



REQUEST FOR TENDER (RFT)

Design and Construction of Accessible Beach Ramp and Landing, and Accessible Parking

Resort Village of Tobin Lake

1. Invitation to Tender

The Resort Village of Tobin Lake (the "Owner") invites sealed tenders from qualified and experienced contractors for the design and construction of an outdoor wheelchair-accessible ramp and landing, together with the creation of designated accessible (handicapped) parking, to provide safe and inclusive beach access for persons with disabilities and mobility challenges.

This is an open competitive tender. The Owner intends to award the contract on a best value-for-money basis.

2. Project Description

The successful Contractor shall provide a turnkey solution, including all design, engineering (if required), materials, labour, construction, inspections, and commissioning necessary to complete the Work.

The Work includes both: - An accessible beach ramp and landing, and - The construction of designated accessible parking stalls and associated access routes connecting parking to the ramp.

The estimated project value is approximately \$100,000 CAD.

3. Scope of Work

The scope of work includes, but is not limited to, the following:

- Design and construction of an accessible ramp and landing integrated with existing site conditions
- Design and construction of designated accessible (handicapped) parking, including safe and accessible routes from parking to the ramp and landing
- Concrete construction with steel railings
- Supply and installation of all required components, including:
 - Ramp and landing
 - Curbs
 - Guardrails
 - Handrails and pickets
 - Structural framing
 - Tactile warning surfaces and colour-contrasting strips
 - Supportive foundation and footings

- Accessible parking works to include, as applicable:
 - Properly sized accessible parking stalls
 - Access aisles
 - Curb cuts and/or depressed curbs
 - Accessible pathways connecting parking to the ramp
 - Pavement markings and signage designating accessible parking
- Site preparation and protection
- All required inspections, permits, and approvals
- Site restoration and final cleanup
- Final commissioning and handover

4. Standards and Compliance

All Work must comply with, at a minimum:

- Current CSA accessibility standards
- Applicable provincial and municipal building codes
- Occupational Health and Safety legislation and regulations

Failure to meet mandatory standards may result in rejection of the tender or termination of the contract.

5. Design and Engineering Responsibility

The Contractor shall be responsible for all design, engineering, and technical details necessary to complete the Work in accordance with the Tender Documents and applicable codes and standards.

Where professional engineering services are required, such services shall be provided by a professional engineer licensed to practice in the Province of Saskatchewan, retained and paid for by the Contractor.

All drawings, specifications, and calculations requiring professional certification shall bear the seal and signature of the appropriate licensed professional prior to construction.

6. Schedule Requirements

- Tender Closing Date: 5 February 2026
- Anticipated Start Date: May 2026
- Mandatory Final Completion Date: 30 November 2026 (no exceptions)

Time is of the essence.

Weather delays or supply-chain issues shall not excuse late completion unless expressly approved in writing by the Owner.

7. Liquidated Damages for Late Completion

If the Contractor fails to achieve final completion by 30 November 2026, the Contractor shall be liable for liquidated damages of \$750 per calendar day for each day the Work remains incomplete.

The parties agree that:

- Liquidated damages represent a genuine pre-estimate of the Owner's damages and are not a penalty
- Liquidated damages may be deducted from any monies owing to the Contractor
- Payment of liquidated damages does not relieve the Contractor of the obligation to complete the Work.

8. Payment and Holdback

Subject to satisfactory progress and compliance with the contract, the Owner will make monthly progress payments based on the value of Work properly performed.

In accordance with *The Builders' Lien Act* (Saskatchewan), the Owner shall retain a ten percent (10%) statutory holdback from each progress payment.

The statutory holdback shall be released in accordance with the requirements of The Builders' Lien Act following Substantial Completion of the Work, provided that no liens have been registered and all required documentation has been received.

Final payment shall be made only after:

- Final Completion of the Work
- Submission of all required warranties, certificates, and close-out documents
- Correction of all deficiencies to the satisfaction of the Owner

9. Substantial Completion and Final Completion

Substantial Completion shall be deemed to occur when the Work is sufficiently complete in accordance with the contract so that it can be used for its intended purpose.

Final Completion shall occur when all Work is complete, all deficiencies have been corrected, and all close-out documentation has been submitted and accepted by the Owner.

Liquidated damages shall apply until Final Completion is achieved.

10. Warranty

The Contractor warrants that all Work shall be free from defects in materials and workmanship for a period of one (1) year from the date of Final Completion, unless a longer warranty is provided by the manufacturer.

The Contractor shall, at its own expense and upon written notice from the Owner, promptly correct any defects identified during the warranty period.

11. Tender Submission Requirements

Each tender submission must include the following:

1. Company profile, including relevant experience with accessible infrastructure projects
2. Proposed design approach, construction methodology, and materials
3. Project schedule demonstrating compliance with the mandatory completion date
4. A separately priced cost breakdown for each major component of the Work, as identified in the Tender Form
5. Written confirmation of compliance with CSA standards and applicable codes
6. Proof of:
 - o Business registration
 - o Workers' Compensation coverage
 - o Commercial General Liability Insurance (minimum \$2,000,000 per occurrence)

12. Evaluation Criteria

Tenders will be evaluated on a value-for-money basis, including but not limited to:

- Compliance with mandatory requirements
- Technical approach and quality of proposed solution
- Contractor experience and past performance
- Schedule feasibility and ability to meet deadlines
- Price, including the reasonableness of individual component pricing

The lowest-priced tender will not necessarily be accepted.

13. Tender Submission Details

Tenders must be received by the Owner no later than 5 February 2026.

Late, incomplete, or non-compliant submissions will not be accepted.

14. Owner's Rights

The Owner reserves the right, at its sole discretion, to:

- Accept or reject any or all tenders
- Waive minor irregularities or informalities
- Cancel, amend, or reissue this RFT at any time
- Negotiate with the successful proponent

This RFT does not constitute a contract. A binding agreement will arise only upon execution of a formal written contract.

15. Enquiries

All enquiries regarding this Request for Tender must be submitted **in writing** to the Owner's designated contact person:

Nathalie Hipkins, CAO
Resort Village of Tobin Lake
Box 1479
Nipawin, SK S0E 1E0

Responses to enquiries shall be provided at the Owner's discretion. **Verbal responses shall not be binding.** Where necessary, responses will be issued by written addendum and will form part of the Tender Documents.

FORMAL TENDER PACKAGE

Design and Construction of Accessible Beach Ramp and Landing

Resort Village of Tobin Lake



PART A – TENDER COVER PAGE

Project Title: Design and Construction of Accessible Beach Ramp, Landing, and Accessible Parking

Owner: Resort Village of Tobin Lake

Tender Closing Date: 5 February 2026

Mandatory Completion Date: 30 November 2026

Sealed tenders clearly marked "**Accessible Beach Ramp Tender**" must be received by the Owner no later than the Tender Closing Date.

PART B – INSTRUCTIONS TO TENDERERS

B1. Definitions

- **Owner:** Resort Village of Tobin Lake
- **Tenderer:** Any person or entity submitting a tender
- **Work:** All labour, materials, services, and activities required to complete the Project

B2. Tender Submission

Tenders shall be submitted in sealed form and must include all documents listed in Part D. Electronic or late submissions will not be accepted unless expressly permitted by the Owner.

B3. Validity of Tender

Tenders shall remain open for acceptance for a period of **60 days** from the Tender Closing Date.

B4. Site Conditions

Tenderers are responsible for familiarizing themselves with site conditions. Submission of a tender constitutes acknowledgement that the Tenderer has reviewed and accepted existing site conditions.

B5. Addenda

Any addenda issued by the Owner shall form part of the Tender Documents. Tenderers must acknowledge receipt of all addenda in the Tender Form.

PART C – PROJECT REQUIREMENTS

(Refer to Sections 2 through 6 of this RFT for Project Description, Scope of Work, Standards and Compliance, Schedule Requirements, and Liquidated Damages, all of which form part of this Tender Package.)

PART D – TENDER FORMS

FORM 1 – TENDER FORM

Tenderer Legal Name: _____

Business Address: _____

Contact Name & Title: _____

Phone: _____ Email: _____

The undersigned Tenderer hereby submits this tender in accordance with the Tender Documents and agrees:

1. To perform the Work as described in the Tender Documents
2. To achieve Final Completion by **30 November 2026**
3. To accept liquidated damages of **\$750 per calendar day** for late completion
4. That this tender is irrevocable for 60 days from the Tender Closing Date

Tender Price Breakdown (CAD, excluding applicable taxes):

Accessible Ramp & Landing: \$ _____

Accessible Parking: \$ _____

Total Tender Price (sum of above): \$ _____

Authorized Signatory: _____

Signature: _____ Date: _____

FORM 2 – TENDERER EXPERIENCE AND REFERENCES

Provide details of at least three (3) comparable projects completed within the past five (5) years.

Project Name	Owner	Description	Value	Completion Date

FORM 3 – TECHNICAL APPROACH

Provide a written description of:

- Design approach
- Materials and construction methods
- Accessibility features and compliance strategy
- Quality control and inspection processes

(Attach additional pages as required.)

FORM 4 – PROJECT SCHEDULE

Provide a detailed project schedule demonstrating compliance with the mandatory completion date of **30 November 2026**.

FORM 5 – INSURANCE AND COMPLIANCE DECLARATION

The Tenderer certifies that it has or will obtain prior to contract execution:

- Valid business registration
- Workers' Compensation coverage
- Commercial General Liability Insurance of not less than **\$2,000,000** per occurrence
- Full compliance with CSA accessibility standards and applicable codes

Authorized Signatory: _____

Signature: _____ **Date:** _____

PART E – OWNER'S ACCEPTANCE (FOR OWNER USE ONLY)

The Resort Village of Tobin Lake hereby accepts the tender submitted by:

Contractor Name: _____

Accepted Contract Price: \$ _____

Date of Acceptance: _____

Authorized Owner Representative: _____

Signature: _____ **Date:** _____

End of Tender Package

