the construction equipment which the Bidder proposes to use, the equipment he/she has available or under his/her control, the equipment to be rented, and the supplies to be purchased.

The work specified in the Contract shall be performed in strict accordance with the following Schedule:

- A. Proposal Form General
 Itemized Bid
 Contractor's Experience
 Schedule of Proposal Data
- B. Instructions to Bidders
- C. Special Provisions
- D. General Conditions

The Contractor, by this Request for Proposal, offers to complete the work of this Contract in strict accordance with the terms contained herein.

By my/our signature hereunder, I/we hereby identify this as the Schedule of Proposal Data, Plans and Specifications, for Request for Proposal RFP-PF-24-01, executed by me/us bearing date this _____ day of _____ 2024.

Signature: _____

Position: _____

(Company Seal)

Name of Firm: _____



**Cavan Monaghan Community Centre
Splash Pad Design and Installation**

Instructions to Bidders

Request for Proposal RFP-PF-24-01

**Instructions to Bidders
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1. General

Proposals marked "RFP-PF-24-01 Cavan Monaghan Community Centre Splash Pad Design and Installation" will be received until: 11:00 a.m., Local time, Thursday, April 11, 2024. All submissions for this proposal must be submitted in person, by courier or regular mail to 988 County Road 10, Millbrook ON. Addressed to Chris Allison, Manager of Parks and Facilities, sealed, and clearly marked.

Each bidder is responsible for ensuring its bid is submitted prior to the proposal closing date and time.

2. Blank Form of Proposal

One copy of the Proposal, on the forms provided, shall be submitted. All information requested shall be shown in the Proposal, in the space provided and shall be typed or printed in ink.

3. Bid Deposits

No bid deposit is required for this project.

4. Right to Accept or Reject Bids

Council shall make the final determination as to awarding of all bids. The lowest bid, or any bid, will not necessarily be accepted. Appendix 'B' of Purchasing By-law No. 2020-22 outlines the Bid Irregularities and direction of use. The By-law can be found on the Township of Cavan Monaghan website at: <http://cavanmonaghan.net/en/servingyou/bidsandtenders.asp>

5. Unacceptable Bids

Each item in the Proposal Form shall include a reasonable price for such item. Under no circumstances will a Proposal with a bid irregularity be considered. The Treasurer and/or CAO or designate will be responsible for all action taken in dealing with bid irregularities, and acts in accordance with the nature of the irregularity identified in Appendix 'B' of Purchasing By-law No. 2020-22.

6. Ability and Experience of Bidder

The Authority reserves the right to reject any bid where satisfactory evidence of sufficient experience to successfully perform and complete the work in the specified time is not furnished by the Bidder.

7. Harmonized Sales Tax

The Harmonized Sales Tax shall not be included in Proposed prices for material and services supplied under this Contract.

8. Execute Contract

Proposals shall be open for acceptance for a period of 60 days after the closing date. After this time, the Proposal may only be accepted with the consent of the successful Bidder.

9. Location

The location of the work is Cavan Monaghan Community Centre, 986 County Road 10, Millbrook ON L0A 1G0.

10. Bidders to Investigate

Bidders must satisfy themselves by personal examination of the site and by such other means as they may prefer as to the actual conditions and requirements of the work. The Submission of a Bid shall indicate that the bidder agrees and warrants that they have examined the site and all conditions relevant thereto, and all the separate documents, drawings, specifications, and addenda, and that the bid submitted covers the cost of all the items required in the contract. No claims for extras will be entertained on account of conditions which could be observed on the site at the time bids were submitted.

11. Inquiries During Bidding

The Bidder is advised that inquiries regarding the interpretation of the scope of work or specifications shall be directed to the Contract Administrator, the Township of Cavan Monaghan, Email: callison@cavanmonaghan.net Attention: Chris Allison, Manager of Parks and Facilities. Inquiries shall only be accepted until 4:30 p.m., Local time, Thursday, April 4, 2024.

12. Award of the Contract

The award of this Contract is subject to the approval of the Council of the Township of Cavan Monaghan.

13. Definition of Owner/Authority and Contract Administrator

Wherever the word "Owner" or "Authority" or "Corporation" or "Township" appears in this Request for Proposal, it shall be interpreted as meaning the Township of Cavan Monaghan.

Wherever the word "Contract Administrator" appears it shall be deemed to mean the Manager of Parks and Facilities or such other officers as may be authorized by the Authority to act in any particular capacity.

14. Addenda

The Contractor shall ensure that all addenda issued during the bidding period are attached as part of the submitted bid. Failure to do so will result in disqualification of the bid.

15. Liability Insurance

The successful bidder shall deliver a certified copy of his/her company or firm's Public Liability and Property Damage Insurance policy within 10 (ten) calendar days of receiving notice of acceptance. Coverage shall be a minimum of \$5,000,000 per accident in the name of the Township of Cavan Monaghan. Failure to provide such proof may result in the cancellation of the contract.

16. Workplace Safety & Insurance Coverage

The successful bidder shall provide a Certificate of Clearance from the Workplace Safety & Insurance Board within ten (10) calendar days of receiving acceptance notice and shall provide additional certificates as often as is deemed necessary by the Township during the term of the contract to ensure continued good standing with the Workplace Safety & Insurance Board. Failure to provide such proof may result in the cancellation of the contract.

17. Withdrawal of Proposals

A bidder may withdraw their Proposal upon delivering a letter of withdrawal at least two (2) hours prior to the closing date and time.

18. Notification of Acceptance

Notification of Acceptance of Proposal shall be by telephone and written form. The date of Acceptance of Proposal shall be the date the notice is mailed to the successful bidder.



**Cavan Monaghan Community Centre
Splash Pad Design and Installation**

Special Provisions

Request for Proposal RFP-PF-24-01

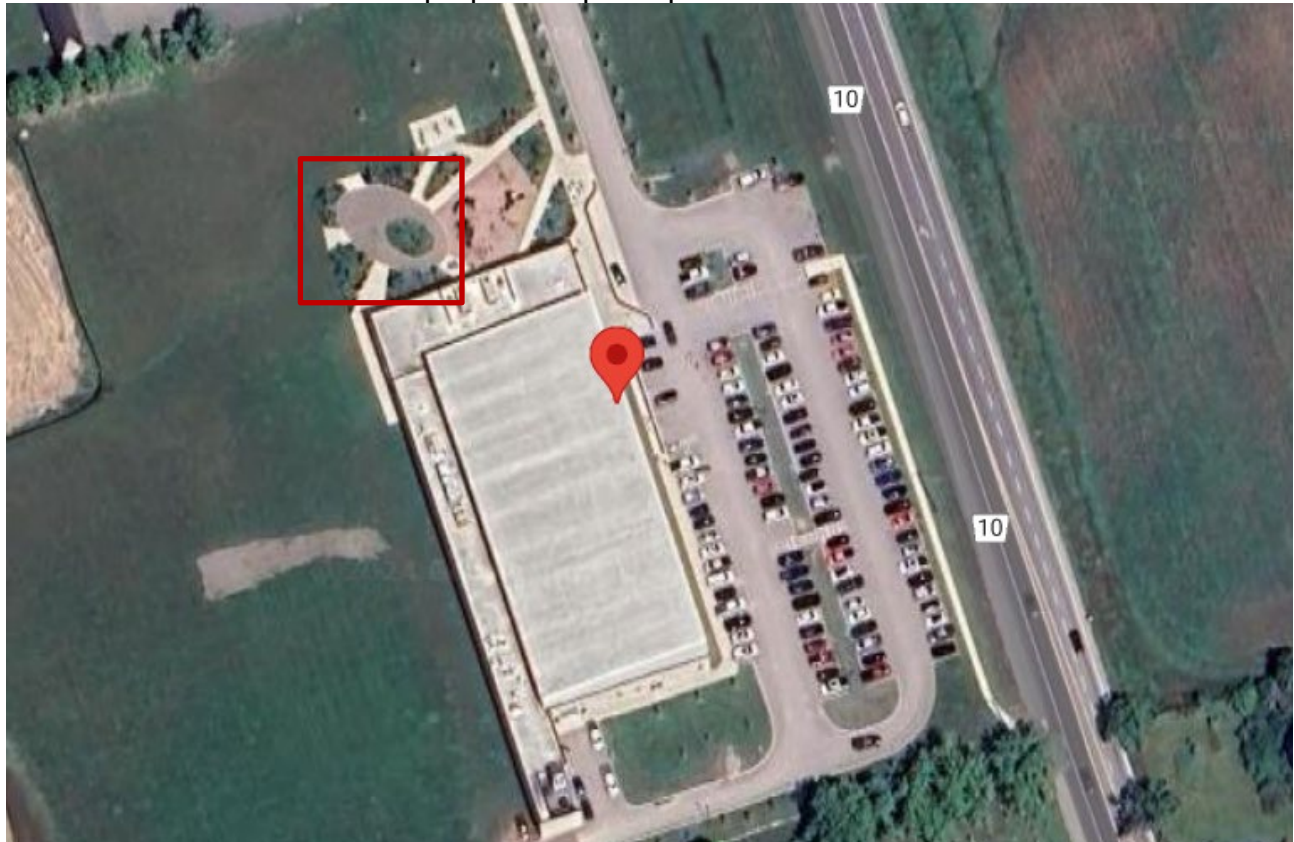
1. Background & Purpose

The Township of Cavan Monaghan (Township) is seeking proposals from a qualified contractor with the capabilities of meeting the design, installation and timelines specified. The proposed Splash Pad will be constructed at 986 County Road 10, Millbrook ON L0A 1G0. The CMCC is currently the hub of the community which includes, an ice surface, community hall, studio, meeting rooms, outdoor playground, and fitness equipment.

For the purpose of this project, the Township of Cavan Monaghan will act as the general contractor. The successful splash pad contractor will be expected to work with the Township in establishing pre-installation requirements. These requirements may include but are not limited to grading, plumbing and electrical specifications needed to be performed prior to the construction of the splash pad or any final connections.

Ariel View of the Cavan Monaghan Community Centre

Red box indicates location of proposed splash pad



LEGEND

GENERAL

- PRINCIPAL ENTRANCE/ EXIT
EMERGENCY EXIT
PROPERTY LINE
EXISTING HYDRO POLE
PROPOSED POLE-MOUNTED
LIGHT STANDARD
PROPOSED MANHOLE
PROPOSED CATCHBASIN

MATERIALS

- CAST IRON TACTILE WARNING TILES
EMBEDDED IN CONCRETE
CIP PEDESTRIAN CONCRETE
PAVING, EXPOSED AGGREGATE
FINISH
VEHICULAR ASPHALT PAVING
HEAVY DUTY ASPHALT PAVING
GRAVEL ACCESS DRIVE
SAND AT PLAY AREA
ENGINEERED WOOD FIBRE
PLAY SURFACE
CIP RUBBER PLAY SURFACE

Contractor must check and verify all dimensions on the plan, and report any discrepancies to the Architect before proceeding with the work.
Do not scale this drawing.

REVISIONS AND ISSUES			
REV	DESCRIPTION	DATE	BY
1	ISSUED FOR REVIEW	MAY 30, 2017	MJMA
2	ISSUED FOR CLASS 'C' COSTING	JULY 11, 2017	MJMA
3	ISSUED FOR CLASS 'C' COSTING R1	JULY 21, 2017	MJMA
4	ISSUED FOR CLIENT REVIEW	JULY 28, 2017	MJMA
5	ISSUED FOR CLIENT REVIEW	AUG 11, 2017	MJMA
6	ISSUED FOR SPA	AUG 23, 2017	MJMA
7	ISSUED FOR SOE CD / CLASS 'W' COSTING	OCT 23, 2017	MJMA
8	ISSUED FOR BUILDING PERMIT	OCT 30, 2017	MJMA
9	RE-ISSUED FOR SPA R1	NOV 07, 2017	MJMA
10	ISSUED FOR 100% REVIEW	DEC 16, 2017	MJMA
11	ISSUED FOR TENDER	JAN 23, 2018	MJMA
12	ISSUED FOR ADDENDUM 1	FEB 08, 2018	MJMA
13	ISSUED FOR CONSTRUCTION	APR 13, 2018	MJMA

MJMA

MacInneson (a/k/a/k/a) Miller Architects
MEMBER CONSULTANT - CIVIL ENGINEER
425 Adelaide Street West, Level 6
Toronto, ON, M5H 3C1
TEL 416 593 6796 FAX 416 593 0212

VALDOR ENGINEERING

CIVIL ENGINEERS
241 KENNEDY ROAD, SUITE 2
WOODBURN, ON L4L 3T9
TEL 905.264.0054 FAX 905.264.0069

BLACKWELL STRUCTURAL ENGINEERS

STRUCTURAL ENGINEERS
134 PETER STREET, SUITE 1301
TORONTO, ON M5V 2H2
TEL (416) 593-4300 FAX (416) 593-4840

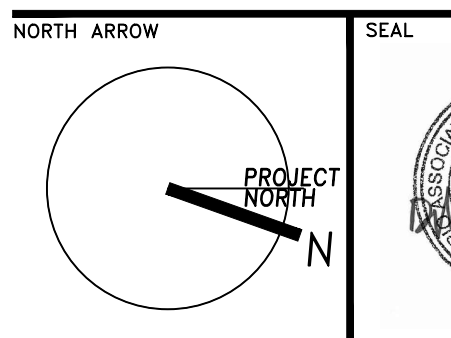
SMITH AND ANDERSEN

MECHANICAL AND ELECTRICAL ENGINEERS
4211 YONGE STREET, SUITE 500
TORONTO, ON M3J 2A8
TEL 416 467-8151 FAX 416 467-8104

**TOWNSHIP OF
CAVAN MONAGHAN**

888 COUNTY ROAD 10
MILLBROOK, ON L0A 1G0
T: 705.932.2555
F: 705.932.3458

KEYPLAN



PROJECT TITLE

**NEW COMMUNITY CENTRE OF
CAVAN MONAGHAN**
SINGLE PAD ARENA

MILLBROOK, ON

DRAWING TITLE

**LAYOUT AND MATERIALS
PLAN**

SCALE

1:300

DATE

APRIL 13, 2018

DRAWN BY

PROJECT NUMBER

1705

DRAWING NUMBER

L101

Contractor must check and verify all dimensions on the job, and report any discrepancies to the Architect before proceeding with the work.

Do not scale this drawing.

REVISIONS AND ISSUES			
REV	DESCRIPTION	DATE	BY
1	ISSUED FOR CLIENT REVIEW	Mar 30, 2017	MA
2	ISSUED FOR CLASS 'C' COSTING	July 11, 2017	MA
3	ISSUED FOR CLASS 'C' COSTING R1	July 21, 2017	MA
4	ISSUED FOR CLIENT REVIEW	July 28, 2017	MA
5	ISSUED FOR CLIENT REVIEW	Aug 11, 2017	MA
6	ISSUED FOR SPA	Aug 23, 2017	MA
7	ISSUED FOR SOX CD / CLASS 'B' COSTING	Oct 23, 2017	MA
8	ISSUED FOR BUILDING PERMIT	Oct 30, 2017	MA
9	RE-ISSUED FOR SPA R1	Nov 07, 2017	MA
10	ISSUED FOR 100% R1	Dec 18, 2017	MA
11	ISSUED FOR TENDER	Jan 23, 2018	MA
12	ISSUED FOR ADDENDUM 1	Feb 08, 2018	MA
13	ISSUED FOR CONSTRUCTION	Apr 13, 2018	MA

MJMA

maciennan jaunkais miller architects
PRINCIPAL CONSULTANT + DESIGN ARCHITECT
425 Adelaide Street West, Level 6
Toronto ON, M5V 3C1
TEL 416 593 6796 FAX 416 593 0212

VALDOR ENGINEERING
CIVIL ENGINEERS

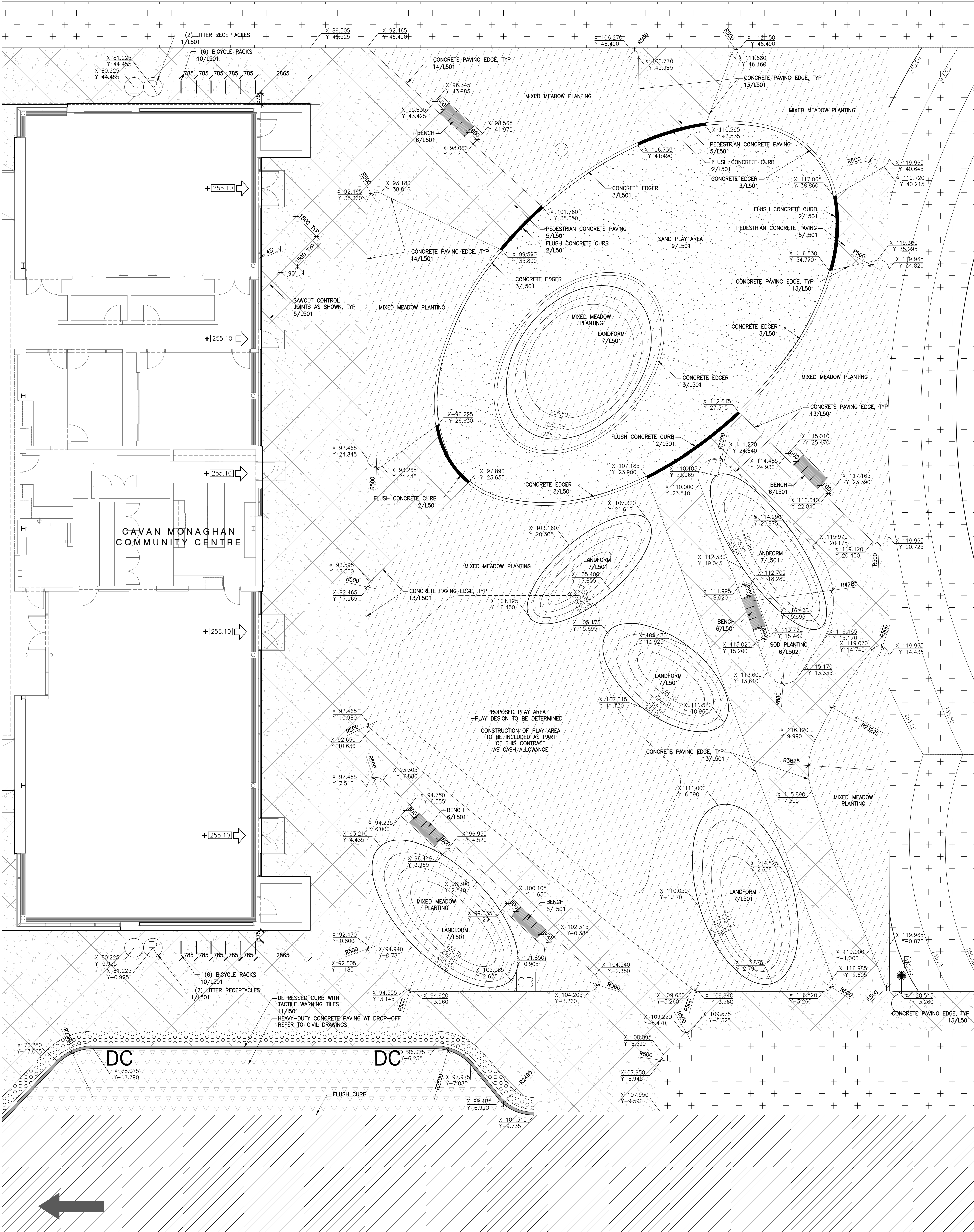
741 ROWNTREE DAIRY ROAD, SUITE 2
WOODBIDGE, ON L4L 5T9
TEL 905.264.0064 FAX 905.264.0069

BLACKWELL STRUCTURAL ENGINEERS

134 PETER STREET, SUITE 1301
TORONTO, ON M5V 2H2
TEL (416) 593-5300 FAX (416) 593-4840

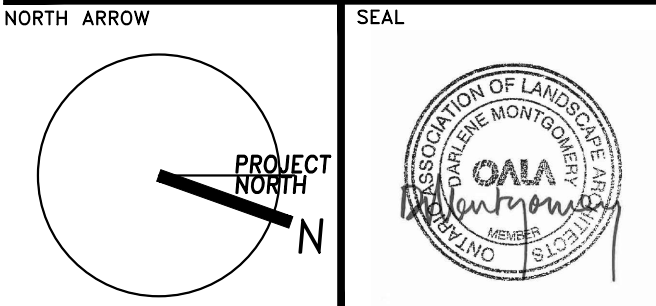
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4211 YONGE STREET, SUITE 500
TORONTO, ON M2P 2A9
TEL 416.487.8151 FAX 416.487.9104



1 ENLARGEMENT PLAN—PHASE
1:100

KEYPLAN



PROJECT T1

NEW COMMUNITY CENTRE OF
CAVAN MONAGHAN
SINGLE PAD ARENA

MILLBROOK, ON

ENLARGEMENT PLANS

SCALE
1:100

DATE DRAW
APRIL 13, 2018

PROJECT NUMBER
1705
DRAWING NUMBER

L401

CONSTRUCTION NOTES:

GENERAL:

- ALL WORKS ARE TO BE CONSTRUCTED IN ACCORDANCE WITH CURRENT MUNICIPAL, AND ONTARIO PROVINCIAL STANDARD DRAWINGS AND SPECIFICATIONS.
- THE SANITARY BUILDING SEWER, STORM BUILDING SEWER, STORM DRAINAGE PIPING, DOMESTIC WATER MAIN, AND THE FIRE MAIN ARE ALL TO BE CONSTRUCTED IN ACCORDANCE WITH THE ONTARIO BUILDING CODE, DIV B PART 7.
- ALL CONSTRUCTION SIGNING MUST CONFORM TO THE M.T.O. MANUAL OF "UNIFORM TRAFFIC CONTROL DEVICES".
- ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE "OCCUPATIONAL HEALTH AND SAFETY ACT". THE GENERAL CONTRACTOR SHALL BE DEEMED TO BE THE CONTRACTOR AS DEFINED IN ACT.
- THE CONTRACTOR SHALL MAKE ALL NECESSARY ARRANGEMENTS WITH THE TOWNSHIP OF CAVAN MONAGHAN AND THE COUNTY OF PETERBOROUGH FOR WORK WITHIN PUBLIC RIGHTS-OF-WAY INCLUDING OBTAINING ROAD OCCUPANCY PERMITS.
- FOR BUILDING LOCATION SITE LAYOUT AND BOUNDARY INFORMATION REFER TO ARCHITECTURAL SITE PLAN.
- EXACT LOCATION AND ELEVATION OF EXISTING SERVICES AND UTILITIES TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR PRIOR TO ANY EXCAVATION. THE LOCATION OF ALL UNDER/ABOVE GROUND UTILITIES AND STRUCTURES IS APPROXIMATE ONLY, AND WHERE SHOWN ON THE DRAWING(S), THE ACCURACY OF THE LOCATION OF SUCH UTILITIES IS NOT GUARANTEED. THE CONTRACTOR SHALL DETERMINE THE LOCATION OF ALL SUCH UTILITIES AND STRUCTURES BY CONSULTING THE APPROPRIATE AUTHORITIES OR UTILITY COMPANIES CONCERNED. THE CONTRACTOR SHALL PROVE THE LOCATION OF ALL SUCH UTILITIES AND STRUCTURES AND SHALL ASSUME ALL LIABILITY FOR DAMAGE OR RESTORATION TO SAME.
- CONTRACTOR TO CONFIRM INVERT ELEVATION OF EXISTING SERVICES PRIOR TO STARTING CONSTRUCTION. ANY DISCREPANCIES TO BE REPORTED TO ENGINEER.

GRADING:

- ALL GRASSED AND PAVED SURFACES SHALL BE GRADED IN ACCORDANCE WITH THE MUNICIPALITY'S DESIGN CRITERIA. THE MINIMUM AND MAXIMUM GRADIENTS FOR GRASSED AREAS SHALL BE 2% AND 5%, RESPECTIVELY, UNLESS OTHERWISE NOTED. THE SLOPING OF GRASSED AREAS SHALL NOT EXCEED 3:1 (HORIZ.:VERT.) WITH A MAXIMUM VERTICAL ELEVATION NOT IN EXCESS OF THE APPLICABLE CITY STANDARD. THE MINIMUM MAXIMUM GRADIENTS FOR PAVED AREAS SHALL BE 0.5% AND 5%, RESPECTIVELY, UNLESS OTHERWISE NOTED.
- TOPSOIL IN FILL AREA TO BE STRIPPED. ALL FILL MATERIAL SHALL BE APPROVED FOR SUITABILITY BY THE GEOTECHNICAL ENGINEER PRIOR TO ANY FILLING OR REUSE OF EXCAVATED MATERIAL. APPROVED FILL MATERIAL SHALL BE COMPACTED TO 95% STANDARD PROCTOR MAXIMUM DRY DENSITY (SPMDD) TO THE SATISFACTION OF THE GEOTECHNICAL ENGINEER, UNLESS OTHERWISE NOTED.
- ALL EXTERNAL SITE AREAS DISTURBED BY THE ACTIVITIES OF THE CONTRACTOR SHALL BE RESTORED TO EXISTING CONDITION OR BETTER. GRASSED AREAS SHALL BE RESTORED BY PLACING 100mm OF TOPSOIL AND ACTIVELY GROWING No. 1 NURSERY SOD. ALL BOULEVARDS TO BE SODDED.

DRIVEWAYS & PARKING AREAS:

- CONCRETE BARRIER CURB TO BE OPSSD 600.11 CURB HEIGHTS TO BE 150mm, UNLESS OTHERWISE NOTED.
- A UTILITY CLEARANCE RADIUS OF 1.5 METRES BETWEEN THE PROPOSED DRIVEWAY ENTRANCE CURB RETURN AND ALL ABOVE GROUND UTILITIES MUST BE MAINTAINED.
- LIGHT DUTY ASPHALT PAVEMENT TO BE:
 - 40mm OF HL-3 (OPSS 310), 92 TO 96% MRD COMPACTION
 - 50mm OF HL-8 (OPSS 310), 92 TO 96% MRD COMPACTION
 - 150mm OF GRANULAR 'A' BASE (OPSS 1010), 100% SPMDD COMPACTION
 - 450mm OF GRANULAR 'B' SUB-BASE (OPSS 1010), 100% SPMDD COMPACTION
- HEAVY DUTY ASPHALT PAVEMENT TO BE:
 - 40mm OF HL-3 (OPSS 310), 92 TO 96% MRD COMPACTION
 - 50mm OF HL-8 (OPSS 310), 92 TO 96% MRD COMPACTION
 - 150mm OF GRANULAR 'A' BASE (OPSS 1010), 100% SPMDD COMPACTION
 - 450mm OF GRANULAR 'B' SUB-BASE (OPSS 1010), 100% SPMDD COMPACTION
- TEMPORARY GRAVEL ROAD TO BE:
 - 150mm OF 20mm CRUSHER RUN LIMESTONE
 - 300mm OF GRANULAR 'B' SUB-BASE (OPSS 1010), 100% SPMDD COMPACTION
- ALL SUBGRADE TO BE INSPECTED BY A QUALIFIED SOILS ENGINEER PRIOR TO PLACEMENT OF GRANULAR MATERIALS. THE SUBGRADE AND ALL GRANULAR MATERIALS SHALL BE COMPACTED IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER.
- AT ALL ENTRANCES TO THE SITE THE MUNICIPAL CURB AND SIDEWALK WILL BE CONTINUOUS THROUGH THE DRIVEWAY. THE DRIVEWAY GRADE WILL BE COMPATIBLE WITH THE EXISTING SIDEWALK AND CURB DEPRESSION WILL BE PROVIDED FOR EACH ENTRANCE.
- ALL REQUIRED CURB AT DRIVEWAY ENTRANCE(S) AND CURB DEPRESSIONS AT SIDEWALK CROSSINGS SHALL BE INSTALLED TO THE SATISFACTION OF THE MUNICIPALITY (COMMERCIAL CURB).

STORM SEWERS :

- MAINTENANCE HOLES (MHs) TO BE PRECAST AS PER OPSPD 701.01 AND BENCHED IN ACCORDANCE WITH MUNICIPAL STANDARDS.
- STORM SEWERS UP TO AND INCLUDING 450mm DIAMETER SHALL BE ULTRA-RIB PVC CSA B182.4 (OR APPROVED EQUAL) WITH BEDDING AS PER OPSPD 802.01, UNLESS OTHERWISE NOTED. CONCRETE PIPE 300mm DIAMETER AND LARGER TO BE REINFORCED CSA A257.2 CLASS 100-D WITH CLASS 'B' BEDDING AS PER OPSPD 802.03. ALL SEWER PIPE SHALL HAVE RUBBER GASKET JOINTS.
- SINGLE CATCHBASIN SHALL BE AS PER OPSPD 705.010. CATCHBASIN LEADS TO BE 250mm DIAMETER, AT 2% UNLESS OTHERWISE NOTED.
- DOUBLE CATCHBASINS SHALL BE AS PER OPSPD 705.020. LEADS TO BE 300mm DIAMETER AT 2% UNLESS OTHERWISE NOTED.
- TRENCH BACKFILL TO BE COMPACTED TO MINIMUM 98% SPMDD IN THE LAST 0.6m TO THE SUBGRADE AND BELOW TO 95% SPMDD. TRENCHES WITHIN THE PAVED AREA OF EXISTING PUBLIC ROADS SHALL BE VERTICAL TRENCHES AND BE BACKFILLED WITH NON-SHRINKABLE MATERIALS.
- DITCH INLET CATCHBASIN SHALL BE AS PER OPSPD 705.030 FOR 600 X 600mm AND OPSPD 705.040 FOR 600 X 1200mm.
- ALL MANHOLES TO BE BENCHED IN ACCORDANCE WITH OPSPD 701.021.

SANITARY SEWERS

- ALL MATERIALS AND CONSTRUCTION METHOD MUST CONFORM TO THE CURRENT MUNICIPAL STANDARDS AND SPECIFICATIONS.
- SANITARY SEWERS AND CONNECTIONS TO BE PVC SDR 28 FOR 150mm DIAMETER (6") OR SMALLER, PVC SDR 35 FOR 200mm DIAMETER (8") OR LARGER UNLESS OTHERWISE NOTED.
- SANITARY SEWER MANHOLES SHALL BE 1200mm DIAMETER WITH FRAME AND COVER.
- ALL MANHOLES TO BE BENCHED IN ACCORDANCE WITH OPSPD 701.021.

WATERMAIN

- ALL MATERIAL AND CONSTRUCTION METHODS MUST CONFORM TO THE CURRENT MUNICIPAL STANDARDS AND SPECIFICATIONS INCLUDING THRUST BLOCKS AND JOINT RESTRAINTS.
- ALL WATERMAINS FROM 100mm to 300mm DIAMETER INCLUSIVE, SHALL BE PVC PIPE CLASS 150, DR18. ALL WATERMAIN UP TO AND INCLUDING 50mm DIAMETER SHALL BE TYPE 'K' COPPER.
- ALL WATERMAINS, FIRELINES AND WATER SERVICES TO HAVE MINIMUM 1.70m COVER AND MAXIMUM 1.85m COVER.
- CONTRACTOR TO INSTALL ALL NECESSARY WORKS REQUIRED FOR FLUSHING OF WATERMAIN, FIRELINE AND ISOLATION FROM EXISTING LINES IN ORDER TO ALLOW INDEPENDENT PRESSURE TESTING AND CHLORINATION FROM EXISTING SYSTEM. PRESSURE TESTING AND CHLORINATION TO BE COMPLETED BY A LICENSED CONTRACTOR AND REPORTS TO BE PROVIDED TO THE ENGINEER.
- ALL WATERMAIN, FIRELINES AND HYDRANT BRANCHES TO BE INSTALLED WITH TRACER WIRE.
- ALL WATERMAIN METALLIC FITTINGS ARE REQUIRED TO HAVE CATHODIC PROTECTION:
 - TRACER WIRE ON MAINS SHALL BE PROTECTED WITH A 2.3kg ZINC ANODE, AT EACH END A MAXIMUM SPACING OF WHICH SHALL BE 500m.
 - VALVES, METALLIC FITTINGS AND HYDRANT SHALL BE PROTECTED WITH 7.7kg MAGNESIUM ANODES
 - METALLIC SERVICES OF 25mm OR SMALLER AND LESS THAN 20m IN LENGTH SHALL BE PROTECTED WITH A 2.3kg ZINC ANODE.
 - OTHER METALLIC SERVICES OF 50mm OR SMALLER SHALL BE PROTECTED WITH A 5.5kg ZINC ANODE.

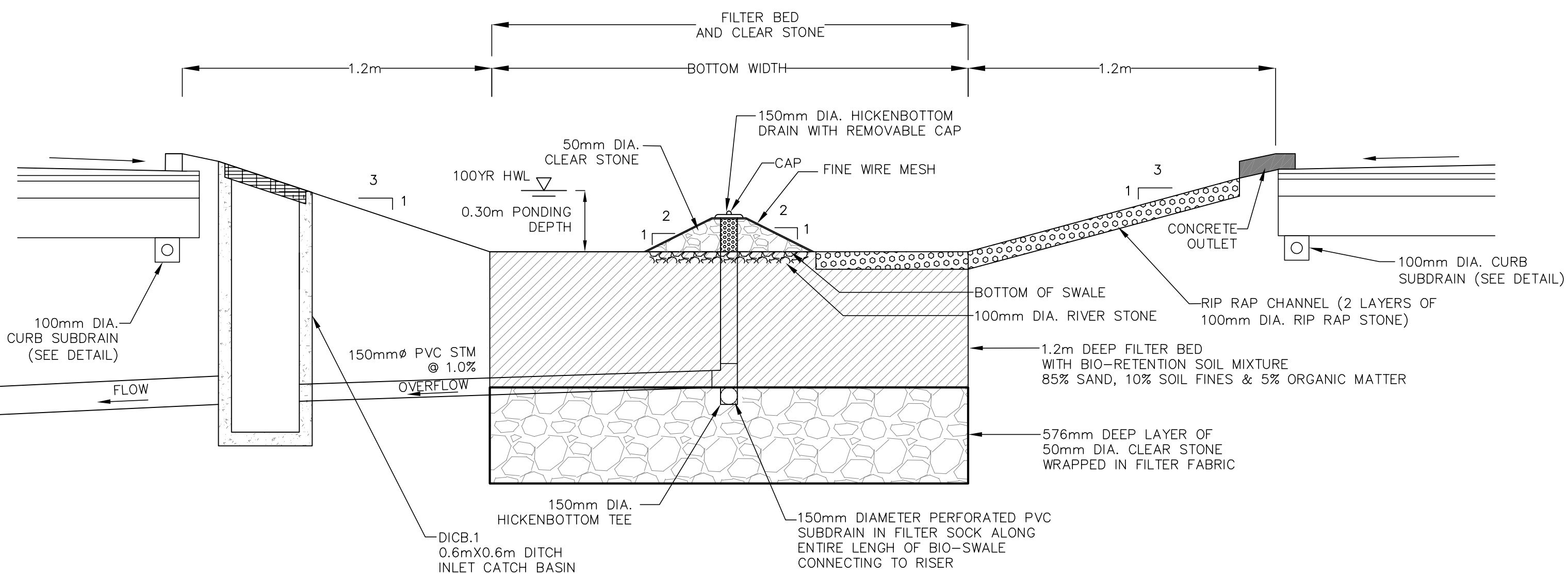
EXISTING SERVICES

- ALL EXISTING SERVICES SUCH AS SEWERS & WATER LINES AS SHOWN ARE APPROXIMATE ONLY AND ARE BASED ON THE MUNICIPALITY'S AND OWNER'S RECORD DRAWINGS.
- THE CONTRACTOR SHALL VERIFY ALL EXISTING SITE SERVICES INCLUDING INVERT & LOCATION ON SITE AND REPORT THE MEASUREMENTS TO THE ENGINEER PRIOR TO CONSTRUCTION.
- CONTRACTOR TO PROVIDE CCTV VIDEO INSPECTION OF ALL EXISTING SEWERS AND SUBMIT VIDEO & REPORT TO THE ENGINEER REGARDING THE CONDITION OF THE PIPING PRIOR TO CONSTRUCTION.

BIO-RETENTION SWALE

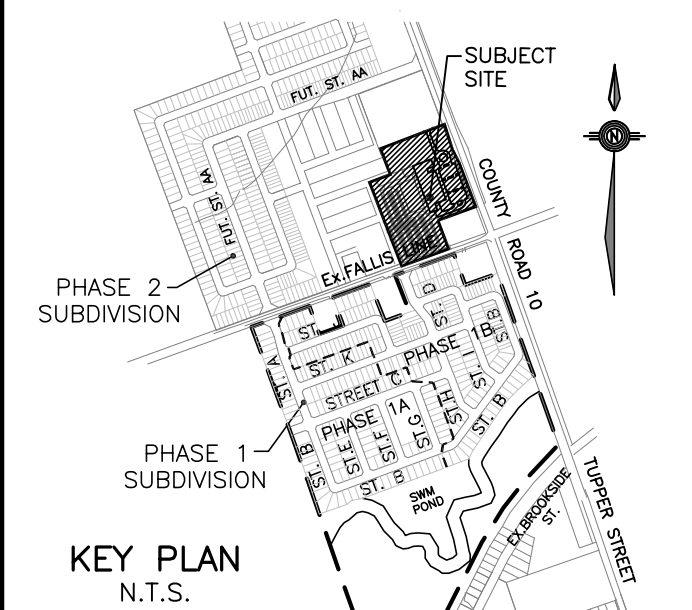
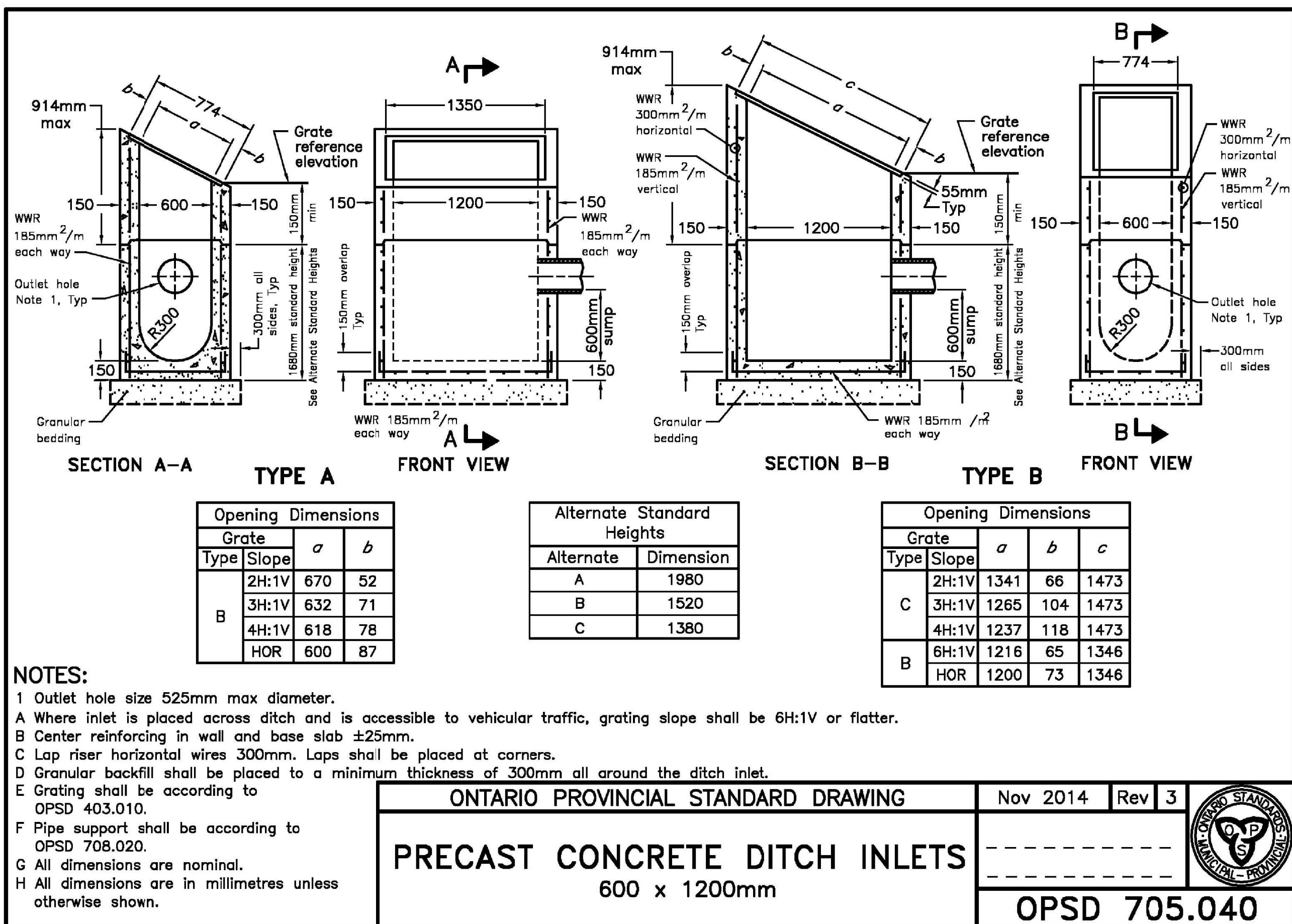
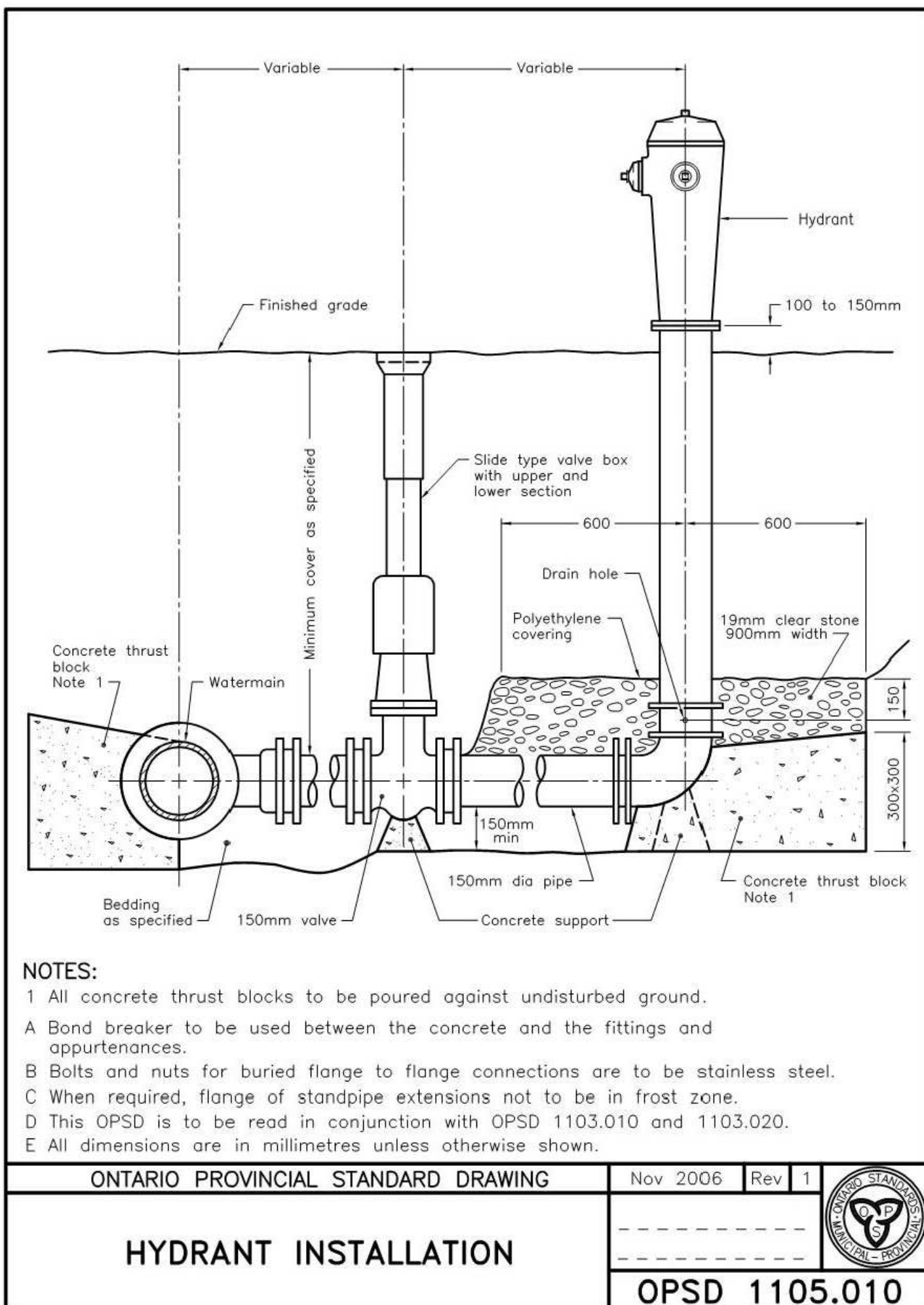
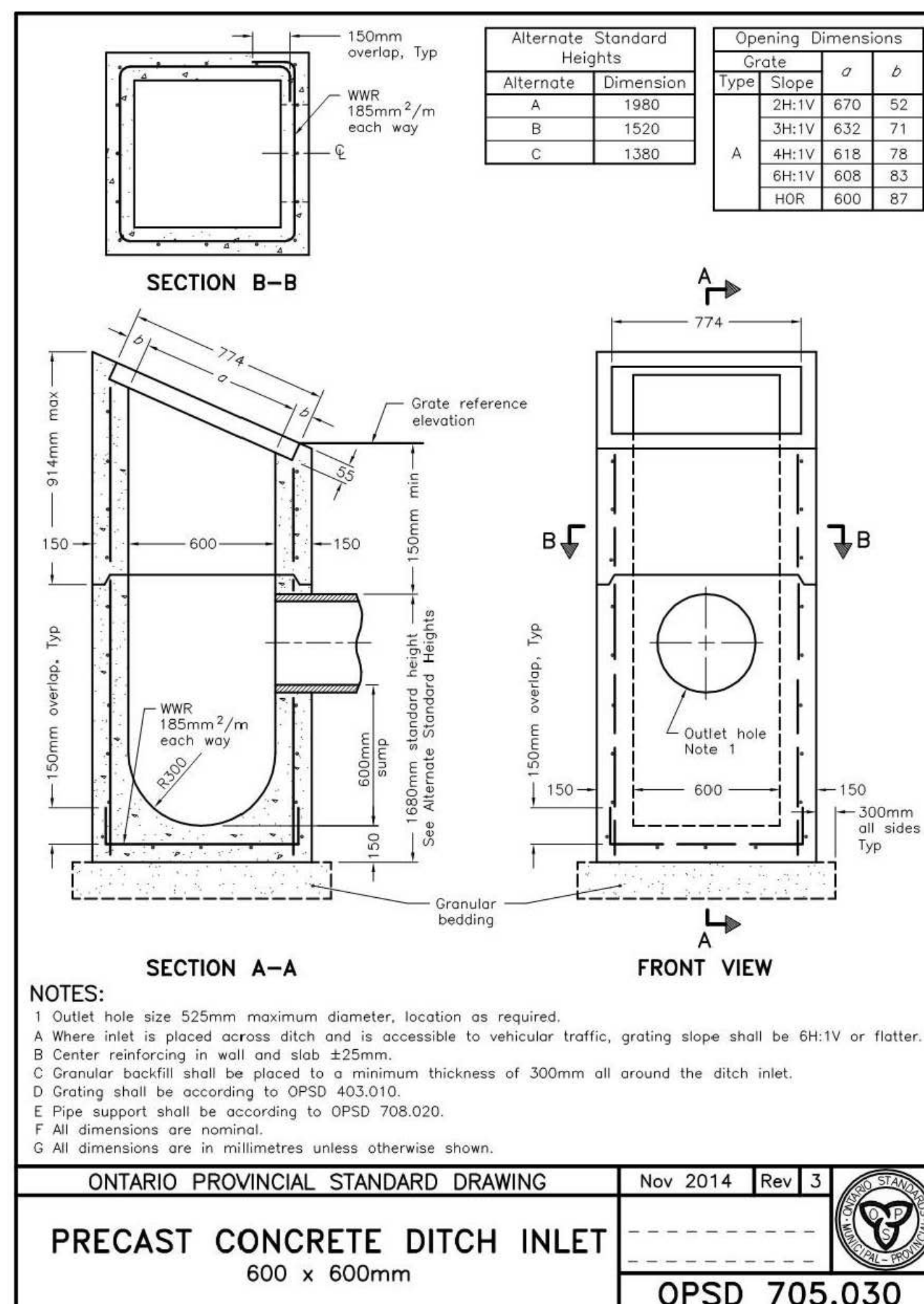
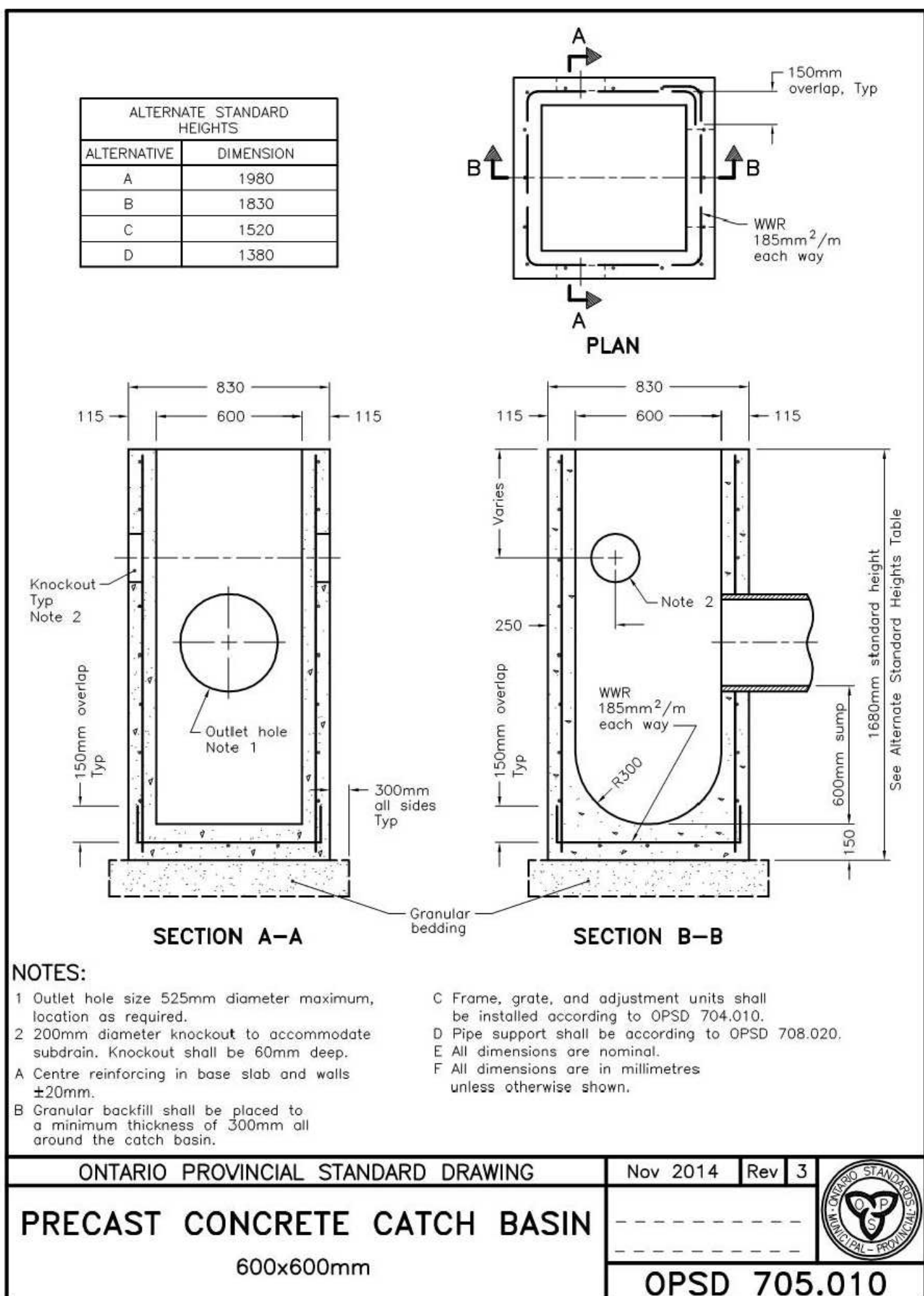
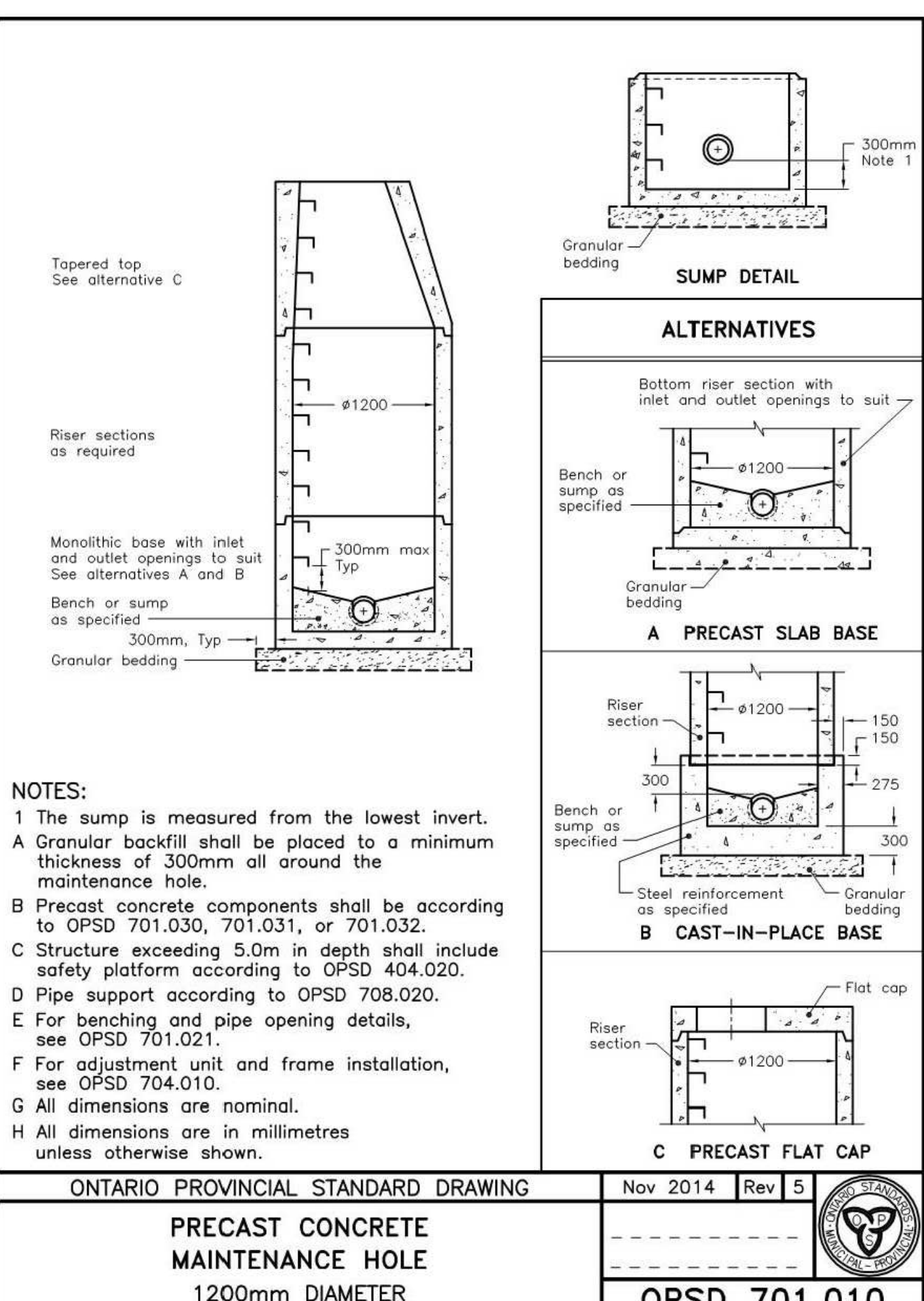
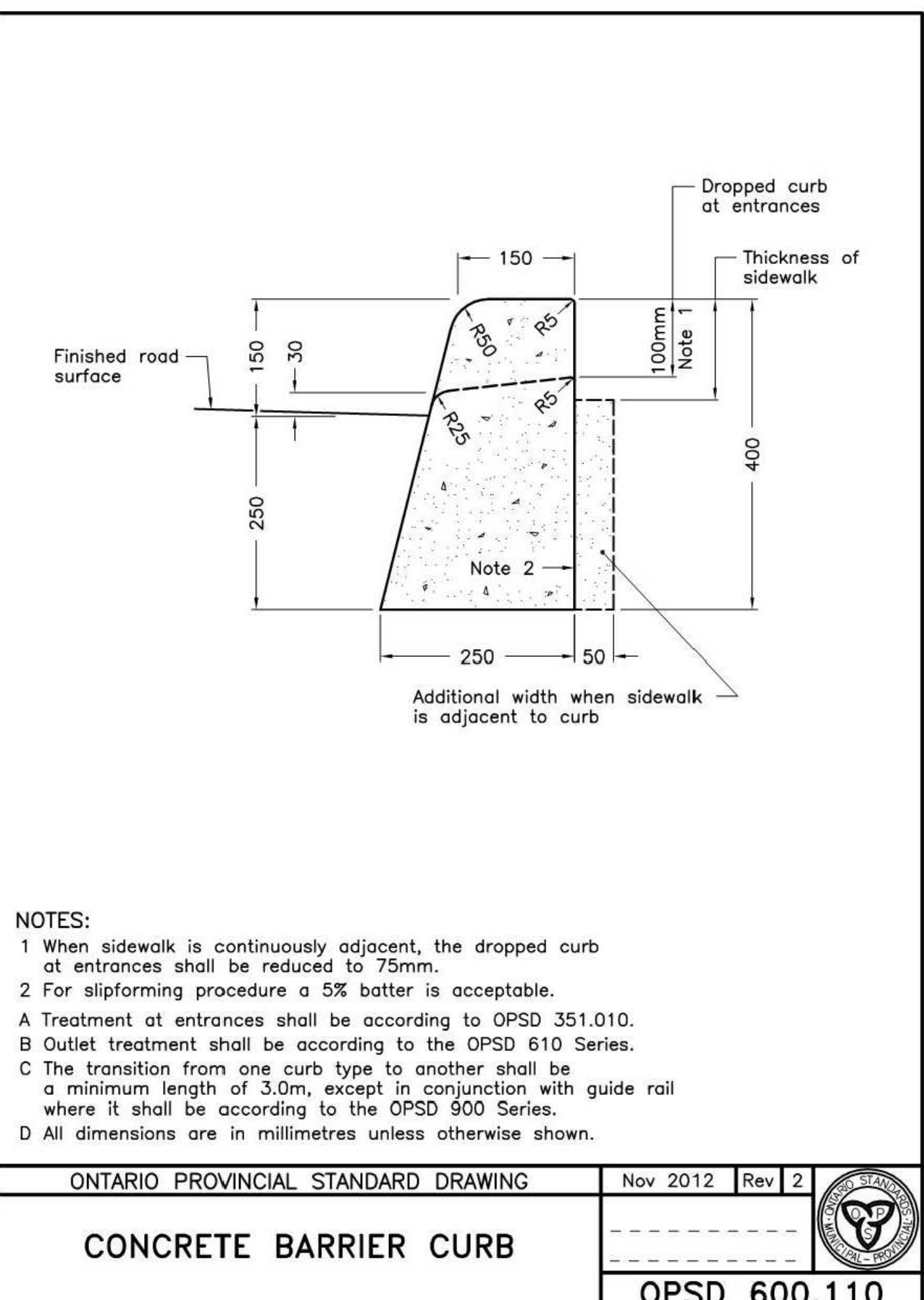
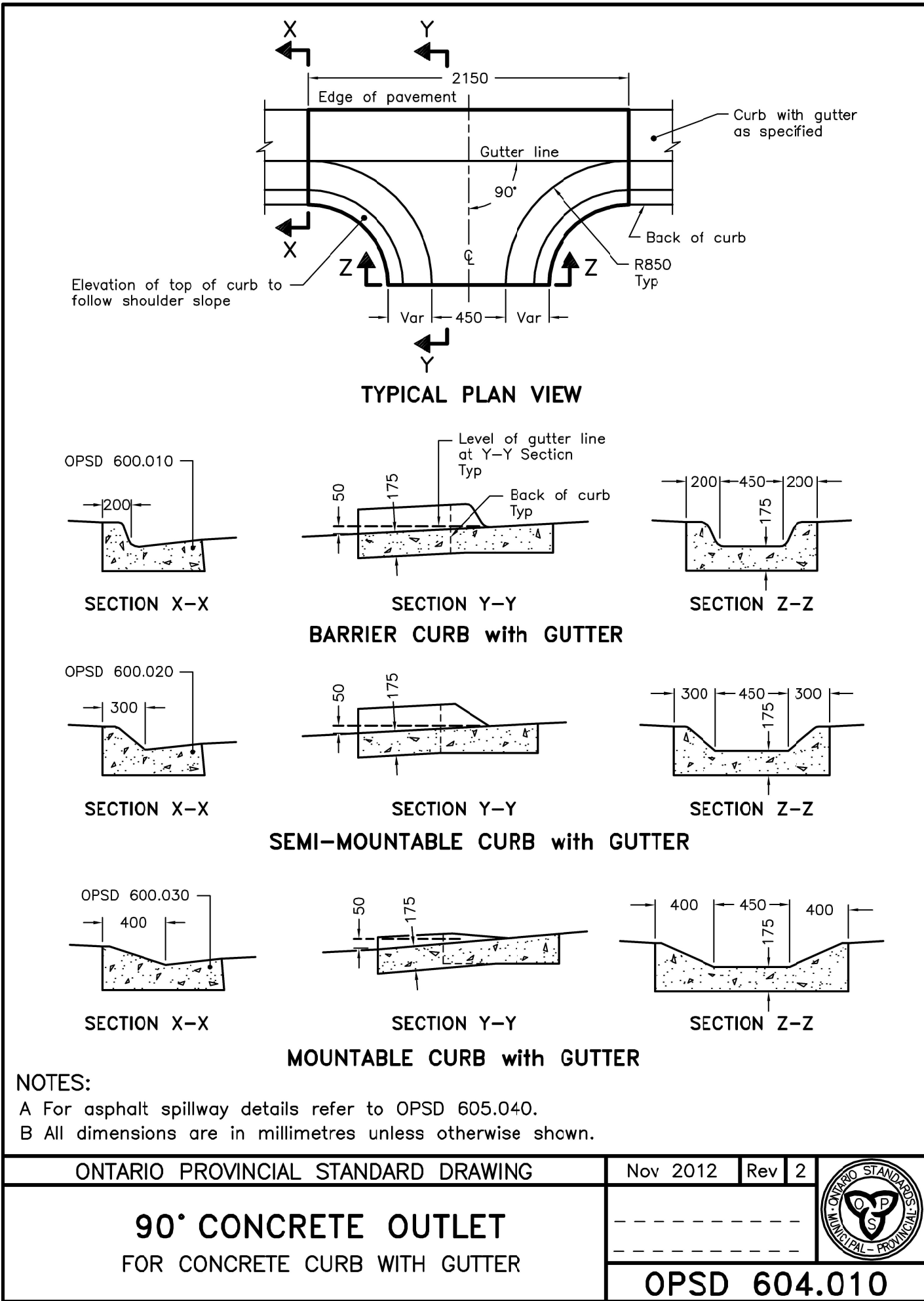
- CLEAR STONE TO BE CLEAN AND WASHED. NO FINES ARE TO BE PRESENT IN THE MATERIAL.
- CLEAR STONE LAYER IS TO BE WRAPPED IN FILTER FABRIC.
- SUB-DRAIN TO BE PERFORATED WITH FILTER SOCK AND TO BE CAPPED AT EACH END OF THE BIO-RETENTION SWALE.
- BIO-RETENTION FILTER MEDIA MUST BE OBTAINED PRE-MIXED FROM A SUPPLIER AND THE CERTIFIED MIX DESIGN IS TO BE PROVIDED TO THE ENGINEER.
- REFER TO LANDSCAPE PLANS FOR DETAILS RELATED TO PLANTING OF SHRUBS AND TREES AND PLACEMENT OF MULCH.

BIO-SWALE	BOTTOM WIDTH	LENGTH	BOTTOM ELEVATION
NORTH AREA	3.6m	21.5m	253.40m
CENTRAL AREA (SOUTH CELL)	1.7m	34.9m	253.80m
CENTRAL AREA (CENTRAL CELL)	1.7m	39.7m	253.80m
CENTRAL AREA (NORTH CELL)	1.7m	6.3m	253.80m
SOUTH AREA	2.5m	25.0m	253.95m



BIOSWALE SECTION DETAIL

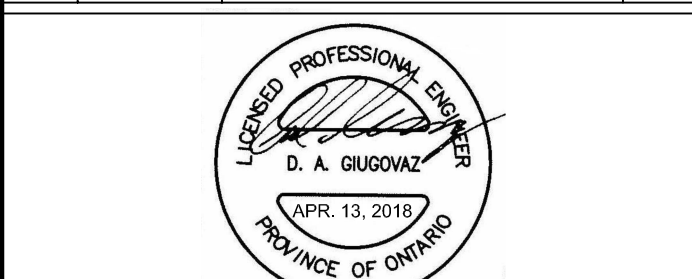
N.T.S.



NOTE:
1. FOR SITE SERVING AND GRADING PLAN REFER TO DWS 555-1
2. FOR CROSS SECTIONS REFER TO DWS DET-2
3. FOR EROSION AND SEDIMENT CONTROL PLAN REFER TO DWS ESC-1 AND CROSS COMMENTS
4. FOR EROSION AND SEDIMENT CONTROL NOTES AND DETAILS REFER TO DWS ESC-2

BENCHMARK NOTE:
ELEVATIONS ARE GEODETIC AND ARE REFERRED TO A TOWNSHIP OF CAVAN-NORTH MONAGHAN BENCHMARK No.0118192086 SET AT THE CPR BRIDGE ABUTMENT ON COUNTY ROAD 10 OVER MILLBROOK TO OMEGEM ROAD, 2.5km NORTH OF THE ROAD ALLOWANCE BETWEEN CONCESSION 6 AND 7, HAVING AN ELEVATION OF 212.436m ABOVE SEA LEVEL.

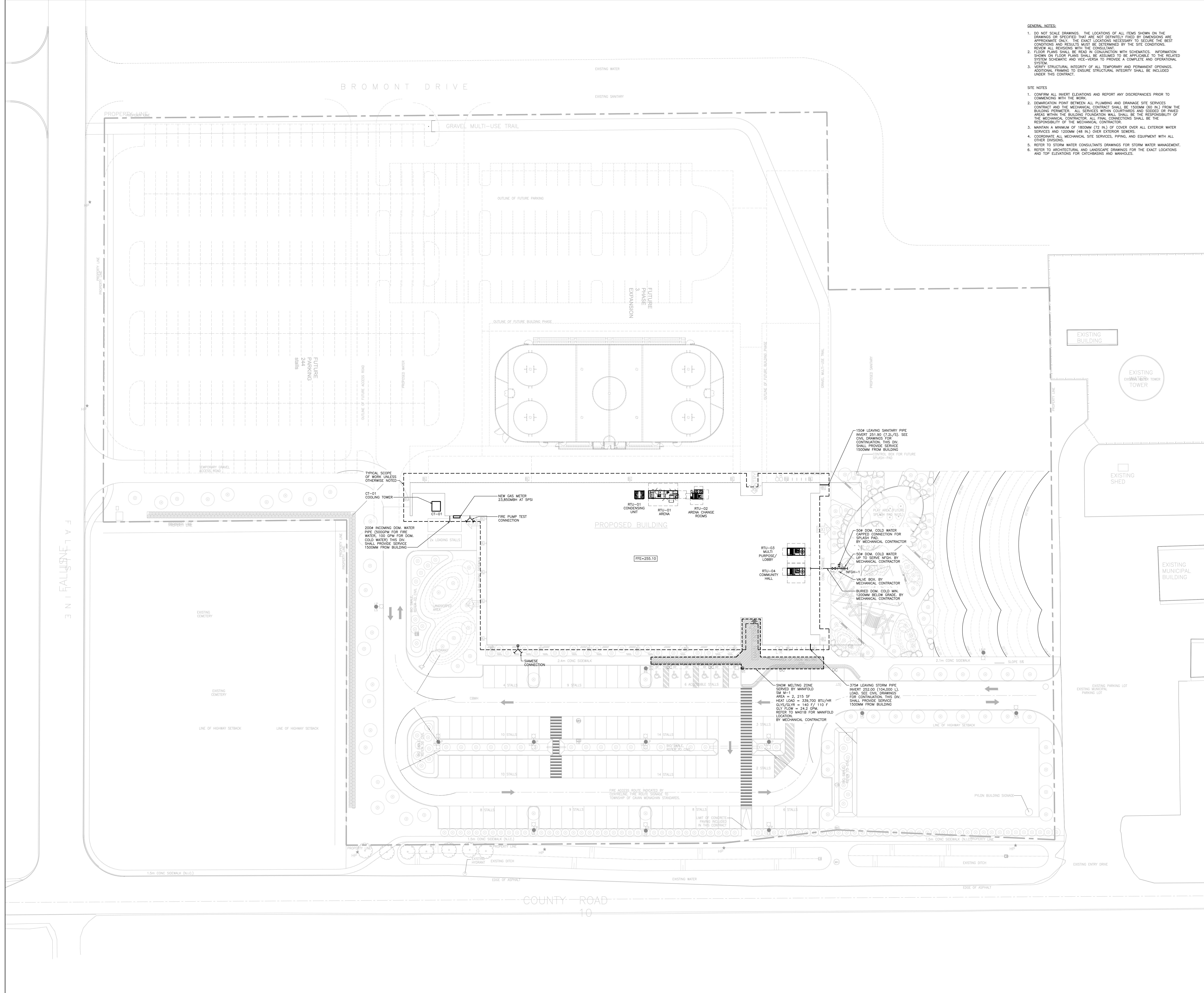
NO.	DATE	REVISIONS	BY
6	APR 13/18	ISSUED FOR CONSTRUCTION	DG
5	FEB 1/18	ADDENDUM #1	DG
4	JAN 23/18	ISSUED FOR TENDER	DG
3	DEC 18/17	ISSUED FOR 100% REVIEW	DG
2	NOV 9/17	AS PER TOWNSHIP, COUNTY, AND OPCA COMMENTS	DG
1	OCT 23/17	ISSUED FOR 50% CD/CLASS 'B' COSTING	DG



CAVAN MONAGHAN COMMUNITY CENTRE AND ARENA
TOWNSHIP OF CAVAN MONAGHAN

NOTES AND DETAILS

SCALE	DATE OF DWS	PROJECT NO.
N/A	OCT, 23 2017	17114
DRAWN BY	DRAWING NO.	
E.T.		
DWG BY		
D.G.		
DET-1		



REVISIONS AND ISSUES			
REV	DESCRIPTION	DATE	BY
1	ISSUED FOR RFP/CLASB 19 COSTING	OCT 23, 2017	SJA
2	ISSUED FOR PERMIT	OCT 30, 2017	SJA
3	ISSUED FOR 100% REVIEW	DEC 16, 2017	SJA
4	ISSUED FOR TENDER	JAN 23, 2018	SJA
5	ISSUED FOR ADDENDUM M-01	FEB 06, 2018	SJA
6	ISSUED FOR ADDENDUM M-02	FEB 15, 2018	SJA
7	ISSUED FOR CONSTRUCTION	APRIL 13, 2018	SJA

MJMA
PROFESSIONAL CONSULTING ENGINEERS
1400 KENNEDY AVENUE, SUITE 200
SCARBOROUGH, ONTARIO M1T 3Z1
TEL: 416-593-6756 FAX: 416-593-0212

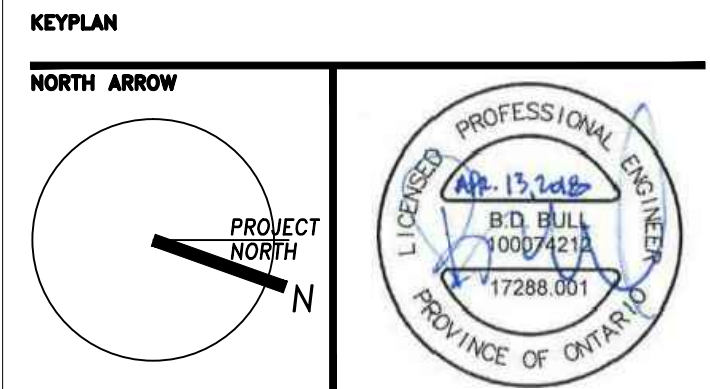
VALDOR ENGINEERING
140 KENNEDY AVENUE, SUITE 200
SCARBOROUGH, ONTARIO M1T 3Z1
TEL: 416-593-6756 FAX: 416-593-0212

BLACKWELL STRUCTURAL ENGINEERS
150 PETER STREET, SUITE 1201
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SMITH AND ANDERSEN
MECHANICAL AND ELECTRICAL ENGINEERS
4211 YONGE STREET, SUITE 500
TORONTO, ONTARIO M3J 2A9
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TOWNSHIP OF CAVAN MONAGHAN
888 COUNTY ROAD 10
MILLBROOK, ON L6A 1G0
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F: 705.932.3458

Smith + Andersen
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416 487 8151 F 416 487 9104 smithanderson.com



PROJECT TITLE
NEW COMMUNITY CENTRE OF CAVAN MONAGHAN
SINGLE PAD AREAS

DRAWING TITLE
SITE PLAN MECHANICAL

SCALE
1:300

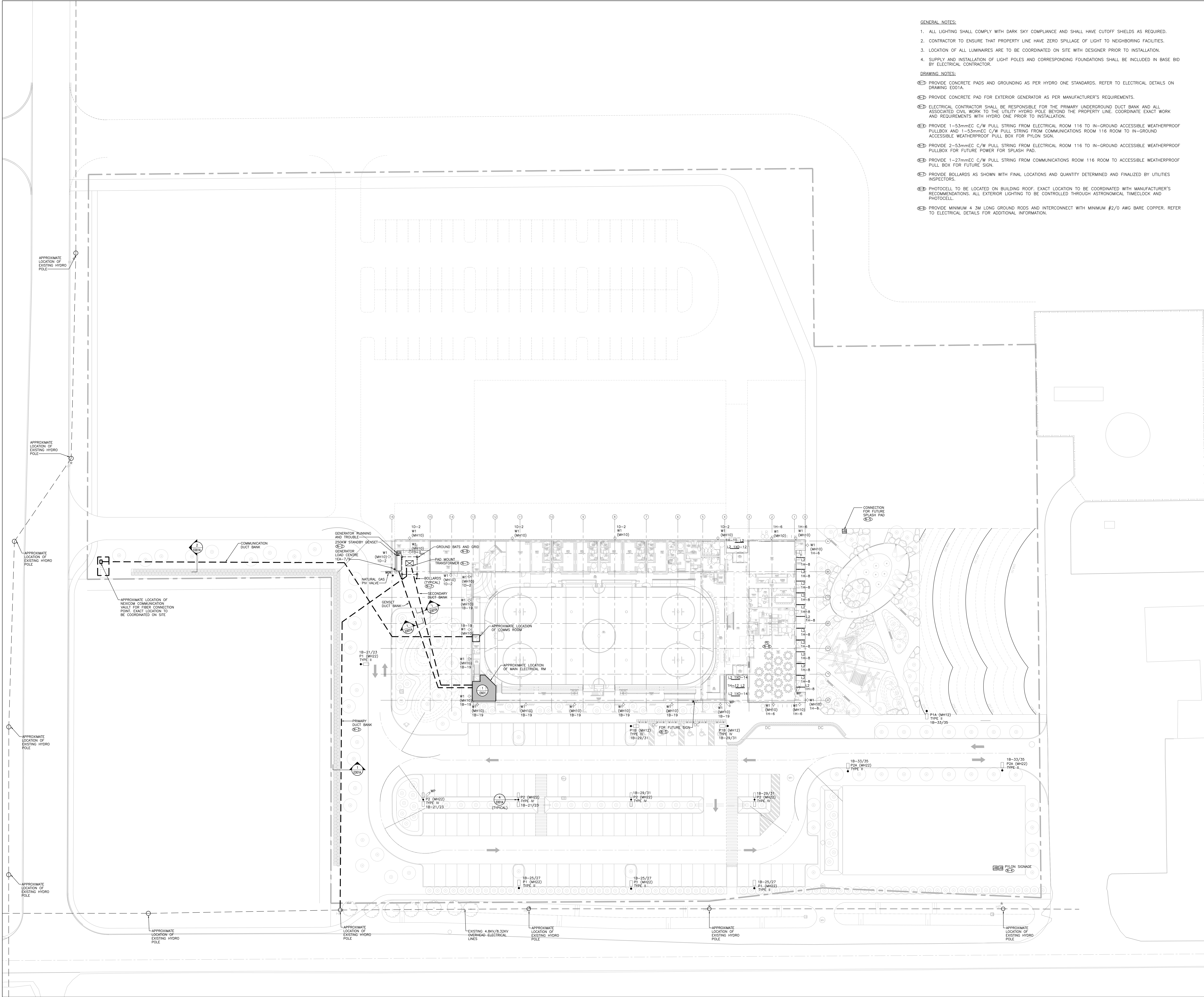
CHECK BY
L.M.C.

DATE
JAN. 2018

DRAWN BY
L.A.

PROJECT NUMBER
17288.000M001

DRAWING NUMBER
M100



- GENERAL NOTES:**
1. ALL LIGHTING SHALL COMPLY WITH DARK SKY COMPLIANCE AND SHALL HAVE CUTOFF SHIELDS AS REQUIRED.
 2. CONTRACTOR TO ENSURE THAT PROPERTY LINE HAVE ZERO SPILLAGE OF LIGHT TO NEIGHBORING FACILITIES.
 3. LOCATION OF ALL LUMINAIRES ARE TO BE COORDINATED ON SITE WITH DESIGNER PRIOR TO INSTALLATION.
 4. SUPPLY AND INSTALLATION OF LIGHT POLES AND CORRESPONDING FOUNDATIONS SHALL BE INCLUDED IN BASE BID BY ELECTRICAL CONTRACTOR.
- DRAWING NOTES:**
- 1. PROVIDE CONCRETE PADS AND GROUNDING AS PER HYDRO ONE STANDARDS. REFER TO ELECTRICAL DETAILS ON DRAWING E001A.
 - 2. PROVIDE CONCRETE PAD FOR EXTERIOR GENERATOR AS PER MANUFACTURER'S REQUIREMENTS.
 - 3. ELECTRICAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE PRIMARY UNDERGROUND DUCT BANK AND ALL ASSOCIATED CIVIL WORK TO THE UTILITY HYDRO POLE BEYOND THE PROPERTY LINE. COORDINATE EXACT WORK AND REQUIREMENTS WITH HYDRO ONE PRIOR TO INSTALLATION.
 - 4. PROVIDE 1-53mmEC C/W PULL STRING FROM ELECTRICAL ROOM 116 TO IN-GROUND ACCESSIBLE WEATHERPROOF PULLBOX AND 1-53mmEC C/W PULL STRING FROM COMMUNICATIONS ROOM 116 ROOM TO IN-GROUND ACCESSIBLE WEATHERPROOF PULL BOX FOR PYLON SIGN.
 - 5. PROVIDE 2-53mmEC C/W PULL STRING FROM ELECTRICAL ROOM 116 TO IN-GROUND ACCESSIBLE WEATHERPROOF PULLBOX FOR FUTURE POWER FOR SPLASH PAD.
 - 6. PROVIDE 1-27mmEC C/W PULL STRING FROM COMMUNICATIONS ROOM 116 ROOM TO ACCESSIBLE WEATHERPROOF PULL BOX FOR FUTURE SIGN.
 - 7. PROVIDE BOLLARDS AS SHOWN WITH FINAL LOCATIONS AND QUANTITY DETERMINED AND FINALIZED BY UTILITIES INSPECTORS.
 - 8. PHOTOCELL TO BE LOCATED ON BUILDING ROOF. EXACT LOCATION TO BE COORDINATED WITH MANUFACTURER'S RECOMMENDATIONS. ALL EXTERIOR LIGHTING TO BE CONTROLLED THROUGH ASTRONOMICAL TIMECLOCK AND PHOTOCELL.
 - 9. PROVIDE MINIMUM 4.3M LONG GROUND RODS AND INTERCONNECT WITH MINIMUM #2/0 AWG BARE COPPER. REFER TO ELECTRICAL DETAILS FOR ADDITIONAL INFORMATION.

Contractor must check and verify all dimensions on the job, and report any discrepancies to the architect before proceeding with the work. Do not scale this drawing.

REVISIONS AND ISSUES			
REV	DESCRIPTION	DATE	BY
1	ISSUED FOR CONSTRUCTION	APRIL 13, 2018	

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Smith + Andersen
4211 Yonge Street Suite 500 Toronto, Ontario M3J 2A9
416 487 8151 F 416 487 9104 smithandersen.com

KEYPLAN
NORTH ARROW
SEAL
Professional Engineer
17288.000.E001
PROVINCE OF ONTARIO

PROJECT TITLE
NEW COMMUNITY CENTRE OF CAVAN MONAGHAN
SINGLE PAD AREA

MILLBROOK, ON
DRAWING TITLE
ELECTRICAL SITE PLAN

SCALE
1:300
CHECK BY
J.B.
DATE
JULY 2017
DRAWN BY
M.H.

PROJECT NUMBER
17288.000.E001
DRAWING NUMBER
E100

The successful contractor shall provide a splash pad including all associated mechanical systems and required enclosures as described herein.

The area designated for the splash pad was designed as the future splash pad location during the construction of the Cavan Monaghan Community Centre. All sizes to be confirmed.

PROJECT DESCRIPTION/SCOPE OF PROJECT

The successful contractor shall provide a Community Splash Pad including all associated mechanical systems and required enclosures as described herein.

The area designated for the splash pad (Figure 1) is approximately **24.0m x 14.0m**. The selected area was pre-engineered with the recent construction of the Cavan Monaghan Community Centre. The outer oval area currently designated as a sand play area will comprise the Community Splash Pad. The inner oval currently a garden will remain and measures approximately **4.5m x 7.5m**. The location offers municipal sanitary, water service and electrical supply. All sizes to be confirmed.

The proponents shall review the available services and capacities to determine suitability.

The successful applicant will begin working with the Township staff on construction details once the project has been awarded at the regular council meeting, being May 6, 2024. At this time the Township has applied for grant funding for this project, should the grant funding be received the project can not commence prior to July 9th, 2024. The Township will notify the successful proponent of the funding status. The contractor will be responsible for the commissioning of the system and the warranty period should not start until this date. The contractor will also be responsible to train staff on summer start up and return for winterization training of the splash pad on an agreed upon date in September/October of 2024.

SPLASH PAD STANDARDS

1.1 Regulations

1. Plumbing must comply with the latest edition of the *Ontario Building Code Act* (O. Reg 350/06).
2. Water services shall be designed and installed in compliance with the Township of Cavan Monaghan design standards, and associated standards (OPSS and OPSD) including Municipal Servicing Standards.
3. Wastewater must be designed and proposed for direct drain to the storm sewer system, in compliance with the Township of Cavan Monaghan design standards, and associated standards (OPSS and OPSD).

4. Electrical designs shall comply with the latest edition of the Ontario Electrical Safety Code.
5. Command control center shall comply with confined space entry regulations.
6. Except as specified above, the contractor shall obtain any permits, licenses and/or certificates as required for performance of the work.

2.1 General Design Standards

1. In this standard, splash pad refers to direct drain to the storm sewer system.
2. Splash pad shall be designed to permit use for all ages inclusive of infant to active older adults with an emphasis on inclusivity and sensory elements, interactive, intergenerational play. Consideration for age appropriate zones should be applied.

3.1 Specific Design Standards

1. The spray pad surface shall be non-slip concrete and constructed as follows:

- a) 150mm thick, 32MPa concrete with 6% air entrainment over 150mm granular 'A' base compacted to 100% S.P.D. (Standard Proctor Density) on suitable undisturbed native material.
- b) The Contractor will be responsible for the costs associated with the concrete sampling. The contractor will be responsible for coordinating concrete samples and must pass all aspects of the testing. If the samples do not meet the specific design standards, the contractor will be responsible for replacing the concrete and repouring.
- c) Fiber-reinforced concrete is acceptable.
- d) Wet cure concrete for not less than 7 days.
- e) Finish shall be swirl or broom finish.
- f) All saw cut joints shall be filled with clear silicone sealant to prevent catching debris and glass. Finish sealant level with the concrete surface.

2. There shall be no standing water. All water must be designed to sheet drain to a catch basin:

- a) The catch basin shall discharge into the Town's specified drainage system.
- b) Either drain to one end of the pad or use a jet drain in the center with a trench drain around the edges to prevent children plugging the drain to create a wading pool.

3. Controls and Water Supply:

- a) Spray pad shall be a fully automated system.
- b) Water supply to the spray pad shall be from the municipal water service. The spray pad shall be designed to work with the available

residual pressure.

- c) Spray pad controls shall be housed nearby the spray pad. There must be adequate space around, below, and beside the shut-off valves and connections for winterization. In addition, provision for adequate space within provided space to attach hoses and water meter to be supplied by the Township of Cavan Monaghan.
- d) The controller shall be a PLC programmable logic controller. The appropriate Town staff shall be trained to re-program the sequences, turn on and off components in the sequence.
- e) Provide a button activator, weather resistant, with audible tone and illuminates when activated. Activator button shall be recessed under a steel plate, durability, accessibility (sound and light) with easy replacement or servicing.
- f) Each feature in the pad must have an activation switch on the electrical panel, and therefore can be turned on and off at the panel without having to activate the switch at the spray pad. There also needs to be a switch that triggers the activator at the spray pad, so that the sequence can be turned on from the panel. This allows the pad to be serviced by one staff member.

4. Shape & Play:

- a) The concrete pad shall be separated into designated Spray Zones.
- b) Spray Zones shall be the area of the spray of each component.
- c) The water play design of the spray pad must accommodate both junior play and senior play areas with an emphasis on interactive, accessibility and intergenerational play.

4.1 Maintenance Manuals

The installer shall provide a comprehensive operation manual according to the following specifications:

- 1. Furnish the Owner with all instructional and operational materials in a PDF electronic file format and with three (3) complete hard copies assembled in manuals and permanent, three-ringed or three-post binders.
- 2. Provide title and contract number on covers and spine. Title page shall list Service Contact Information.
- 3. Material shall be assembled and bound in the same order as specified, and each volume shall have a table of contents and suitable index tabs outlining as-built drawings, parts list and product cut sheets, operation instructions, maintenance requirements, programming procedures, and winterization data for all spray pad equipment. It shall describe start-up procedure, day-to-day operation of the system and winterization procedures.

5.1 Spray Pad Programming

1. Spray pad development will be separated into sections herein to reflect the general design standards noted in section 2.0.2.
2. Junior and senior programs shall be built within the same splash pad as separate elements, differing in components as follows:
 - a) Both junior and senior splash pad elements shall include both ground and vertical elements.
3. Designs need to consider accessibility, including adequate room for wheelchairs between features, sound and texture as part of the interactive experience.

6.1 Spray Pad Components

1. Including all safety aspects, the following guidelines should be followed when considering the design of the spray pad components:
 - a) Overall design of the project should provide many opportunities for interactive play (i.e. water guns, spinning water features, moving buckets).
 - b) The colour scheme to be approved by The Township of Cavan Monaghan and should incorporate harmonious colour combinations with existing playground and fitness equipment with the addition of a nature theme design basis that matches or compliments the existing playground design with a consideration given to some of the following apparatus components;
 - Bucket – 3 Buckets or large bucket;
 - Spray Loops;
 - Spray Tubes;
 - Fountain Spray;
 - Water cannons;
 - Multi spray out of ground;
 - c) Arrange play equipment such that junior play features and senior play features are clustered separately, although, allow for interactive, intergenerational play between both areas.
2. Provide adequate space between ground jets and vertical posts to allow for many children running around features without running into posts and other children.
3. Where vertical elements are specified, it is preferred to install components with easily removable deck level anchoring system and toe guards.
4. Provide non-metal pinch free nozzles in order to avoid rust or galling.
5. In order to reduce water use, low flow nozzles are encouraged.
6. Components should be stainless steel and have seamless welds, smooth powder coating, and be chip resistant.

7.1 Materials

1. All aquatic products shall be manufactured from 304/304L stainless steel. The anchoring system and associated fastening hardware shall be manufactured from 304/304L stainless steel.
2. Exposed and accessible hardware shall be tampering resistant, requiring a special tool for removal.
3. All vertical spray products shall be painted with a polyester smooth glossy heat-cured powder coat that is UV and chemical resistant and suitable for public places.

8.1 Controller

1. Splash pad system controller to suit the requirements for the proposed design.
2. The contractor will provide an electrical contractor to complete any electrical requirements from the electrical panel through preexisting conduit to the controller in the vault.
3. The Controller shall be PLC (programmable logic controller) pre-programmed with different sequences and have the capability to be revised by the Owner by either a transportable memory cartridge or via the touch pad user interface on-site.

9.1 Distribution Manifold

The distribution manifold shall be supplied with the following custom features:

1. brass electronic solenoid valves and;
2. brass valves and unions;
3. a pressure regulating valve to ensure constant working pressure as required by spray equipment manufacturer.

10.1 Water Service

1. Water service to be confirmed.

11.1 Sanitary Service

1. Sanitary service located approximately **2m** east of designated splash pad in garden area.

12.1 Distribution Piping

1. All water distribution pipes shall be PEX Pipe, or approved alternate, from water chamber to all spray components.
2. Provide brass ball valves and unions in control vault. Each valve must be isolated with a shutoff above and below the valve.
3. All fittings must be union fitting for easier maintenance.
4. Install all piping to self-drain to a drain valve located in a drainage chamber and discharged to the sanitary system.

13.1 Details

1. Concrete control joints shall be saw cut and must enclose a feature,

not run to a feature. Joints shall be a minimum of 300mm away from a spray feature permitting replacement of a feature with minimum disturbances to concrete splash pad. All activator posts shall be fitted with vandal resistant, LED push button device.

2. Schedule of Work

The following schedule must be strictly adhered to. Only those firms who can commit to meeting this schedule should submit proposals.

Release of RFP	Monday, March 18, 2024
Deadline for Submitting	4:30 p.m., Thursday, April 4, 2024
Inquiries	
RFP Closing	11:00 a.m., Thursday, April 11, 2024
Award of Proposal at Council Meeting	1:00 p.m., Monday, May 6, 2024

Project Timeline	Summer 2024
------------------	-------------

Each contractor is to provide a detailed schedule for the completion of all phases of work. Time will be of the essence in this project and adherence to this schedule will be a factor in the evaluation of proposals.

3. Evaluation Criteria

Proposals shall be evaluated based on:

- a. The overall methodology/approach to the project and directly related company experience.
- b. The qualifications, experience, references, and involvement of each key member of the project team, sub-consultants, and other specialists.
- c. Schedule of work showing proposed time frames, milestones and scheduling the work.
- d. Proposed cost.

Evaluation of each proposal relative to the others shall give due consideration to:

Category	Weight
a. Company and Key Personnel Experience	Total of 30%
• Direct company and principal staff experience with relevant experience	5%
• The experience of the project team members that will be assigned to this project.	20%
• Appropriate reference information gathered from customers that the vendor has provided like services.	5%

- | | | |
|----|---|--------------|
| b. | Technical Approach | Total of 40% |
| | • Quality of overall approach, work methodology, identification of project constraints. | 20% |
| | • Work plan and schedule (responsiveness to meet or exceed requirements). | 20% |
| c. | Construction Services Cost | Total of 30% |
| | • Cost of construction services with details as to the method and basis of compensation including a breakdown of overall cost including all fees and other charges. | 30% |

Method of Evaluating Cost:

$$\frac{\text{Cost of lowest proper proposal}}{\text{Cost of proposal being evaluated}} \times \text{Full weight of Cost Criteria}$$

Method of Evaluating Other Criteria (Scaled to Category Weight):

10	Exceeds the requirements of the criterion in superlative beneficial ways/very desirable.
9	Exceeds the requirements of the criterion in ways which are beneficial to the Township's needs.
8	Exceeds the requirements of the criterion but in a manner which is not completely beneficial to the Township's needs.
7	Fully meets all requirements of the criterion.
6	Adequately meets most of the requirements of the criterion. May be lacking in some areas which are not critical.
5	Addresses most, but not all, of the requirements of the criterion to minimal acceptable level. May be lacking in some areas which are not critical.
4	Barely meets most of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas which are not critical.
3	Minimally addresses some, but not all, of the requirements of the criterion. Lacking in critical areas.
2	Very Poor to Unsatisfactory.
1	Does not satisfy the requirements of the criterion in any manner.

After an initial review of the proposals, Contractors may be interviewed and requested to provide sample information of where the Consultant has recently completed work of a similar scope and focus.

4. Proposal Award

Proposal award will be made based upon the highest scored proponent in the evaluation process.

5. Inquiry

Any questions regarding this proposal should be directed via email to:

Chris Allison
Manager of Parks and Facilities
Township of Cavan Monaghan
988 County Road 10
Millbrook, Ontario, L0A 1G0
705-932-9314
callison@cavanmonaghan.net

Questions and responses shall be shared with all Contractors.

6. Scope of Work

The following is meant to convey, in general terms, the required scope of work in order to complete the project. The list is not meant to be all inclusive and should be expanded upon by the consultant in their proposal submission:

a. Data Collection and Review

Collect, review and analyze all existing plans, reports, etc. relevant to the project. Conduct field reviews as necessary.

b. Preliminary Design

Prepare preliminary design plans for various construction elements including drainage improvements.

c. Detailed Design

Complete detailed designs and prepare drawings and specifications for all aspects of the project.

d. Approvals

Identify all approval authorities, make all necessary submissions and secure approvals. Secure all necessary approvals, clearances and permits from all external agencies to allow construction to proceed.

e. Meetings

Arrange, attend and minute any necessary meetings, including start-up, progress, and monthly, with approval authorities and Township Staff, as required, throughout the course of the project.

7. Deliverables

The deliverables for the project are summarized below:

1. Preliminary and detailed design;
2. Reports, technical memos, communications, minutes of meetings, drawings, plans, calculations, etc., as may be required during the course of this assignment;
3. Permits, applications and approvals from all external agencies to allow construction to proceed;
4. Any site signage as required.

The Contractor will submit Word copies of the draft for any document to the Township for review.

8. Information/Services Provided by The Township

The Township will provide and supply the following:

- Access to all available plans and reports;
- General direction to the Contractor in completing the services and granting of approvals as necessary in a timely fashion;
- Review of information prepared by the Contractor and comment in a timely fashion;
- Other documentation as available.



**Cavan Monaghan Community Centre
Splash Pad Design and Installation**

General Conditions

Request for Proposal RFP-PF-24-01

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1. Contractor's Equipment

The Contractor shall ensure that any and all equipment, whether owned, rented or contracted, shall be mechanically fit and capable of performing the work specified in this request for proposal.

The Bidder shall ensure that their employees, agents or subcontractors shall be properly trained to perform the work specified in this request for proposal.

2. Occupational Health & Safety Compliance

The Contractor and their agents shall strictly adhere to all safety procedures and regulations as specified in the Occupational Health and Safety Act and Regulations together with the Township's Health and Safety Policies and Procedures.

3. Federal, Provincial, Municipal Laws

The Contractor and his/her agents shall strictly adhere to all Federal, Provincial and Municipal Regulations, Legislation and By-laws. It shall be the Contractor's responsibility to obtain the current revisions of applicable Acts, Laws and By-laws.

4. Safety Devices

The Contractor shall place, construct, erect, or otherwise put in place such safety devices as may be required to protect motoring and pedestrian traffic from risk of injury. The Contractor shall ensure that all work areas are secure before leaving the site unsupervised at any time.

5. Access to Buildings and Properties

The Contractor shall maintain access to buildings and properties in the work area.

6. Work Sites

Upon completion of the work, the Contractor shall be responsible to clean and, or, restore the site to its original condition.

7. Township of Cavan Monaghan Indemnification from Liability

The successful bidder shall indemnify and hold the Corporation of the Township of Cavan Monaghan harmless from and against any liability, loss, claims, demands, costs and expenses, including reasonable legal fees, occasioned wholly or in part by any negligence act or omission, whether willful or otherwise, by the bidder, its agents, officers, employees or other persons for whom the bidder is legally responsible.

8. Supply of Materials

The contractor shall supply all materials required to complete the work specified in the Request for Proposal. The payment provided in the Proposal shall be deemed to include full compensation for the supply of said materials.

9. Sub-Contracting

The selected consultant, who has been approved by the Council of the Township, shall be considered to be the prime contractor and shall keep the operation totally under their control and shall not assign, transfer or sub-contract any portion without the written approval of the Township. The consent of the Township for such assignment or sub-contracting shall not relieve the prime contractor from completion of the project in accordance with the terms of the contract.

Where a consultant submits a joint proposal or proposes a partnership arrangement, the consultant must assume the lead or prime contractor position. As such, the consultant will have the overall responsibility for completing the project as proposed.

10. Contract Amendments and Revisions

No amendment or revision to a contract shall be made unless the amendment is in the best interest of the Township and approved by the Township. No amendment that changes the price of a contract shall be agreed to without a corresponding change order describing the change in requirement or scope of work. Amendments to a contract are subject to the identification and availability of sufficient funds in appropriate accounts within the Township's Council approved budget including authorized revisions.

11. Method of Payment

Payment Terms shall be thirty (30) days net from the date when a progress invoice is received by the Township of Cavan Monaghan. Payment for all the work specified in the proposal is included in the Contract Price. No separate measurement or payment will be made for individual items. The payment provided shall be deemed to include full compensation for the supply of information and materials.

The Township shall hold back 10% on each progress payment to the bidder until the end of the project such that the accumulated holdback will represent 10% of the total contract price. Upon final inspection and approval, by the Manager of Parks and Facilities, the 10% holdback will be released to the bidder.

12. Contract Time and Liquidated Damages**(1) Time**

Time shall be of the essence of this contract.

(2) Work Progress

If the contract time above specified is not sufficient to permit completion of the work by the Consultant working a normal number of hours each day or week on a single daylight shift basis. It is expected that additional and/or augmented daylight shift will be required throughout the life of the contract to the extended deemed necessary by the Contractor to ensure that the work will be completed

within the contract time specified. Any additional costs occasioned by compliance with these provisions will be considered to be included in the prices bid for the various items of work and no additional compensation will be allowed therefore.

(3) Liquidated Damage

It is agreed by the parties to the contract that in case all the work called for under the contract is not completed within the number of working days as set out herein or as extended in accordance with Section GC3.07 of the General Conditions, a loss or damage will be sustained by the Authority. Since it is and will be impracticable and extremely difficult to ascertain and determine parties hereto agree that the Contractor will pay to the Authority the sum of **\$500.00** as liquidated damages for each and every calendar day's delay in achieving completion of the work in excess of the number of working days prescribed. It is agreed that this amount is an estimate of the actual loss or damage to the Authority which will accrue during the period in excess of the prescribed number of working days.

The Authority may deduct any amount under this paragraph from any moneys that may be due or payable to the Contractor on any account whatsoever. The liquidated damages payable under this paragraph are in addition to and without prejudice to any other remedy action of other alternative that may be available to the Authority.

13. Spills Reporting

Spills or discharges of pollutants or contaminants under the control of the Contractor, and spills or discharges of pollutants or contaminants that are the result of the Contractor's operations that cause, or are likely to cause adverse effects shall forthwith be reported to the Contract Administrator. Such spills or discharges and their adverse effects shall be as defined in the Environmental Protection Act R.S.O. 1980. This reporting shall not relieve the Contractor of his/her legislated responsibilities regarding such spills or discharges.

14. Quantity Adjustments

The Township of Cavan Monaghan reserves the right to adjust the quantities of the proposal items as required to meet budgetary constraints.

15. Accessibility Standards

As part of the Township's Accessibility Policy, upon acceptance of the successful Proposal, a Township Accessibility pamphlet will be sent to the successful Bidder. The Bidder is requested to read the pamphlet and sign a form acknowledging that they have done so.