

PART 3 – DRAWINGS AND SPECIFICATIONS

RFT No. Doc4538959938

1. Technical Requirements

1.1. Architectural and Landscape

- 1.1.1. Mobilization/Demobilization and General requirements (site protection, hoarding, signage, bonding, all necessary permits, site clean-up and all other items as stated in the contract documents to complete the work, refer to Summary of Work Section 01 11 13, Item 1 for further details.
- 1.1.2. Temporary removal, storage and reinstatement of existing equipment and associated site storage systems and racking.
- 1.1.3. Demolition, and prepare ground surface to receive new sod and deck.
- 1.1.4. Supply and install new wood site entrance gate.
- 1.1.5. Supply and install new wood deck and new gate.
- 1.1.6. Supply and install new wood trellis in steel frame.
- 1.1.7. Supply and install new wood planter.
- 1.1.8. Supply and install new wood fence with new galvanized metal trough.
- 1.1.9. Supply and install new exterior grade GFI power outlet.
- 1.1.10. Supply and Install new concrete side walk.

2. Specific Requirements and Supplementary Conditions

- 2.1. The facility is in operation 24 hours a day and 7 days a week. Regular business hours of operation is 7:00 a.m. to 5:00 p.m., five (5) days a week (Monday - Friday). Therefore, any construction work must not impact facility operations during regular business hours of operations.
- 2.2. All construction work undertaken shall not contravene the requirements of local noise and pollution by-laws and all other regulatory requirements. Any construction work that requires drilling, cutting, coring or hammering, must be undertaken after-hours (5:00 pm – 7:00 am) and/or weekends. No additional or overtime charges will be paid for the work performed after-hours and/or weekends.
- 2.3. **Ongoing Operations at Occupant Facility:** All construction work undertaken shall comply and fulfill all OH&S requirements and coordination to perform the work during an ongoing operations at occupant facility, that include but not limited to phasing the construction scope and hording areas to satisfy all requirements for Exits, Signage, Tarps and dust protections and isolations, fume, emission, smoke protections and all related labor, materials and any associated time, and **Phasing the project scope, construction areas as required** to accommodate the occupants' operations requirements. The Successful Bidder shall fulfill these requirements at no additional costs, nor claims against the City.
- 2.4. The Successful Bidder shall assign a project manager to the construction project in addition to site supervisor and support staff. The project manager will be the

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main point of contact for the City and for the consultant on this project, shall maintain complete involvement, coordinate with all stakeholders (internal and external to the City) and attend regular construction progress on-site Weekly or bi-weekly meetings as required.

- 2.5. The Successful Bidder shall coordinate with all government departments & agencies, authorities having jurisdictions and utilities such as the City's Building Department, ESA, TSSA, Toronto Hydro, Enbridge Gas, but not limited to, and organize all required inspections and approvals for the completion of construction work. It will be full responsibility of the Successful Bidder to ensure that all conditions of permits and approvals are met during construction work and all permits are closed.
- 2.6. The Successful Bidder is responsible to coordinate with other Successful Bidders at the facility and arrange for delineation in time and space as required for the completion of construction work. There could be multiple Successful Bidders performing work at the facility. No additional/overtime charges will be paid if the construction work is delayed because of coordination with other Successful Bidders performing work at the facility.
- 2.7. The Successful Bidder shall develop Construction Delineation Plan and implement to ensure that delineation in both time and space is established and maintained among two or more Successful Bidders. Additionally, ensure site coordination during construction work activities performed at the facility and that there is only one constructor (Successful Bidder) at the facility at any point in time in the construction work area.
- 2.8. **Substantial Performance:** in compliance with the applicable Construction Act, the Successful Bidder shall not submit nor grant a substantial performance unless all close-out documents submitted, reviewed and approved by the consultant & the City in electronic and printed copy formats as required in order to issue the substantial certificate. Provide electronic copies of all close-out documents to the consultant for prior review.
- 2.9. **Close-out:** Close-out documents submission includes, but not limited to, table of contents, as-built record drawings in pdf & AutoCAD format, shop drawings in pdf format, new asset & equipment list with detailed information as per City Template, test & commissioning reports, operation & maintenance manuals, warranty information, permits & approvals closure, final completion letter by engineers, spare parts list, final testing and acceptance reports, combined of all site review reports, contacts of general Successful Bidder, contacts of local distributors/bidders, other specific documents and picture, construction submittals logs, RFI's, CO's, etc., site review reports, test & commissioning.
- 2.10. The Successful Bidder shall provide warranty for all equipment, materials & workmanship for a period of two years from the date of substantial performance of the contract and correct all defects reported/observed within reasonable

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timeline without any cost to the City. Attend a site visit and record any defects observed/reported ninety (90) days prior to the expiry of warranty period.

- 2.11. **Toronto Police Service Clearance and Safety requirements:** The Successful Bidder shall be subject to comply with the TPS clearance waivers and shall fulfill all required instructions, procedure, coordination and all associated times and all safety requirements at no additional costs nor claims against the City.
- 2.12. **Additional Safety Measurements as implement by Governmental Authorities:** The Successful Bidder shall be subject to comply with all applicable safety requirements and measurements as implement by Governmental Authorities, such as COVID-19 protections procedure and all associated safety requirements at no additional costs nor claims against the City.

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SCOPE OF THE WORK

The Successful Bidder shall furnish all labour, materials, equipment and supervision for Urban Arts Eco-Rejuvenation and Innovative Garden Project located at 5 Bartonville Ave E, North York in accordance with the drawings and specifications including any addenda issued during the time of bidding. This work shall include, but not be limited to the short summary below:

1. Prior to starting construction, the Successful Bidder is to obtain and post a Notice of Project from the Ontario Ministry of Labour. Successful Bidder shall provide a copy of the Successful Bidder's Health and Safety Policy, as well as the Health and Safety Plan specifically for the project. These documents shall be provided to the Consultant and the City.
2. It is the Successful Bidder's responsibility to provide all labour, material, equipment and supervision to complete the renovations outlined in this specification taking into account all site conditions, noise restrictions, work area restrictions, protection requirements, accessibility restrictions, phasing restrictions, etc. No extras will be entertained for inconveniences after the award of this Contract.
3. In particular the work, briefly described below, applies to all sub-scopes and phases of the work and includes, but is not necessarily limited to the following:
 - a. Remove, demolish, and prepare existing site to receive new work.
 - b. Supply and install new wood deck, fence, trellis, and gates.
 - c. Supply and install new exterior grade GFI power outlet.
 - d. Supply and install new concrete sidewalk.
4. In general, the project scope of work has been divided into two (3) main sub-scopes.
 - a. Demolition and prepare of existing site.
 - b. New wood deck, fence, trellis, and gates.
 - c. New exterior grade GFI power outlet.
 - d. New concrete sidewalk.
5. Coordinate and administer all necessary inspections for Authorities having Jurisdiction including but not limited to ESA inspections, TSSA, MOE, Building Department Inspections and signoff, Fire alarm Verification, and HVAC and plumbing inspections and applications for all occupancy permits. The complete approvals of these agencies is the responsibility of Successful Bidder, the City will provide the Building Permit.
6. Cooperate with Client and other agents working for or with the City of Toronto for general work and regular building functions for the duration of the construction period.

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WORKING HOURS

1. Existing facility is to remain open during construction. Successful Bidder will have sole use and access to the defined phases and work areas during the specified work hours. Access shall be as defined in Section 01 11 00 – Summary of Work and 01 11 01 – Use of Site, dependent on work area. The performance of the work shall minimize the disruption to the regular operation of the site and neighbourhood.
2. All Work shall be performed between the hours of 7:00 AM to 7:00 PM MONDAY through FRIDAY and 9:00 AM to 5:00 PM SATURDAY.
3. The Substantial Performance date indicated within the tender must be achieved, Successful Bidder shall include in their bid price provision for all after hours work necessary to achieve Substantial Performance.
4. The City reserves the right acting reasonably to stop any disruptive work and request to have this work completed at a different time at no cost to the project. It will be the Successful Bidder's responsibility to co-ordinate this work at a time suitable to the Client.
5. Noisy work shall be performed Monday to Friday 7AM to 7PM and Saturday 9AM to 5PM. Quiet work is permitted 24 hours a day, 7 days a week.
6. The Successful Bidder must schedule and perform the work in accordance with the City of Toronto Municipal Noise By-Law and include for all costs associated with this in their base bid price.

SPECIAL NOTES

1. The areas of construction are to be clearly delineated and signed for safety purposes at all times, including access to exits, and clear paths of travel. Where project work may cause temporary or partial closure of the exits or egress to and from the site then alternate exits or egress must be provided.
2. Emergency exiting and egress paths cannot be obstructed during construction. The Successful Bidder shall ensure the work area is free and clear of debris at all times.
3. Maintain adequate safety communication signage at all times in accordance with the Ontario Health and Safety Act.
4. Full time site supervision is required while trades are on site throughout the work of this contract.
This shall include for up to an additional 3 months of on site supervision (foreperson) beyond the Successful Bidder making application for Substantial

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Performance including all required equipment and materials to coordinate and carry out the remainder of duties and work.

5. The Successful Bidder shall maintain all of the existing life safety equipment systems and devices in good working order for the entire duration of the project.
6. The Successful Bidder shall keep a complete set of construction documents on site at all times including but not limited to the following: a) RFI's b) CO's c) Quotations d) Site Instructions e) CCN's f) Change Directives g) Drawings and Specifications, h) Approved Shop Drawings i) Meeting Minutes, j) Construction Schedule.
7. The Successful Bidder shall be permitted to use and maintain in a clean manner the designated washroom facilities within the building.
8. Prior to the initial draft invoice being submitted the Successful Bidder will provide a breakdown schedule of values providing sufficient detail for review and acceptance by the Consultant and the City. For each invoice submitted, the Successful Bidder is to list the Invoice number, payment number, all previous charges to date, percentage completion of each item of work, the remaining charges for each item of work and which, if any, items have been charged to the contingency or cash allowance. The City Project Manager and Consultant shall receive draft invoices in advance of the time they are to be sent to the City Account Payable department for processing. The Consultants validation for payment of the approved Successful Bidder 's invoice shall also reflect similar level of detail.
9. Material Testing and Moving of Furniture and Equipment is via Cash Allowances. Payments from the Contingency Allowance will not be permitted without prior written approval of the City's Project Manager via Change Orders. The unused portion is to be identified as a 100% credit to the contract prior to any other Change Orders.
10. All Change Orders are to be prepared and executed by the Consultant. Payments from the Cash Allowance will not be permitted without prior written approval of the City's Project Manager via Cash Allowance Authorization subject to satisfactory submission details provided by the Successful Bidder. The unused portion is to be identified as a 100% credit to the contract. All Cash Allowance Authorizations are to be prepared and executed by the Consultant.
11. Prior to the start of any and all work, Successful Bidder shall notify the Consultant of any discrepancies or omissions which would interfere with the satisfactory completion of the work.
12. All work, whether shown or implied, unless specifically questioned, shall be considered fully understood in all respects by the Successful Bidder, and he will

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be responsible for any misinterpretations or consequences thereof for all work shown on all contract documents.

13. The Consultant and the City reserve the right to allow other Successful Bidders to perform work in connection with the project. The Successful Bidder shall be responsible for coordination of work and establishing schedules for all trades including the City trades such as Security. The Successful Bidder shall afford other Successful Bidders reasonable opportunity for the introduction and storage of their materials and equipment for execution of their work.
14. No material substitutions shall be made unless previously approved in writing by the Consultant and the City.
15. Both the Consultant and the City shall have access to the demised premises at all times.
16. Any construction tools and / or equipment used on project must follow OHSA guidelines or any other code requirements having jurisdiction over tools and equipment.
17. Throughout the entire course of construction the Successful Bidder and any other trade working on job site must follow the current OHSA guidelines in addition to all codes having jurisdiction as it relates to protective clothing: hard hats, gloves, eye protection, shoes and work procedures.
18. All sub-Successful Bidder's shop drawings shall be submitted to the Consultant for approval throughout the Successful Bidder prior to work being performed, unless otherwise noted. All Successful Bidders shall submit cuts, samples and finishes for written approval prior to ordering or fabrication.
19. The City may at its own discretion require the G.C. to coordinate weekly project meetings as the assignment progresses.
20. Further to Specification Section 01 52 00 - Temporary Facilities, the Successful Bidder is to maintain adequate heat levels to avoid damage to building systems and proper curing of finishes.
21. The Successful Bidder will staff the project with a Senior Project Manager, and for the site a full time Gold Certified Site Superintendent coordinating with two Forepersons who will be responsible for the delivery on a per floor basis for the duration of the assignment.

COMMENCEMENT AND COMPLETION DATE

1. The start date of this Contract is immediately upon receipt of a purchase order, issued by the City of Toronto Project Manager and/or Purchasing Materials

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Management Division. The scope of work is to commence immediately after the award of the Contract. Award is conditional upon all approvals, bonding and insurance being in place. Continuous and progressive operation shall be carried out until work is completed. **The mandatory Substantial Performance date for construction is 40 weeks after award.** The 100% completion date is to be completed as expeditiously as possible. The Successful Bidder is responsible to provide all the forces necessary to carry out the work which entails providing a Site Superintendent, Forepersons (2) and Crews within the facility meeting the specified timeframe. Should any work be delayed for any reason other than what is permitted within the City of Toronto construction contract then the Successful Bidder shall not be entitled to any claims and will be subject to penalty via liquidated damages clauses noted in the construction agreement.

2. Completion dates of the Contract may be extended at the sole discretion of the City subject to the required approvals being obtained in accordance with the applicable City of Toronto construction contract clauses.
3. Refer to Section 3 for requests for alternate pricing for alternate start and completion dates.

COORDINATION WITH OWNERS' SUBSUCCESSFUL BIDDERS

1. The Successful Bidder will cooperate with all City of Toronto personnel to facilitate the work of the contract including but not limited to maintenance and security personnel.
2. The City will not coordinate any work of the designated subcontractors. All designated subcontractors including the Security installer for the City will be the responsibility of the Successful Bidder and be co-ordinated accordingly to perform the work of the contract.
3. The Successful Bidder will co-operate, coordinate, with and supervise the City's own Successful Bidders and staff to facilitate any on-going work within the building.

RECORD DRAWINGS AND AS BUILTS:

1. Maintain a complete set of record drawings and specifications throughout the duration of the work of the contract on site.
2. The project close out documents (including CAD/PDF and hard copy as-builts drawings) and the Operations and Maintenance manuals must be submitted by the Successful Bidder and accepted by the Project Administrator before the Certificate of Substantial Performance can be certified by the Prime Consultant.

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- Drawings must be in AutoCAD 2009 version in .dwg format, according to AIA Layer Standard. All CAD file (.dwg) must contain all specific (to the drawing) directories or information and/or have external references pointing to any data or files.
- One type of information is to be provided on each drawing; mixing the drawing types is not permitted.
- One drawing per floor or location is required. Multiple location drawings are not permitted.
- The Successful Bidder is to provide four (4) hard copies of the Operating & Maintenance Manuals and 1 CD shall be submitted. Binders are to be bound in vinyl hard cover 3 "D" ring type loose-leaf for 212x275 mm size paper. Binders are not to exceed 75 mm thick or be more than 2/3 full.
- Organize contents into applicable sections of work to parallel project specifications breakdown. Mark each section by labelled tabs protected by celluloid covers fastened to hard paper dividing sheets.

The manual must include but not limited to the following:

- Two Year Warranty Certification from the Successful Bidder and it Bidders.
 - a. The Two Year Warranty Certification from the Successful Bidder and bidders
 - b. Extended warranties as identified in the Technical Specifications
 - c. As-Built Drawings (electronic version + hard copy)
 - d. Approved Shop Drawings
 - e. Notice of Project
 - f. ESA and TSSA inspection reports, certificates etc.
 - g. Health & Safety Policy
 - h. Health & Safety Pre-start report
 - i. All project schedules
 - j. Testing & Inspection Reports
 - k. Consultant Inspection Reports
 - l. Substantial Performance Certificate & Advertisement
 - m. Contact List (Design and Construction Teams)
 - n. Prime Consultant Final Completion Certificate
 - o. All approved Change Orders and Change Directives
 - p. All of the above on CD and 3 ring Binders
 - q. Record of equipment demonstration and training
- 3. Refer to technical specifications for additional requirements regarding as-built drawings, extended warranties and substantial performance.

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SECURITY OF THE SITE WHILE WORK IS BEING PERFORMED

While work is being performed access to the facility will be granted to the Successful Bidder . The Successful Bidder is solely responsible for securing the work site and protecting their equipment while their trades are working, at all times.

EXISTING UTILITIES

1. The Successful Bidder is fully responsible for the protection of all utilities shown on the drawings and/or the utility locates.

SPECIFICATIONS & DRAWINGS

1. NGA's Urban Arts – 5 Bartonville – Drawing Set- 2023.11.17 – Drawings:
Issued on November 17, 2023, 8 sheets
2. NGA's Urban Arts – 5 Bartonville – Spec Set - 2023.11.17 – Specs:
Issued on November 17, 2023, 164 pages