

APPENDIX C – STATEMENT OF WORK

1.0 PROJECT DESCRIPTION AND BACKGROUND

The Corporation of the City of Mississauga (“the City”) is seeking to procure General Contractor Services for the lifecycle replacement of exterior doors and windows, accessibility sidewalk, partial revitalization of interior spaces, replacement of pylon sign, security upgrades, back-up gas generator, fire alarm system upgrade and building perimeter wall cement parging work. Roof renewal and mechanical upgrades were complete as part of Phase 1.

Site Location: Animal Services Centre – 735 Central Parkway, West, Mississauga, ON L5C 1T8

More detail information is included in Appendix C Statement of Work and the Specifications and Drawings included in this bid request.

2.0 PROJECT SCOPE

For successful completion of the project, the project scope included but not limited to the following requirements:

- New exterior gas generator on concrete pad with bollard on perimeter.
- Existing building pylon sign to be replaced with new City of Mississauga (COM) standard digital pylon sign.
- Sidewalk at rear of building to be replaced with a new barrier-free accessible sidewalk.
- New duct bank from new generator to new electrical room and gas meter, and new duct bank from new pylon sign to new electrical room.
- Existing main building entrance signage on wall to be illuminated with LED fixture.
- New electrical room with Automatic Transfer Switch (ATS), fire alarm panel and other panels.
- Upgrading the fire alarm system to a new addressable system.
- Security upgrades: Re & re of security camera’s, new door contacts, new duress button in reception/lobby area.
- Existing exterior windows and doors replacement work.
- Partial interior door replacement with ADO.
- New millwork in Reception and Lunchroom.
- Revitalization of Change Rooms, Lunchroom, and offices.
- Partial flooring and ceiling replacement work.
- Building perimeter wall cement parging work.

Project is being executed at operational facility. Contractor will need to make accommodations accordingly for work to take place in a phased manner.

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3.0 PROJECT GOAL AND OBJECTIVES

The goal of this lifecycle renewal project is to deliver a high-quality renovation of the building components noted in the Project Scope. The new proposed renovation will aim to enhance the day-to-day operation and human comfort, and improve the infrastructure quality, building efficiency, and accessibility.

4.0 PROJECT ORGANIZATION

The City of has assigned a Project Manager to the project who will provide overall coordination and project management throughout the project. The Contractor bidder will report directly to the City Project Manager throughout all phases of the project.

City employees who are stakeholders in this project and staff with pertinent technical expertise will be involved in providing input and comments at different stages of the project through coordination by the city Project Manager.

The successful bidder shall take direction from the City Project Manager only, and not from anyone else without the City Project Manager's prior knowledge and consent.

Bi-Weekly Project Management Construction Meetings shall be held with the City Project Manager and successful bidder. These meetings are to be chaired by the successful bidder, with meeting agendas, and meeting minutes provided. The successful bidder will be responsible to track all RFIs, cash allowance, change orders, shop drawings, and other construction deliverables, against a project schedule that is to be updated on bi-weekly basis.

Bi-Weekly construction reports shall be provided by the successful bidder, which provide general project updates, construction progress photos, schedule updates, and action items, as discussed during the bi-weekly project management construction meetings.

Monthly status report to be provided along with the look ahead of the following month.

Construction Services shall be provided as one coordinated and integrated service led by the Contractor. The Contractor shall coordinate with the Consultant where necessary when performing the Construction Services. Coordination with the City and stakeholders shall be through the Project Manager.

The Contractor shall coordinate all works in an efficient, effective and safe manner and ensure there are no interruptions of City operations. Coordinate sequential construction, completion and turnover of areas as per Project Schedule.

5.0 WORKING HOURS:

Work is to take place during regular hours (7:00 am to 5:00 pm).

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Any work that requires building services shutdown, shall be done after-hours and/or on the weekends to accommodate service operations.

6.0 SITE LOGISTICS:

The contractor shall provide, as required, general cleaning, housekeeping, and a professionally kept construction site, during project duration. Before leaving for the day/night, the site it to be cleaned.

Contractor to ensure garbage is removed daily off-site. On-site Garbage Bins/Garbage Storage is NOT allowed and will not be accommodated.

Project is being executed at operational facility; very limited Contractor Parking is provided in the facility parking lot. Contractor will need to make accommodations accordingly.

7.0 PROECT SCHEDULE:

The proposed project start date is immediately upon award of contract. Completion dates for major project deliverables are provided below and must be considered by the successful bidder.

Award Contractor	October 2024
Construction Kick-off Meeting	October 2024
Site Mobilization	January 2025
Construction	January 2025
Substantial Performance	November 28, 2025